

## PART 7 - CERTIFICATION PROGRAMS

### Definitions

7-1 In this Part, the following definitions apply:

**“certified licensee”** means an eligible licensee holding current certification under this Part in a certification program established under section 7-2;

**“certified licensee currency requirement”** means, in respect of a certification program established under section 7-2, any requirement described in section 11-17 for certified licensees to demonstrate currency in their performance of restricted activities authorized by that certification program;

**“certified practice competencies”** means, in respect of a certification program established under section 7-2, the knowledge, skills, abilities and judgment necessary

- (a) to competently perform the applicable restricted activities that a certified licensee who is certified in that program is authorized to perform under section 23, 53 or 70 of the NMR in the applicable practice settings in which they may perform those activities, and
- (b) to apply any applicable decision support tools for the purposes of paragraph (a);

**“course provider”** includes a educational institution or other agency offering or proposing to offer a certified practice course;

**“eligible licensee”** means

- (a) in respect of the certification programs for RN licensees established under section 7-2(1), a practising RN licensee or multijurisdictional RN licensee,
- (b) in respect of the certification program for RPN licensees established under section 7-2(2), a practising RPN licensee or multijurisdictional RPN licensee, and
- (c) in respect of the certification programs for midwife licensees established under section 7-2(3), a practising midwife licensee.

### Certification programs established

- 7-2 (1) The following certification programs for RN licensees are established for the purpose of section 7 of the RHPR:
- (a) Remote Practice Certification Program;
  - (b) Reproductive Health (Sexually Transmitted Infections) Certification Program;
  - (c) Reproductive Health (Contraceptive Management) Certification Program;
  - (d) RN First Call Certification Program;
  - (e) Opioid Use Disorder Certification Program (RN).
- (2) The Opioid Use Disorder Certification Program (RPN) for RPN licensees is established for the purpose of section 7 of the RHPR.

- (3) The following certification programs for midwife licensees are established for the purpose of section 7 of the RHPR:
  - (a) Surgical First Assist for Cesarean Section Certification Program;
  - (b) Acupuncture Certification Program;
  - (c) Hormonal Contraceptive Therapy Certification Program;
  - (d) Intrauterine Contraception Insertion Certification Program;
  - (e) Sexually Transmitted Infections Management Certification Program;
  - (f) Induction and Augmentation of Labour Certification Program;
  - (g) Epidural Maintenance Certification Program;
  - (h) Vacuum Assisted Delivery Certification Program.
- (4) For each certification program established under this section, the board must, by bylaw, make practice standards establishing
  - (a) the restricted activities that certified licensees certified in that certification program are authorized to perform under section 23, 53 or 70 of the NMR, in addition to those that practising RN licensees, practising RPN licensees or practising midwife licensees without certification are generally authorized to perform, and
  - (b) any applicable limits or conditions on the performance of the activities described in paragraph (a) by certified licensees certified in that certification program, including any limits or conditions respecting
    - (i) the purposes for which they may perform those activities, and
    - (ii) the practice settings in which they may perform those activities.

### **Applications for certification**

- 7-3 (1) An eligible licensee may apply for certification in a certification program established under section 7-2 by providing a completed application to the registrar in the specified form, accompanied by any applicable fees set out in Schedule <>.
- (2) The registrar may certify an applicant under subsection (1) in the applicable certification program if the applicant is in good standing, and provides, or causes to be provided, information satisfactory to the college confirming that the applicant has completed
  - (a) a certified practice course recognized by the education program review committee under section 7-4 for the purpose of the applicable certification program, within the two-year period immediately preceding the date of their application, and
  - (b) any additional education, training, experience or other qualifications required by the registrar under section 7-8(1) for applicants for certification in the applicable certification program.
- (3) If an eligible licensee, immediately before the HPOA effective date, held a certified practice designation or midwife specialized practice certification under the former

Act equivalent to certification in a certification program established under section 7-2, the eligible licensee is deemed to be certified in that certification program.

### **Recognition of certified practice courses**

- 7-4 (1) The education program review committee may, in accordance with this section and any applicable education program review committee policies or procedures under section 7-6, grant or renew recognition for certified practice courses offered by specific course providers for the purpose of each certification program established under section 7-2.
- (2) Subject to any applicable education program review committee policies or procedures under section 7-6, a course provider may apply to the college for recognition of a new certified practice course, or for renewal of recognition of an established certified practice course, by providing a completed application to the registrar in the form required by the college.
- (3) A course provider that applies for recognition of a new certified practice course, or for renewal of recognition for an established certified practice course, must provide a report to the registrar in the form required by the college, and any additional information required by the education program review committee or the registrar, to confirm that the course will satisfy the requirements of subsection (5)(a), (b) and (c).
- (4) In addition to the report and any other information provided by a course provider under subsection (3), the education program review committee or the registrar may require the course provider to provide supplementary information or to undergo and cooperate with a site visit by one or more site visitors appointed by the registrar, to provide additional evidence to confirm that the course provider's certified practice course will satisfy the requirements of subsection (5)(a), (b) and (c).
- (5) Subject to subsections (6) and (7), the education program review committee may grant or renew recognition of a certified practice course under subsection (1) for a specified period of time, subject to any terms or conditions specified by the committee, if the committee is satisfied that the certified practice course
- (a) will meet or continue to meet the education standards and indicators for certified practice courses described in Schedule <>,
  - (b) will prepare or continue to prepare eligible licensees to achieve the applicable certified practice competencies, and
  - (c) will satisfy any other terms or conditions previously imposed by the committee.
- (6) The period of recognition granted to a new certified practice course or to an established certified practice course whose recognition is renewed must not exceed three years.
- (7) At the request of a course provider applying for renewal of recognition of an established certified practice course, the education program review committee or the registrar may extend the existing recognition of the certified practice course on

