



Effective Date: October 4, 2016

Signature: *Shawn Schme*

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New Policy _____

Revision: Partial X **Complete** _____

Applies to: All previously registered RNANT/NU members who (a) have not renewed their active practicing membership, (b) are currently associate non-practicing members, (c) have been practicing in violation of the Northwest Territories (NT) Nursing Profession Act (2003) or Nunavut (NU) Nursing Act (1998), or (d) have had their certificate of registration either suspended or cancelled.

Purpose: This policy outlines the requirements for reinstatement as a registered nurse (RN) in the Northwest Territories and Nunavut. These requirements are in addition to, or in clarification of, those found in the NT Nursing Profession Act (2003), Nunavut Nursing Act (1998), and RNANT/NU Bylaws.

Definitions:

Good Character – refers to the moral and ethical qualities expected by the general public of a professional nurse. Examples of such qualities include: integrity, trustworthiness, commitment to caring for others, honesty, accountability, reliability, ability to distinguish right and wrong, avoidance of aggression to self and others, and taking responsibility for one’s own actions (Commonwealth of Massachusetts, 2010).

Good Standing – an individual is in good standing if deemed to be in good standing by all current or former regulatory authorities where registration was held. Additionally, the individual is not currently the subject of any investigations, undertakings, conditions or consensual agreements related to continuing competence requirements or discipline.

Fitness to Practice – all the qualities and capabilities of an individual relevant to their capacity to practice as a registered nurse, including but not limited to, freedom from any:

- (i) cognitive;
- (ii) physical;
- (iii) psychological;
- (iv) emotional condition; or
- (v) dependence on alcohol or drugs impairing her or his ability to practice nursing (CNA, 2008).

English Fluency - defined as the primary language used to read, write, listen, and speak.

Policy:

- (1) For applicants who have not renewed their active practicing membership or who are currently an associate non-practicing member, the following are required for reinstatement with the RNANT/NU:



- a) The applicant must pay the processing and registration fees as outlined in Policy R16: Fees;
- b) The applicant must submit the completed prescribed application forms; and
- c) The applicant must provide:
 - i. evidence satisfactory to the Director of Regulatory Services and Policy or Registrar they have NOT been practising in the NT/NU without a certificate of registration by signing the declaration on the reinstatement application form;
 - ii. evidence satisfactory to the Director of Regulatory Services and Policy or Registrar they are in good standing with all current or former regulatory authorities where registration was held since last registered with the RNANT/NU and they are not currently the subject of any investigations, undertakings, conditions or consensual agreements related to continuing competence requirements or discipline; and
 - iii. a satisfactory reference from their most recent employer in Form A: Employer Reference Form; or
 - iv. a signed declaration confirming non-working status.

Note: Associate non-practicing members approved for reinstatement to active practice will have their associate non-practicing membership fee deducted from the active registration fee, if paid in the same membership year.

- (2) For applicants who have been practicing in violation according to Policy R7, the following are required for reinstatement with the RNANT/NU:
 - a) The applicant must pay the processing, registration, and penalty fees as outlined in Policy R16: Fees;
 - b) The applicant must submit the completed prescribed application forms; and
 - c) The applicant must provide:
 - i. a satisfactory reference from their most recent employer in Form A: Employer Reference Form, and
 - ii. a letter of explanation.
 - d) The following additional information may be required by the Director of Regulatory Services and Policy:
 - A letter of explanation from the employer with whom the applicant has been working in violation.

Note: Once all documentation is received, the application for reinstatement is reviewed by the RNANT/NU Registration Committee prior to approval by the Registrar.

- (3) For applicants, whose certificate of registration has been suspended or cancelled, the following are required for reinstatement with the RNANT/NU:



- a) The applicant must pay the processing fee as outlined in Policy R16: Fees;
- b) The applicant must pay the registration fee as outlined in Policy R16: Fees if their application for reinstatement is not within the same year their registration was suspended or cancelled;
- c) The applicant must submit the completed prescribed application forms; and
- d) The applicant must provide:
 - i. a reference from their most recent employer in Form A: Employer Reference Form, as required by the Director of Regulatory Services and Policy or Registrar;
 - ii. evidence satisfactory to the Director of Regulatory Services and Policy or Registrar they are in good standing with all current or former regulatory authorities where registration was held and they are not currently the subject of any investigations, undertakings, conditions or consensual agreements related to continuing competence requirements or discipline in any other jurisdiction; and
 - iii. evidence satisfactory to the Director of Regulatory Services and Policy or Registrar they have complied with all the terms and conditions required by the Professional Conduct Committee and/or the Board of Inquiry.

Conditions and Exceptions:

Where a nurse has been suspended pending an investigation of unprofessional conduct, and the complaint is found to be unwarranted, the nurse shall NOT be required to pay the processing fee.

Authority and Accountability:

This policy is issued under the authority of the RNANT/NU Board of Directors and as governed by the Nursing Profession Act (2003) 27(5) and 28 and RNANT/NU Bylaw 2. The Board of Directors has the authority to revise this Policy as required.

The Registrar and Registration Committee are accountable to the Board of Directors, and ultimately to the membership, for the implementation of this policy and may delegate any related administrative tasks.

History:

This policy replaces former policy 1.3 *“Reinstatement of Active Registration”*, issued in May 1988.
Revisions: September 2002; May 2010; September 2014; April 2016

References:

Commonwealth of Massachusetts. (2010). *Determination of good moral character – Policy No. NH-09-01*. Retrieved from: <http://www.mass.gov/eohhs/docs/dph/quality/boards/nha-09-01-policy-determination-gmc.pdf>

Canadian Nurses Association (2008). *Code of Ethics for Registered Nurses*. Ottawa: Canada, Author.