



Provincial Nursing Mentorship Guidelines Revised June 2010

Provincial Nursing Mentorship Initiative

The Provincial Nursing Mentorship Initiative (PNMI) will support regional health authorities in developing, implementing and evaluating Regional Nursing Mentorship Initiatives in Saskatchewan. The initiative is modeled from programs in the Regina Qu'Appelle Health Region.

The purpose is to support new graduate nurses as they transition from a role as a student to a professional role. The Nursing Mentorship Initiative will provide a mentorship program for graduate licensed practical nurses, graduate registered nurses and graduate registered psychiatric nurses as they enter into the practice environment. In addition the Nursing Secretariat, Ministry of Health in consultation with regional health authorities and other nursing stakeholders will research, develop and include other nursing mentorship programs /models.

For the Provincial Nursing Mentorship Initiative, mentoring is a process by which an experienced and knowledgeable practitioner (mentor) supports, inspires and nurtures the professional role socialization of a less experienced practitioner (protégé).

The Nursing Mentorship Initiative is expected to serve all newly graduated nurses who are hired into the Saskatchewan Regional Health Authorities (RHA). Some of these new graduates will be hired into vacant positions and others into supernumerary positions.

Objectives:

The objectives of Nursing Mentorship Initiatives are to:

1. Improve recruitment and retention rates;
2. Facilitate professional role transition for new graduate nurses;
3. Assist with succession planning;
4. Increase understanding, awareness, and insight of the benefits and contributions of mentorship to quality workplaces;
5. Promote a mentorship culture within health workplaces in Saskatchewan;
6. Recognize leadership of experienced staff;
7. Promote unit-receptivity towards new graduates and new employees; and
8. Contribute to respectful workplace.

Coordination

Central mentorship coordination will be provided through the Nursing Secretariat, Saskatchewan Ministry of Health. Vice Presidents/Directors of Human Resources/Senior Nursing Managers within the RHAs will link with the Nursing Secretariat for continuing development and funding.

Regional Nursing Mentorship Managers/Coordinators in the province will be hired by base RHAs to plan, develop, deliver and evaluate mentorship workshops and initiatives within the RHA(s)

The *central coordination* and the *Regional Managers/Coordinators* will network and collaborate in building a mentorship culture within nursing in the Province.

Funding

RHAs will be funded to provide:

- Base regions will receive funding for salary, benefits and operational expenses pertaining to the Regional Nursing Mentorship Coordinator position.
- Mentorship workshops for mentors and protégés will be funded. Funding flows through the base RHA. Partner RHAs are required to invoice the base RHA for costs associated with the workshop(s). Eligible costs include:
 - Accommodations/travel for mentors/protégés to attend mentorship workshops as per the collective agreement;
 - Meeting rooms and non-alcoholic refreshments;
 - Workshop materials (books, stationary, handouts, posters); and

Funding for both workshops and mentorship initiatives will be distributed to the RHAs according to actual number of new graduates who are mentored and attend the workshops provided.

Monitoring and distribution of the funding will be based on requests by the RHA using Ministry of Health approved forms.

Evaluation:

Evaluation will be ongoing based on RHA needs and information requested by the MoH from the RHAs.

Measuring Success

- ✓ Workshop evaluations to continue to enhance and improve the workshop.
- ✓ Pre and post retention rate of new graduates who have participated in the workshop; post retention rates will be measured at six months and one year.
- ✓ Absenteeism and overtime rates trended by the RHA through the SAHO payroll system.
- ✓ Overall program evaluation by Regional Managers.

Implementation

Regionally

1. Organization Preparation
 - The Regional Nursing Mentorship Coordinator/ Manager will work with the regions to determine the mentoring opportunities.

2. Recruit mentors and protégés
 - For mentorship effectiveness it is important mentors volunteer and are selected by the protégé (GN) based on the protégé's assessment of the mentor's:
 - Desire to be a professional role model;
 - Competent practice;
 - Supportive and respectful attributes;
 - Collaboration in learning; and
 - Communication and ability to provide encouragement and guidance to the protégé.
 - Protégés will be newly hired graduate nurses participating in mentorship voluntarily.

3. Prepare mentors and protégés
 - The Manager/Coordinator will identify the number of workshops, dates and location.
 - Mentorship workshops will target new LPN, RN and RPN graduates, whether in supernumerary positions or filling vacancies, and their mentors. The relationship and roles must be formed with clear understanding of expectations and responsibilities.
 - Match mentors with protégés.

4. Mentoring Relationship
 - Mentors and protégés engage in the mentoring relationship.
 - Expected outcomes are defined, mentors and protégés continually communicate and develop professionally.
 - As outcomes are met the mentoring relationship will progress towards disengagement from the PNMI and toward establishing a long term professional relationship.

5. Evaluation
 - Measure the effectiveness and value of mentorship for the mentor, protégé and organization.
 - Report on the use of funding for the program(s).

Planning & Reporting (Accountability)

Mentorship initiatives must align with the organizations' vision, values, and mission as well as with principles of the PNMI. Funding will be requested on MoH approved forms.