



COLLEGE OF
LICENSED PRACTICAL NURSES
OF ALBERTA

Policy

Accommodations for Canadian Practical Nurse Registration Examination (CPNRE)

Approved: June 2022





INTRODUCTION The College of Licensed Practical Nurses of Alberta (CLPNA) has the authority under the *Health Professions Act (HPA)*, to carry out its activities in a manner that protects and serves the public interest.

Section 3(1) of the *Licensed Practical Nurses Profession Regulation* outlines that applicants and registrants are required to complete the Canadian Practical Nurse Registration Examination (CPNRE) to become fully registered at the CLPNA.

In the event that the applicant or registrant requires exam accommodations, certain eligibility must be met and follow CLPNA registration expectations.

PURPOSE The purpose of this policy is to outline the criteria for requesting exam accommodations and the registration expectations when writing the CPNRE.

POLICY Applicants who write the CPNRE as part of their application for registration with the CLPNA may request exam accommodations. Exam accommodations are modifications to the exam procedures or testing conditions that assist in removing any barriers faced by the applicant in writing the exam due to a physical or mental disability. Examples of exam accommodations may include, but are not limited to:

- additional time,
- an exam reader, or
- a separate or private room to write the exam.

Eligibility for exam accommodations

Exam accommodations will only be provided when the request for accommodation is based on a medical diagnosis of disability (or another protected ground set out in the *Alberta Human Rights Act*). A request for accommodation based on disability must be supported by information from the applicant's medical provider. Applicants must demonstrate how the disability is a barrier to their ability to write the CPNRE and how the accommodation requested will assist in addressing the barrier.

Accommodations must be reasonable and will only be provided to the point of undue hardship for the CLPNA. Exam accommodation requests will not be provided in the following instances:

- accommodations that impact the integrity of the CPNRE or exam processes;
- situations that interfere with the ability to reasonably assess the applicant's knowledge of the exam material; or
- other circumstances where accommodation requests cannot be reasonably provided.

Where an applicant's accommodation request cannot be reasonably provided, the applicant will be provided in writing the reasons for the denial of the accommodation request.

Requesting exam accommodations

Requests for exam accommodations must be made as soon as possible. This provides the CLPNA with sufficient time to assess and consider the request, and if granted, to make arrangements to have the accommodation put in place. Depending on the accommodation requested, selection of date, time, and location may be limited.

To request an exam accommodation, applicants must complete an Exam Accommodation Request Form and provide an Exam Accommodation Request – Supporting Medical Information form. Applicants are responsible for any fees charged by their medical provider for completing the Exam Accommodation Request - Supporting Medical Information form.

If the applicant has been provided with exam accommodations during their nursing education program within the two (2) years prior to seeking a CPNRE accommodation request, a letter from the applicant's educational institution identifying the accommodations provided may be considered as an alternative to the Exam Accommodation Request – Supporting Medical Information form.



Exam accommodation request and registration with the CLPNA

The writing of the CPNRE is part of the process to become registered as a Licensed Practical Nurse (LPN) with the CLPNA. As such, any information that an applicant provides in support of a request for exam accommodation may be considered as part of the overall application to be registered as an LPN. The CLPNA may review the information submitted by the applicant to assess whether the applicant suffers from any physical or mental disability that could affect their ability to safely practice as an LPN. Should information be disclosed by the applicant or in the medical information provided that, in the opinion of the Registrar or the designate, indicates that there may be a concern with the applicant's ability to practice safely as an LPN, further assessment may be required. The CLPNA may require the applicant to undergo further medical examination in accordance with the *Health Professions Act*. For more information about fitness to practice, please see the CLPNA's Interpretive Document on Fitness to Practice and HPA Definition of "Incapacitated".

CONCLUSION This policy outlines the framework in assessing exam accommodation requests for the CPNRE. Any applicant or registrant who would like to request exam accommodations for the CPNRE should follow the steps outlined in this policy.

If after reading this policy you have any questions, please contact CLPNA's Registration Team at [Ask CLPNA](#), or by phone at 780-484-8886 or 1-800-661-5877 (toll free in Alberta).