



PRACTICE REFERENCE

Applicant Instructions: Complete the personal information, employer information, and employee work history below, sign the consent section and then forward this form to a Nurse Practitioner/physician colleague who must complete the reference provider section and mail the form directly back to CARNA.

Personal Information

Full Legal Name:

First name Middle name Last name Other names

Address:

City Province/State Postal Code

Telephone:

Primary Secondary

Email:

Employer Information

Employee _____ is/was employed by

First name Middle name Last name Other names

Employer _____

Provide complete name of employer

Address _____

City Province/State

Phone _____

Employee Work History

Total Hours worked: _____

Employed as: GNP NP

Stream of Practice: Family/All Ages Adult Child Neo-natal

Start Date

(DD/MM/YY): _____

End Date

(DD/MM/YY) _____

Still employed: Yes No Reason: _____

Applicant in good standing with organization: Yes No Reason: _____

Consent

I hereby give consent to _____ to fully complete the peer portion of this form, concerning my competence to engage in GNP/NP practice, for the purpose of meeting CARNA Nurse Practitioner application requirements.

Signature of Applicant

Date

Reference provider instructions:

- You must be a nurse practitioner or physician colleague who has observed the practice of the applicant.
- You must complete the reference independently.
- Please complete all sections. If you are not able to complete this reference, please notify the applicant.
- Please attach an explanation for all partially meet or do not meet responses.
- Return the reference **directly** to the College and Association of Registered Nurses of Alberta (CARNA). References that are not sent directly by the referee **will not** be accepted.

CARNA may share this information with the individual to whom this information pertains

Please Confirm that your colleague is working:

- in a designated GNP/NP role, and Yes No
- to the scope of practice of a GNP/NP Yes No

If you have responded no to either of the above requirements, please do not complete the reference and notify the applicant.

Please assess your colleague’s ability to meet the competencies expected of a Nurse Practitioner by checking the box in the column that seems most appropriate.

| 1. Client Care | | | |
|--|--------------------------|--------------------------|--------------------------|
| 1.1 Client Relationship Building and Communication | | | |
| The competent, entry-level nurse practitioner uses appropriate communication strategies to create a safe and therapeutic environment for client care. The nurse practitioner demonstrates this by: | Meets | Partially Meets | Does Not Meet |
| a. Clearly articulates the role of the nurse practitioner when interacting with the client. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Uses developmentally and culturally-appropriate communication techniques and tools. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Creates a safe environment for effective and trusting client interaction where privacy and confidentiality are maintained. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Uses relational strategies (e.g., open-ended questioning, fostering partnerships) to establish therapeutic relationships. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Provides culturally-safe care, integrating clients’ cultural beliefs and values in all client interactions. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| f. Identifies personal beliefs and values and provide unbiased care. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| g. Recognizes moral or ethical dilemmas, and take appropriate action if necessary (e.g., consult with others, involve legal system). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| h. Document relevant aspects of client care in client record. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

1.2 Assessment

The competent, entry-level nurse practitioner integrates an evidence-informed knowledge base with advanced assessment skills to obtain the necessary information to identify client diagnoses, strengths, and needs. The nurse practitioner demonstrates this by:

| | Meets | Partially Meets | Does Not Meet |
|---|--------------------------|--------------------------|--------------------------|
| a. Establishes the reason for the client encounter: | | | |
| i. Reviews information relevant to the client encounter (e.g., referral information from other healthcare providers, triage notes) if available. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ii. Performs initial observational assessment of the client's condition. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iii. Asks pertinent questions to establish the context for client encounter and chief presenting issue. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iv. Identifies urgent, emergent, and life-threatening situations. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| v. Establishes priorities of client encounter. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Completes relevant health history appropriate to the client's presentation: | | | |
| i. Collects health history such as symptoms, history of presenting issue, past medical and mental health history, family health history, pre-natal history, growth and development history, sexual history, allergies, prescription and OTC medications, and complementary and alternative therapies . | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ii. Collects relevant information specific to the client's psychosocial, behavioral, cultural, ethnic, spiritual, developmental life stage, and social determinants of health. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iii. Determines the client's potential risk profile or actual risk behaviors (e.g., alcohol, illicit drugs and/or controlled substances, suicide or self-harm, abuse or neglect, falls, infections). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iv. Assesses client's strengths and health promotion, illness prevention, or risk reduction needs. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Perform assessment: | | | |
| i. Based on the client's presenting condition and health history, identifies level of assessment (focused or comprehensive) required, and performs review of relevant systems. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ii. Selects relevant assessment tools and techniques to examine the client. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iii. Performs a relevant physical examination based on assessment findings and specific client characteristics (e.g., age, culture, developmental level, functional ability). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iv. Assesses mental health, cognitive status, and vulnerability using relevant assessment tools. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| v. Integrates laboratory and diagnostic results with history and physical assessment findings. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

