**NURSING**

How to improve your delegation skills as a leader

**Introduction**

The ability to delegate as a leader is a core leadership skill. Delegation is the responsibility for performing a task from one to another team member. Usually, managers delegate tasks to employees. But delegation can occur among team members, as well. Delegation is an important tool for training and team cohesion in any work setting. It can be a critical time management tool for nurses.

Delegation in nursing generally involves the performance of activities or tasks related to patient care to unlicensed assistive personnel while retaining accountability for the outcome. Delegation is a common leadership skill used by an organization and its employees to address patient's needs. In nursing, delegation is a time-management skill that is captured over time. It helps nurses maintain a higher quality of patient care and better meet emergent needs.

**HOW TO MPROVE YOUR DELEGATION SKILLS AS ALEADER**

**The Five R's of Nursing Delegation**

Right supervision and Evaluation: The nurse assigning tasks should be available to supervise and ensure tasks are carried out to completion for a good outcome. The nurse also provides appropriate monitoring and evaluation as well as intervention and feedback as needed. Supervision shall be provided by the delegating licensed nurse or by other licensed nurses designated by nursing service administrators or the delegating nurse. The supervising nurse must know the expected method of supervision (direct or indirect), the competencies and qualifications of UAP, the nature of the activities which have been delegated, and the stability/predictability of patient condition.

**Right Task:** The delegated task falls under the individual's job description of knowledge and expectations. The "Right Task" is one that is delegated for a specific patient such as tasks that require little supervision, are repetitive, noninvasive, and have predictable results with minimal risk involved. The task must fall within the scope of practice and job description of the person to whom it is being delegated and they must have demonstrated competency in performing said task. Also, the organizational policies and procedures of the hospital or facility must not prohibit the delegated person from performing said task. When deciding to delegate a task, it must be based on the nursing process and a careful analysis of the patient’s needs and circumstances prior to delegating.

**Right direction and Communication**: The nurse gives explicit instructions and expectations and also answers questions about procedures to help individuals understand their tasks. The nurse considers the "4 C's" when giving direction and communicating, which includes clear, concise, complete, and correct information. This should also include the objective, limits, and expectation of the task at hand. Deadlines accompany specific tasks that must be carried out in a timely fashion or in accordance with a particular type of schedule. No assumptions are to be made; all delegations are to be given until the other licensed personnel understands precisely what to do and how it's expected to be done. In nursing, clear, precise communication is important to any kind of delegation; unclear communication can directly impact a patient’s outcome. Provide clear, specific, and understandable instructions so your delegatee can easily follow them.

**Right person**: before they were getting a task, the registered nurse must know that delegatee's qualifications. Choosing the right person for delegation requires knowing the former experience and qualifications of the delegate or asking before delegating a task such as have you ever performed this before? If I task on the circumstances are right for the delegation, the right person is the next right of delegation. When they getting tasks, nurses make sure the delegatees have the knowledge and skills to perform their task properly. The "Right Person" describes delegating the appropriate tasks to the right healthcare person to be performed on the correct patient.

**Right Circumstances**: The qualified licensed nurse must make sure an assessment of the patient's nursing care needs prayer for delegating. One should consider the patient setting, available resources, and other relevant factors before delegating a task. The patient who the delegates work with should be in a stable condition and not prone to fluctuations their health and physical state. The nurse provides appropriate staffing and skill mix, identify clear lines of authority and reporting, and provide efficient equipments and supplies to me to the collectiveness in care needs. Patients with unstable or requiring more assistance during daily living are not people who should be delegated tasks by unlicensed nurses.

**IMPORTANCE OF DELEGATION IN NURSING**

Delegation in nursing is important because it has a primary benefit that allows a qualified healthcare worker like an RN to transfer routine and low risk duties to nursing personnel. The importance of delegation are as below:

**Understanding the right way to delegate**

To delegate effectively, nurse leaders are expected to follow the right ways in a delegation such as:

Deciding which tasks to assign

When to assign tasks

How to follow up and tasks

**Identify potential and areas for growth**

Delegating helps nurse leaders discover the potential and identify areas for personal growth. It also helps them refer their team members to growth opportunities.

 **Best cohesion team performance**

To succeed as an organization, nurses work together as a team. Planning tasks to others promote teamwork by demonstrating trust and building cohesion.

**Advance and grow nursing skills**

Nurses working at an advanced level use complex reasoning, critical thinking, reflection and analysis to inform their assessment, clinical judgment and decisions. Assigning tasks to RNs, LVNs and CAs helps them sometime critical nursing skills. But growing skills, I let you members advance in their own way towards leadership.

**Increase efficiency and effectiveness**

Nurses turn to learn how to cluster their care or complete related patient care tasks at the same time. Delegating nurses develop a competent standard care in keeping with the code of ethics for nursing profession, the effective in the personal relationship and communication, appropriate use of technology and adequate nurse-patient ratio.

**NURSING DELEGATION TIPS AND STRATEGIES**

**Expand you are Nursing skills**

Practicing regular and effective communication is the best way to improve your overall communication skills the leader in nursing.

Skills needed to be a nurse are important in various health care settings. Despite the field's divorce nature, or nothing specialties are bound by leadership, communication, problem-solving, analytical and team-work skills.

**Leverage your team**

To provide patients with best care, nurses in leadership roles should maintain and establish team goals. Delegation can develop team cohesion and effectiveness which requires a leader to know who is on their team and what their strength and weaknesses are. Nurses in leadership roles should also allow for open communication, promote mutual respect, assign roles within a team and handle conflicts proactively.

**Respect your team**

Displaying respect for team members has been part of the foundation of the excellent nursing care. Respect is the intentional act of showing consideration for another person's interest and well-being. Practicing appreciation and respect throughout the delegation process is great for team building and learning.

**Observe job qualifications and responsibilities**

Feeling to follow hospital policy in delegating tasks to the only qualified people can have significant consequences. A leader should strive to avoid favoritism and delegate tasks in a fair manner. One delegating tasks, it is important to select the right person for each job. To do this, you must take into account to the skills, knowledge and experience of each team member as well as their strength, weaknesses and preferences.

**Conclusion**

With increasing numbers of assistants in nursing working in the acute care environment, it is essential that Registered Nurses are equipped with the appropriate leadership skills to ensure safe delegation practice.

Delegation is the transfer of authority to perform a specific nursing task in a specific situation to a competent individual. Delegation is the entrusting of authority, power and responsibility to another. Delegation generally involves assignment of the performance of activities or tasks related to patient care to unlicensed assistive personnel while retaining accountability for the outcome. Delegating tasks is a crucial aspect of effective management.

Managers and directors must consider several criteria when determining who to delegate tasks to. These criteria include competence, availability, interpersonal skills, developmental opportunities, and business needs. When used appropriately, delegation is safe and effective and does not compromise the patient experience. It lessens the likelihood of staff burnout and can reduce preventable harm incidents that can occur when an RN is overwhelmed.

Effective delegation has two elements: delegating work to team members who have skills in that area, and giving team members opportunities to develop new skills. To do this, make sure you clearly understand each team member's strengths as well as their interests.

By properly selecting the right people to delegate to, you can ensure that tasks are completed efficiently and effectively, freeing up more time for you to focus on higher-level responsibilities. Training your team members is crucial when it comes to effective delegation.

The purpose of great delegation is to ensure that your team as a whole accomplishes its goals as quickly and effectively as possible. It also gives more junior team members opportunities for growth and learning. Delegating is obviously also very helpful for your time management.

**REFERENCES**

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