

## Message from the Executive Director/Registrar

### HAVE A SAFE SUMMER HOLIDAY

The Annual General Meeting and professional development day for LPNs was another success. Thank you to those who attended and participated with helping it to succeed. The College has received positive feedback from participants, as well as suggestions for future workshops.

As we head into the summer months, on behalf of the Board and staff, I would like to wish everyone a great summer holiday and to be a safe one.

## Reflection on the 2016 Annual Renewal & Upcoming Changes for 2017 Renewal Period

The College has been offering an online renewal option for our members since 2012. In the 2016 licensing year, 99% of eligible LPNs renewed their licence via the [Member Login/Online Portal](#). Only 19 members, living in regions without reliable internet access, renewed by paper.

Despite the success of online renewal option, there were a number of incidents where members, waiting until the last minute to submit their application, were unable to work because their application was not processed by the October 31st deadline.

### New Administrative Deadline

- To ensure there are no gaps between the licensing process and member's eligibility to work, the Board of Directors approved a change in the Section 9.3 of the by-laws, requiring all LPNs to submit their renewal application and fee(s) on or before **October 15, 2016**.
- Effective with the 2017 renewal period, LPNs renewing after October 15th will be subject to a \$50.00 late fee in addition to the annual fee of \$325.00.
- The administrative deadline is necessary to ensure there is sufficient time to process renewal applications and ensure all LPNs are licensed and eligible for practice by November 1. (Reprint, [College Reporter, Fall 2015](#))
- Licenses will continue to expire on October 31st annually.

### Valid Email Address is Required

- A valid email address is required to complete the online renewal process and to receive important information about your practice.
- Please ensure your contact information is kept up to date on your Member Profile.

Continued on page 2....



*Citizenship and Immigration Canada  
Citoyenneté et Immigration Canada*

2014 International Qualification  
Network (IQN) Innovation Award  
Winner

### Current Emails & Address Required

A reminder that the legislation requires all active practising LPNs to maintain current addresses, including an e-mail address with the College. For updates, LPNs can manage their profile with the online portal/member login, or contact Registration Services with their changes.

### Early Bird Gets the Worm!

All members who register by October 1, 2016 are eligible to win the amount of the renewal fee. Register early to get entered in the draw!

## Reflection on the 2016 Annual Renewal & Upcoming Changes for 2017 Renewal Period Continued....

### Online Registration/Licensure Renewal

- The [Member Login/Online Portal](#) opens for 2017 registration/license renewal on August 1, 2016 and closes October 31, 2016 at 1 PM. (REMEMBER: A late fee will be applied for all renewal applications received after October 15.)
- A Registration/Licensing reminder will be sent out by email in August.

### Forgotten Passwords

- If you have forgotten your password, simply click on the 'click here if you forgot your password' link on the renewal page and follow the instructions.

### Income Tax Receipts

- You can print your income tax receipt from the [Member Login/Online Portal](#). When your renewal is complete, the receipt automatically appears in the License/Receipt Tab of your Member Profile. Paper receipts are not sent out.

### License Verification

- You (or your employer) can verify your licensure status via the [License Verification](#) button on the College website. (Paper licenses have not been issued since 2015.)

### Early Bird Draw

- Complete your online renewal before October 1, 2016 and become eligible for the early bird draw and a chance to win the amount of the renewal fee!

### A Green Option

- The online renewal process has been in place since 2012. It provides members a safe and secure flexible access for registration/licensure renewal. Online renewal also reduces the impact on the environment and costs associated with paper, printing and mailing.

### Questions?

Contact CLPNNS at [info@clpnns.ca](mailto:info@clpnns.ca) or visit the website at [www.clpnns.ca](http://www.clpnns.ca) and check out the [Annual Renewal webpage](#).

