

## Message from the Executive Director/Registrar

### CLPNNS IN PARTNERSHIP WITH NSCC RECEIVES NATIONAL HONOURS

The College of Licensed Practical Nurses of Nova Scotia (CLPNNS) has received notice from the Foreign Credentials Referral Office and Integration (FCRO) Branch of Citizen and Immigration Canada that the College has received the 2014 International Qualification Network (IQN) Innovation Award. The Awards ceremony took place 13 March 2014 in Ottawa.

Over the past 4-years, CLPNNS, in partnership with the Nova Scotia Community College (NSCC), and with funding from the Nova Scotia Office of Immigration has developed and implemented a program for Internationally Educated Nurses (IENs) called The Pathway to Success.

The program builds on the IENs education and experience, leading to a nursing credential (LPN) and employment in Nova Scotia (NS). Most importantly, it allows for recognition of the IENs education, and in return these professionals have remained in NS, contributing to our economy and cultural diversity.

The Pathway consists of an assessment of the IENs current knowledge, an orientation to the Canadian healthcare system, and most importantly educates the IEN to the role and scope of a LPN in NS (of note most Pathway participants have been educated as RNs in their home country). The program is delivered face-to-face over a 4-day period and includes a further 1-day exam prep for the LPN national exam, Canadian Practical Nurse Registration Exam (CPNRE).



The workshop is offered three times a year and feedback from the candidates acknowledge the significant contribution of all the partners to their success. Since 2010, CLPNNS has licensed 113 IENs as LPNs in NS and today approximately 90% are currently employed in NS.

*"This is an incredible honour for all the partners and participants, and reflects the tremendous amount of effort of each partner to the overall success of the program". – Ann Mann, Executive Director-Registrar (CLPNNS)*

*"Going Green"  
We are going GREEN!  
Beginning in the licensing year 2015 all licensing will be completed online.  
Details on Page 2*

### **Moved? New Email? Changed Jobs?**

Registration renewal for licensing year 2015 will be available **ONLINE ONLY**. You must provide a valid email address to complete the process. Update your profile on the College's website at [www.clpnns.ca](http://www.clpnns.ca), or call/email the College. It is the member's responsibility to ensure CLPNNS has current contact information including email address, mailing address, phone number, work place and employment status.

**LPN Education/  
Professional  
Development  
Day**  
Details on Page 2

## Board Meeting Update



A regular meeting of the Board took place on February 27, 2014. The Board meeting was chaired by Rosita MacNeil, LPN. The Board welcomed Cindy Yorke, LPN and Angie Chassé-Naugler, LPN as the new Board members.

### New Business:

- Approval of Strategic Plan 2014 – 2016.
- Approval of draft Annual Report 2014.
- Approval of Professional Conduct Policies.
- Approval of appointment to Complaints/ Professional Conduct and Fitness to Practice Committees.
- Election of new Vice Chair – Shirley Theriault.
- Appointment of new Board member replacing Justin Bragg, LPN.
- Review of College macro agenda.
- Update on LPN to BScN bridge project.
- Approval of finance update ending January 2014.

### Notices:

Justin Bragg, LPN resigned from the Board of Directors effective 31 December 2013. We wish him all the best.

Anne Boutilier, LPN has been appointed by the Board to finish his term effective 27 February 2014 – 31 December 2014.

## Save the Date LPN Education & Professional Development Day

LPN Education/Professional Development Day  
May 23, 2014

### ***Leader-Ship: Are You on Board or Walking the Plank?***

Facilitated by: Teresa Bateman, LPN MA, Director of Professional Practice, College of LPNs of Alberta

For more information on how to register please visit our website <http://clpnns.ca/annual-general-meeting/>.

## Registration Renewal Only Available Online!

As part of our ongoing initiative to reduce the College's impact on the environment and the costs of paper based registration forms, the College will be discontinuing paper-based registration renewal forms, licenses and income tax receipts for the 2015 license renewal year.

Completing your renewal online is completely safe and secure.

