



Oifig an Stiúirthóra Seirbhísí
Altranais & Cnáimhseachais

Office of the Nursing &
Midwifery Services Director



Professional Development Plan for Nurses & Midwives

(Office of the Nursing and Midwifery Services Director 2017, updated November 2022)



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Section A: Profile Details

In January 2020, the Chief Executive of the Health Service Executive (HSE) launched Performance Achievement (PA) as a mandatory process for all staff. Performance achievement is a supportive and developmentally based process that aims to 'support staff to give of their best, be successful in their endeavours and develop their skills and careers within the health service' (HSE 2020).

Nurses and Midwives will use the Nurses and Midwives Professional Development Planning Framework for the HSE Performance Achievement process.

Profile Details	
Name	
Job Title	
Staff Grade	
Employee Number ¹	NMBI PIN
Ward/Department	
Length of Time in Current Position	
Line Manager Name	
Line Manager Email Address	
Date of PDP meeting	

¹ Employee number and NMBI PIN are obtained for the purpose of the Professional Development Planning process only and will not be used for any other purpose.

Section B: Previously Agreed Professional Development Plan Goals

Date of Last Meeting:

No.	Previous Professional Goals	Achieved (A) Partially Achieved (PA) Not Achieved (NA)	Supports that Enabled Achievement	Challenges to Achieving Goals
1.				
2.				
3.				
4.				

Section C: Self-Assessment

Professional Development Plan

1. Identify the strengths that you bring to the role

2. Describe how you are using your knowledge, skills and experience in your role

3a). Do you think your knowledge, skills and experience are being optimally utilised?

Yes No Sometimes

3b). If no or sometimes, how can this be supported?

Professional Development Plan

4a). What are the areas in relation to knowledge, skills and experience that you would like to develop?

4b). Describe how you would like to further develop these areas

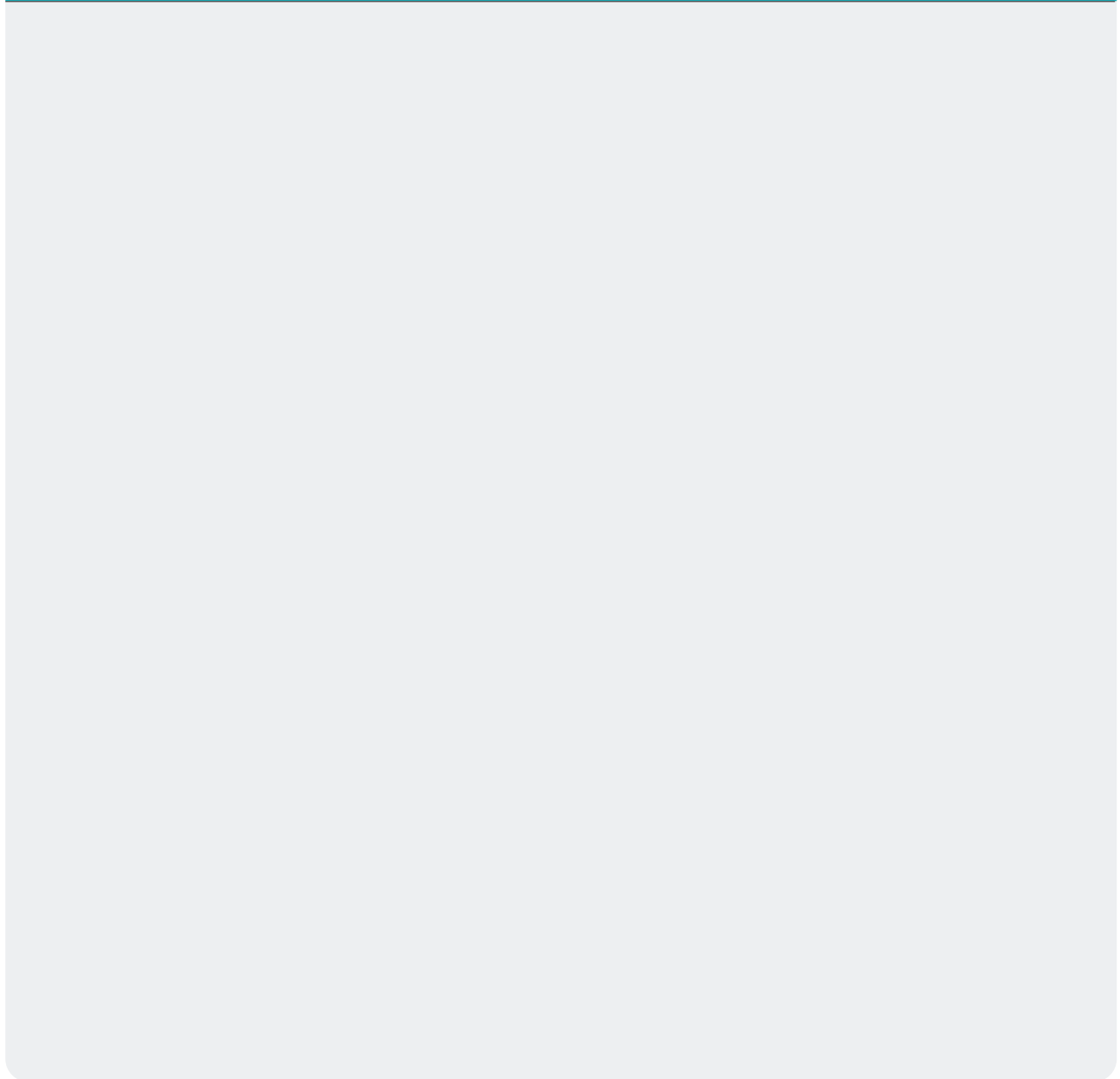
5. What are the challenges for you in your role and how can you be supported to manage them?

Section D: Current Professional Development Plan Goals

No.	Professional Goals	Required actions	Supports required to achieve goals	NMBI Code of Professional Conduct and Ethics	Date to be Achieved Month/Year
1.					
2.					
3.					
4.					

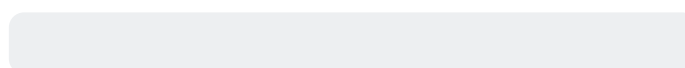
Collaboration and Agreement

Comments / Discussion

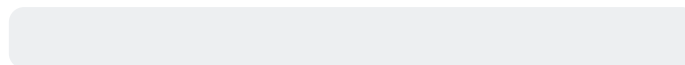


We agree to the development of the professional goals and actions presented in this PDP and we commit to jointly reviewing the progress.

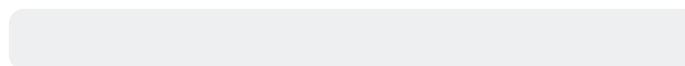
Employee Signature



Line Manager Signature



Date



Professional Development Plan Reflections on Progress and Development (For personal use only)

No.	Professional Goal	Date	Reflection
1.			
2.			
3.			
4.			



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