GUIDELINES FOR PRIVATE PRACTICE FOR NURSES

FULL TIME PRIVATE PRACTICE

A nurse who wishes to undertake private practice must fulfill the following:-

1. Must be registered/enrolled in the appropriate register/roll with the Nursing Council of Kenya. Original Professional Certificates must be presented.

2. Must be a Kenyan citizen.

3. Must have five (5) years post-registration/enrolment experience. (NCK, Standards of Nursing Education and Practice, 2007).

4. Must have a valid practice license.

5. Must present a declaration indicating that one is not in Government or non-Government employment.

6. Must submit a curriculum vitae including:
   - When he qualified.
   - Registration/Enrolled number.
   - Continuing education since qualification.
   - Date of last employer.
   - Name and address of last employer.
   - Total length of time in service
   - Certified copies of certificate
   - Areas he has worked in as a nurse.
   - Certificate of good conduct from last employer/supervisor

7. State services one intends to render.

8. Indicate the nearest Health Institution that he will refer his clients/patients to.

9. Provide a satisfactory inspection certificate of the premises from the Local Supervising Authority for the initial application and every 3 years. The inspection should be done by the DHMT of whom one should be registered nurse.

10. Appear in person for initial and renewal of licences at the Council Office.
11. Pay a prescribed fee for licensure and renew it each year a month before expiry date.

12. Apply for renewal of private practice licence every year. Late renewal will result to a penalty of Ksh. 500/- per month.

13. Display clearly the licence for private practice in the approved premises.

14. A nurse undertaking private practice must not except in grave emergency undertake any treatment which is outside his normal professional practice or which is not permitted by the Local Health Supervising Authority or the area in which he is practicing.

15. A nurse must keep custody of official clients/patients records for a period of not less than ten years after which he may then arrange for proper disposal.

16. A nurse undertaking private practice must refer the patients to the nearest Health facility in all cases he is unable to manage.

17. A nurse in private practice must show documentary evidence of Continuing Education every year i.e. 20 hours

18. A nurse undertaking private practice must keep records of all drugs administered or given to all patients.

19. If the patient dies, the nurse undertaking private practice who was in attendance at the time of death or who was called immediately afterwards must, whether or not a registered medical practitioner was present at the time notify the Local Health Supervisory Authority and Police within 48 hours.

20. A nurse undertaking private practice must give the Nursing Council or Local Health Supervising Authority or their representatives, every reasonable facility for the inspection of the register, clients and other records, his appliances, such part of his residence as is used for professional purposes and his method of practice. When the Local Health Supervision Authority deems necessary for preventing spread of infection, he must allow himself to be medically examined and suspended from practice if necessary.

21. A nurse undertaking private practice is required to maintain and use appliances and equipment to the satisfaction of the Local Health Supervising Authority and Nursing Council of Kenya.

22. A nurse who is engaged in private practice is permitted to operate only one approved private practice premises.

23. A practising nurse who wishes to employ nurses for his private practice will be
required to forward names of his employees, their registration/enrolment numbers and qualifications, to Nursing Council and Local Health Supervising Authority.

24. A nurse undertaking private practice will bear any legal liability relating to his/her professional practice.

25. A nurse undertaking private practice is advised to be insured against Malpractice and negligence.

26. A nurse undertaking private practice must observe rules and regulations set from time to time by the Nursing Council and the Local Health Supervising Authority.

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