

Name: Yeung Tsang

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How to complete your learning plan

1. Reflect on your practice

- Refer to CNO's [Practice Reflection questions](#) to help you think about your experiences and identify areas of your practice that need professional development.

Watch: [How to become a reflective practitioner](#) for guidance on how to reflect.

2. Identify your learning needs

What are the most important areas in your nursing practice that need improvement?

Consider the following:

- Talking with a peer(s) or colleague(s) from any practice setting about your learning needs.
- How will addressing your learning needs help you improve your nursing practice?

3. Develop two learning goals

Based on your areas of practice needing further development, what are your learning goals?

When defining your learning goals, consider the following:

- What specific areas of your nursing practice are you going to address with this goal?
- How do you hope to enhance or improve your nursing practice?
- How will you benefit from these changes?
- Who else might benefit from these changes (e.g. clients, peers or other health care team members you interact with)?
- When do you hope to see results?

Watch: [Are your learning goals SMART?](#) to enhance your learning goals.

4. Link your learning goals to CNO's Code of Conduct

What principles of the [Code of Conduct](#) align with your learning goals?

- Principle 1: Nurses respect clients' dignity.
- Principle 2: Nurses provide inclusive and culturally safe care by practicing cultural humility.
- Principle 3: Nurses provide safe and competent care.
- Principle 4: Nurses work respectfully with the health care team to best meet clients' needs.
- Principle 5: Nurses act with integrity in clients' best interest.
- Principle 6: Nurses maintain public confidence in the nursing profession.

5. Describe your learning activities

Describe the learning activities you plan to complete to address your learning goals.

Consider the following:

- How are you going to achieve your learning goals?
- What resources will you need to undertake this learning?
- How do you learn best? What is your learning style (e.g. visual, auditory etc.)?
- What might get in the way of you completing your learning activity?
- How will you overcome these obstacles?
- What is a realistic timeline to complete your activities?

6. Reflect on your learning plan

Use this section to reflect on your learning plan and evaluate changes to your practice.

Consider the following:

- Did you accomplish your learning goals? If so, how will you apply your new knowledge into practice?
- If you did not accomplish your learning goals, what prevented you from achieving them?

Note: If you don't accomplish your learning goals this year, you can carry them forward into your next learning plan.

Need help? Read [Quality Assurance: Your Guide to Self-Assessment](#) for tips on how to create a Learning Plan.

Learning goal 1

Identify your learning needs, define your learning goal and describe your learning activities. Provide a timeline for when you intend to complete your learning activities.

Learning needs:

- I want to be more familiar with medication administration.
- I want to memorize all the drugs that my assigned patient used.
- I want to be good at the nursing consideration of each drug.
- I want to remember all the different classes of drugs.

Learning goal:

- I want to be familiar with all medications.

Learning activities and timelines:

- I will spend 1 hour daily to write down all the medications used.
- I will spend 2 hours every week to study the medications.
- I will use the drug card to organize the information about the drug.

What principles of the [Code of Conduct](#) align with your learning goal?

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Principle 1: Nurses respect clients' dignity. |
| <input checked="" type="checkbox"/> | Principle 2: Nurses provide inclusive and culturally safe care by practicing cultural humility. |
| <input checked="" type="checkbox"/> | Principle 3: Nurses provide safe and competent care. |
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| <input checked="" type="checkbox"/> | Principle 5: Nurses act with integrity in clients' best interest. |
| <input checked="" type="checkbox"/> | Principle 6: Nurses maintain public confidence in the nursing profession. |

Learning goal 2

Identify your learning needs, define your learning goal, and describe your learning activities. Provide a timeline for when you intend to complete your learning activities.

Learning needs:

- I want to improve the skill of dressing change.
- I want to memorize the different types of dressing used.
- I want to be good at documentation of the dressing change.

Learning goal:

- I want to be excellent at dressing change.

Learning activities and timelines:

- I will spend 1 hour daily to practice dressing change in my home.
- I will spend 1 hour daily to get more research on different kinds of dressing.
- I will go to the open lab to practice.

What principles of the [Code of Conduct](#) align with your learning goal?

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Principle 1: Nurses respect clients' dignity. |
| <input checked="" type="checkbox"/> | Principle 2: Nurses provide inclusive and culturally safe care by practicing cultural humility. |
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Reflect on your plan

Use this section to reflect on your learning plan and evaluate changes to your practice. If you do not accomplish your learning goals this year, you can carry them forward into your next learning plan.

For my learning goal 1, I wanted to understand and be familiar with various medications. At first, I did have difficulties remembering the different functions and classes of medications. During this placement, I did study and research a lot of medications. I did spend my time studying 4 hours per week. I did study 10 medicines per week. Therefore, I learned a lot of medications during this placement. I did accomplish my learning goal 1 by improving my knowledge of medications.

During my placement, I did improve my therapeutic nurse-patient relationship. I used the effective communication and good interpersonal skill for my patient care. At times, I used active learning and empathetic skills to communicate with my patients. After I had carried out practice for one hour per week, I improved my communication skills. Also, I did carry out my self-reflection once a week. Furthermore, I did work on my effective communication during my 14-week placement. For example, my patient wanted to end their health assessment due to their meal's arrival in their room. The patient told me that he was hungry, so I decided to stop and continue once he finished his meal. Also, my patients did have a good relationship with me. Therefore, I did accomplish my learning goal 2 in this placement.