



College of **Registered Nurses**
of Newfoundland & Labrador

2022

Supervised Practice Experience Partnership Program (SPEPP)



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The College of Registered Nurses of Newfoundland and Labrador (CRNNL)¹, is the regulatory body responsible for the licensure of Registered Nurses (RNs) and Nurse Practitioners (NPs) in Newfoundland and Labrador (NL) pursuant to the Registered Nurses Act (2008). The mandate of the College is to protect the public by ensuring RNs and NPs possess the qualifications and competencies to practise nursing.

The purpose of this document is to provide information and assistance to Internationally Educated Nurses (IENs) and re-entry RNs and NPs, employers/organizations, and preceptors on the Supervised Practice Experience Partnership Program (SPEPP).

NOTE: The SPEPP for Internationally Educated Nurses - Nurse Practitioner (IEN-NP) is not available at this time. Contact the College if you are an IEN-NP seeking licensure.

Supervised Practice Experience Partnership Program

The SPEPP was developed in January 2021 by the College of Nurses of Ontario and adopted by the College after revisions were made to reflect the needs of the Newfoundland and Labrador nursing context.

The SPEPP is a regulatory program that is employment focused and available to eligible IENs and re-entry RNs and NPs in NL. As part of the program, eligible applicants will be granted an Interim License with Conditions (IL-C) to allow them to gain currency of practice hours (450 hours for RNs or 900 hours for NPs) to be eligible for licensure with the College and enter practice as an RN or NP. By participating in the program, applicants gain currency of practice hours in a mutually agreed upon area of practice, and concurrently enhance their nursing knowledge, skill, and judgement.

Program Eligibility

Eligible IENs include RNs with some practice hours within the last 10 years who have completed an educational credential assessment (ECA), and the College has determined that their nursing education program:

- meets the requirements for practising in NL, or
- they have successfully completed bridging education to address gaps

and thus, they are eligible for provisional registration; however, they do not meet the legislative currency of practice requirements (hours) for licensure with the College as an RN.

Eligible re-entry nurses are RNs or NPs who no longer meet the currency of practice requirements (hours) to renew their practicing licence with the College and re-enter the nursing workforce. As previously registered with the College, these RNs and NPs are considered "re-entry" to practice. Re-entry RNs with some practice hours within the last 10 years and re-entry NPs with some practice hours within the last six years may be considered for the SPEPP.

IENs and re-entry RNs with no practice hours within 10 years but some practice hours between 10 to 12 years can complete a competency assessment through Inspire Global Assessments (previously NCAS) to

¹herein referred to as the "College."



determine if there are any competency gaps in their nursing education. If no competency gaps are identified, these IENs and re-entry RNs will also be considered for the SPEPP. This option is not available for re-entry NPs at this time.

NOTE: RNs who have no practice hours in the last 12 years must complete an RN re-entry program. NPs who have no practice hours in the last six years must complete the Nurse Practitioner Competency Validation Process (NPCVP).

What Does the Program Include?

The SPEPP includes a minimum of 135 hours for RNs (12 shifts using a 11.25-hour rotating schedule or 18 shifts using a 7.5-hour day schedule) or a minimum of 300 hours for NPs (27 shifts using a 11.25-hour rotating schedule or 40 shifts using a 7.5 hour day schedule) of practice under the direct supervision² of an experienced preceptor.

NOTE: An experienced RN or NP preceptor is required for RNs and an experienced, clinically competent preceptor is required for NPs (e.g. an experienced NP).

The SPEPP can be used for RNs and NPs in all domains of nursing, not only direct clinical practice. However, re-entry NPs must complete the initial 300 hours in a clinical setting under the direct supervision of a clinically competent preceptor. The direct supervision of a re-entry NP allows the preceptor to have oversight of the NP's orders as a means to verify their appropriateness.

The direct supervision by the preceptor is designed to support the integration of the applicant into the employment setting and provide them the opportunity to update their nursing competencies. The direct supervision by the preceptor provides the applicant with a controlled and supportive environment to enhance their knowledge and skills. Using the SPEPP guide, the preceptor will support the applicant and assist the College and the employer/organization to determine the length of time and degree of supervision required to help the applicant demonstrate currency of practice.

NOTE: The participating employer/organization may determine that additional time under direct supervision is required.

Following the successful completion of a minimum of 135 hours for RNs or 300 hours for NPs, the applicant can transition into a more independent role to complete an additional 315 hours for RNs or 600 hours for NPs in the practice area(s). During this experience, the applicant can be under indirect supervision³ of the preceptor(s), who is available for support and questions. Should the participating employer/organization choose, the additional hours might be considered to be part of the orientation required for new RN or NP employees in the health care setting.

Upon successful completion of the program, the applicant will have acquired a minimum of 450 hours for RNs or 900 hours for NPs of current practice as an RN or NP, meeting the currency of practice requirements to apply for licensure with the College.

²Direct supervision refers to having the preceptor physically present or immediately available while a nursing activity is being performed. It involves direction inspection and corrective action when needed. It is the active process of directing, assigning, delegating, guiding, and monitoring the IENs performance.

