

Guidance Document

For Employers, Managers or Supervisors of Nurses & Midwives

**Prince Edward Island College of
Nursing and Midwifery**

June 2026



Purpose of PEICNM

The Prince Edward Island College of Nursing and Midwifery (PEICNM) functions as the regulatory body for registered nurses, nurse practitioners, registered psychiatric nurses, licensed practical nurses, and registered midwives in PEI. Its primary purpose is to protect the public by ensuring safe, ethical, and competent practice among these healthcare professionals. The core functions of the college are:

- Registration and credentialing
 - PEICNM registers only qualified and competent nurses and midwives. It is mandatory for anyone practicing nursing, psychiatric nursing, practical nursing, or midwifery in PEI to be registered with the college.
- The college investigates complaints related to nursing and midwifery. This ensures registrants adhere to ethical and professional standards.
- Monitors and maintains standards of practice and code of ethics/ code of ethical conduct specific to each designation.
- Develops policies, practice directives, and guidance directives to guide safe and effective professional practice.
- Approves nursing education programs

The college's business and affairs are overseen by a council, as outlined in the Regulated Health Professions Act (RHPA). The council set bylaws and ensure regulatory operations align with the Act.

Professional Liability Protection

In accordance with regulations, all nurses and midwives practicing in Prince Edward Island are required to have professional liability protection or insurance.

All RNs, RPNs, and NPs in Prince Edward Island are beneficiaries of and receive their professional liability protection through Canadian Nurses Protective Society (CNPS). This organization is staffed with nurse lawyers and lawyers who offer individual practice consultation to their members. They also offer a range of documents and educational webinars that outline legal issues and nursing practice. Their website is www.cnps.ca .

NAVACORD is the provider for all LPNs. Their website is <https://www.lloydsadd.com/insurance/specialty-programs/lpn/>

HIROC is the provider for registered midwives.

College, Association, Union

A regulatory college (such as PEICNM) acts on behalf of the public to ensure nurses and midwives provide safe professional care. Membership is required.

An association acts on behalf of nursing to advance the profession and influence health and social policy. Membership is optional. The following are examples of associations that registrants of PEICNM may also belong to:

- Prince Edward Island Nurse Practitioner Association – www.peinpa.ca

- Prince Edward Island Midwives Association – www.peima.ca
- Canadian Nurses Association -- <https://www.cna-aiic.ca>
- Canadian Association of Midwives – www.canadianmidwives.org
- Nurse Practitioner Association of Canada - <https://npac-aiipc.org/>

A union acts on behalf of nurses primarily to secure salary, benefits, and working conditions.

Standards

The primary purpose of standards is to identify for nurses/midwives, the public, government, and other stakeholders the desired and achievable level of performance expected of nurses/midwives in their practice, against which actual performance can be measured. There is a set of Standards of Practice for each designation (RNs, NPs, RPNs, LPNs, RMs). They can be found on PEICNM's website.

Code of Ethics or Code of Ethical Conduct

For RNs and NPs:

The Regulated Health Professions Act (RHPA) and the Registered Nurses and Registered Psychiatric Nurses regulations require that PEICNM adopt a code of ethics governing the conduct of nurses. The Code of Ethical Conduct, which can be found on PEICNM's website, is intended to inform registrants and the public of the primary values the nursing profession upholds, and the expected behaviours and standards expressed by them. The overall purpose of the Code of Ethical Conduct is to protect the public through the promotion of safe nursing practice.

For RPNs:

The Code of Ethics for Registered Psychiatric Nurses, which can be found on PEICNM's website, is a statement of the ethical values of RPNs in PEI. The Code articulates the ethical principles and values that guide all members of the psychiatric nursing profession. RPNs are bound to the Code of Ethics as part of a regulatory process that serves and protects the public.

For Registered Midwives:

The Code of Ethics for Registered Midwives, which can be found on PEICNM's website, is designed to inform RMs and their clients about the ethical values of midwifery practice. RMs are bound to their code of ethics as part of a regulatory process that serves and protects the public and maintains the professional reputation of the discipline of midwifery.

