

Practice hours

Section 1 of your portfolio - Practice hours

Continuing Professional Development (CPD)

5 pieces of practice related feedback

5 Reflective accounts

Reflective discussion

Confirmation

Practice hours

- ❖ You must have practised for a minimum of 450 hours (900 hours for those registered as both a nurse and a midwife) over the three year period since your registration was last renewed or you joined the register.
- ❖ You must meet your practice hours in a role where you rely on your skills, knowledge and experience of being a registered nurse or midwife.

Practice hours

- ❖ This includes practice as a nurse, midwife and SCPHN (public health nursing), in roles that are likely to require registration
- ❖ This also includes nurses and midwives who rely on their skills, knowledge and experience of being a registered nurse or midwife, but are in roles where their employment contract does not expressly require them to be registered with the NMC

Practice hours

- ❖ For example, this could include roles in public health or nursing or midwifery management, commissioning, policy and education.
- ❖ This may include work done in voluntary roles, where a nurse or midwife is relying on their skills, knowledge and experience of being a registered nurse or midwife

Practice hours

- ❖ Hours undertaken in any healthcare, nursing or midwifery assistant or support worker roles cannot be counted towards practice hours as a registered nurse or midwife
- ❖ Practice hours should reflect your current scope of practice. Practice hours do not have to be related to your original field of practice when you first joined the register

How to record practice hours

- ❖ Recommended that you maintain a record of practice hours you have completed, and we have provided a template to help you record your practice hours.
Your records should include:
- ❖ Dates of practice, the number of hours you undertook, name, address and postcode of the organisations, scope of practice, work setting, a description of the work you undertook, and evidence of those practice hours, such as timesheets, job specifications and role profiles

What evidence can you use ?

- Job descriptions
- Role profiles
- Timesheets
- Health roster reports
- Any other ideas?

PRACTICE HOURS LOG TEMPLATE

Guide to completing practice hours log

To record your hours of practice as a registered nurse and/or midwife, please fill in a page for each of your periods of practice. Please enter your most recent practice first and then any other practice until you reach 450 hours. You do not necessarily need to record individual practice hours. You can describe your practice hours in terms of standard working days or weeks. For example if you work full time, please just make one entry of hours. If you have worked in a range of settings please set these out individually. You may need to print additional pages to add more periods of practice. If you are both a nurse and midwife you will need to provide information to cover 450 hours of practice for each of these registrations.

Work setting

- Ambulance service
- Care home sector
- Community setting (including district nursing and community psychiatric nursing)
- Consultancy
- Cosmetic or aesthetic sector
- Governing body or other leadership
- GP practice or other primary care
- Hospital or other secondary care
- Inspectorate or regulator
- Insurance or legal

- Maternity unit or birth centre
- Military
- Occupational health
- Police
- Policy organisation
- Prison
- Private domestic setting
- Public health organisation
- School
- Specialist or other tertiary care including hospice
- Telephone or e-health advice
- Trade union or professional body
- University or other research facility
- Voluntary or charity sector
- Other

Scope of practice

- Commissioning
- Consultancy
- Education
- Management
- Policy
- Direct patient care
- Quality assurance or inspection

Registration

- Nurse
- Midwife
- Nurse/SCPHN
- Midwife/SCPHN
- Nurse and Midwife (including Nurse/SCPHN and Midwife/SCPHN)

Dates:	Name and address of organisation:	Your work setting (choose from list above):	Your scope of practice (choose from list above):	Number of hours:	Your registration (choose from list above):	Brief description of your work:

Practice Hours

- The confirmer will need to see written evidence that the nurse or midwife has practised for the minimum number of hours
- Evidence may include a contract of employment, timesheets, job spec and role profiles
- Only hours relating to nursing and midwifery registration count but this can include non-clinical roles such as management, education and policy both paid and voluntary
- Only hours undertaken whilst registered as a nurse or midwife count
- If a nurse or midwife has not practised for the required number of hours, the confirmer must be satisfied that they have successfully taken an NMC approved return to practice course.