³Indirect supervision refers to the preceptor being readily available for consultation and direction (e.g., telephone, etc.). but may not be physically present with the individual at all times.



NOTE: The applicant may go beyond 450 hours for RNs or 900 hours for NPs if further time under supervision is needed.

Condensed SPEPP.

Some re-entry RNs or NPs may be eligible for a condensed SPEPP if they hold a practicing licence in the current licensure year and have practised during that year but do not have enough hours to renew. These individuals can complete the remaining practice hours required for licensure through the SPEPP. Re-entry applicants who are deemed eligible for a condensed SPEPP will be notified of the number of practice hours required under supervision by the College.

Information for Applicants

Application Process

Step one: Contact registration@crnnl.ca to confirm your eligibility for SPEPP.

Step two: Find employment with an NL employer that is supportive of your participation in SPEPP and will provide you with a minimum of 450 hours for RNs or 900 hours for NPs of supervised practice. Have the employer/organization complete the Supervised Practice Experience Partnership Program Applicant Intake Form for Employers/Organizations.

Step three: Apply for an Interim Licence – Conditions (IL-C). Contact registration@crnnl.ca for information on the application process. The interim licence is issued for six months for IENs and re-entry RNs and can be issued for up to 12 months for a re-entry NP. An IL-C may be renewed. It is a condition of licensure that an individual hold professional liability protection (PLP). The Council approved PLP provider is the Canadian Nurses Protective Society (CNPS). All applicants are required to submit the PLP application form directly to CNPS with payment.

Confirm that your IL-C has been granted before your start employment, which includes orientation. Practising without a licence puts yourself and your clients at risk and will result in fines and disciplinary action. Licensure status can be confirmed by searching your name on the College's online member search <https://crnnl.ca/member-search>.

Program Expectations

This program is employment focused and requires support from an employer/organization willing to participate in the program.

The eligible applicant will:

- go through an orientation process as identified by the employer to become familiar with the organization, the practice setting, and program expectations
- assess any learning needs, identify learning goals, and work with a preceptor to gain identified experiences
- complete a minimum of 135 hours for RNs or 300 hours for NPs of practice experience under the direct supervision of a qualified preceptor(s)
 - re-entry NPs must complete the initial 300 hours under direct supervision in a clinical setting



- the direct supervision of a re-entry NP allows the preceptor to have oversight of the NP's orders as a means to verify their appropriateness
- remain in one practice setting during the 135 hours for RNs or 300 hours for NPs of practice experience under direct supervision
- meet with the assigned preceptor after completing 135 hours for RNs or 300 hours for NPs under direct supervision to review the Supervised Practice Experience Partnership Program Initial Assessment Form for Preceptors, which will be completed by the assigned preceptor
 - the participating employer/organization may determine that additional time under direct supervision is required
- complete an additional 315 hours for RNs or 600 hours for NPs of practice experience under indirect supervision
 - the applicant may change practice settings as required/available for the additional hours. However, the applicant must retain the services of a preceptor and may have more than one preceptor for the additional hours depending on availability and practice setting
- complete an initial and final self-evaluation related to the application of the College's Standard of Practice for Registered Nurses and Nurse Practitioners, Code of Ethics for Registered Nurses, and other regulatory, legislative, and employer documents
- receive feedback from the preceptor(s) and have opportunities for additional experiences

While completing the full practice experience hours required for the program, the applicant is accountable to:

- refrain from using the protected title, "RN" or "NP". This title is restricted to individuals who hold a current practicing licence. Applicants who hold a valid IL-C should introduce themselves as a 'Graduate Nurse' for RNs or 'Interim Nurse Practitioner Licence Holder' for NPs and should sign their name with the initials 'GN' for RNs or 'Interim NP Licence Holder' for NPs. IL-C holders are not permitted to use the title Registered Nurse or Nurse Practitioner until they have met all requirements for registration and have obtained a practicing licence
- clearly explain to others, including clients, the capacity in which you are practising. For example, *"I am a College applicant, applying to register as an RN (or re-licensure as an RN). I am completing a supervised practice experience as part of my requirements to enter (or re-enter) the nursing profession under the supervision of a qualified RN". Or, "I am a College applicant, applying to be re-licensed as an NP. I am completing a supervised practice experience as part of my requirement to re-enter the nursing profession as an NP under the supervision of a qualified preceptor"*
- only provide care within your individual scope of practice and competence to gain currency of practice

Program Completion

Upon completion of a minimum of 450 hours for RNs or 900 hours for NPs practice experience hours the applicant will:

- participate in a debrief with the preceptor(s) and/or employer in the practice setting
- review the Supervised Practice Experience Partnership Program Final Assessment Form for Preceptors, which will be completed by the assigned preceptor
- ensure the employer/organization completes the Supervised Practice Experience Partnership Program Completion Form. This form must be submitted via email to registration@crnnl.ca



The College will review the documents to ensure all requirements to complete your registration or re-licensure are met.

