KAPLAN’S PN DECISION TREE

STEP 1  Can you identify the topic of the question?

STEP 2  Are the answers data gathering or implementations?

STEP 3  Apply Maslow: Are the answers physical or psychosocial?

STEP 4  Are the answer choices related to ABCs?

STEP 5  What is the outcome of each of the remaining answers?

ASK YOURSELF: “If I could do only one thing and then leave, what would I do?”
**Who Do You See First?**

<table>
<thead>
<tr>
<th>CONSIDER:</th>
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<tbody>
<tr>
<td>Unstable vs. Stable</td>
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<tr>
<td>Unexpected vs. Expected</td>
</tr>
<tr>
<td>ABCs</td>
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<tr>
<td>Acute vs. Chronic</td>
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<tr>
<td>Actual vs. Potential</td>
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</table>
**Common NCLEX Traps**

<table>
<thead>
<tr>
<th>Do not ask “Why?”</th>
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<tr>
<td>Do not leave the client.</td>
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<tr>
<td>Do not persuade the client.</td>
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<tr>
<td>Do not say, “Don’t worry!”</td>
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<tr>
<td>Do not pass the buck.</td>
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<tr>
<td>Do not read into the question.</td>
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<tr>
<td>Do not ‘do nothing.’</td>
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</tbody>
</table>
# Therapeutic Communication Tips

**DO:**

- Do respond to feeling tone.
- Do provide information.
- Do focus on the client.
- Do use silence.
- Do use presence.

**DO NOT:**

- Do not ask ‘why’ questions.
- Do not ask ‘yes/no’ questions, except in the case of possible self-harm.
- Do not focus on the nurse.
- Do not explore.
- Do not say, “Don’t worry!”
Rules for Delegation

**RN ASSIGNMENT**
Cannot delegate assessment, teaching, or nursing judgment

**LPN/LVN ASSIGNMENT**
Assign stable clients with expected outcomes

**UAP ASSIGNMENT**
delegate standard, unchanging procedures

Five Rights of Delegation

**RIGHT TASK**
(scope of practice, stable client)

**RIGHT CIRCUMSTANCES**
(workload)

**RIGHT PERSON**
(scope of practice)

**RIGHT COMMUNICATION**
(specific task to be performed, expected results, follow-up communication)

**RIGHT SUPERVISION**
(clear directions, intervene if necessary)