

Policy Overview

The College fulfills its mandate of public protection, in part, by ensuring that RNs, NP, and RPNs possess the qualifications and competencies to safely practice nursing in Newfoundland & Labrador (NL). Under the Registered Nurses Regulations individuals seeking registration/licensure or renewal of a license are required to submit evidence that their license/registration in another jurisdiction is in good standing.

The Regulations define a letter of good standing as confirmation from a regulatory body in another jurisdiction that a person meets the professional and practice requirements, and that the licence is not under review, and has not been suspended or revoked; or if so the details of the condition or restriction, or the review, suspension or revocation.

This policy will outline the documentation required, declarations/attentions, and the processes to establish good standing and need for Council involvement.

This policy is linked with the Verification of Registration policy.

Policy

1. A. An applicant seeking registration with the College must identify all jurisdictions (province/territory/state/country) where they are currently licensed. Applicants who do not hold an active practicing licence in Canada must identify all jurisdictions where they are currently and were previously licensed.

B. A registrant seeking licensure renewal with the College must identify all jurisdictions where they held registration or licensure within the previous 12 months.

2. Applicants/Registrants are required to answer the following question on their application:

Is your registration/License to practice nursing under review/investigation, suspended or revoked; or are there any disciplinary procedures commenced, in process or pending, in another jurisdiction (province, territory or country)?

If the individual answers 'Yes' to this question they must provide details in their application and registration staff will follow up with the individual through the application for additional information.

3. Additional information that will be required will include:
 - A. Explanation/details from the applicant/registrant, in writing or electronic, regarding the review/investigation/disciplinary action and current status of the allegation/complaint.
 - B. Verification of Registration (VOR) from the jurisdiction where the individual is under review/investigation/disciplinary action. The individual must request the VOR from the jurisdiction themselves and have that regulatory body send it directly to the College, providing details of the allegation and current status.
 - i. If the VOR does not contain sufficient details the Director of Registration will contact the regulatory authority in that jurisdiction to request additional information.

C. (if applicable) Copy of agreement or contract that identifies conditions, limitations or other requirements.

4. Upon receipt of the information noted in #3 above, the Director of Registration will review the information and may consult with the College's Director of Professional Conduct Review (PCR).

5. Upon receipt of the VOR and details of the allegation the Director will proceed in the following matter:

Status	Decision
Allegation received with no further action to date, OR Allegation received and investigation commenced	Council direction required as only Council can give a licence with conditions.
Investigation concluded and decision pending	Application review on hold until decision is rendered. Once the individual has received the decision, they must notify the College of the decision and provide an updated VOR to the College.
Investigation concluded and decision rendered (see #6)	Application review on hold. The individual must notify the College of the decision and provide an updated VOR. Upon receipt of the VOR the College will review to determine the next steps.

6. Disciplinary decision and next steps.

Upon receipt of an updated VOR and details of the disciplinary decision the College will proceed in the following matter:

- A. If the Allegation is dismissed the review of the registration/renewal application can proceed.
- B. If the decision is a warning, direction, or being addressed through a mechanism other than a hearing, the review of the registration/renewal application can proceed.
- C. If the decision is conduct deserving of sanction and there are conditions/restrictions or other requirements or penalties applied the Council will be required to review the information and determine if the applicant/registrant is eligible for registration/licensure.

7. Council

Where direction from the Council is required the Director of Registration will prepare a written document that includes details from the applicant/registrant, VOR directly from the College, status of the investigation or disciplinary finding, and any additional supporting documentation.

The item will be forwarded to Council for consideration at the next scheduled Council meeting.

The applicant/registrant will be notified by email if additional information or documentation is required before being sent to Council, and staff will keep them informed of the required steps in the process and timelines.

8. Once a decision regarding registration/licensure eligibility is determined by Council, the College will notify the individual within five (5) business days.

Revised June 2025