

SESLHD GUIDELINE COVER SHEET



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SUMMARY	Guideline for managers supporting registered nurses wishing to undertake nurse practitioner training not employed in a nurse practitioner role.

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**Master of Nursing (Nurse Practitioners) Students –
Guidelines for Managers**

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Section 1 - Background

Registered nurses (RN) wishing to undertake the Master of Nursing Nurse Practitioner (MNNP) program are required to seek the support of their facility Director of Nursing & Midwifery as outlined in university entry requirements and the [NSW Health Policy Directive PD2022_057 – Nurse Practitioners](#).

This guideline has been developed to ensure that all stakeholders are aware of the SESLHD process for seeking and granting approval to registered nurses wishing to undertake this program of study and to be supported to undertake supervised advanced practice in expanding their scope of practice when they are NOT currently employed in a Transitional Nurse Practitioner position. This will improve governance processes around these students.

The principles and responsibilities outlined within define the process and requirements for stakeholders.

Stakeholders include:

- RN seeking to enrol in Master of Nursing Nurse Practitioner
- Line Manager/s
- Clinical Supervisors
- Director of Nursing and Midwifery

Section 2 - Principles

SESLHD facilities may consider supporting a registered nurse (not employed in a nurse practitioner role) wishing to undertake nurse practitioner training. These nurses are called 'nurse practitioner students' while undertaking their master's degree. Whilst undertaking their MNNP these registered nurses continue to be employed in their substantive role (e.g. RN, CNS, CNC) and must continue to work within their current scope of practice/position description. Should support be granted for the RN to gain entry to the MNNP program then they may be supported to undertake supervised advanced nursing practice under the guidance of their clinical supervisor.

There is no obligation for the facility to employ a Master of Nursing Nurse Practitioner Student (MNPS) into a Nurse Practitioner role.

Nurse Practitioner Master Student Approved Enrolment

Should approval to enrol be granted, a NSW Health 'Registered Nurse Scope of Practice for Nurse Practitioner Training' is required to be completed by the nurse practitioner student in consultation with their clinical supervisor (within service/department) and line manager and must be submitted to the local NP Governance Committee for approval.

The Nurse Practitioner Student, their clinical supervisor and line manager are to develop a clear clinical development learning pathway within the first 3 months of enrolment; this is an expected requirement for SESLHD and the University to support their education, advanced practice skills, knowledge, and attributes to practice at a level to be endorsed as a NP.

Once approved by the facility Director of Nursing (DON), the organisation is expected to commit time and support the RN to expand their scope of advanced practice during their MNNP. There must be mutual agreement for the RN to undertake these studies, it cannot solely be the decision of the RN to progress these studies without this support in place. This is to ensure safety and governance are prioritised, given vicarious liability does not apply if the RN is not approved and working under the appropriate clinical supervision. The RN must ensure practice outside of clinical practicum does not extend beyond the boundaries of the scope of practice for which employed.

An appropriately experienced and qualified supervisor should be mutually agreed by the candidate and the service to ensure practice remains supervised during integrated professional practice and training periods. Adequate information should be provided to stakeholders regarding the required commitment to supervision of clinical practice.

A copy of all nurse practitioner student approval letters/enrolments are to be forwarded to the SESLHD NP Coordinator to ensure organisational governance and to allow the student to be added to the NP Database. A copy of the trimmed RN-NP Scope of Practice should also be forwarded to the SESLHD NP Coordinator. In the event of a registered nurse moving to another position, service or organisation,

agreements to support nurse practitioner study are NOT automatically transferrable and arrangements will need to be reviewed.

Exclusions

This guideline does not apply to Master of Nursing Nurse Practitioner students employed in a Transitional Nurse Practitioner position.

Section 3 - Definitions

Definitions:

Clinical Learning and Development Plan

Nurse Practitioner clinical training is supported by a **clinical learning and development plan** (CLDP). The objectives are to:

- Identify current clinical training needs
- Identify future learning opportunities
- Provide structure and guidance
- Track progression

The CLDP outlines the core **knowledge** and **skills** required for specialist practice areas, clinical acumen and supervised clinical practice. The plan must align training and education with university requirements, Nurse Practitioner standards for practice, meta-specialty practice areas and models of care.

The CLDP should be completed by the practitioner in partnership with their clinical supervisor as a dynamic document and evolves as the practitioner develops. An appropriately experienced and qualified supervisor must provide clinical practice supervision.