For LPNs:

The Code of Ethics for Licensed Practical Nurses, available on PEICNM's website, outlines six fundamental principles that guide LPN practice, professional identity, reflection, and decision-making. LPNs are accountable for upholding these principles, which communicate the profession's ethical responsibilities and commitment to client safety and public protection.

Entry Level Competencies (ELCs)

Each designation has a set of ELCs. They are all found on PEICNM's website.

An ELC is defined as an observable ability of a nurse or midwife at entry-level that integrates the knowledge, skills, abilities, and judgment required to practice nursing or midwifery safely and ethically. An approved education program prepares students to meet the entry-level competencies necessary to be knowledgeable, skilled, and competent. By the completion of the education program, all nursing students must demonstrate the capacity to meet PEICNM's ELCs and be able to practice within the context of the Standards of Practice.

Practice Directives

Practice directives enhance, explain, add or guide registrants with respect to matters described in the RHPA or any other matter relevant to practice. Compliance with practice directives is required. They are found on PEICNM's website.

Policies

Policies provide clear guidance on how PEICNM carries out its regulatory responsibilities and applies legislation, bylaws, standards, and other regulatory documents. They promote consistency, transparency, fairness, and accountability in decision-making while supporting public protection and ensuring registrants understand regulatory expectations. They are found on PEICNM's website.

Regulated Health Professions Act (RHPA)

The Regulated Health Professions Act (RHPA) is legislation designed to govern and standardize the regulation of health professions in Prince Edward Island with the goal of ensuring safe, competent, and ethical care for the public. The RHPA ensures that only qualified individuals are allowed to practice a regulated health profession in PEI and provides a consistent structure for all regulated health professions. The RHPA improves public confidence by setting clear rules for licensing and registration, complaints and discipline, professional conduct, governance and continuing education requirements.

The RHPA is umbrella legislation with a main act that lays out general provisions to all provisions. Separate regulations for each health profession, within the RHPA, detail each profession's specific scope of practice, reserved activities and registration requirements.

In addition to nursing and midwifery, some of the health professions that fall under the RHPA include physicians, pharmacists, dentists, and physiotherapists.

Regulations

PEICNM carries out its public protection mandate through the oversight of three sets of regulations: the Registered Nurses and Registered Psychiatric Nurses Regulations, the Licensed Practical Nurses Regulations, and the Midwives Regulations. These regulations are established under the authority of the Regulated Health Professions Act (RHPA) and provide designation-specific requirements related to registration, scope of practice, professional liability insurance, and other regulatory obligations.

Scope of Practice

A nurse or midwife's scope of practice is established in legislation and outlined in the applicable regulations: the Registered Nurses and Registered Psychiatric Nurses Regulations, the Licensed Practical Nurses Regulations, or the Midwives Regulations. Scope of practice is defined through reserved activities. Reserved activities are specific actions that have been identified as carrying a level of risk that requires them to be performed only by individuals with the appropriate education, knowledge, skill, and competence in order to protect public safety.

Scope of Employment

The scope of employment is set by the employer in policies, procedures, or guidelines. The scope of employment cannot exceed the scope of practice, which means that the employer can limit the scope of practice for the nurse or midwife but not expand.

The employer creates the environment for nursing and midwifery practice to meet the needs of the client in that specific environment. Policies and procedures are created to support safe, consistent, evidence-informed practice in the best interest of the client and also communicate expectations to employees and guide day-to-day operations. The employer would also consider human and financial resources when determining the scope of employment.

Nurses and midwives play a key role in creating, advocating for, and considering employer policies and procedures within the work environment.

Individual Scope of Competence

Each nurse and midwife must assess and ensure they have the individual competence, including, knowledge, skill, and judgement to safely perform the activity, at that moment, in that environment and for that particular client. This is their individual competence within the legislated scope of practice. The Standards of Practice, Entry-Level Competencies and Code of Ethics/Code of Ethical Conduct are the foundations for assessing individual competence.

