

Nursing and Midwifery Documentation

This education programme will provide an opportunity for nurses and midwives to avail of the most up-to-date approach to appropriate documentation and record keeping. The programme will explore a range of topics pertinent to documentation such as accountability and duty of care, and will offer guidance on best practice in documentation. The programme will illustrate the importance of documentation as a basis for assessment, planning and evaluation of care, and its role as credible evidence in the event of legal proceedings. There will be a practical session where participants will be given the opportunity to apply what they have learned by working through some examples.

Outline of Day

Note: Category 1 Approved by Nursing and Midwifery Board of Ireland (NMBI)

09.45	Registration
10.00	Welcome and Introduction Duty of Care, Accountability, Negligence, Documentation
11.30	Tea / Coffee
11.45	Guidelines and Best Practice in Documentation Care Plans
13.00	Lunch
13.45	Practical Session : Documentation Workshop
15.50	Questions and Evaluation
16.00	Close

Aims and Objectives

- To provide access to up-to-date information on nursing and midwifery documentation.
- To promote best practice guidelines and national and international standards.
- To allow participants to gain an understanding of professional accountability.
- To provide information on care planning.

Sample Reading List

- An Bord Altranais (2002) Recording clinical practice, guidance to nurses and midwives, Dublin: An Bord Altranais
- Beach, J. and Oates, J. (2014) 'Maintaining best practice in record keeping and documentation, Nursing Standard, 28(36), pp. 45-50.
- Twomey, J. and Cummins, A. (2010) 'Good record keeping', World of Irish Nursing and Midwifery, 18(3), pp. 38-39.