
 <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><b>Effective Date:</b> January 2022</p> <p><b>Signature</b></p> 	<p><b>New Policy</b> _____</p> <p><b>Revision:</b> Partial _____ <b>X</b> Complete _____</p>
<p><b>Review Date:</b> January 2025</p>	
<p><b>Applies To:</b> All Active Members of RNANT/NU.</p>	
<p><b>Purpose:</b> This policy describes what constitutes a Continuing Competence Plan (CCP) 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.</p>	

**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 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. In January of each registration year, a CCP audit will be conducted
  - a. 10% of Registered Nurses will be audited
  - b. 10% of Nurse Practitioners will be audited
3. The nurse will be notified through the email provided them on their profile. The nurse is required to submit their CCP within 30 days after the email was sent. 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) Identification of Two Learning Goals – these two identified learning goals should be grounded in the professional expectations found in the Code of Ethics (CNA, 2017) and Standards of Practice for Registered Nurses and Nurse Practitioners (2019).

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The two learning goals 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.

- b) Specific Activities - two or more specific activities that have been undertaken to meet the learning goals.
  - i. The document “Continuous Learning Activities Examples” available on the website, may aid the nurse in 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.
- c) 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.

In accordance with the Nursing Professions Act Part 6, all nurses are required to complete 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.

Priorities, workplaces, and personal circumstances can change, and this may alter the goals and learning activities. The expectation that a CCP will be completed by Dec 31<sup>st</sup> remains.


Failure to comply with the Continuing Competence Program requirements may result in the registrant’s application for reinstatement/renewal being denied. A formal complaint may be forwarded to the Professional Conduct Committee.

**Conditions and Exceptions:**

none

**Authority and Accountability:**

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.

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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, January 2022