



Delegation or assignment to UCPs

A guide to support decision making for LPNs, NPs, RNs, and RPNs

i This tool provides a high-level framework to support decisions. Use it alongside BCCNM's *Delegation to Unregulated Care Providers* practice standard which sets out the detailed requirements, expectations, limits, and conditions, together with employer policies and your professional judgment.

How to use this tool

Work through Steps 1–7 in order. If you cannot answer YES to a statement, stop and resolve the issue before assigning or delegating the activity.

1	Has a nursing assessment of the client's care needs and condition been completed?	YES	NO Complete an assessment
2	Is the client's condition stable, predictable, or at low risk for complications?	YES	NO Do not proceed.
3	The activity or ordered activity is within your designation's nursing scope of practice, as set out in regulation.*	YES	NO Do not proceed.
4	Is the activity within your scope of practice and competence?	YES	NO Do not proceed.
5	Have you collaborated with the client about this decision?	YES	NO Collaborate with the client
6	Do employer policies, guidelines, or procedures support having a UCP perform this activity?	YES	NO Do not proceed until policy or support is in place.
7	Will you be able to monitor the client's outcomes and reassess whether this arrangement remains appropriate over time?	YES Go to the decision point below	NO Ongoing evaluation is required.

* Refers to the [Nurses and Midwives Regulation](#) and the [Regulated Health Practitioners Regulation](#).

DECISION POINT: Once all seven steps are YES, ask: is the activity a restricted activity?



YES - DELEGATE

Confirm every item below before delegating

- ☐ Does not require nursing judgment, assessment, or complex decision-making
- ☐ UCP can safely perform the activity
- ☐ UCP trained and able to accept the delegation
- ☐ Activity can be done safely with available resources and supports
- ☐ Conditions for delegation clearly explained
- ☐ Communication and collaboration with everyone involved

NO - ASSIGN

Confirm every item below before assigning

- ☐ UCP training to perform the activity confirmed
- ☐ UCP can safely perform the activity
- ☐ UCP willing and able to accept the assignment
- ☐ Activity can be done safely with available resources and supports
- ☐ Relevant client information, expectations, and follow-up plan communicated

If all statements are met, proceed with the assignment or delegation. If any statement is not met, address the issue before proceeding.

After delegating or assigning

- Complete appropriate documentation.
- Provide ongoing nursing care by monitoring the client's response and reassessing whether delegation or assignment remain appropriate.
- Stop or revoke delegation or assignment if the client's condition changes, safe delegation criteria are no longer met, the assignment is no longer appropriate for a UCP, or concerns arise.
- At handover, the incoming nurse reassesses the client and delegation decision before continuing.

Disclaimer: This learning resource is for educational purposes only and is intended to support learning and reflection. It is not intended to direct or determine clinical practice and must not be relied on as a substitute for professional judgment, regulatory requirements, or organizational policies. Scenarios and examples are fictional and are used solely to illustrate learning concepts. Practice decisions must be based on the specific clinical context, applicable legislation, standards, and individual competence.