The plan must be reviewed at least annually as part of the Performance Development Review (PDR). The CDLP should be acknowledged in the practitioners' scope of practice (ScOP). The plan should contribute towards verification of advanced practice hours, clinical skills acquisition and training leading to endorsement as a Nurse Practitioner.

Nurse Practitioner (NP)

A RN who is educated and endorsed to function autonomously and collaboratively in an expanded and extended clinical role. The NP role includes comprehensive health assessment, initiation and interpretation of diagnostic investigations, formation of diagnosis, prescribing of medications and other therapeutic intervention and the referral of patients to and from other health care professionals.

Transitional Nurse Practitioner (TNP)

A RN who is employed into an established Nurse Practitioner position, who is supported by the employing organisation and whose clinical practice is supervised while expanding their scope of practice.

Transitional nurse practitioners and nurse practitioner students are not mutually exclusive. A transitional nurse practitioner will cease being a nurse practitioner student at the completion of their studies but remained employed in a nurse practitioner role.

Nurse Practitioner Students

A RN (not employed in a nurse practitioner role) undertaking their master's nurse practitioner degree. A registered nurse is only considered to be a nurse practitioner student during their master's studies.

All RNs wishing to enrol in a nurse practitioner master's degree course are to obtain written approval from the employing facility director of nursing and midwifery prior to enrolment. Written support ensures indemnity arrangements are in place for extended practice. This applies irrespective of the State, Territory, or jurisdiction in which the course is based. In circumstances where the nurse practitioner role is based at a district level or across multiple facilities, approval is to be sought from the SESLHD Director, Nursing and Midwifery Services.

RN-NP Scope of Practice

RNs supported to work towards nurse practitioner endorsement must develop a scope of practice document as outlined in NP Policy Directive, Scope of practice for nurse practitioner roles. The employing facility is to ensure supervision of clinical practice is provided by qualified and experienced clinicians with the appropriate knowledge, skills and time required to sufficiently support the individual. Registered nurses are also required to have a clinical learning and development plan that supports their training.

Supernumerary (as defined by ANMAC NP Course Accreditation Standards)

Nurse practitioner students can obtain supernumerary integrated professional practice in one, or a combination of three ways (1):

1. Undertaking scheduled and supervised integrated professional practice in the clinical setting where they are employed, but not rostered at that time.
2. Undertaking unscheduled, opportunistic, and supervised integrated professional practice in the clinical setting where they are employed and counted in the roster of the clinical setting.
3. Undertaking supervised practice in a clinical setting where they are not employed.

Supervised clinical practice

A formal process of professional support and learning that enables individual practitioners to develop knowledge and competence, assume responsibility for their own practice and enhance consumer protection and safety of care in complex situations. This process should be based on a framework of reflection and review.

Section 4 - Responsibilities

There is **NO** obligation for the facility to employ a MN.NP student into a Nurse Practitioner role

RN indicates interest in entry into Master of Nursing Nurse Practitioner (MNNP)

- RN submits letter to DoNM seeking approval to enrol as student in Master NP program (Appendix 1)
- RN reviews position with line manager to support enrolment into course to ensure:
 - 1) Current position provides opportunity to develop the **advanced practice skills within specialty** i.e. advanced clinical assessments, diagnostic decision making, interpretation of diagnostics and prescribing skills.
 - 2) Adequate and appropriate **supervision** of clinical practice is consistent and at a level that is able to teach skills required.
 - 3) The current level of practice is developed to a level **enabling transition** to advanced practice relevant to practice as a NP i.e. autonomous patient management.
 - 4) The nurse practitioner student is responsible for negotiating a **Clinical Development and Learning Plan (CLPD)** to meet their integrated professional practice requirements minimising clinical disruption.
 - 5) In consultation, RN prepares a NSW Health 'Registered Nurse Scope of Practice for Nurse Practitioner Training' which must be approved by site NP Governance Committee.
 - 6) The full **300 hours** of supervised integrated practice is documented to provide evidence the student has achieved the Nurse Practitioner Standards for practice as approved by their supervisor/s and education provider and recorded in Clinconnect.