## Upcoming Webinars Co-Hosted by CRNNS and CLPNNS

### Medical Assistance in Dying: Guidelines for Nurses

Tuesday July 25, 2016 at 1400

**Participant Passcode:** 2765251

**Toll Free Number:** 1-855-782-7129

**To join the meeting:**

<https://crnns.adobeconnect.com/r2lmujrz5mh/>

## New Practice Documents

- [Caring for Client Authorized to Use Medical Marijuana](#)
- [Medical Assistance in Dying: A Guideline for Nurses](#)
- [Medication Practice Decision Tree](#)

## Article from the National Council of State Boards of Nursing (NCSBN) in the USAO

The College of Licensed Practice Nurses of Nova Scotia has been featured in the Global Perspective section of the NCSBN e-magazine In Focus. [You can view the article by visiting their website.](#)

## Congratulations are in Order!

Congratulations to all 232 Practical Nurse Graduates from all NSCC campuses who wrote the Canadian Practical Nurse Registration Exam (CPNRE) on May/ June 2016.

Congratulations to the following graduates who were awarded Certificates of Excellence in Practical Nursing from CLPNNS:

### December 2015

Corliss MacLean: NSCC Strait Area Campus  
Bethany Leary: NSCC Lunenburg Campus

### May 2016

Allison Smith: NSCC Marconi Campus  
Carly Ferguson: NSCC Pictou Campus  
Madeline Paul: NSCC Truro Campus  
Kerri Carew: NSCC Waterfront Campus  
Krista O'Donnell: NSCC Kingstec Campus  
Melora Chute: NSCC Burrigge Campus



*Pictured left: Bethany Leary, NSCC Lunenburg Campus award recipient, and Karen Sigouin, Director of Registration and Professional Conduct (CLPNNS).*

## Update on the Motion Presented at the May 2016 Annual General Meeting

In May 2016 members attending The Annual General Meeting (AGM) put forth the following motion:

The Board is to delay a vote on the potential merger of both nursing colleges until the AGM of 2017 and only that LPNs be allowed to vote.

The College Bylaws 22.8 states: A motion approved at the annual general meeting shall be forwarded to the Board and the Board shall act upon the motion in such manner that is consistent with the objects and purposes of the Licensed Practical Nurses Act and within the jurisdiction of the College. In accordance with Bylaw 22.8, the Board reviewed the motion at the May 26th board meeting and it was decided to send it to legal counsel for a legal opinion.

With respect to the motion to delay the vote.

The legal review provided that there is no provision in the LPN Act requiring a membership vote on a proposed merger. Ultimately it is a decision of government whether to repeal the current Act and to replace it. Any vote by the members is not binding on government.

With respect to the proviso in the motion that only LPNs shall have a vote on the proposal.

The legal review provided that this proviso is also not consistent with The Act. A vote cannot be mandated by the members; neither can the timing of a merger.

### **Open and Transparent**

The Board is committed to continuing an open and transparent process through ongoing communication and updates with, and for members and stakeholders.

### Potential Merger Updates

To date the College has provided updates to, and/or solicited feedback, comments and questions from, the membership, government and key stakeholders regarding the exploration of the feasibility of a potential merger on the following dates:

- October 21, 2015
- January 7, 2016
- February, 23, 2016
- March 1, 2016
- April 15, 2016
- April 25, 2016

### Survey

Each member was sent an invitation to participate in an online survey about the exploration of the feasibility of a potential merger. The survey was an opportunity for members to provide input and feedback. The invitation was sent out to members by email (to the email address on file at the College) on February 22, 2016. The survey was open for 4 weeks.

On or about the same time, Corporate Research Associates (CRA) conducted a telephone survey with a segment of the public to receive their feedback on a potential merger.

The Board Chair and LPN Co-Chair as representatives of the Joint Working Group did a presentation on the exploration of the feasibility of potential merger to the attendees at the Professional Development Day on May 26th, 2016, following the AGM.

**Continued on page 4...**

## Update on the Motion Presented at the May 2016 Annual General Meeting Continued....

### **Moving Forward**

We recognize the idea of co-creating one new regulatory body has brought a number of questions to the forefront. To ensure ongoing transparency and provide clarity and information so the conversation can continue, it is important to understand what one new nursing regulatory body represents. It means creating one organization to regulate all the nurses (LPNs, RNs and NPs) in Nova Scotia. It means the existing independent Boards governing CLPNNS and the College of Registered Nurses of Nova Scotia (CRNNS), would unite, creating one new Board of Directors for one College to regulate all the nurses of Nova Scotia. One new College means existing staffs will be combined and administratively managed in one new office space.

