



Effective Date: November 9, 2015

Signature

Review Date: November 2018

New Policy _____

Revision: Partial **Complete** _____

Applies To: Those individuals who hold themselves out to the public as, or practice in the role of, a Graduate Nurse [GN], Registered Nurse [RN], or Nurse Practitioner [NP] in the Northwest Territories [NT] or Nunavut [NU] without obtaining a temporary certificate or registration with the Registered Nurses Association of the Northwest Territories and Nunavut [RNANT/NU] to hold such a title or practice in such a role.

Purpose: This policy clarifies what constitutes a violation of the Northwest Territories Nursing Profession Act [NPA] (2004) and Nunavut Nursing Act (2004), specific to registration, and the actions taken by the RNANT/NU when such a violation occurs.

Definition of Violation:

An individual in the NT or NU is in violation of the Nursing Profession Act or Nursing Act when:

- (a) their certificate of registration (RN or NP) has expired and they continue to work as a registered nurse or nurse practitioner in the NT or NU;
- (b) their temporary certificate has expired and they continue to work as a temporary certificate holder in the NT or NU;
- (c) they have not obtained appropriate registration with the RNANT/NU and are practicing in the NT or NU in the role of a graduate nurse, registered nurse, or nurse practitioner;
- (d) they have not obtained appropriate registration with the RNANT/NU and are using the title "Registered Nurse" or the designation "Reg. N." or "R.N."; or
- (e) they have not obtained appropriate registration with the RNANT/NU and are using the title "Nurse Practitioner" or the designation "N.P." or "R.N. (N.P.)"

When a registration violation is suspected, the RNANT/NU will take the following actions:

1. Stop Work Order

When an alleged violation becomes known to the RNANT/NU, the Registrar will contact the individual and their employer to verify the individual's employment status and the alleged violation.

If the violation is verified, the Registrar will inform the individual and their employer that they are in violation of the NPA. If the individual is practicing in the role of a GN, RN, or NP they will be ordered to cease working immediately.

2. Notifications

- (i) Once a registration violation is verbally confirmed, the Registrar will send a letter to both the individual and their employer within 3 working days.



- (ii) Using the Act as reference, this letter will serve as (a) an official notification of the registration violation, (b) a request for the individual and the employer to provide an explanation of the violation to the RNANT/NU, and (c) an official notification of the applicable penalty fee for the individual.
- (iii) The individual and the employer will be given a timeframe of 2 weeks to submit their written explanation to the RNANT/NU. The individual also will be required to submit their penalty fee to the RNANT/NU in this timeframe.
- (iv) For those individuals who wish to obtain a temporary certificate or registration (RN or NP) with the RNANT/NU, they first must submit their letter of explanation and the applicable penalty fee to the RNANT/NU.

3. Decision on Registration

- (a) The registration committee is notified of the registration violation.
- (b) The registration committee will decide to:
 - a. register or reinstate (as per Policy R6(2)) the individual as a GN, RN, or NP;
 - b. deny the individual registration as a GN, RN, or NP;
 - c. request the individual or their employer provide additional information related to the violation.

Conditions and Exceptions:

None

Authority and Accountability:

This policy is issued under the authority of the RNANT/NU Board of Directors and is governed by the Northwest Territories Nursing Profession Act (2004) s27(4), (5) and s70(1), (2), (3), (5), (6), (7); Nunavut Nursing Act (2004) s9(1), (2), (3); and the RNANT/NU Bylaw 2 s9(2). The Board of Directors has the authority to revise this Policy as required.

The Registrar is accountable to the Executive Director, and ultimately to the membership, for the implementation of this Policy and may delegate any related administrative tasks.

History:

This policy replaces:

Registration Policy R7: Registration Violations (2010)