



Registered Nurses Association of the Northwest Territories and Nunavut

PO Box 2757 Yellowknife, NT X1A 2R1

Telephone: (867) 873-2745 Fax (867) 873-2336

www.rnantnu.ca

COURTESY LICENSE INFORMATION SHEET

The courtesy license is for nurses who are eligible to participate in short-term training, education or research projects in the Northwest Territories (NT) or Nunavut (NU). Courtesy licenses will only be issued for identified education, training or research at a specific location for a set amount of time. A courtesy license is not for direct patient care.

For example:

Your organization may bring up Instructors, who are Registered Nurses (RN), from another province to teach a specialty course like Advanced Cardiac Life Support (ACLS). This would require the RN to have a courtesy license.

All RNs must have a RNANT/NU license for education, training or research in NT/NU.

PERMIT DURATION AND CONDITIONS	CRITERIA AND ELIGIBILITY FOR PERMITS
<p>Courtesy licenses will be for no more than 14 days with the ability to extend for one 14-day period making the maximum term 28 days.</p> <p>This license can only be valid in the approved location noted in the courtesy license information letter.</p> <p>This license does not allow the RN or NP to practice direct patient care. Additional limiting conditions can be specified by the Registrar and will be noted on the license.</p>	<p>Courtesy licenses can only be issued to a nurse who is registered in good standing in another Canadian Jurisdiction and is needed to provide specialized education, training, or research.</p> <p>The nurse must meet the requirements set out in the Nursing Professions Act (NT 2003 NU 1998). RNANT/NU Bylaws, and Policies.</p> <p>The decision to issue a courtesy license will be made by the Registrar.</p> <p>The nurse must provide a letter from the Sponsoring Organization, Government Department, Agency and/or Community Health Centre clearly stating the time, dates, location and purpose of the education, training and/or research project.</p>
COURTESY PRACTICE LICENSE	REMINDERS
<p>What documentation do I need to provide?</p> <p>1) Legibly write each jurisdiction you are currently registered in with the license</p>	<p>1) Ensure all applications are legible. 2) Ensure application and documentation is provided to RNANT/NU well in</p>



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<p>number, so the Registrar can verify your information.</p> <ol style="list-style-type: none">2) Primary employer information so the Registrar can call to get a verbal employer reference.3) Letter from the Sponsoring Institute, Agency, etc. with the dates, time, location and explanation of the training, education and/or research.4) One copy of valid ID (birth certificate, passport, driver's License, etc.). Also, marriage, divorce or name change certificate(s) if applicable.	<p>advance of the event. 30 days is preferred.</p> <ol style="list-style-type: none">3) All fees must be paid in full and all documentation received before a courtesy license will be issued.4) Verifications from other Jurisdictions can take 8-10 weeks for RNANT/NU to receive. Please allow for these types of delays.5) Courtesy licenses expire! Only one extension per licensing event.6) You cannot provide direct patient care under any circumstances.
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