

EXPEDITED LICENSING PROCESS FOR NURSES LICENSED IN DESIGNATED JURISDICTIONS

FAQ

The Nova Scotia College of Nursing (NSCN) is the regulatory body for licensed practical nurses (LPNs), registered nurses (RNs) and nurse practitioners (NPs) in Nova Scotia. Our mandate is to protect the public by promoting the provision of safe, competent, ethical and compassionate nursing services by our registrants.

1. Do I have to be currently licensed as an RN to be eligible for the expedited licensure process?

Yes. You must have current licensure and be in good standing as a registered nurse (RN) in the Philippines, India, Nigeria, USA, UK, Australia or New Zealand.

2. What does current licensure mean?

Current licensure means you hold a practising licence that entitles you to practice as a registered nurse. If you are not currently licensed in one of the seven designated countries, you are not eligible for this pathway.

3. What does good standing mean?

Good standing means you are not subject to any outstanding complaints with your current regulator; and there are no prohibitions, conditions, agreements or restrictions on your licence or registration with your current regulator that would prevent registration with NSCN.

APPLICATION INFORMATION:

4. Where can I apply for the new expedited process?

The new expedited licensure process is available on our website here.

5. What happens after I submit my application?

Our team will review your application to make sure we have all the information we need. If something is missing, we will let you know so you can provide it. Incomplete applications will cause delays in processing.

We require the following:

- 1. Application in our <u>portal</u> and payment of the assessment fee.
- 2. Two forms of identification. Please note: if you have changed your name, we may require proof of name change (e.g., marriage certificate).

3. Verification of Registration Form

- If you have an NNAS Advisory Report on file with NSCN, we can use it. If you had applied through NNAS and received an advisory report for another regulatory body, please reach out to NNAS and request to have it ported to us.
- Some agencies can take several weeks to send us a verification form. We cannot finalize your application without this document.

6. How long will it take for me to get licensed after I submit all of the required application documents?

Your application will be processed within five days of <u>receiving the last required document</u>. You will be approved for licensure (if eligible) and/or authorized to write the registration exam if needed. You are responsible to schedule and pay for your exam.

If you have already passed the registration exam, you will receive a practicing licence. If you have not passed the exam, you will receive a conditional licence so you can enter practice while you are writing the exam.

Please note: If you do not provide all the required information on your application, have professional conduct history, are subject to any outstanding complaints with your regulatory body or have a criminal record, you will be required to submit additional documents and your application will not be complete until all information has been received.

7. Is there anything I can do to prepare for working as a nurse in Nova Scotia?

You may also find it helpful to review the resources we created for nurses just entering the nursing profession in Nova Scotia. This information can be found here. We strongly encourage you to review the Standards of Practice for your designation here. Finally, we encourage you to review the Jurisprudence Information for the designation you are applying for. This information is available on our website here.

8. What is the cost of the expedited process?

The cost of the application assessment for the new expedited licensure process is \$50+HST for a total of \$57.50. You are no longer required to pay the IEN Assessment fee.

9. I am currently already in the application process with NSCN, but want to apply under the new process? Do I have to re-apply and submit a new application?

No, you are not required to re-apply. Our Registration team is reviewing all current applicants for eligibility to determine how our new expedited process will benefit you. You can expect an update on your application from us directly by email after this review is complete. Please stay tuned.

10. I am licensed as a registered nurse in one of the seven designated countries and am currently in the NNAS process. Can I still apply directly to NSCN using the expedited licensure process?

Yes. We encourage you to reach out to NNAS to see if their policies allow them to send relevant documents (e.g., Registration/Licensure Verification form, NNAS Advisory Report, etc.) to NSCN. We are unable to access these on your behalf.

11. My licence in one of the seven countries is expired. Can I apply under this new process?

No, you are not eligible for this new expedited process. However, if you re-instate your licence as a registered nurse in one of these seven countries, you will be eligible for the expedited licensure process. Re-instatement demonstrates that you have met the registration and licensing requirements of that jurisdiction.

