



Registered Nurses Association  
of the Northwest Territories  
and Nunavut

Page: 1 of 5

Registration Policy

Policy Description: Expedited Registration as a  
Registered Nurse or Nurse Practitioner in an  
Emergency Situation

Policy Number: R4

**Effective Date: October 4, 2016**

**Signature:** *Sharon Lohm*

**Review Date: October 2019**

**New Policy** \_\_\_\_\_

**Revision: Partial**  **Complete** \_\_\_\_\_

**Applies to:** Any Northwest Territories (NT) or Nunavut (NU) employer and all individuals applying for expedited registration with the RNANT/NU as a Registered Nurse (RN) or Nurse Practitioner (NP) in an emergency situation.

**Purpose:** This policy outlines the requirements for expedited registration as an RN or NP in the Northwest Territories and Nunavut ONLY in an emergency situation to ensure public safety. These requirements are in addition to, or in clarification of, those found in the Nursing Profession Act, the Nunavut Nursing Act, and the RNANT/NU Bylaws and Policies.

### **Definitions:**

**Emergency Situation** - an emergency situation requiring expedited registration of nurses includes an active Territorial/Regional outbreak of an acute, life-threatening disease or a natural/man-made disaster requiring additional staff above the normal complement to contain and/or control the outbreak or the results of a disaster.

**NT/NU Employer** - the employer for whom the applicant will be working in the NT or NU during the emergency situation.

**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** – per Bylaw 2 s3(1)(f)(ii), 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:**

The following items are required for expedited registration as an RN or NP during an emergency situation:

- (1) The applicant or NT/NU employer must provide payment of the expedited registration fee as outlined in Policy R16.
- (2) The applicant must submit the completed RNANT/NU Expedited Registration Application form.
- (3) The applicant must provide a copy of one of the following for proof of identification:
  - i. a birth certificate or Canadian certificate of registration of birth abroad; or
  - ii. passport or another Government issued photo ID (e.g., Driver's License); or
  - iii. notarized statutory declaration of identity.

**Note:** Where there has been a name change, one of the following is required:

- a marriage certificate, or
- divorce decree, or
- notarized statutory declaration of legal name change.

- (4) Proof of fluency in English by meeting one of the following:
  - A. Graduation from an approved Canadian nursing program where theory and clinical instruction was in English (on-line or distance education programs are not acceptable for evidence of fluency); or
  - B. Successful completion of the national nursing examination in English; or
  - C. Verbal confirmation from recent employer of safe practice for the last two years as a registered nurse, where services were provided in English and where the primary language of the practice setting was English; or
  - D. Applicant met the English language proficiency test requirement at the time of registration with another Canadian jurisdiction and has continued to work in an English-speaking environment since that time; or



E. Demonstration of English language competence through successful completion of one of the following tests of English within the last 2 years:

- Canadian English Language Benchmark Assessment for Nurses (CELBAN)
- International English Language System (IELTS) Academic Version

The scores on these tests used to determine proficiency in the English language are:

Test	CELBAN	IELTS Academic
Writing	7	7
Speaking	8	7
Listening	10	7.5
Reading	8	6.5
Total	N/A	7

- i. The applicant cannot mix and match various tests or test components to achieve a passing score. All components of the IELTS Academic test must be completed in one test sitting. The CELBAN test components are required to be taken in two separate sittings.
- ii. An official copy of test results must be submitted with the registration application.
- iii. The registration applicant is financially responsible for all costs related to English testing.

Note: All registration documentation provided to the RNANT/NU should be provided in English. It is the financial responsibility of the registration applicant for any English translation costs.

- (5) Electronic or verbal confirmation of being in good standing as an RN or NP in another Canadian jurisdiction.
- (6) Electronic or verbal confirmation of having completed an approved Canadian nursing or nurse practitioner program and of passing the Canadian entry-to-practice examination for RNs or NPs.



(7) Evidence of good character, fitness to practice, and competency through the following:

- A. A satisfactory employer reference, and/or
- B. A satisfactory colleague reference.

Note: These references can be verbal or written.

(8) The NT/NU employer must confirm, in writing, the applicant is applying for registration with the RNANT/NU for the sole purpose of providing nursing care during an emergency situation.

(9) The NT/NU employer must provide a brief written explanation of the emergency situation requiring the expedited registration of RNs and/or NPs.

#### **Conditions and Exceptions:**

1. An emergency situation requiring expedited registration will be determined at the discretion of the Executive Director in consultation with the RNANT/NU Registrar.
2. A Certificate for Expedited Registration in an emergency situation shall be issued for a maximum of 90 days. It will expire on its expiration date or at the end of the emergency situation, whichever comes first.
3. There shall be no renewal of an Expedited Registration. Any nurse who intends to practice in the NT or NU post emergency must apply for initial registration as an RN or NP with the RNANT/NU.
4. The NT/NU employer will be required to supply the RNANT/NU with the names of nurses who will be applying for Expedited Registration with the Association.
5. An applicant that has disclosed a criminal conviction for an offense under the Criminal Code (Canada), the Controlled Drugs and Substances Act (Canada), or the Food and Drugs Act (Canada) must provide sufficient evidence about the conviction to the Director of Regulatory Services and Policy as outlined in Policy 1.1: Criminal Convictions.
6. If an applicant has not disclosed on the registration application a previous or current investigation, undertaking, conditions, suspension, or revocation of her or his licence in all jurisdictions where they have been employed, the application may be denied by the Registrar.



7. Complaints about unprofessional conduct occurring in the NT or NU by a nurse registered with a certificate for expedited registration in an emergency situation will be dealt with by the RNANT/NU.

**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); the Nunavut Nursing Act (1998); and RNANT/NU Bylaw. The Board of Directors has the authority to revise this Policy as required.

The Director of Regulatory Services and Policy and Executive Director 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 the former Registration Policy R4: Expedited Registration as a Registered Nurse or Nurse Practitioner in an Emergency Situation, issued in September 2009.

**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.