

## **ABSTRACT**

The Adaptation Process Plan document should serve as a tool for ensuring that the adaptation process of a new employee to an intensive care unit is properly led. It is also supposed to help with feedback and evaluation of the level of the newcomer's skills.

The main goal of this thesis was to find out how effectively the Adaptation Process Plan document is currently used for nurses in intensive care units in the Czech Republic. We furthermore aimed to ascertain how the plans are filled in, whether their individual parts are filled in on a regular basis, as well as whether the parts which have been graded as insufficient are explained again to the employee. Last but not least, we tried to compare how the document is used in the Czech Republic and in the United Kingdom. The qualitative research was carried out by interviewing three nurses who have completed the adaptation process to intensive care units – one in the United Kingdom and two in the Czech Republic.

The results show that according to our research group, the Adaptation Process Plan document is not effectively used in the Czech Republic, especially in comparison with the United Kingdom. The ways of filling in the document differ in these countries, particularly with regard to its regularity and thoroughness. The parts which had been graded as insufficient were explained again to the respondent in the United Kingdom. One respondent from the Czech Republic claims that the document was not used at all in her place of work and it was therefore impossible to re-examine the explanation of individual items. In case of the other Czech respondent, the plan was used unsystematically and getting the necessary information often depended on her own activity. Based on our results, the implementation of the adaptation process also differs in the Czech Republic and in the United Kingdom. This applies mainly to how the newcomer is received by the work team, how long the new coming nurse works alongside a supervisor/mentor when providing care to a patient and how intensive is the cooperation of the nurse and the supervisor/mentor.

This research serves as an assessment of the current practice in the use of the Adaptation Process Plan document in the Czech Republic, with the aim to improve its utilisation. Moreover, based on the interviews, we have put together a set of information which the respondents consider as important and which they would have liked to be given at their recruitment in the form of a brochure. The list has been passed on to the management of the Czech hospital.

**keywords:** intensive care, orientation period for nurses, competencies of a new coming nurse, the nurses' adaptation process, motivation of new coming employees, mentoring, supervision