1.3 Diagnosis

The competent, entry-level nurse practitioner is engaged in the diagnostic process and develops differential diagnoses through identification, analysis, and interpretation of findings from a variety of sources. The nurse practitioner demonstrates this by:

| | Meets | Partially Meets | Does Not Meet |
|--|--------------------------|--------------------------|--------------------------|
| a. Determines differential diagnoses for acute, chronic, and life threatening conditions: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| i. Analyzes and interpret multiple sources of data, including results of diagnostic and screening tests, health history, and physical examination. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ii. Synthesizes assessment findings with scientific knowledge, determinants of health, knowledge of normal and abnormal states of health/illness, patient and population-level characteristics, and epidemiology and health risks. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iii. Generates differential diagnoses. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iv. Informs the client of the rationale for ordering diagnostic tests. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| v. Determines most likely diagnoses based on clinical reasoning and available evidence. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| vi. Orders and/or performs screening and diagnostic investigations using best available evidence to support or rule out differential diagnoses. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| vii. Assumes responsibility for follow-up of test results. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| viii. Interprets the results of screening and diagnostic investigations using evidence-informed clinical reasoning. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ix. Confirms most likely diagnoses. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Explains assessment findings and communicate diagnosis to client: | | | |
| i. Explains results of clinical investigations to client. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ii. Communicates diagnosis to client, including implications for short- and long- term outcomes and prognosis. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iii. Ascertains client understanding of information related to findings and diagnoses. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

1.4 Management

The competent, entry-level nurse practitioner, on the basis of assessment and diagnosis, formulates the most appropriate plan of care for the client, implementing evidence-informed therapeutic interventions in partnership with the client to optimize health. The nurse practitioner demonstrates this by:

| | Meets | Partially Meets | Does Not Meet |
|---|--------------------------|--------------------------|--------------------------|
| a. Initiates interventions for the purpose of stabilizing the client in urgent, emergent, and life-threatening situations (e.g., establish and maintain airway, breathing and circulation; suicidal ideation). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Formulates plan of care based on diagnosis and evidence-informed practice : | | | |
| i. Determines and discuss options for managing the client's diagnosis, incorporating client considerations (e.g., socioeconomic factors, geography, developmental stage). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ii. Selects appropriate interventions, synthesizing information including determinants of health, evidence-informed practice and client preferences. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iii. Initiates appropriate plan of care (e.g. non-pharmacological, pharmacological, diagnostic tests, referral). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iv. Considers resource implications of therapeutic choices (e.g. cost, availability). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Provides pharmacological interventions, treatment, or therapy: | | | |
| i. Select pharmacotherapeutic options as indicated by diagnosis based on determinants of health, evidence-informed practice, and client preference. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ii. Counsels client on pharmacotherapeutics, including rationale, cost, potential adverse effects, interactions, contraindications and precautions, as well as reasons to adhere to the prescribed regimen and required monitoring and follow-up. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iii. Completes accurate prescription(s) in accordance with applicable jurisdictional and institutional requirements. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iv. Establishes a plan to monitor client's responses to medication therapy and continue, adjust or discontinue a medication based on assessment of the client's response. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| v. Applies strategies to reduce risk of harm involving controlled substances, including medication abuse, addiction and diversion. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Provides non-pharmacological interventions, treatments or therapies: | | | |
| i. Selects therapeutic options (including complementary and alternative approaches) as indicated by diagnosis based on determinants of health, evidence-informed practice and client preference. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ii. Counsels client on therapeutic option(s), including rationale, potential risks and benefits, adverse effects, required after care, and follow-up. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iii. Orders required treatments (e.g., wound care, phlebotomy). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iv. Discusses and arranges follow-up. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Performs invasive and non-invasive procedures: | | | |
| i. Informs client about the procedure, including rationale, potential risks and benefits, adverse effects, and anticipated aftercare and follow-up. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ii. Obtains and document informed consent from the client. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iii. Performs procedures using evidence-informed techniques. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iv. Reviews clinical findings, aftercare and follow-up. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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|------|---|--------------------------|--------------------------|--------------------------|
| f. | Provides oversight of care across the continuum for clients with complex and/or chronic conditions. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| g. | Follows up and provides ongoing management: | | | |
| i. | Develops a systematic and timely process for monitoring client progress. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ii. | Evaluates response to plan of care in collaboration with the client. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| iii. | Revises plan of care based on client's response and preferences. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

1.5 Collaboration, Consultation, and Referral

The competent, entry-level nurse practitioner identifies when collaboration, consultation, and referral are necessary for safe, competent, and comprehensive client care. The nurse practitioner demonstrates this by:

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| Meets | Partially Meets | Does Not Meet |
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|----|--|--------------------------|--------------------------|--------------------------|
| a. | Establishes collaborative relationships with healthcare providers and community-based services (e.g., school, police, child protection services, rehabilitation, home care). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. | Provides recommendations or relevant treatment in response to consultation requests or incoming referrals. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. | Identifies need for consultation and/or referral (e.g., to confirm a diagnosis, to augment a plan of care, to assume care when a client's health condition is beyond the nurse practitioner's individual competence or legal scope of practice). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. | Initiates a consultation and/or referral, specifying relevant information (e.g., client history, assessment findings, diagnosis) and expectations. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| e. | Reviews consultation and/or referral recommendations with the client and integrate into plan of care as appropriate. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