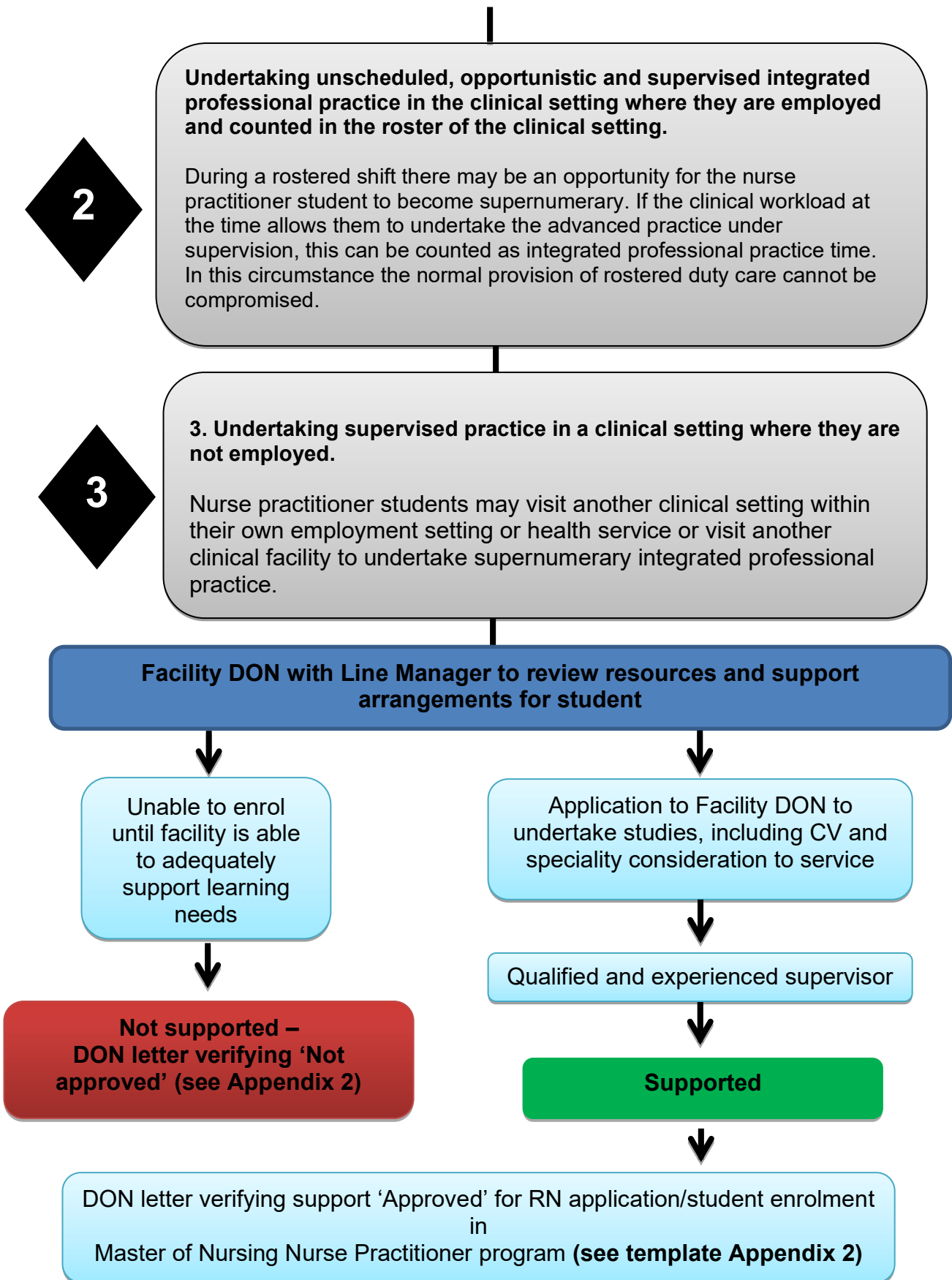
Supernumerary in context of integrated professional practice (ANMAC Dec 2020)

Nurse practitioner students can obtain supernumerary integrated professional practice (300 hours) in one, or a combination of **three ways**:

Undertaking scheduled and supervised integrated professional practice in the clinical setting where they are employed, but not rostered at that time.

1

Nurse practitioner students undertaking supernumerary integrated professional practice in the clinical setting where they are employed do so with supervision for the tasks they are undertaking and are in addition to the usual complement of staff in the healthcare setting. The service provided in the healthcare setting could continue to be delivered without the nurse practitioner student's presence.