a provisional basis for a period of up to one year, subject to any terms or conditions that the committee considers necessary or appropriate to protect the public, if the committee is satisfied that, as a result of extenuating circumstances, it is in the public interest to grant that extension to give the course provider additional time to provide information confirming that the certified practice course will satisfy the requirements of subsection (5)(a), (b) and (c).

- (8) If a course provider does not provide sufficient information to satisfy the education program review committee that a certified practice course will satisfy the requirements of subsection (5)(a), (b) and (c), the committee
  - (a) must assess the risk to the public of granting or renewing recognition to the certified practice course, and
  - (b) having regard to that risk assessment, may
    - (i) grant or renew recognition for the certified practice course on a provisional basis, for a specified period of time that is shorter than the maximum period of recognition under subsection (6), subject to any terms or conditions that the committee considers necessary or appropriate to protect the public, or
    - (ii) deny recognition or renewal of recognition for the certified practice course.
- (9) A course provider that offers a certified practice course granted recognition under this section
  - (a) must comply with any terms and conditions imposed by the education program review committee, and
  - (b) must notify the college in writing and provide any relevant information requested by the registrar before implementing any substantial change to the certified practice course involving one or more of the following:
    - (i) how the curriculum addresses student achievement of the applicable certified practice competencies, including changes in the nature and extent of learning activities in the curriculum;
    - (ii) learning resources to support student achievement of the applicable certified practice competencies, including laboratory experiences or learning experiences with clients;
    - (iii) expectations about overall student performance, including evaluation of student practice and policies about safe student performance;
    - (iv) any other significant change that may impact the course provider's ability to prepare students to achieve the applicable certified practice competencies.
- (10) The education program review committee may remove any term or condition previously imposed on the certified practice course if the committee is satisfied that the term or condition is no longer necessary or appropriate.

- (11) If, having regard to any information provided by a course provider under subsection (9), the education program review committee determines that a substantially changed certified practice course may no longer satisfy the requirements of subsection (5)(a), (b) and (c), the committee may
  - (a) modify any existing terms or conditions imposed on the certified practice course, or add additional terms or conditions that the committee considers necessary or appropriate, including a term or condition prohibiting the course provider from making any substantial change to the certified practice course, or
  - (b) reduce the existing period of recognition for the certified practice course, with or without any changes to terms or conditions under paragraph (a).
- (12) An existing certified practice course ceases to be recognized if
  - (a) the period of recognition granted to the certified practice course expires without being renewed or provisionally extended under this section, or
  - (b) the recognition of the certified practice course is withdrawn under section 7-5.
- (13) The registrar must ensure that a list of certified practice courses recognized for each certification program established under section 7-2 is published on the college website, which must specify the current period of recognition granted to each course, and any terms or conditions of recognition that the education program review committee has directed to be published on the website.

#### **Withdrawal of certified practice course recognition**

- 7-5
- (1) At any time, if the education program review committee determines that the continued recognition of a course provider's certified practice course granted recognition under section 7-4 poses a risk to the public, because of
    - (a) the course provider's failure to comply with terms or conditions previously imposed by the committee,
    - (b) any substantial change to the certified practice course, or
    - (c) any other deficiencies identified by the committee,the committee may issue a warning of withdrawal of certified practice course recognition, notifying the course provider that recognition of the certified practice course may be withdrawn if terms and conditions specified in the warning are not met within the time specified in the warning.
  - (2) Before the education program review committee decides whether to withdraw recognition of a certified practice course identified in a warning issued under subsection (1), the course provider must be given a reasonable opportunity to provide information or submissions in response to any concerns identified in the warning for the committee's consideration, and to demonstrate satisfactory resolution of any deficiencies identified in the warning.
  - (3) After considering any information or submissions provided by the course provider under subsection (2), the education program review committee may decide

- (a) to continue the existing recognition of the certified practice course without modification,
  - (b) to modify any existing terms or conditions imposed on the certified practice course, or add additional terms or conditions that the committee considers necessary or appropriate,
  - (c) to reduce the existing period of recognition for the certified practice course, with or without any changes to terms or conditions under paragraph (b), or
  - (d) to withdraw recognition of the certified practice course on an effective date specified by the committee.
- (4) If the education program review committee makes a decision under subsection (3)(a), (b) or (c), the committee must also decide whether to remove, continue or modify any pending warning issued under subsection (1).

