

NETP Year Planner January 2021

Year Planner: Important dates for your diary

Contract Ends: 16/1/2022

Date	Requirement Due	Done
January	18/1/21 NetP Orientation (All NetP Nurses) 19/1/21-20/1/21 Hospital employees orientation (see timetable) 26/1/21 Te Ra Whakatau 28/1/21 Moving and Handling group 1 29/1/21 Moving and Handling group 2 Clinical visit x1 with NETP coordinator	
February	01/2/21 Moving and Handling group 3 Clinical visit x1 with NETP coordinator Commence Professional Development Plan (1) Commence Professional Development Record	
March	CVC study day 1st or 2nd if enrolled Clinical visit x1 with NETP coordinator Book Annual Leave for June/July	
April	Clinical visit x1 with NETP coordinator Start 6 month Graduate performance appraisal and book date Maori and Pacific Study day 22/4/21	
May	Clinical visit x1 with NETP coordinator Victoria University Study days 13/5/21 and 14/5/21 COHORT 1 Victoria University Study days 20/5/21 and 21/5/21 COHORT 2 Maori and Pacific Study day 26/5/21	
June	Clinical visit x1 with NETP coordinator Complete professional development plan (1) before appraisal Complete 6 month appraisal Update portfolio prior to appraisal Victoria University DHB Day 3/6/21 COHORT 1 Victoria University DHB Day 10/6/21 COHORT 2 Victoria University Study days 24/6/21 and 25/6/21 COHORT 1	
July	Clinical visit x1 with NETP coordinator Victoria University Study days 1/7/21 and 2/7/21 COHORT 2 Maori & Pacific Study day 7/7/21 Victoria University DHB Day 14/7/21 COHORT 1 Victoria University DHB Day 21/7/21 COHORT 2	
August	Clinical visit x1 with NETP coordinator Book Annual Leave for January/February Maori & Pacific Study day 26/8/21	
September	Clinical visit x1 with NETP coordinator Start Competent performance appraisal and book date for same Apply for funding for 2021 study Complete Professional Development and Career Plan	
October	Clinical visit x1 with NETP coordinator	
November	Complete professional development plan (2) before appraisal Complete Professional Development Record Complete portfolio prior to appraisal Complete Competent performance appraisal Submit Portfolio 15/11/21	
December	Book on Preceptor workshop for 2022 Celebration Date 8/12/21 (book leave or an AM for this day)	

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