

	<b>PROVISIONAL REGISTRATION POLICY</b>
	Date Effective: June 4, 2020
	Revised:
	Next Review Due: June 2023

## *Background*

The Registered Nurses Regulations allow for a provisional class of registration. The provisional class will hold registrations of RNs or NPs that do not meet the registration requirement of currency of professional knowledge and skill until these requirements are met.

## *Purpose*

The purpose of this policy is to outline the registration process for a provisional registration.

### *1.0 Policy*

- 1.1 Once an application has been received and it has been determined that the applicant has less than 450 practice hours in the last year, or less than 1,125 hours over the last 5 years, for an RN, or less than 900 hours over the last 3 years for NPs, they do not meet the requirement for currency of professional knowledge and skill.
- 1.1 To meet the requirement of currency of professional knowledge and skill, the applicant must successfully complete a refresher program as defined in the Regulations.
- 1.2 A refresher program as per the Registered Nurses Regulations, Section 1(i) may include a formalized curriculum, assignments, a practicum experience, or any combination of these elements.
- 1.3 The Coordinator of Regulatory Services (CRS) will determine which portion of a refresher program will best remediate the currency gaps of the applicant.
- 1.4 If it is determined that only a practicum is required, the CRS will forward the registration file to the Registrar for review and determination of eligibility for provisional registration.

Approved by Council June 4, 2020

- 1.5 The CRS will inform the applicant that they do not qualify for a general class or extended class registration, however, they can be issued a provisional registration once the following is completed:
  - 1.5.1 the applicant must successfully complete the jurisprudence exam(s),
  - 1.5.2 the applicant must pay the provisional registration fee as set in the Bylaws,
  - 1.5.3 the applicant must identify an employer that is willing to support them during the practicum experience and provide contact information for the employer to the CRS,
  - 1.5.4 the applicant will request that the employer provide a letter to the Registrar indicating the employer's willingness to support the candidate in a practicum experience, and
  - 1.5.5 the employer must identify the registered nurse or nurse practitioner who will supervise the applicant in practice for the duration of the practicum (for details see [Supervision Policy](#)).
- 1.6 The minimum number of hours of the practicum experience will be 450 hours for RNs and 900 hours for NPs.
- 1.7 The provisional registration will be valid for a 6-month period for RNs and a 12-month period for NPs from the date of issue (for details see Bylaws).
- 1.8 The provisional registration is a registration with conditions. The condition of "supervision in practice" applies to all provisional registrations as per the Registered Nurses Regulations, Section 5.1(3) and 7.1(3).
- 1.9 Additional conditions may be placed on an individual's provisional registration as deemed necessary by the Registrar or Council.
- 1.10 The practicum must be completed within the 6-month or 12-month period as provisional registration cannot be renewed or reinstated as per the Registered Nurses Regulations, Section 5.1(4) and 7.1(4).
- 1.11 Once the CRS has been notified by the applicant that the practice hours requirement has been met, the applicant is required to request the employer to submit proof of the same to the Registrar.
- 1.12 Once the conditions of the provisional registration are met, the registrant's registration status will be changed to general class or extended class, for details about fee payment see Bylaws.