Individual competence is unique and specific to each nurse and midwife. Nurses and midwives are accountable to reflect on their individual competence and determine that they have the adequate knowledge, skill, and judgment, prior to performing the activity or procedure safely and competently. Nurses and midwives can develop individual competence by engaging in different learning activities, such as taking courses, obtaining certification, or developing new skills. They are accountable for continuing their competence and addressing gaps they may have in their practice, so they are able to safely provide care.

When assessing a particular practice, it is important to evaluate the individual's competence within the context of the practice setting and the resources available to support the activity from start to finish. Consideration should also be given to how the individual will obtain, maintain, and continuously develop the knowledge, skills, and judgment necessary to remain competent in all nursing practices they undertake.

All PEICNM registrants are required to maintain fitness to practice. Fitness to practise refers to a registrant's ability to safely and competently engage in professional practice, free from any physical, mental, emotional, or cognitive condition that could impair their professional judgment,

performance, or ability to meet the standards of practice and code of ethical conduct. Pursuant to section 57(2) of the RHPA, matters related to fitness to practise fall within the legislative definition of incompetence, including circumstances where a registrant is unable to practise safely due to illness, addiction, or another incapacity.

Registration Renewal

RNs, NPs, RPNs, LPNs, and RMs who work in PEI must hold a valid registration with PEICNM and renew annually. The registration year for RNs, NPs, RPNs, and RMs is November 1st – October 31st. The renewal period begins September 1st of each year. For anyone registering between October 1st- October 31st, there is a late fee applied.

The registration year for LPNs is April 1st – March 31st. The renewal period begins February 1st of each year. For anyone registering between March 1st- March 31st, there is a late fee applied.

As an employer or manager, you are responsible to verify all nurses or midwives employed or managed by you hold an active registration with PEICNM. This can be done by using the “Search Directory” feature on PEICNM’s website.

Continuing Competence Program

The Regulated Health Professions Act (RHPA) requires PEICNM to establish a continuing competence program (CCP) for all registrants. The CCP ensures that all registrants have the competence to practice in a manner that is conducive to the protection of the public. Continuing competence is the ongoing ability to integrate and apply the knowledge, skill and judgment required to practice safely and ethically in a designated role and setting.

PEICNM encourages employers and/or managers to discuss their staff’s CCP learning plans with them. There may be wonderful opportunities for them to share knowledge with peers and others, and to positively impact client outcomes while completing their CCP.

Complaints and Discipline

One of the responsibilities of PEICNM is to investigate all complaints received from employers, members, clients, or the public regarding the conduct of a nurse or midwife in PEI. Any person can make a complaint to the Registrar. Please refer to PEICNM’s website for more details.

The discipline process is outlined in the Regulated Health Professions Act Part VI.

Duty to report

Nurses and midwives have a professional, ethical, and legal responsibility to report what they believe is the unsafe practice of another regulated health professional. Please note that duty to report is different than mandatory reporting.

Please read PEICNM’s guidance document “Duty to Report” on the website for more information.

Termination or Suspension

According to Section 90.1 of the RHPA, employers must report to the Registrar of the College the termination or suspension of an employee that is a member of the College. The employer must

provide a reason for the termination. If the reasons for termination violate the Regulated Health Professions Act (RHPA), its regulations, the Standards for Nursing Practice/Standards for Midwifery Practice, and/or the Code of Ethics/Code of Ethical Conduct, a complaint against the member would be initiated in the interest of public safety.

Other Resources

PEICNM's website contains a variety of resources that may be valuable to employers, including information about the registration process and designation-specific professional practice sections. These professional practice sections provide links to applicable legislation, regulatory documents, practice directives, standards, and policies for each designation.

The website also includes two searchable directories: a registrant directory and an authorized prescriber directory. The authorized prescriber directory identifies registrants who have the legal authority to prescribe, including nurse practitioners, midwives, and registered nurses with special authorization to prescribe.

In addition, PEICNM distributes quarterly newsletters to all registrants, and these newsletters are also available on the website for public access.

Contact PEICNM

www.peicnm.ca

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