

**BSN Competency Template for Portfolio Review  
Leadership and Management  
Nebraska Action Coalition-Education Subcommittee**

**Competency Area for Review:** Leadership and Management

**Student Name:** \_\_\_\_\_

**Date Reviewed:** \_\_\_\_\_ **Reviewer:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Total Credit Awarded:** \_\_\_\_\_

**Grade:** \_\_\_\_\_

Instructions/Guidelines:

- Written reflection – In 1-3 pages double spaced 12 point font, describe your Leadership and Management nursing experience integrating application of theory and a description of your clinical practice that has met the competency behaviors and supports the evidence provided, citing/referencing the evidence.
- All competency behaviors must be addressed with evidence that demonstrate meeting the competency behaviors. Some evidence may demonstrate multiple competency behaviors, please explain the overlap in your written reflection.
- To receive credit for Leadership and Management, students must provide evidence with supporting documentation for each required source of course credit identified in the portfolio rubric.
- Evaluation of evidence will be conducted by a Director, Dean or course faculty with expertise in the content area.
- A grade of pass/fail will be awarded upon completion of the portfolio review process.

**BSN Competency Leadership and Management Definition and Behaviors**

Using a systems approach, the BSN nurse leverages diverse resources to plan, implement and evaluate high quality, safe outcomes of practice. Evidenced-based practice and change theory is utilized to transform health care. As a committed professional, the BSN nurse collaborates with health professionals and stakeholders in policy development in the microsystem, and evaluates outcomes of new practice to accomplish goals in health care systems.

1. Uses a theoretical, evidence-based approach to problem solving, decision making, critical thinking/reasoning, and management of care.
2. Integrates systems thinking, effective communication skills, creative leadership approaches and management strategies to meet the needs of select populations.
3. Collaborates with stakeholders to coordinate and implement change.
4. Demonstrates leadership in promoting safe, quality care with a focus on evaluation and improvement within a variety of healthcare systems.
5. Demonstrate competence in the ability to access information systems to address quality care and safety for specific patient populations.
6. Demonstrates an understanding of allocation of health care resources at the organizational level.
7. Demonstrates intra and interprofessional partnerships with other health care providers with a focus on teamwork, collaboration, conflict management, and negotiation.
8. Examines management and leadership qualities necessary for the development of a diverse, interprofessional healthcare workforce.
9. Applies ethical principles to professional nursing practice that foster personal responsibility and accountability
10. Participates in professional organizations, decision making bodies, and responds to local, regional and national issues.
11. Demonstrates leadership in coordinating and collaborating with the nursing team at both the macro and microsystem levels.

**Rubric: Leadership and Management**

Source of Course Credit	Evidence Required Attach Documentation	Evaluator Comments	Review By/Date
Two (2) years RN practice experience with minimum of one (1) year experience in a leadership position such as preceptor, nurse manager/team leader, active member on a strategic planning committee.	Written reflection of practice. Letter of support, including role, length of service.		Meets ____ Does Not Meet ____  Initials/date: _____
Completion of leadership and management course, seminar(s), workshop(s), and/or conference(s). Topics may include effective problem solving, decision-making strategies, management of care, communication strategies, leadership styles, conflict resolution.	Written reflection of learning highlights and objectives achieved from workshop(s) or seminar(s) regarding communication strategies or leadership approaches Continuing education certification, workshop/conference documentation, and/or official college or course transcripts.		Meets ____ Does Not Meet ____  Initials/date: _____
Publication of a related nursing article.	Written reflection on publication process. Copy of nursing article.		Meets ____ Does Not Meet ____  Initials/date: _____
Evidence of collaborative activities that demonstrate planning and implementation with microsystem and/or macrosystem projects and initiation, planning, and development of policy and procedure.	Written reflection on planning and implementation of microsystem work project as a charge nurse/team leader and/or planning and implementation of a macrosystem community focused project Letter of support, describing role and active involvement		Meets ____ Does Not Meet ____  Initials/date: _____

	Evidence of participation such as project meeting minutes, and evidence of planning and implementation.		
Professional Organization Activities and/or service on health care negotiation team (e.g. ethics committee or grievance committee) for 6 months or more.	Written reflection on involvement and impact on self and organization Letter of support. Membership/dues documentation in specialty professional organization, professional nursing certificate, and/or service as health care representative for community committees/organizations.		<b>Meets</b> ____ <b>Does Not Meet</b> ____  <b>Initials/date:</b> _____
Evidence of leadership and participation on committee to implement EHR or related system and use of information systems to address quality issues.	Written reflection demonstrates leadership in promoting safe, quality care with a focus on evaluation and improvement within healthcare systems. Letter of support. Documentation of attendance/participation.		<b>Meets</b> ____ <b>Does Not Meet</b> ____  <b>Initials/date:</b> _____
Resource management such as budgeting and resource allocation (human, financial, and material resources).	Written reflection summarizing participation or leadership role in work place budgetary planning Clinical experience in a management role within a health care system for a year or more Continuing education certificate and/or official college transcripts for business/finance/accounting course(s).		<b>Meets</b> ____ <b>Does Not Meet</b> ____  <b>Initials/date:</b> _____