



*Nurse Practitioners
New Zealand*

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To: Executive NPNZ
College of Nurses Aotearoa
NZ College of Mental Health Nurses
NZ Nurses Organisation
National Council of Maori Nurses
Directors of Nursing NZ

From: Jane Jeffcoat Chair NPNZ

Re: Nurse Practitioner portfolios and change of NP Scope of Practice

I am writing this letter with the request that it be circulated to your respective memberships. The target group is all registered nurses applying for Nurse Practitioner endorsement and anyone supporting nurses in that process.

The Nursing Council will **no longer be accepting portfolios for non-prescribing Nurse Practitioners** in preparation for the change of NP scope of practice 1 July 2014.

In addition, Ana Shanks Registration Manager Nursing Council of New Zealand has asked me to deliver a very clear message to NP candidates and their mentors. There are a number of issues identified at desk audit that result in portfolios being returned to applicants with increasing regularity. I am advised that:

1. Documentation must be anonymised - No NHI numbers, No ACC Numbers, No names/addresses or any other identifiers
2. Collegial relationships must be general ie ...discussed with NP specialty/GP/Pharmacist
3. No staff meeting minutes or emails to colleagues
4. Portfolios continue to be too big, no more than one volume.

These rules should apply to professional portfolios across all scopes of practice.

The guidelines are currently being updated. For further clarification please contact NZ Nursing Council.

Kindest Regards,

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Chair,
Nurse Practitioner New Zealand

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CC: Jane O'Malley – Chief Nurse
Ana Shanks –NZ Nursing Council