



# FACT SHEET

## Licensure Conditions

The Association of Registered Nurses of Newfoundland and Labrador (ARNNL) is the regulatory body for all registered nurses (RNs) and nurse practitioners (NPs) in the province. The primary mandate of ARNNL is public protection. ARNNL achieves this by ensuring that all RNs and NPs meet the requirements for registration and annual licensure, and by promoting standards for safe, competent and ethical nursing practice.

There are conditions added to a license issued under the *Registered Nurses Act (2008)* and the *Registered Nurses Regulations (2013)* Section 11. All registered nurses/nurse practitioners need to be aware of these conditions as compliance is **mandatory**.

A registered nurse who has been issued a license to practice nursing is required:

- 1) Maintain professional liability protection;<sup>1</sup>
- 2) Notify ARNNL of a change in his or her name, address or employer;<sup>2</sup>
- 3) Notify ARNNL of disciplinary proceedings or pending disciplinary proceedings in another jurisdiction; and
- 4) Immediately notify ARNNL of a criminal conviction.

### **Please Note:**

If the licensure holder (interim, practicing RN or NP) does not have employment at the time of licensure they must notify ARNNL of change in employment information once employment is obtained; including self-employment. Notifications under numbers 2 and 3 must be provided no later than 30 days after the effective date of the change or notice of the disciplinary action. Notifications made under numbers 3 and 4 must include all information necessary to explain the conviction or disciplinary action.

### **Nurse Practitioners**

A nurse practitioner who is employed by an employer other than a regional health authority (this includes a nurse practitioner who may have more than one employer) is required to submit a signed **declaration** to ARNNL stating the following:

- 1) That he or she has an arrangement with a physician for the purpose of consultation with respect to the care of a patient;
- 2) The name and address of the physician;
- 3) The date that the nurse practitioner entered into the arrangement with the physician; and
- 4) That the care of a patient may be transferred to the physician.

Should the information provided in the declaration change, the nurse practitioner is required to immediately notify ARNNL. This is a **mandatory** requirement under the *RN Regulations*. NPs can download the Declaration of Physician Arrangement Form from [www.arnnl.ca/registration-forms](http://www.arnnl.ca/registration-forms). Completed forms should be returned to [registration@arnnl.ca](mailto:registration@arnnl.ca).

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<sup>1</sup> Canadian Nurses Protective Society (CNPS) is the liability provider approved by Council. The cost of liability protection for RNs/NPs is paid directly to CNPS and completed at the same time as ARNNL application. (Visit <http://www.cnps.ca/index.php>) Supplementary protection for assistance with regulatory complaints is available through CNPS for an additional fee (optional).

<sup>2</sup> Members can make updates to address and employer information via [MyARNNL](http://www.arnnl.ca). A change in name requires a copy of legal documentation.

### ***Please Note:***

Failure to comply with license conditions or the requirement for NPs to notify ARNNL of a change with respect to physician arrangement is a breach of the *Act* and the *Regulations* and may result in an allegation of conduct deserving of sanction to be filed against you under Sections 18 and 21 of the *Act*.

### ***Licensure Renewal***

RNs/NPs who are or were licensed/registered in another jurisdiction in the 12 month period preceding submission of a licensure renewal application must submit a Letter of Good Standing, also called a [Verification of Registration](#), from each jurisdiction. RNs/NPs are reminded to request a "Verification of Registration" well in advance of March 31. ARNNL **will not renew a license** if this documentation has not been received. To obtain a Verification of Registration you must request this information from the other jurisdiction(s). It may take three weeks or more for a requested Verification to arrive at ARNNL. To avoid a delay in the issuance of your license you are encouraged to submit a request no later than January.

### ***Continuing Competence Requirements***

RNs/NPs who fail to complete all CCP requirements will see an impact on their licensure. The RN/NP will be issued a conditional license and provided 90 days to complete the program and to submit documentation confirming completion of all program components (self-assessment, learning plan, evaluation and 14 continuous learning hours). **RNs/NPs who do not complete and submit confirmation of program completion within the 90-day timeframe will see their practicing license reverted to non-practicing.** Non-practicing members are not permitted to practice nursing or to use the title "RN" or "NP" until such time as they provide the documentation confirming the CCP program has been completed and reviewed by ARNNL. ARNNL's [Member Search](#) will be updated to reflect the status change to non-practicing.

**For a complete listing of all licensure requirements see section 14 of the *Act* (2008) and sections 8, 12 and 13 of the [RN Regulations \(2013\)](#).**

For more information on Licensure and Licensure renewal, contact ARNNL's Registration Department.

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