



## Introduction to general practice



## Where to from here?

Introduction to general practice  
Module 6: June 2009

## Learning objectives

On completion of this module participants will have:

- an understanding of professional development, mentoring, performance appraisal
- an understanding of the importance of ongoing education and professional development
- knowledge of the range of professional development and tertiary education opportunities that are available
- knowledge of scholarship funds
- knowledge of a range of support mechanisms available to practice nurses in their local area, state wide and nationally.

## Orientation, induction and continuing professional development (CPD)

- active participation in (CPD)
- mandatory maintenance of evidence
- orientation is vital for practice nurse to undertake role effectively
- designed to build upon past experiences and aid adaptation to new working environment
- needs to be appropriate, individualised and supportive.

## Orientation

Recognition of expert to novice status:

- check list of important items
- supportive
- self directed learning activities

Website: <http://www.agpn.com.au/nigprecrUIT/>

### The 1st day

- ensure you understand the role of the staff member taking you through the induction process and the roles of other staff members you meet
- expect and ask for an outline of the induction program for the first day and the first week
- schedule a date for the three-month interview
- work through the induction pack and orientation checklist together.

### The 1st week

- ask questions, this is an important time to learn how the practice works
- ensure you have:
  - read and signed the employment contract
  - signed and returned all payroll forms
  - completed the orientation checklist, signed by the mentor and filed in the personnel file
- read the Practice Manual/protocols.
- plan and agree a series of goals and activities to undertake in the probationary period.

During 1st month	After three months
<ul style="list-style-type: none"> <li>• consideration should be given to arranging regular meetings (at least once a week for 15 minutes) so you can ask questions and seek feedback</li> <li>• get to know other staff members and their roles in further detail</li> </ul>	<ul style="list-style-type: none"> <li>• the end of the three-month probationary period is the ideal time to formally discuss the your progress</li> <li>• expect to review the plan of agreed goals and activities so and that any that are still outstanding are worked into a professional development/training plan for the first year.</li> </ul>

## Continuing professional development (CPD)

- aim: assists with maintenance or increased competence
  - short courses
  - longer courses (may include assessment)
- reflective practice is supported
- annual checks of CPD participation
- links back to practice nurse competency standards.

## Sample training course list

Topic	Date and venue
Accreditation	
Asthma and spirometry	
CPR	
Chronic disease management	
Diabetes	
Infection control and sterilisation	
Mental health	
Triage and emergency management	
Wound management	

## Additional educational activities

- award courses (university)
- attendance at conferences and seminars.

## Performance appraisal

- to assess performance, attitudes and progress
- to assist staff development
- to assess attainment of goals and progress.

## Educational support for practice nurses

- Australian General Practice Network, coordinates the NiGP
- state based organisations
- general practice networks
- other support agencies:
  - Royal College of Nursing
  - Australian Practice Nurses Association
  - Australian Nursing Federation
  - NSW College of Nursing.

## Nursing in general practice support: Australian General Practice Network (AGPN)

- national body
- national communications infrastructure
- Works with government and key stakeholders to ensure quality service delivery

Website: <http://www.generalpracticenursing.com.au>

## Programs coordinated by AGPN

- quality use of medicines
- chronic disease management
- eHealth program
- immunisation
- prevention Type 2 diabetes program
- home medicines review
- the national primary mental health care network
- rural palliative care
- nursing in general practice.

## **AGPN: Nursing in general practice (NiGP) aims**

- building the capacity of network members to deliver support services for nursing in general practice, in particular to recruit and retain nurses
- brokering, coordinating and funding education and professional development opportunities for nurses in general practice in collaboration with network members and state based organisations.

## **NiGP support: state based organisations**

- build capacity of their general practice networks to achieve outcomes
- link with state government and other agencies.

## **NiGP support: general practice networks**

- instrumental in providing support strategies and development opportunities
- providers of information, opportunities and resources
- support officers advise, support and assist.

## **Areas where network member organisations can assist practice nurses**

- recruitment
- orientation
- education
- mentoring
- networking and development of special interest groups.

## Mentoring for practice nurses

National Mentoring Pilot for nurses in general practice (2006-2007)

- Benefits for participants were found to include:
  - support
  - networking
  - friendship
  - career and professional development
  - giving something back to the profession
  - knowledge
  - confidence
  - peer learning
  - changes in clinical practice.

## Where to from here?

- an orientation program is available for nurses new to general practice:  
contact your local general practice network for details
- face to face and on line program available.