### **Certified practice course recognition policies**

- 7-6 The education program review committee may establish additional policies and procedures respecting the recognition and withdrawal of recognition of certified practice courses under sections 7-4 and 7-5, including but not limited to policies or procedures
- (a) specifying additional prerequisites or eligibility requirements for a course provider to apply for recognition of a new certified practice course or type of certified practice course, or
  - (b) modifying or varying the education program review process for new or established certified practice courses for specified course providers or a category of course providers.

### **Delegation of authority of education program review committee**

- 7-7 Subject to any terms of reference set for the education program review committee under section 3-1(2) and any applicable education program review committee policies or procedures under section 7-6, the education program review committee may delegate the exercise of any of its powers or the performance of any of its duties under sections 7-4 and 7-5 to
- (a) the registrar or a deputy registrar, or
  - (b) another officer, employee or agent of the college designated by the registrar or a deputy registrar for that purpose under section 4-1(2).

### **Additional certification requirements**

- 7-8 (1) In addition to the requirement under section 7-3(2)(a) for an applicant for certification in a certification program to complete a certified practice course recognized by the education program review committee, the registrar may establish additional requirements for applicants for certification or reinstatement of certification in each certification program to complete further education, training, experience or other qualifications recommended by a professional standards advisor under subsection (2).

- (2) A professional standards advisor who is qualified is to give advice under section 361 of the Act with respect to practice standards for the designated health profession of nursing, psychiatric nursing or midwifery may recommend the establishment of additional certification requirements under subsection (1) that the professional standards advisor considers necessary to demonstrate an applicant's satisfactory achievement of the applicable certified practice competencies for a certification program for licensees in the applicable designated health profession.
- (3) The registrar must ensure that any additional certification requirements established under subsection (1) in respect of each certification program are published on the college website.

#### **Additional annual declaration requirements for certified licensees**

- 7-9 In addition to the items specified in section 6-58(6), an annual declaration provided by a certified licensee under section 6-58(1) or (3) must be accompanied by
- (a) any additional applicable annual fee for certified licensees set out in Schedule <>, and
  - (b) information satisfactory to the college confirming
    - (i) the certified licensee's compliance with any additional applicable certified licensee currency requirement under section 11-17, and
    - (ii) the certified licensee's completion of a personal practice review that satisfies the additional personal practice review requirement for certified licensees under section 11-10.

#### **Expiry of certification**

- 7-10 (1) A certified licensee's certification in a certification program expires immediately upon the certified licensee ceasing to be an eligible licensee.
- (2) If a certified licensee fails to pay any annual fee required by section 7-9(a) or fails to provide the information required by section 7-9(b)
- (a) by the March 31 deadline to do so, in the case of a certified licensee who is a practising RN licensee or a practising RPN licensee, or
  - (b) by the applicable deadline specified under section 6-58(3), in the case of a certified licensee who is a multijurisdictional RN licensee or a multijurisdictional RPN licensee,
- the certification of the certified licensee in each applicable certification program is suspended immediately, and the registrar must deliver a notice of non-compliance and suspension of certification to the certified licensee under subsection (3).
- (3) A notice of non-compliance and suspension of certification under this section must
- (a) notify the certified licensee of their failure to provide the items required under section 7-9 by the applicable deadline,
  - (b) specify which required items under section 7-9 remain outstanding,

- (c) notify the certified licensee of the resulting suspension of their certification under subsection (2),
  - (d) require the certified licensee to provide the outstanding items specified under paragraph (b) by an extended deadline specified in the notice, which must be at least 30 days after the date of the notice, and
  - (e) notify the certified licensee of the consequences that may result from their failure to provide the items required under paragraph (d) by the specified extended deadline.
- (4) If a certified licensee fails to provide to the college all outstanding items required by a notice of non-compliance and suspension of certification under subsection (3) by the extended deadline specified in the notice, their certification in each applicable certification program expires on the first day after that extended deadline.

### Reinstatement of certification

- 7-11 (1) In this section, **“former certified licensee”** means an eligible licensee who previously held certification in a certification program established under section 7-2, or who previously held an equivalent certified practice designation or midwife specialized practice certification under the former Act.
- (2) A former certified licensee may apply for reinstatement of their certification in the applicable certification program by providing a completed application to the registrar in the specified form, accompanied by any applicable fees set out in Schedule <>.
- (3) The registrar may reinstate the certification of an applicant under subsection (2) in the applicable certification program if the applicant is in good standing, and provides, or causes to be provided, information satisfactory to the college confirming
- (a) that within the two-year period immediately preceding the date of their application, the applicant
    - (i) previously held certification in the applicable certification program or an equivalent certified practice designation or midwife specialized practice certification under the former Act, and engaged in the restricted activities authorized by that certification or certified practice designation, or
    - (ii) completed a certification program recognized by the education program review committee under section 7-4 for the purpose of the applicable certification program,
  - (b) the applicant’s compliance with any additional applicable certified licensee currency requirement under section 11-17, and
  - (c) the applicant’s completion of any incomplete personal practice review that is required to satisfy the additional personal practice review requirement for certified licensees under section 11-10.