

Factors to be considered for assignment in Inservice Education

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Adequate and satisfactory assignment depends on a clear definition of duties for workers on different levels. Delegation of work is assignment. Assignment is allotment of specific task with specification of time and method with which it is to be performed. **Factors to be considered for assignment.**

To a great extent success of organizing and maintaining good nursing care lies in suitably allotted assignment. The head nurse specifies the activities of the worker, based on the following factors:

Nurse to be assigned:- The job assigned should be related to the education of the nurse, her knowledge, understanding and skill. It is related to her previous experience e.g. T.B. Ward experience or as a circulated nurse or theatre nurse. Her temperament is cool and calm because if she is easily irritated, it will be very difficult for her to accept constructive criticism and it will be difficult for her to do the job which is assigned to her. A nurse should be tactful. If nurses assigned a job do not have adequate preparation, the patients may suffer and the worker may feel frustrated. She should arouse interest, prevent and minimise failure and discouragement, and lay the foundation for satisfaction and success in giving continuously better nursing care.

Patient:- Consider the age of the patient, e.g. child, adolescence, adult, or old.

Cultural Pattern:- Patient may be of different religion or society.

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Physical requirement: Whether dependent on nurse or not, e.g. patient asks for a particular diet.

Individual difference:- Good assignment should emphasize the essential, and recognize individual differences and above all, in the assignments there should be a feeling of cooperation between the ward-administrator and nurses.

Time:- How much time is required for one procedure? At what time the procedure has to be done? It may be done in the morning or evening according to the need of the patient.

Duration:- How much time should be given for a procedure? The best time for making observations and getting to know the patient is when the Head nurse according to the circumstances provides the opportunity for the nurse.

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Amount of supervision available:- Assignment planning is also influenced by the requirements of various staff members for supervision, e.g. supervise a student nurse while she is giving injection. If competent, let her give the injection but if she is new, think, and decide.

Needs within the group of patients:- The Head nurse must consider the ability of the member to handle the combinations of needs in the group of patients to be assigned. Avoid impossible or impractical combinations of duties. It is scarcely possible for a nurse to take Blood Pressure every 15 minutes on one patient and to care for another who is on isolation precautions.

Geographical Location:- The best use will be made of personal time if patients assigned to one person are close to one another. This minimizes time for walking, 4 patients in one room can be cared more quickly than 4 patients in each of 4 rooms.

Needs of all patients on the division:- The Head nurse must consider the requirements of all patients on division in relation to the staff she has, e.g. establish priority accordingly to their importance.

Continuity in patient care:- Without doubt the patient method of assignment is the best means of providing entire care to a group of patients and when she goes off duty, she transfers their care to another nurse. Many hospitals which give excellent nursing care have found the solution to these problems in the team method of assignment. It is helpful in planning and in evaluation, helps in good ward management.

Equipment and supply:- When assigning, Head nurse should keep in mind the location, number and amount of the equipment and supply, e.g. there is only one cardiac table but time to patients require it in the same ward, simultaneously give it to the patient who requires most urgently, e.g. two patients require screen, give it first to the patient, whose need is immediate.

Other personnel in the Ward:- Dietitian, physiotherapist consultant, and several other personnel are coming to the ward, e.g. two consultants of the different units come for the round at the same time. Ask other nurse to take round and the Head nurse will take round with another doctor/consultant.

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