12. I am licensed as a registered nurse in one of the seven designated countries, but I have not practiced as a nurse for several years. Will I qualify for a licence if I apply to NSCN using the expedited process? Every application is assessed individually, so without knowing all of your application details this question cannot

be fully answered. However, you must meet one or more of the following currency of practice options to be eligible for registration and/or licensure in Nova Scotia:

- Current licensure in another Canadian jurisdiction in the same designation you are applying for (This option is only available when you apply for registration and an initial practising licence with NSCN.)
- Practice no later than three licensing years prior to your application
- Practice a minimum of 320 hours of practice no later than five licensing years prior to your application
- Passed the registration exam no later than three licensing years prior to your application
- Successfully completed a re-entry program, bridging education, or entry-level nursing program, no later than five licensing years prior to your application
- Successfully completed a competence assessment and bridging education no later than five licensing years prior to your application

*LPN and RN applicants who do not meet any of the above currency options but have practised within the last 10 licensing years may be eligible for a conditional licence with conditions and restrictions.

*LPN and RN applicants who do not meet any of the above currency options and have not practiced in the last 10 licensing years are not eligible for a conditional licence and must successfully pass the require registration exam to qualify for a practicing licence.

13. Why is the expedited process only available to registered nurses who are licensed in the seven designated countries?

The majority of our international nurse applicants come from the designated countries listed – the Philippines, India, Nigeria, USA, UK, Australia, and New Zealand.

We have assessed the data from nearly 10 years of applicants and their National Nursing Assessment Service (NNAS) advisory reports, reviewed their nationalized curriculum, entry-level competencies, and success rates on the NCLEX-RN or CPNRE exam.

The data enables us to be confident that, when a nurse meets the registration and licensure requirements in one of these seven specific countries, it means they have the necessary educational preparation and foundation to safely practice in the RN scope of practice required in Nova Scotia.

14. Is NSCN planning to add more designated countries to their list in addition to the seven listed?

Statistics show that the majority of international nurse applicants seeking a licence in Nova Scotia come from the seven designated countries. As a result, there has been a significant amount of data for NSCN to confidently base its decision. We do not have the same volume of evidence for nursing education programs and the RN scope of practice for other jurisdictions at this time. Consideration will be made to adding more countries as data becomes available.

15. I am licensed as a registered nurse in one of the seven designated countries. I am interested in licensed practical nurse (LPN) licensure in Nova Scotia. Can I apply directly to NSCN using the expedited licensure process?

Yes. The expedited pathway can be used to obtain RN or LPN licensure in Nova Scotia. Should you decide to move toward RN licensure after working as an LPN, there will be a NSCN pathway for you to do this.

REGISTRATION AND LICENSURE REQUIREMENTS:

Identification

16. What pieces of identification are required for the application?

You will be required to submit two pieces of identification with your application. Types of identification include: birth certificate, passport, nexus card, driver's license, Canadian government-issued ID, citizenship card (Canadian or International), etc. Additionally, if your name has changed, we will require copies of any name change documents (e.g. marriage certificates). Please note: notarization of these documents is not required.

English Language Proficiency Requirements

17. How can I meet the English language proficiency registration requirement?

International nurses who have completed their entry-level nursing programs and established registration and licensure in one of the seven designated countries have been deemed to have met the English language requirement.

18. I have established licensure in one of the seven countries identified, but was not educated there. Do I meet the English language proficiency registration requirement?

If you established licensure in, but were not educated in one of the seven designated countries, you may need to submit additional evidence of meeting the English language requirement. We will advise you if this is the case.

Verification of Registration

19. Am I required to submit a Verification of Registration (VOR) Form as part of the application?

Yes. You are required to arrange for NSCN to receive a Verification of Registration (VOR) Form from your current regulatory body as part of the application process. We will let you know if we can use an online verification of your registration/licensure available from your regulatory body, or if you are required to arrange for your current regulatory body to submit a <u>Verification of Registration Form</u> directly to NSCN. This form must be sent directly to NSCN from the regulatory body.

20. Will you accept electronic Verification of Registration (VOR) forms from my regulatory body?

We will accept an emailed copy of the Verification of Registration (VOR) form from a verifiable regulatory body email address (excluding Yahoo, Gmail, Hotmail, etc.). The form can be emailed to ien@nscn.ca.

