

PDRP Frequently asked questions

1. Where do I submit my portfolio?

All portfolio submissions are to be sent to the PDRP administrator located in the Service Planner office beside Dental on level 2.

2. How long does the process take?

The assessment process can take up to 8 weeks. There may be additional time if further evidence is required.

3. What if I want to appeal the decision?

There are two appeals processes: one is an appeal on process, the other an appeal on outcome.

Please refer to the PDRP manual for more information.

4. Do I get allocated days to complete my portfolio?

Depending on what level portfolio you are working on will determine your entitlement to additional leave to undertake research and study. You will need to discuss this entitlement with your manager to work in with roster and leave allocation.

Proficient level: 1 day p.a.

Expert/Accomplished level: 2 days p.a.

5. Is there study leave associated with submitting a portfolio?

Staff working on preparing their portfolio or maintaining their skill levels associated with PDRP may require additional time to undertake research or study associated with the PDRP depending on your Employee Agreement. This may be negotiated with your CNM or DoN. For DHB staff please refer to the DHB/NZNO MECA (or other agreement) which outlines additional leave requirements or discuss with your CNM.

6. Do I need to do a case study?

No, you are no longer required to complete a case study.

7. Who does my peer review?

A peer or senior nurse in your area of practice who has worked alongside you or seen you working and is therefore able to provide examples of how you meet each competency.

8. Is my performance appraisal the same as my peer review?

No, your performance appraisal is completed in conjunction with your manager and focuses on your goals and performance. A peer review is completed by a colleague and is specific to nursing competencies.

9. How do I know what level to apply for?

Your manager's support is required to submit your portfolio. It is a good idea to discuss what level to apply for with them prior to commencing any documents.

10. Do I have to do this? Is being on a PDRP compulsory?

No, however proving competency to Nursing Council is and this is a way you are able to do so and avoid audit.