While it is important to understand what a potential merger represents, it is equally important to understand what it does not represent. The majority of changes that will come forth from a merger are primarily administrative and operational and not related to practice. Co-creating one new nursing College will have no impact on the scope of practice of the LPN, or any nurse for that matter. It will also have no impact on the protection of the LPN title or professional capacity of the LPN. These will not be impacted because they are embedded in the legislation (LPN Act) which underpins your practice.

Finally, the work to maximize the scope of LPN practice that has been done on your behalf by the Board and CLPNNS to this point will not, and cannot be undone. The supports, resources and tools will remain in place and continue to evolve as the needs of the health sector and Nova Scotians change. In fact, it is anticipated that co-creating one new nursing regulatory body will result in improved organizational and financial efficiencies. Efficiencies ensure the necessary practice supports, resources and tools are always available for LPNs.

### **The Joint Working Group**

A Joint Working Group made up of both LPN and public representatives from the CLPNNS Board and similar from the CRNNS Council, are leading this work around the exploration of the feasibility of a potential merger. Once the feasibility study is complete, they will make a recommendation to each respective Board. The recommendation will be to either remain separate or begin the process of co-creating one new nursing regulatory body. Each Board will separately discuss and decide on the recommendation. It is important for you to know, the decision is the Board's to make. This was made clear by legal counsel and is supported in College statute.

The Joint Working Group will continue to work over the summer and is committed to keeping you informed about their progress.

### **Member Engagement**

If a decision is made to move forward and co-create one new nursing regulatory body, the membership will be given ample opportunity to engage in consultation with the transition team. Member engagement in the development of the governance and leadership structure and new nursing legislation is critical to the self-regulatory process. LPNs have been self-regulated health care professionals in Nova Scotia since 2002. As part of self-regulation both the Chair and Vice Chair of the Board of Directors are LPNs and are responsible to lead the Board and direct the work of the College.

### **More Information**

There is a dedicated potential merger page on the CLPNNS website at [www.clpnns.ca](http://www.clpnns.ca). This page is updated as new information becomes available. As always, the College is committed to keeping you informed and updated and we will continue to do this primarily by e-mail, because it is efficient and cost effective. Please watch your email for updates.

You may direct your questions or concerns about the potential merger directly to the Board Chair at [boardchair@clpnns.ca](mailto:boardchair@clpnns.ca) or the executive director at [ann@clpnns.ca](mailto:ann@clpnns.ca). If you have practice questions, you can direct them to [practiceconsultant@clpnns.ca](mailto:practiceconsultant@clpnns.ca).



## Frequently Asked Questions

### **I recently completed a foot care course. Can I use the initials FCN (foot care nurse) with my LPN designation?**

FCN is not an approved designation because it is not granted by any credentialing, certifying, educational and/or registering body. The College does not endorse the use of this designation as we do not have the legal capacity to issue or grant it. The risk to using not-approved designations in combination with your LPN credentials is the potential confusion for clients. Clients may assume the initials mean you have completed a formalized certification process in a subspecialty of nursing, have become 'certified' and have been granted the authority to use this designation. The College recognizes the necessity and value of your post-graduate foot care education; however it advises you to refrain from any practice which may cause client confusion with regard to your practice.

### **I live in a small community. Sometimes I am assigned to provide care for friends or family members. Is this OK?**

A dual role is a situation where an LPN is required to provide professional care to clients who are also a family member or friend. If you are faced with this situation make every effort to transfer the care of your family member or friend to another appropriate care provider. If this is not possible, set very clear boundaries with the client, making sure they understand you are providing care in the role of a professional nurse and not as a family member or friend.

It is equally important to understand your role as a family/friend is limited to that of any family/friend. You must be careful not to use your power as a nurse to gain access information which would not be otherwise available to other family/friends (e.g., client medical record).

