
 <p>Registered Nurses Association of the Northwest Territories and Nunavut</p> <p>Page: 1 of 3</p>	<p>Registration Policy</p> <p>Policy Description: Continuing Competence Plan</p> <p>Policy Number: R11</p>
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<p>Effective Date: January 2021</p> <p>Signature</p>  <p>Review Date: January 2024</p>	<p>New Policy _____</p> <p>Revision: Partial <input checked="" type="checkbox"/> Complete _____</p>
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Applies To: All Active Members of RNANT/NU.

Purpose: This policy describes what constitutes a Continuing Competence Plan acceptable to RNANT/NU as part of its continuing competence program requirements. These requirements are in addition to, or in clarification of, those found in the Nursing Profession Act (2003), Consolidation of the Nursing Act (1998), and RNANT/NU Bylaws.

Definition:

Competence - means the combined knowledge, skills, and judgment necessary to meet acceptable standards in the practice of nursing (Nursing Profession Act, 2003).


Policy:

The RNANT/NU Continuing Competence Program (CCP) is grounded in the understanding that all registrants are competent and committed to lifelong learning.

1. Registrants are required to develop and complete a CCP by December 31 of each registration year and must identify that they have done so when renewing .
2. During renewal registrants will be required to complete their CCP online for the current registration year and commence their CCP for the succeeding registration year.
3. In January of each registration year, a CCP audit will be conducted on submitted documents.
 - a. Registered Nurses audited, 3%
 - b. Nurse Practitioners audited, 3%
4. During the audit, if the submitted CCP does not meet the requirements set by the Registration Committee and Registrar, registrants will be required to submit a revised CCP that does meet these requirements.

The Continuing Competence Plan must include:

- a) Self-Assessment Tool - completion of the Self-Assessment questions utilizing the standards and indicators in the RNANT/NU Standards of Practice for Registered Nurses and Nurse Practitioners (2019). The purpose of the Self-Assessment Tool is to assist the person to identify areas for further learning and development in their nursing practice.
- b) Identification of Two Learning Needs – these two identified learning needs should be grounded in the professional expectations found in the Code of Ethics (CNA, 2019) and Standards of Practice for Registered Nurses and Nurse Practitioners (2019).

	<p>Registered Nurses Association of the Northwest Territories and Nunavut</p> <p>Page: 2 of 3</p>	<p>Registration Policy</p> <p>Policy Description: Continuing Competence Plan</p> <p>Policy Number: R11</p>
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The two learning needs should demonstrate specific, measurable, achievable, realistic, and timely actions that will assist the nurse to maintain competence through further learning and development of their nursing practice.

- c) Specific Activities - two or more specific activities that have been undertaken to meet the learning needs identified in 1(b).
- i. The document “Continuous Learning Activities Examples” available on the website, may aid the nurse in the developing their CCP. This document is not a complete list of acceptable activities. Other activities may be accepted in consultation with the Registrar and Registration Committee.
 - ii. Should an activity be cancelled, registrants are expected to meet their learning needs through other activities or by modifying their learning plan.
- d) Evidence of Evaluation - effectiveness of the activities identified in 1(c) in assisting the registrant to meet the learning needs identified in 1(a).
- i. Acceptable evidence of evaluation must identify how the learning activity has improved, modified, and/or changed the registrant’s practice using detailed examples.

The goals of the Continuing Competence Program are to:

1. Provide a process that supports quality nursing care to the public.
2. Support nurses in their professional commitment to lifelong learning and excellence.
3. Provide an annual reporting on the Continuing Competence Program to demonstrate the nursing profession’s accountability to the public.

Note: In accordance with the Nursing Professions Act Part 6, all nurses are required to submit an annual CCP. The duration of employment, being on leave, or not being registered in the current registration year does not change the requirement to provide a satisfactory CCP.


Conditions and Exceptions:

Failure to comply with the CCP program requirements may result in the registrant’s application for reinstatement/renewal being denied.

Audited registrants who are required to resubmit their CCP may request assistance from the Registrar and/or a member of the Registration Committee.

Note: Non-compliance to the above conditions and exceptions, may result in a formal complaint forwarded to the Professional Conduct Committee.

Authority and Accountability:

 <p>Registered Nurses Association of the Northwest Territories and Nunavut</p> <p>Page: 3 of 3</p>	<p>Registration Policy</p> <p>Policy Description: Continuing Competence Plan</p> <p>Policy Number: R11</p>
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This policy is issued under the authority of RNANT/NU Board of Directors and as governed by the Consolidation of the Nursing Act (1998), Section 2; Nursing Profession Act (2003), Section 29; RNANT/NU Bylaw 2, Section 5 (4)(c) and Bylaw 4. The Board of Directors has the authority to revise this policy as required.

The Director of Regulatory Services and Policy and the Registration Committee are accountable to the Board of Directors, and ultimately to the members, for the implementation of this policy and may delegate any related administrative tasks.

References:

Canadian Nurses Association. (2017). *Code of ethics for registered nurses*. Ottawa, ON: Author. Retrieved from <https://www.cna-aiic.ca/~media/cna/page-content/pdf-en/code-of-ethics-2017-edition-secure-interactive>

History:

This policy replaces the former policy: R11: Professional Development Plan

Revisions: May 2010; January 2021