**Learning Plan**

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Name:       Date:

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# How to complete your learning plan

# Reflect on your practice

* + Refer to CNO’s [*Practice Reflection question*s](https://www.cno.org/en/myqa/self-assessment/) to help you think about your experiences and identify areas of your practice that need professional development.



**Watch:** [*How to become a reflective practitioner*](https://www.youtube.com/watch?v=tPWjahqK1HA) for guidance on how to reflect.

# Identify your learning needs

## What are the most important areas in your nursing practice that need improvement?

Consider the following:

* + Talking with a peer(s) or colleague(s) from any practice setting about your learning needs.
  + How will addressing your learning needs help you improve your nursing practice?

1. **Develop two learning goals**

## Based on your areas of practice needing further development, what are your learning goals?

When defining your learning goals, consider the following:

* + What specific areas of your nursing practice are you going to address with this goal?
  + How do you hope to enhance or improve your nursing practice?
  + How will you benefit from these changes?
  + Who else might benefit from these changes (e.g. clients, peers or other health care team members you interact with)?
  + When do you hope to see results?

**Watch:** [*Are your learning goals SMART?*](https://www.youtube.com/watch?v=_FY4xrNW6gs)to enhance your learning goals.

# Link your learning goals to CNO’s Code of Conduct

**What principles of the** [***Code of Conduct***](https://www.cno.org/globalassets/docs/prac/49040_code-of-conduct.pdf)**align with your learning goals?**

* + Principle 1: Nurses respect clients’ dignity.
  + Principle 2: Nurses provide inclusive and culturally safe care by practicing cultural humility.
  + Principle 3: Nurses provide safe and competent care.
  + Principle 4: Nurses work respectfully with the health care team to best meet clients’ needs.
  + Principle 5: Nurses act with integrity in clients’ best interest.
  + Principle 6: Nurses maintain public confidence in the nursing profession.

# Describe your learning activities

## Describe the learning activities you plan to complete to address your learning goals.

Consider the following:

* + How are you going to achieve your learning goals?
  + What resources will you need to undertake this learning?
  + How do you learn best? What is your learning style (e.g. visual, auditory etc.)?
  + What might get in the way of you completing your learning activity?
  + How will you overcome these obstacles?
  + What is a realistic timeline to complete your activities?

# Reflect on your learning plan

## Use this section to reflect on your learning plan and evaluate changes to your practice.

Consider the following:

* + Did you accomplish your learning goals? If so, how will you apply your new knowledge into practice?
  + If you did not accomplish your learning goals, what prevented you from achieving them?

**Note:** If you don’t accomplish your learning goals this year, you can carry them forward into your next learning plan.

**Need help?** Read [*Quality Assurance: Your Guide to Self-Assessment*](https://www.cno.org/globalassets/docs/qa/qa-self-assessment-guide-en.pdf)for tips on how to create a Learning Plan.

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| **Learning goal 1**  Identify your learning needs, define your learning goal and describe your learning activities. Provide a timeline for when you intend to complete your learning activities. | |
| Learning needs: | |
| Learning goal: | |
| Learning activities and timelines: | |
| What principles of the [*Code of Conduct*](http://www.cno.org/globalassets/docs/prac/49040_code-of-conduct.pdf) align with your learning goal? | |
|  | Principle 1: Nurses respect clients’ dignity. |
|  | Principle 2: Nurses provide inclusive and culturally safe care by practicing cultural humility. |
|  | Principle 3: Nurses provide safe and competent care. |
|  | Principle 4: Nurses work respectfully with the health care team to best meet clients’ needs. |
|  | Principle 5: Nurses act with integrity in clients’ best interest. |
|  | Principle 6: Nurses maintain public confidence in the nursing profession. |

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| **Learning goal 2**  Identify your learning needs, define your learning goal and describe your learning activities. Provide a timeline for when you intend to complete your learning activities. | |
| Learning needs: | |
| Learning goal: | |
| Learning activities and timelines: | |
| What principles of the [*Code of Conduct*](http://www.cno.org/globalassets/docs/prac/49040_code-of-conduct.pdf) align with your learning goal? | |
|  | Principle 1: Nurses respect clients’ dignity. |
|  | Principle 2: Nurses provide inclusive and culturally safe care by practicing cultural humility. |
|  | Principle 3: Nurses provide safe and competent care. |
|  | Principle 4: Nurses work respectfully with the health care team to best meet clients’ needs. |
|  | Principle 5: Nurses act with integrity in clients’ best interest. |
|  | Principle 6: Nurses maintain public confidence in the nursing profession. |

**Reflect on your plan**

Use this section to reflect on your learning plan and evaluate changes to your practice. If you do not accomplish your learning goals this year, you can carry them forward into your next learning plan.

2023-97