The registration renewal online web portal will open on 01 August 2014 and run until 1 PM on 31 October 2014 for a 2015 Active Practicing License.

**The 2015 annual renewal process will be available online only. No paper renewal forms will be mailed out. A renewal reminder will be sent out by email. Also, no paper license(s) or income tax receipts will be issued. Verification of licensure will be available on the website, and income tax receipt(s) will be issued via email. A valid email address is required to complete the online renewal process.**

Note: The online web portal is for registration renewal only at this time. Initial applications are available on the website; however, they cannot be completed online. You must complete and fax or mail to CLPNNS, Attention: Registration Services.

Please complete the electronic (online) registration process. We appreciate your comments and suggestions, please send them to the following:

Telephone: 902-423-8517

Toll Free in Nova Scotia: 1-800-718-8517

Email: [info@clpnns.ca](mailto:info@clpnns.ca)

Website: [www.clpnns.ca](http://www.clpnns.ca)

## FREQUENTLY ASKED QUESTIONS

### **I have heard that IV initiation is becoming mandatory for our licence for 2014, is this true?**

No, there are no plans to introduce IV initiation as a mandatory competency for LPNs of Nova Scotia at this time. Only nurses who are expected to engage in IV initiation in their practice context are required to attain and maintain competency in these skills.

CLPNNS, in conjunction with PN regulators across Canada, reviews and if necessary, updates the entry level competencies for LPNs every five years. The most current Entry to Practice Competencies can be found at:

<http://clpnns.ca/wp-content/uploads/2013/05/IJLPN-ETPC-Final.pdf>

### **Can I use my personal smart device in my clinical area?**

This will depend upon your employers policy. Although smart technology has numerous benefits for nurses, there are also many risks. You may not store any client related information (such as a report sheet or work list) on your personal device unless it has been encrypted by your employer. Encryption will minimize privacy and confidentiality breeches and violations of professional boundaries (for more information on professional boundaries go to <http://clpnns.ca/wp-content/uploads/2013/07/F-Therapeutic-Nurse-Client-Relationship-July-2013-HR.pdf>).

If smart devices are to be used in your clinical area, the College recommends the use of employer owned devices. As a leader, you should be actively involved in the development of policies and procedure around the use and cleaning of these devices.

### **For Internationally Educated Nurses (IENs) Waiting to Write the CPNRE....**

IEN & Practical Nurse Licensure – Pathway to Success

CLPNNS and NSCC are pleased to offer a free 5-day prep course to help you understand the role of a LPN in Nova Scotia and assist you in preparing for the National Exam (CPNRE).

The next workshop dates are:

01 – 02 May 2014 (CLPNNS Office)  
12 – 13 May 2014 (CLPNNS Office)  
16 May 2014 (NSCC)

The next exam writing dates are:

21 May 2014  
10 September 2014  
14 January 2014

Funding to support this initiative is through the Labour Market Agreement, Nova Scotia Department of Immigration.

For particulars contact Linda Robichaud at 1-902-423-9280 or [linda@clpnns.ca](mailto:linda@clpnns.ca).

The College Reporter | Spring 2014

### **Retirement Notice**



Joan Gray, Executive Assistant and Office Manager

Joan Gray, long time employee of CLPNNS is retiring effective 28 March 2014. The Board and staff wish Joan all the best in her upcoming, hard-earned retirement.

## CLPNNS Board Elections

2015 - 2016 (two-year term)

Nominations and balloting has been relatively low in the past and the College is making a concerted effort to increase member participation. We are starting now to raise awareness of Board member requirements.

It is important that members begin to identify those members who will "best serve in the public interest to further the objects of the College".

The Board is comprised of 11 members, six LPNs, one appointee from CRNNS and four public representatives, appointed by government. Elected LPNs, regardless of the electoral district in which they reside, represent all LPNs in the province. Members on the Board may participate on various College committees (not Complaints or Professional Conduct).

The Board of the College meets four (4) times a year including an Annual General Meeting. Newly elected board members have an orientation and attend their first meeting in February 2015. Members are reimbursed for expenses associated with attending Board meetings; however, there is no salary reimbursement.

