

# Nursing Delegation

## Policy

PROVIDER NAME is committed to ensuring the safety and well-being of each client. Nursing tasks may be delegated to PROVIDER NAME employees providing direct care to clients with complex medical needs, in areas and situations where appropriate nursing supervision is available. Nursing delegation will only be done within the scope and practice as outlined in the Wisconsin Nurse Practice Act (Chapter 441).

## Procedures

- A. Nursing delegation will only be applied when all other options have been ruled out. The registered nurse (RN) will first assess the client's ability to perform or learn to perform self-care for tasks which could warrant delegation. PROVIDER NAME nurses will not delegate tasks where adequate RN supervision cannot be provided.
- B. The decision to delegate is dependent upon the willingness of the RN to delegate and the employee's willingness to accept the delegation. The delegating RN will determine when a task is appropriate to delegate based on the complexity of the task involved, the ability of the employee to perform the task, and the level of supervision necessary.
- C. The delegating RN will be responsible for developing necessary training and protocols, including the rationale and safety concerns involved in performing the task. Training programs and protocols developed by a PROVIDER NAME RN must be approved by the director of nursing prior to implementation. The delegating RN will provide client-specific training to the employee and will observe the employee demonstrating the task before the employee may perform the delegated task independently. The method of training and level of supervision needed for each delegated task will be determined by the delegating RN and director of nursing.
- D. Delegation is limited to the experience and background of the delegating RN for each specific task. Both the delegating RN and employee accepting delegation must be accountable for their own individual actions in the delegation process. Delegation must be specific to each task for each individual client and cannot be provided for any other client without further training and delegation specific to that client's needs.
- E. In the event that a non-emergency change in physician orders or client condition alters the delegated task protocol, the delegating RN must be notified within 72 hours of alteration in order to review the changed criteria prior to allowing the continuation of delegation. Additional education and training may be needed before delegation can continue.
- F. Any delegated task may be rescinded at the discretion of the delegating RN whenever the RN believes the client's safety is being compromised or for other reasons at the judgment of the RN. The RN rescinding delegation must initiate and participate in the development of an alternative plan to ensure continuity of client care needs. The delegating RN will provide ongoing supervision, evaluation, and education as needed.
- G. No RN or employee will be coerced into providing or accepting delegation when it is determined that said delegation may compromise the safety or well-being of any client. In the event an employee or RN has concerns regarding delegation of tasks, he/she should contact his/her supervisor immediately.
- H. Delegation and the rescinding of delegation must be in writing for each employee and must be client-specific and task-specific. This documentation must include start date and end date of delegation, and signatures of both the delegating RN and the employee accepting delegation. A separate form will be implemented by the delegating RN for each client, task, and employee.
- I. Nursing tasks in need of delegation must involve an RN and cannot be trained or delegated from one employee to another. Delegated tasks by a PROVIDER NAME contracted/hired RN apply only to PROVIDER NAME clients and employees and are not transferable to any other agency or entity outside of PROVIDER NAME. At such time

that either the delegating RN or employee accepting delegation ends employment with PROVIDER NAME, the delegation terminates concurrently.

J. Tasks that require PROVIDER NAME RN assessment and delegation determination prior to performing the tasks include but are not limited to:

- Administration of vaginal or rectal medication
- Bowel elimination program
- Catheterization
- Irrigation
- Gastric tube feeding
- Medication administration via gastric tube (enteral)
- Use of oxygen
- Nebulizer treatment
- Use of suctioning equipment
- Pressure sore beyond stage 1
- Other types of wound care as determined by the RN
- Stoma care
- Injections, including use of an Epi pen for allergic reaction
- Tracheotomy care
- Other invasive and/or high risk procedures