Alternatively, the form may be mailed directly from your regulatory body to:

NSCN Attention: Registration 300-120 Western Parkway Bedford, NS, Canada B4B 0V2

21. I submitted a Verification of Registration (VOR) form during my application to NNAS. Can you use that?

We can use the Registration/Licensure Verification form that was submitted by your regulatory body to the National Nursing Assessment Services (NNAS) as long as NNAS will release this document to NSCN or you have authorized NSCN to receive your NNAS Advisory Report.

Criminal Record Check

22. Am I required to submit a criminal record check as part of the application?

No, a criminal record check is not required as part of your initial application. However, you will be required to submit a criminal record check before we can issue you registration and licensure. We will let you know when you need to submit these documents.

ENTRANCE EXAM (NCLEX-RN OR CPNRE):

23. What exam do I need to pass in order to be eligible for licensure?

All RN applicants must successfully take the NCLEX-RN.

All LPN applicants must successfully take the **CPNRE**.

24. I have already passed the NCLEX-RN, do I need to retake it?

If you have already passed the NCLEX-RN, you do not need to retake the exam.

25. I am licensed as a registered nurse in one of the seven designated countries but have not yet passed the NCLEX-RN exam? Can I still apply directly to NSCN using the expedited licensure process?

Yes. You will still be able to apply under the new expedited process. If you have not passed the NCLEX-RN, most international nurses will be eligible for a conditional licence.

26. I have previously failed the NCLEX-RN or the CPNRE. Can I still apply directly to NSCN using the expedited licensure process?

Yes, you are eligible to apply. However, we will consider any past CPNRE or NCLEX-RN failures when assessing your eligibility for a conditional licence.

27. Do I need to provide proof of my NCLEX-RN results?

Yes. We require official confirmation from your regulatory body that you have passed the NCLEX-RN.

28. Can I take the NCLEX-RN while I am waiting for my application to be assessed?

You will not be eligible to take NCLEX through NSCN until application has been assessed. If you have been made eligible to take NCLEX from another regulatory body, you can take the exam and then inform us of the results.

Conditional Licensure:

29. Can I practice right away once receiving a conditional licence and how long is it valid?

Yes. Once the conditional licence has been issued, you may begin practice in Nova Scotia right away. A conditional licence is valid for four months at a time and can be renewed three times within 12 months. However, if you fail the CPNRE or the NCLEX-RN three times, you will no longer be eligible for a conditional licence.

EMPLOYMENT:

30. Can you provide me with information about employment opportunities or help me find a job?

As the nursing regulator, our role is to ensure nurses are registered and licensed to practice nursing in Nova Scotia. We do not have a role in recruitment or helping nurses secure employment, however following resources may be helpful to you.

Nova Scotia Health (NSH): More than Medicine | Nova Scotia Health Authority (nshealth.ca)

Job Bank (Careers in Canada): Job Bank

IWK: IWK Health Centre

Nova Scotia Works: Home | Nova Scotia Works | novascotiaworks.ca

Health Association of Nova Scotia: Continuing Care Recruitment - Health Association Nova Scotia

FINANCIAL SUPPORT:

31. Is there financial support for those applying for this new process?

NSCN does not have access to financial supports for applicants.

32. Does this new process have a return of service requirement?

No. There is no return of service requirement through NSCN.

IMMIGRATION:

33. Do I need to already be living in Canada to apply under this new process?

No, we will accept applications from people living anywhere in the world.

34. If I apply to NSCN under this new expedited process, will I receive help with my immigration requirement?

We are unable to provide you with immigration guidance. We encourage you to contact:

- Nova Scotia Immigration: https://novascotiaimmigration.com/
- Canadian Immigration and Citizenship: https://www.canada.ca/en/services/immigration-citizenship.html

ADDITIONAL QUESTIONS:

35. Who should I contact if I have more questions?

If you have any further questions on our new expedited process, please contact our Registration team by email at registration@nscn.ca. Please note: due to a high volume of those interested, response time may vary. We will be in touch as soon as possible. We respond to emails and calls in the order they are received to help decrease our volume of emails and calls, which enables us to respond more quickly. We ask you to please not leave multiple messages; we will be in touch when we can. Thank you for your patience.