

	PROVISIONAL REGISTRATION POLICY
	Date Effective: June 4, 2020
	Revised: July 11, 2023; September 17, 2024
	Next Review Due: September 2027

Background

The Registered Nurses and Registered Psychiatric Nurses Regulations and the Midwives Regulations allow for a provisional class of registration. The provisional class will hold registrations of RNs, NPs, RPNs and RMs that do not meet the registration requirement of currency of professional knowledge and skill or have not yet passed the entrance to practice examination(s) approved by Council.

Purpose

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

Policy

Provisional Registration – Currency Requirements

- 1.1 Once an application has been received and it is determined that the applicant has less than 450 practice hours in the three years preceding an application for registration for a Registered Nurse/Nurse Practitioner/Registered Psychiatric Nurse, or less than 1,000 hours and attendance at less than 30 births in the four years preceding an application for registration as a Registered Midwife, it is deemed that the applicant does not meet the requirement for currency of professional knowledge and skill.
- 1.2 To meet the requirement of currency of professional knowledge and skill, the applicant must successfully complete a refresher program as defined in the Regulations.
- 1.3 A refresher program may include a formalized curriculum, assignments, a practicum experience, or any combination of these elements.
- 1.4 The Coordinator of Regulatory Services (CRS) will determine which portion of a refresher program will best remediate the currency gaps of the applicant.
- 1.5 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.
- 1.6 The CRS will inform the applicant that they do not qualify for a registered nurse, nurse practitioner, registered psychiatric nurse, or registered midwife registration, however, they can be issued a provisional registration once the

following is completed:

- 1.6.1 the applicant must pay the provisional registration fee as set in the Bylaws,
- 1.6.2 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,
- 1.6.3 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
- 1.6.4 the employer must identify the registered nurse, nurse practitioner, registered psychiatric nurse, or registered midwife who will supervise the applicant in practice for the duration of the practicum (for details see Supervision Policy).
- 1.7 The number of hours of the practicum experience are determined by the number of hours already achieved with a total requirement of 450 hours for RNs, RPNs and NPs, and 1000 hours and 30 births for RMs.
- 1.8 A provisional registration to meet currency requirements will be valid for a 12-month period from the date of issue (for details see Bylaws).
- 1.9 A provisional registration is a registration with conditions. The condition of "supervision in practice" applies to all provisional registrations as per the Registered Nurses and Registered Psychiatric Nurses Regulations, Section 10(3), 19(3) and 23.6(3), and the Registered Midwives Regulations Section 11(3).
- 1.10 Additional conditions may be placed on an individual's provisional registration as deemed necessary by the Registrar or Council.
- 1.11 If the practicum cannot be completed within the 12-month period, Council may extend the time period to meet the conditions.
- 1.12 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.

Provisional Registration – Entrance to Practice Exam

- 1.13 Once an application has been received and it is determined that the applicant has not yet passed the entrance to practice exam (1) Recent graduate from an approved education program or 2) An Internationally Educated Nurse IEN), they do not meet examination requirements set out in the Registered Nurses and Registered Psychiatric Nurses Regulations (Section 7(1) a or b for RNs; Section 16 1(a)(i),1(a)(ii), or (b) for NPs; Section 23.3(1) for RPNs.
- 1.14 A provisional registration with conditions related to entrance to practice examinations only applies to RNs, RPNs and NPs.

- 1.15 The CRS will inform the applicant that they do not qualify for registered nurse, registered psychiatric nurse, or nurse practitioner registration, however, they can be issued a provisional registration once the following is completed:
 - 1.15.1 The applicant must pay the provisional registration fee set out in bylaws
 - 1.15.2 Be supervised in practice by a registered nurse, registered psychiatric nurse or nurse practitioner as per the Supervision policy.
- 1.16 A provisional registrant that is a recent graduate from an approved education program will hold a provisional registration until they successfully pass the entrance to practice exam or have failed the examination 3 times. A recent graduate must write the exam at least once every 6 months.
- 1.17 A provisional registrant that is an IEN may hold a provisional registration for up to 12 months while attempting the entrance to practice exam. If after 12 months the registrant is unable to pass the exam, the provisional registration is cancelled, and remedial education must be completed.
- 1.18 A registrant with a provisional registration may hold conditions related to currency and entrance to practice exam requirements at the same time
- 1.19 Once the conditions of the provisional registration are met, the registrant's registration status will be changed to Registered Nurse, Registered Psychiatric Nurse, Nurse Practitioner or Registered Midwife.
- 1.20 For details about fee payment see Bylaws.