Section 5 – Documentation & References

Documentation

1. [NSW Health Policy Directive PD2022_057 – Nurse Practitioners](#)
2. [NSW Health - Nurse Practitioner Resources](#)
3. [NSW Health - Registered Nurse Scope of Practice for NP training](#)

References

4. Australian Nursing and Midwifery Accreditation Council (ANMAC) Explanatory Note; Interpretation and explanation of supernumerary integrated professional practice for nurse practitioner students. 3 December 2020. Revision 2.0.
https://www.anmac.org.au/sites/default/files/documents/explanatorynote_supernumerarydefinition_20201203_0.pdf
5. NSW Health Nurse Practitioners Policy Directive PD2022_057; Section 2.5. 06 December 2022.
https://www1.health.nsw.gov.au/pds/Pages/doc.aspx?dn=PD2022_057
6. NSW Health Nurse Practitioner Resources:
<https://www.health.nsw.gov.au/nursing/practice/Pages/nurse-practitioner-resources.aspx>
7. NSW Health Registered Nurse Scope of Practice for NP training:
<https://www.health.nsw.gov.au/nursing/practice/Pages/nurse-practitioner-resources.aspx>

Revision and Approval History

Date	Revision no:	Author and approval
March 2023	DRAFT	Initial draft by J Jarick and published on Draft for Comments page.
April 2023	DRAFT	Guideline finalised and approved by Executive Sponsor.
May 2023	1	Approved at SESLHD Clinical and Quality Council meeting.

Appendix 1 -

Nurse Practitioner student enrolment – request for support

Director of Nursing and Midwifery
<insert name, title & facility>
<insert address>

To <insert name of DONM>

I am writing to seek your formal support to enrol in a Master of Nursing (Nurse Practitioner) course. This includes the support to meet the Nursing and Midwifery Board of Australia (NMBA) requirements for endorsement as a nurse practitioner.

I seek your support, as a component of training requires integrated professional practice¹ to complete the <insert name of course> at <insert name of university>, in addition to further practice requirements for endorsement with the NMBA. Education providers require this confirmation of support prior to student enrolment, to ensure students will be able to meet course obligations.

I have identified that I will need the following support for my nurse practitioner training:

- Opportunities to develop advanced practice skills
- Adequate and appropriate supervision of clinical practice

<insert name of senior doctor or NP> and <insert name of Manager> have agreed to provide the necessary support to ensure learning and training objectives can be met.

Yours sincerely

<insert name, title & facility>

<insert date>

Template available:

<https://www.health.nsw.gov.au/nursing/practice/Pages/nurse-practitioner-resources.aspx>

¹ Integrated professional practice for the purpose of this guideline refers to activities undertaken within the clinical setting in order to advance and or extend the Registered Nurse scope of practice for the purpose of completing the requirements of courses leading to endorsement as a Nurse Practitioner.

Appendix 2 -

DoNM letter verifying support or non support for NP study – Master Nurse Practitioner student enrolment

Course Coordinator
<insert name of course>
<insert name of university>
<insert address>

To whom it may concern

Following consultation with relevant stakeholders, approval **<has/has not been>** granted to support **<insert name of potential student>** to undertake training and education leading to Nursing and Midwifery Board of Australia (NMBA) endorsement as a nurse practitioner. Training and education also includes integrated professional practice¹ required to complete the **<insert name of course>** at **<insert name of university>**.

The application is **<approved/not approved>** on the following basis:

- Current position provides the necessary opportunities to develop the advanced practice skills required,
- The clinical environment can provide adequate and appropriate supervision of clinical practice,
- The applicant's current level of practice is developed to a level that will enable transition to advanced practice,
- Circumstances allow **<insert name of potential student>** to complete their training, education and clinical practicum in a supernumerary capacity. If required, this may include other NSW Health clinical areas or facilities by prior arrangement.

I confirm that **<insert name of potential student>** will be acting in the course of their employment while completing endorsement requirements as outlined by the NMBA.

Yours sincerely
<insert name, title & facility>

<insert date>

Template available:

<https://www.health.nsw.gov.au/nursing/practice/Pages/nurse-practitioner-resources.aspx>

¹ Integrated professional practice for the purpose of this guideline refers to activities undertaken within the clinical setting in order to advance and or extend the Registered Nurse scope of practice for the purpose of completing the requirements of courses leading to endorsement as a Nurse Practitioner.