



## LPN Leadership Course Frequently Asked Questions

### **Why is the College offering a leadership course?**

The connection between the need for leadership development in LPNs is closely tied to the extent of change and increasing demands on their practice. LPNs have been experiencing a significant role transition and limited support in place to help them manage this transition. Leadership development and /or leadership programs have shown to have a positive impact on individual nurses, client satisfaction and outcomes, and systems.

### **How often will the course be offered?**

This Leadership Course is a Self-Directed Online Learning Module. Courses begin the 1<sup>st</sup> of every month.

### **How do I register?**

Fill out a registration form ( <http://clpnns.ca/clpnns-lpn-leadership-course/>) and scan, fax or mail to address on the form. Payment must be included. Once the College receives your form and fees are paid, a registration LOGIN password is generated and emailed back to you. A valid email address is required for registration. You must submit your registration by the 10<sup>th</sup> of the month in order to be able to commence the course on the 1<sup>st</sup> of the next month.

### **How long does it take to complete the LPN Leadership Course?**

Each learner will be given 6 months to complete the course. If necessary, a learner can request a one-time extension of 3 months.

### **How much does the course cost?**

The registration fee is \$50.00 and \$25.00 for an extension. Registration fees can be paid by cash in person at the CLPNNNS office or by credit card.

### **Is the offered entirely course online?**

Yes.

### **Is the course offered by the College (CLPNNNS) or the Nova Scotia Community College (NSCC)?**

The LPN Leadership course has been developed by CLPNNNS. NSCC hosts the online learning platform. There are no transferable credits from this course to NSCC or any other educational institution. You will be granted access to the NSCC platform, but you will not be an NSCC student.

### **Is there a required text book?**

There is no text book required, however the course was developed around the document: *Leadership Guidelines for Licensed Practical Nurses in Nova Scotia* and you will have to refer to these. Click the link to download the guidelines. <http://clpnns.ca/wp-content/uploads/2013/09/Leadership-Guidelines2.pdf>

### **I do not have access to a computer at home. Can I take this course?**

A pen and paper version is in development; however the primary delivery method of this course (and courses to come) will be in an online learning format. Learners are encouraged to use computers at provincial C@P sites or in their employment setting.

**What if I have to take a few days off? Will the course 'remember' where I left off or do I have to start over?**

The course will start where you left off. Once you successfully complete a unit or section, you will not need to go back and re-do it again.

**Can I get a refund if I withdraw?**

No. Refunds are not available.

**Are there learning activities with this course?**

Yes. Each section or unit has a series of required learning activities associated with it. You are required to complete them; however it is not mandatory to submit them to the College. That said, the College may request to see your work as verification of learning.

**Is there a test?**

Yes. In order to receive credit for completing the leadership course, you are required to successfully complete a post-test. The test is offered online and has no time limit. You are given two opportunities to pass the post-test. If you are not successful (and we believe that most people will be successful on their first attempt) you will be directed to have a phone consultation with a College Professional Practice Consultant to help you prepare for your second writing. The College has a number of resources to help you be successful.

**If I need an extension, do I have to start the course over?**

No. When your ID and login information expire, your account is 'deactivated' by NSCC. When you are approved to re-start the program, you pick up where you left off.

**A few of my colleagues and I are interested in doing the course. Can we do it together?**

Yes. However you each will need your own unique individual login password. If you do not have your own unique password, the only person who will receive credit for completing the course is the person associated with the login ID.

**Can I use the LPN Leadership program for my annual Continuing Competence Program (CCP)?**

Yes. If you are selected to participate in the annual CCP Verification Process (audit), you can submit the Leadership Course Certificate of Completion and that will satisfy your requirement for that year. You may use the Leadership Course for CCP once every 5 years.

**Still have some questions?**

Call a Professional Practice Consultant at 1-800-718-8517 or email at [PracticeConsultant@clpnns.ca](mailto:PracticeConsultant@clpnns.ca).

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