



INTERNATIONALLY EDUCATED NURSES

FREQUENTLY ASKED QUESTIONS

What are the first steps to apply to become an LPN in Alberta?

- Once an IEN has reviewed the CLPNA policies and has decided to move forward with an application they will need to contact the National Nursing Assessment Service (NNAS). Their website is www.nnas.ca. Once your assessment is completed with NNAS, they will provide you with the CLPNA's Application for Registration.

If the NNAS Advisory Report says 'Not Comparable', will the CLPNA Application for Registration be denied?

- Not necessarily. A decision regarding an application cannot be made without the Application for Registration going through an assessment. CLPNA may require more information; if that is the case you will be notified by email.

Will the CLPNA waive the English Language requirement?

- No, the requirement will not be waived; however, the CLPNA will accept successful English Language testing scores (IELTS or CELBAN) completed within the last 2 years.
- More information on the English Language requirements can be found on the CLPNA website. The CLPNA does not consider working history when determining English Language proficiency.

What does it mean to be 'actively engaged in practice' within the last 4 years?

- CLPNA policy is that an applicant must have either graduated from a nursing program or practiced nursing within the past 4 years. Example: In 2018 – the CLPNA will be considering hours/education from 2014 and later.
- CLPNA policy states that an applicant must demonstrate that they have been actively engaged in practice by providing nursing services for a minimum of a 1,000 practice hours within the past 4 years.
- The policy can be found here: <https://www.clpna.com/2018/04/council-approves-actively-engaged-policy-for-applicants/>
- The CLPNA cannot provide a decision on eligibility prior to your Application for Registration going through assessment as we would not have a complete understanding of your nursing history. The CLPNA does however want you to be informed of our policies so that you can make the best decision for yourself. Please note that policies are subject to change.

What are the job description requirements?

- The CLPNA requires the job description to come directly from the employer by mail.
- The CLPNA will accept job descriptions that have been submitted to NNAS. If you previously requested the employer to send the job description to NNAS, the CLPNA will receive it with your NNAS file. You don't need to submit it twice.

How should the Self-Assessment document be completed?

- You will need to rank each competency and provide a brief explanation of where, when and how you completed that competency in the past. You should base your additional information on experience you've had with each competency.
- You can type this information on a separate sheet of paper. If you type it on a separate page please be sure to include the competency, rating and the additional information for each competency.

Is a Criminal Record Check required?

- In order to meet the requirements of registration the CLPNA will only consider Criminal Record Checks issued by BackCheck directly to the CLPNA through the online system.
- To register for an account and complete your Criminal Record Check visit: <https://www.sterlingtalentsolutions.ca/clpna/>
- Criminal Record Checks are considered valid for 6 months from the date of issue.

Can the Canadian Practical Nurse Registration Exam (CPNRE) be challenged?

- No. You are only eligible to write the CPNRE once your CLPNA Application for Registration has been assessed and has been approved for a Provisional Permit.
- More information on the CPNRE will be sent to you once the decision letter has been issued. Please read all emails thoroughly.

What timeframes can an applicant expect? (General Guidelines: these may vary based on a number of factors)

- Up to 5 business days for confirmation that the Application for Registration has been received.
- Up to 20 business days for assessment to be completed once all documents are received.
- Up to 5 business days for Provisional Permits to be issued once forms and payment are received.