

Professional Growth Plan Template

The ability for nursing professionals to evaluate their own knowledge, skills and performance accurately without external measures is difficult. A *Professional Growth Plan* can allow individuals to think critically about the strengths and weaknesses within their own LPN scope of practice and to create a plan or strategy based on individual self-reflection to enhance their professional growth.

A *Professional Growth Plan* will assist an LPN with identifying activities and strategies that will provide an opportunity to evaluate their knowledge, skills and performance. The plan's *Initial Self-Assessment* will assist an LPN to evaluate their overall competence and performance as they relate to the LPN Standards of Practice. Self-assessment enables LPNs to identify needs essential for ongoing professional growth.

Considering the importance and the commitment involved to properly complete a Professional Growth Plan, the SALPN recognizes this CEP activity as part of Section A: Formal Activities and is worth 16 reportable hours for LPNs licensed for 7 or more months of a licensure year. LPNs licensed for less than 7 months of a licensure year are not eligible to complete the Professional Growth Plan.

The Professional Growth Plan is a big commitment and a properly executed plan will be spread over many months and requires frequent assessment. Before dedicating time to the plan, it may be helpful to discuss the level of commitment that will be required from the individual completing the Initial and Concluding Manager/Peer review forms.

Completing a Professional Growth Plan

1. *Initial Self-Assessment Form*

- Complete the form independently, assessing yourself using the scoring criteria.
- Provide a summary of your current competence and level of performance for each of the four (4) Standards of Practice.
- Assess and state your strengths for each Standard of Practice.
- Assess and state your weaknesses for each Standard of Practice.
- Assess and state opportunities/strategies to enhance your professional growth as they relate to your assessment.

2. *Initial Manager/Peer Review Form*

- Have a manager or peer complete the form, assessing you using the scoring criteria.
- The manager or peer will provide a summary of their overall opinion of your current competence and levels of performance.
- The manager or peer will provide insight to how professional growth may be improved and/or enhanced.
- Forms completed by peers must be “signed off” by your supervisor and/or manager.

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3. *LPN Self-Reflection and Action Plan Form*

- Review and compare the completed Initial Self-Assessment and Initial Manager/Peer Review forms.
- State the common themes between the forms i.e.: areas for improvement and/or enhancement.
- Based on the common themes identified, determine how you will improve and/or enhance your professional growth.
- Set a reasonable timeline for improvement and/or enhancement that aligns with the Professional Growth Plan concluding document requirements.

4. *Concluding Manager/Peer Review Form*

- Have the same manager or peer complete a follow-up assessment, assessing you using the scoring criteria.
- The manager or peer will provide a brief summary of the overall improvements and/or changes in your current competence and levels of performance.
- The manager or peer will provide insight to how professional growth was improved and/or enhanced.
- Forms completed by peers must be “signed off” by your supervisor and/or manager.

5. *Concluding Self-Assessment Form*

- Complete the form independently, assessing yourself using the scoring criteria.
- Assess and summarize how your plan and manager/peer feedback improved and/or enhanced your professional development.