1.6 Health Promotion

The competent, entry-level nurse practitioner uses evidence and collaborates with community partners and other healthcare providers to optimize the health of individuals, families, communities, and populations. The nurse practitioner demonstrates this by:

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| Meets | Partially Meets | Does Not Meet |
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|----|--|--------------------------|--------------------------|--------------------------|
| a. | Identifies individual, family, community and/or population strengths and health needs to collaboratively develop strategies to address issues. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. | Analyzes information from a variety of sources to determine population trends that have health implications. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. | Selects and implements evidence-informed strategies for health promotion and primary, secondary and tertiary prevention. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. | Evaluates outcomes of selected health promotion strategies and revise the plan accordingly. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

2. Quality Improvement and Research

The competent, entry-level nurse practitioner uses evidence-informed practice, seeks to optimize client care and health service delivery, and participates in research. The nurse practitioner demonstrates this by:

| | | |
|--------------|------------------------|----------------------|
| Meets | Partially Meets | Does Not Meet |
|--------------|------------------------|----------------------|

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|----|--|--------------------------|--------------------------|--------------------------|
| a. | Identifies, appraises, and applies research, practice guidelines, and current best practice. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. | Identifies the need for improvements in health service delivery. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| c. Analyzes the implications (e.g., opportunity costs, unintended consequences) for the client and/or the system of implementing changes in practice. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Implements planned improvements in healthcare and delivery structures and processes. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Participates in quality improvement and evaluation of client care outcomes and health service delivery. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| f. Identifies and manages risks to individual, families, populations, and the healthcare system to support quality improvement. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| g. Reports adverse events to clients and/or appropriate authorities, in keeping with relevant legislation and organizational policies. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| h. Analyze factors that contribute to the occurrence of adverse events and near misses and develop strategies to mitigate risks. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| i. Participate in research. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| j. Contribute to the evaluation of the impact of nurse practitioner practice on client outcomes and healthcare delivery. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

3. Leadership

The competent entry-level nurse practitioner demonstrates leadership by using the nurse practitioner role to improve client care and facilitate system change. The nurse practitioner demonstrates this by:

- | | Meets | Partially Meets | Does Not Meet |
|---|--------------------------|--------------------------|--------------------------|
| a. Promotes the benefits of the nurse practitioner role in client care to other healthcare providers and stakeholders (e.g., employers, social and public service sectors, the public, legislators, policy-makers). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Implements strategies to integrate and optimize the nurse practitioner role within healthcare teams and systems to improve client care. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Coordinates interprofessional teams in the provision of client care. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Creates opportunities to learn with, from, and about other healthcare providers to optimize client care. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Contributes to team members' and other healthcare providers' knowledge, clinical skills, and client care (e.g., by responding to clinical questions, sharing evidence). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| f. Identifies gaps and/or opportunities to improve processes and practices, and provide evidence-informed recommendations for change. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| g. Utilizes theories of and skill in communication, negotiation, conflict resolution, coalition building, and change management. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| h. Identifies the need and advocate for policy development to enhance client care. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| i. Participates in program planning and development to optimize client care. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

4. Education

The competent, entry-level nurse practitioner integrates formal and informal education into practice. This includes but is not limited to educating self, clients, the community, and members of the healthcare team. The nurse practitioner demonstrates this by:

| 4.1 Client, Community and Healthcare Team Education | Meets | Partially Meets | Does Not Meet |
|--|--------------|------------------------|----------------------|
|--|--------------|------------------------|----------------------|

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| a. Assesses and prioritize learning needs of intended recipients. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Applies relevant, theory-based, and evidence-informed content when providing education. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| 4.1 Client, Community and Healthcare Team Education (continued) | Meets | Partially Meets | Does Not Meet |
|--|--------------|------------------------|----------------------|
|--|--------------|------------------------|----------------------|

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| c. Utilizes applicable learning theories, develops education plans and selects appropriate delivery methods, considering available resources (e.g., human, material, financial). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Disseminates knowledge using appropriate delivery methods (e.g., pamphlets, visual aids, presentations, publications). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Recognizes the need for and plan outcome measurements (e.g., obtaining client feedback, conduct pre- and post-surveys). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

| 4.2 Continuing Competence | Meets | Partially Meets | Does Not Meet |
|----------------------------------|--------------|------------------------|----------------------|
|----------------------------------|--------------|------------------------|----------------------|

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|---|--------------------------|--------------------------|--------------------------|
| a. Engages in self-reflection to determine continuing education competence needs. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Engages in ongoing professional development. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Seeks mentorship opportunities to support one's professional development. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Reference provider Information

Name

Position Title

Registration #

Signature

Date

Telephone

Email

*Thank you for taking the time to complete this form. Please return it **directly** to CARNA
by email registration@nurses.ab.ca or by mail.*