Official notice for nominations will be sent out in September. Elections will be forthcoming in Districts 3, 4 and 5.

"Please take an interest in your profession and consider nominating someone or running for office yourself".

## Continuing Competence Program (CCP) Verification Process

**I was randomly selected to participate in the Continuing Competence Program (CCP) Verification Process this year. How did I get selected and why was I only given 30-days to submit my documents?**

Participation in CCP is mandatory every year, for every LPN. Question 10 on your license renewal form states "I declare that I have completed the annual CCP requirements (self-assessment of my competency, developed a personal learning plan and completed a reflective practice evaluation) for the previous licensing year". Nurses who respond 'NO' to this declaration are indicating that they have not completed the CCP requirements and are issued a 90-day Conditional License until such time they provide the College proof that they have met the CCP requirements. Nurses who respond 'YES' to the declaration, are indicating that they have completed the CCP documents as required. These nurses make up the pool of members who are eligible to be randomly selected to participate in the CCP verification process.

Each year, the list of nurses is selected for verification by using a computerized random list generated from our membership database. The program not only generates names, but is also capable of keeping track of members who were previously audited to minimize duplication.

The nurses in the verification pool have indicated on their renewal form that they have completed their CCP documentation (self-assessment and learning plan). Thirty days is sufficient time to send a photocopy of these documents to the College.

## The Professional Practice Series: Documents to Support LPN Practice

The Professional Practice Series is a group of documents that have been created to help LPNs and others better understand the scope of practice of the LPN in Nova Scotia. The Professional Practice Series are guidelines that outline the licensed practical nurse's accountability in specific practice contexts. They reflect relevant legislation and are designed to help licensed practical nurses understand their responsibilities and legal obligations so they make safe and ethical nursing decisions. These documents, as with all College documents, can be used with CLPNNS Standards of Practice, Code of Ethics and all applicable and related practice guidelines.

The first 4 documents in the series are available.

1. Medication Administration
2. Nursing Care Plan
3. Self-Regulation
4. Leadership

Download them at <http://clpnns.ca/introducing-the-professional-practice-series-documents-to-support-lpn-practice/>



## **Board of Directors**

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### **Chair**

Rosita MacNeil, LPN  
District V (Inverness - Victoria - Cape Breton - Richmond)

### **Vice Chair**

Shirley Theriault, LPN  
District II (Kentville - Annapolis - Digby)

Angie Chassé-Naugler, LPN  
District I (Lunenburg - Shelburne - Queens - Yarmouth)

Anne Boutilier, LPN  
District III (Halifax Metro)

Kim MacIvor, LPN  
District IV (Pictou - Guysborough - Antigonish)

Cindy Yorke, LPN  
District VI (Colchester - Cumberland)

Terri Crawford, RN  
Appointed: CRNNS

### **Public Members\***

Rev. J. Briggins  
Lucy Reid  
Lloyd Tattrie  
Fred Beaton  
\*Appointed by government

# CLPNNNS Awards of Excellence

Do you have a colleague who deserves recognition for their ongoing commitment to their patients, their practice, or to health care in general? CLPNNNS annually recognizes LPN excellence. For more information go to <http://clpnns.ca/awards/>.

## Many Thanks

Many thanks to those LPNs who recently responded to the LPN survey regarding "gauging interest in a LPN bridge to BScN". The response was overwhelming. Results will be tabulated and release shortly.

### **CLPNNNS Staff**

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Ann Mann - Executive Director/Registrar  
Joan Gray - Executive Assistant/Office Manager  
Karen Sigouin - Director of Registration & Professional Conduct Services  
Peter Murray - Registration & Professional Conduct Consultant  
Linda Robichaud - Administrative Coordinator Registration & Professional Conduct Services  
Katherine Sullivan - Receptionist/Administrative Support  
Doug Bungay - Director of Professional Practice and Policy  
Jylene Simmons - Practice Consultant

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