You must also be careful not to cross boundaries when working as a professional nurse but not caring for your family/friend. For instance, as a nurse not assigned to the care of a client, you have no entitlement to access their medical record or chart.

### **I have been asked by my manager to take on a new skill. My employer has agreed to provide me with additional education so I can perform it. The specific skill is not listed in the LPN Competency Profile. How do I know if it is within my scope of practice to perform it?**

This is a good question. As healthcare, nursing practice and client needs evolve, LPNs are facing decisions about performing new interventions or familiar interventions in new situations. Deciding if you have the authority or professional capacity to perform an intervention is a complex issue and is made based on the consideration of 3 factors: the needs of the client; the supports and resources available in the practice environment; your individual competence to perform the intervention and predict and manage client responses.

You may engage in a new intervention as long as:

1. the client needs are well established and their responses to the interventions or the plan of care are consistent over time or readily anticipated; and
2. there are sufficient resources (human, policy, equipment) in the practice environment to support the client or you, if necessary; and
3. you have attained the competence (knowledge, skill and judgment) to be able to perform the intervention either through a formalized post-graduate course (such as an advanced foot care course) or employer based education (such as venipuncture) or clinical mentorship with a competent mentor (such as IV insertion) and you are able to predict and manage the clients response to the intervention.

Still have questions? Email a Practice Consultant at [practiceconsultant@clpnns.ca](mailto:practiceconsultant@clpnns.ca)

[Click here to see other Frequently Asked Questions.](#)



## Board of Directors

### Chair

Jackie MacCallum, LPN  
District IV (Pictou - Guysborough - Antigonish)

### Vice Chair

Jason Reeves, LPN  
District II (Kentville - Annapolis - Digby)

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

Anne Boutilier, LPN  
District III (Halifax Metro)

Shaunna Snow, LPN  
District V (Inverness - Victoria - Cape Breton - Richmond)

Cindy Yorke, LPN  
District VI (Colchester - Cumberland)

Teri Crawford, RN  
Appointed: CRNNS

### Public Members\*

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

## CLPNNS Board Elections 2017 - 2018 (two-year term)

A wonderful opportunity awaits you to serve on the Board! Official call for Nominations will be emailed out in September. Elections will be forthcoming in Districts 3, 4 & 5.

Please take an interest in your profession and consider nominating someone or running for office yourself. Elections will be held in the fall.

## Stay Connected to the College

For the latest documents created to assist/support your practice visit [www.clpnns.ca](http://www.clpnns.ca).

## CLPNNS Staff

### Contact Us:

**Ann Mann, MN RN** - Executive Director/Registrar  
[ann@clpnns.ca](mailto:ann@clpnns.ca)

**Karen Sigouin MEd RN** - Director of Registration & Professional Conduct Services  
[karen@clpnns.ca](mailto:karen@clpnns.ca)

**Peter Murray, LPN** - Registration & Professional Conduct Consultant  
[peter@clpnns.ca](mailto:peter@clpnns.ca)

**Katherine Sullivan** - Administrative Assistant Registration & Professional Conduct Services  
[katherine@clpnns.ca](mailto:katherine@clpnns.ca)

**Sandy Dawe** - Administrative Assistant Office and Customer Service  
[sandy@clpnns.ca](mailto:sandy@clpnns.ca)

**Douglas Bungay, MN RN** - Director of Professional Practice and Policy  
[doug@clpnns.ca](mailto:doug@clpnns.ca)

**Jylene Simmons, LPN BA** - Professional Practice Consultant  
[jylene@clpnns.ca](mailto:jylene@clpnns.ca)

The College Reporter is a quarterly newsletter published by CLPNNS.

Suite 302, Starlite Gallery  
7071 Bayers Road  
Halifax, Nova Scotia B3L 2C2

Phone (902) 423-8517  
Fax (902) 425-6811  
Toll Free in NS 1-800-718-8517

[info@clpnns.ca](mailto:info@clpnns.ca)  
[www.clpnns.ca](http://www.clpnns.ca)