Upon completion of the SPEPP, individuals will be eligible for the RN Registration exam (NCLEX-RN) or NP Licensure exam. Successful completion of the exam is the final step before licensure as an RN or NP. For those individuals who have already passed the NCLEX-RN or NP Licensure exam through another jurisdiction, or those individuals previously registered with the College and thus already passed the identified licensure exam for registration at that time, will be eligible for licensure following successful completion of the SPEPP.

NOTE: Re-entry NPs seeking licensure but did not previously complete an NP licensure exam will be required to complete the NP Licensure exam approved by the College Council following the successful completion of the SPEPP.

Unsuccessful Applicants

Unsuccessful applicants are individuals that have:

- completed a minimum of 450 hours but are unable to progress to indirect supervision
- completed the program but have not met all the competency requirements on the SPEPP Final Assessment Form for Preceptors
- had their IL-C revoked

Employers/organizations are required to contact the College if an applicant is unsuccessful with the SPEPP.

Information for Employer/Organizations

The focus of the SPEPP is for applicants to gain currency of practice hours in a mutually agreed upon area of practice, and concurrently enhance their nursing knowledge, skill, and judgement. Participating employers/organizations may choose to retain those applicants who successfully completed the program as orientated nurses once they become registered or re-licensed with the College.

The applicant in gaining currency should also be able to apply nursing knowledge, skill, and judgement and demonstrate an understanding of nursing accountabilities applicable to the College's Standards of Practice and other regulatory documents.

Employers/organizations can choose to end the program agreement at any time. In these situations, employers/organizations are required to notify the College and submit the Supervised Practice Experience Partnership Program Assessment Form(s) for Preceptors and the Supervised Practice Experience Partnership Program Completion Form indicating the reason for failure to complete or unsuccessful completion of the program.

NOTE: Employers/organizations may choose to end the program agreement and work with the applicant to select a different practice setting, which may be more aligned with the applicant's previous practice experience. The College must be notified if the program is ended and/or a different practice setting is selected.



Employer/Organization Responsibilities

To be part of the SPEPP, employers/organizations and practice experiences must be based in NL.

As participating partners, employers/organizations agree to:

- orientate the applicant to the practice setting including relevant policies, procedures, resource materials, general practice environment, and any required training (e.g., computer-based training, etc.)
 - practice hours spent in orientation can be used towards the minimum of 450 hours for RNs or 900 hours for NPs but cannot be counted towards the minimum of 135 hours for RNs or 300 hours for NPs of direct supervision
- assign a qualified preceptor to provide direct supervision and guide the applicant and provide feedback and learning opportunities for a minimum of 135 practice experience hours for RNs or 300 practice experience hours for NPs (as per employer identified schedule)
 - practice hours under direct supervision may be extended if required, depending on individual progression
- arrange for an additional 315 hours of practice experience for RNs or 600 hours of practice experience for NPs under indirect supervision
 - the applicant may go beyond 450 hours for RNs or 900 hours for NPs if further time under supervision is needed
- contact the College with any concerns or clarifications as required
- submit the Supervised Practice Experience Partnership Program Completion Form for Employers/Organizations and confirm the applicant has met program hours requirements and competency requirements at the end of the experience

Information for Preceptors

The preceptor(s) provides supervision and acts as a resource, role model, and mentor/coach. Supervision must be direct for the first 135 hours for RNs or 300 hours for NPs and may be indirect for the last 315 hours for RNs or 600 hours for NPs based on the individual needs of the applicant. Re-entry NPs must complete the initial 300 hours under the direct supervision of a clinically competent preceptor in a clinical setting. The direct supervision of a re-entry NP allows the preceptor to have oversight of the NP's orders as a means to verify their appropriateness. RN applicants can be supervised by either an experienced RN or NP, as identified as appropriate by the employer. NP applicants can be supervised by a clinically competent preceptor, as identified as appropriate by the employer.

In the event supervision is provided by more than one preceptor, the Supervised Practice Experience Partnership Program Initial Assessment Form should be completed by the assigned preceptor with feedback from all preceptors. This form must be completed after the 135 hours for RNs or 300 hours for NPs under direct supervision and should be reviewed with the applicant. The Supervised Practice Experience Partnership Program Final Assessment Form for Preceptors is completed at the end of the program by the assigned preceptor, with feedback from all preceptors, and should be reviewed with the applicant. If the applicant is unsuccessful with completing the SPEPP, the assessment forms must be submitted to the College.



Submitting Documents

Upon completion of the program, the employer/organization must complete and submit the Supervised Practice Experience Partnership Program Completion Form for Employers/Organizations to registration@crnnl.ca. If the applicant is unsuccessful with completing the SPEPP, the assessment forms must be submitted to the College as well.

Applicants who require more information about registration should contact registration@crnnl.ca. Applicants, preceptors, and/or employers/organizations who require more information or have questions about the program regarding scope of practice, standards of practice, or program outcomes, should contact practice@crnnl.ca.

For additional information please read: Supervised Practice Experience Program FAQs for IENs/Re-Entry Nurses



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