



COLLEGE OF  
**LICENSED PRACTICAL NURSES**  
OF ALBERTA



# 2020 ANNUAL REPORT

competent committed care



## OUR MANDATE

To regulate and lead the profession in a manner that protects and serves the public through excellence in Practical Nursing.

## OUR VISION

Influencing a quality person-centred system through regulatory excellence.

## OUR MISSION

Licensed Practical Nurses (LPNs) are progressive nursing professionals who provide safe, competent and ethical person-centred care in collaboration with clients, families and other providers.

# CONTENTS

MESSAGE FROM THE COUNCIL PRESIDENT	2
MESSAGE FROM THE CHIEF EXECUTIVE OFFICER	3
OUR YEAR IN NUMBERS	4
GOVERNANCE	6
MESSAGE FROM THE PUBLIC MEMBERS	8
MESSAGE FROM THE ESAC CHAIR	9
<b>CORE FUNCTIONS</b>	
REGISTRATION	12
CONDUCT	18
COMPETENCE	22
<b>SUPPORTING FUNCTIONS</b>	
RESEARCH	26
POLICY	28
COMMUNICATION	30
ORGANIZATIONAL CULTURE	32
HEALTH CARE AIDE DIRECTORY	35
FINANCIAL HIGHLIGHTS	39

## Message from the COUNCIL PRESIDENT

The College of Licensed Practical Nurses of Alberta (CLPNA) regulates the licensed practical nurse profession in a manner that protects and serves the public. The Council sets the direction for the CLPNA through a policy governance framework and approves this annual report highlighting the activities of the CLPNA in 2020.

In 2020, the CLPNA and its members responded to the COVID-19 pandemic along with healthcare providers and citizens around the world. The pandemic impacted our ability to continue operating as we had previously, moving Council meetings to a virtual platform, deferring our annual Think Tank in the fall, and holding our Annual General Meeting for the first time in a virtual (online) format to comply with public health regulations.

In May, the Council announced Jeanne Weis as the organization's new Chief Executive Officer (CEO). Jeanne is a well-respected leader in the regulatory and health sector and brings many strengths to the role with her rich and varied background in leadership, nursing, education, and research.

I am honoured to serve as president for the CLPNA, working alongside the dedicated LPNs and public members that make up the CLPNA Council. Our collective goal is public safety and a positive experience for those who receive care from our members. To the 17,656 LPNs who work to meet this goal each day, I extend a heartfelt thank you for all that you do.

Sincerely,  
Valerie Paice, President



## Message from the CHIEF EXECUTIVE OFFICER

This past year has been like no other and, as a result, has impacted all of us. I want to extend my sincere gratitude to all healthcare workers, caregivers, essential workers, and everyone who has given of themselves to ensure others were safe and well cared for. Through this time, we have witnessed and shared acts of great kindness, responsiveness, and resilience and learned how to connect, reconnect, and come together in new ways.

With the challenges of 2020 also came new opportunities. We sought and engaged in new ways of learning, doing, and being. When the global pandemic was declared, the CLPNA quickly adapted to a remote-work environment while maintaining our operations and commitment to public protection. We continued to respond to the needs of the health system and to provide information that is relevant and current. Our annual report captures how we responded and were engaged to best inform the safe practice of LPNs throughout Alberta.

There were several regulatory changes during 2020. One key change, effective February 1, 2020, was the amendments to the *Licensed Practical Nurses Profession Regulation* (2003). These amendments allow LPNs to work to the full extent of their education and support enhanced health service delivery and continuity of care. New standards, policy documents, and education were developed to support understanding and implementation of these changes.

In 2020, changes to the *Health Statutes Amendment Act* resulted in two significant areas of legislative change. The first was Bill 30, requiring all health professional regulatory colleges in Alberta to increase public member representation on their councils, hearing tribunals, and complaint review committees. The CLPNA Council responded by discontinuing district elections and moving toward a competency-based appointment process. The Council will continue to implement these changes into 2021.

Secondly, Bill 46 introduces the future regulation of health care aides (HCA) as a separate profession within the CLPNA. With this change, HCAs will be held to the same standards as other health professionals in the province. The CLPNA is now in the planning phase for this work, which will continue in 2021.

We are on the cusp of a new era with exciting changes ahead in an evolving healthcare landscape and continued advancing technology. I look back on 2020 with sincere gratitude and look ahead to 2021 with excitement and openness to new possibilities while remaining focused on protecting the public we serve.

Sincerely,  
Jeanne Weis, Chief Executive Officer



# CLPNA 2020 YEAR IN NUMBERS

806

Alberta graduate  
registrations  
2019 - 1171

401

Out of Province  
registrations  
2019 - 391

75

IEN\* registrations  
2019 - 139

17656

total LPN registrations

2.3%

growth in  
registration

152

complaints  
received

27

hearings  
completed

38

average age  
of LPNs

\*Internationally educated nurse

90%

of Alberta  
candidates passed  
CPNRE Exam  
on 1st write

## Top Places of Employment



Hospital

36%

5277



Continuing Care\*

29%

4244



Community Care\*\*

27%

3939

## Employment

41%

Full-time

5998

40%

Part-time

5828

19%

Casual

2768

## Practice Consultations

2578

inquiry responses

Learning Modules  
Completed

42007

32 Webinars

7056  
attendees


Self-study Courses  
Completed

21560

\*Continuing Care includes Nursing Home / Long Term Care, and Rehabilitation / Convalescent Centre.

\*\*Community Care includes Community Health / Health Centre, Home Care Agency, and Physician's Office / Family Practice Unit.

# GOVERNANCE



The College of Licensed Practical Nurses of Alberta exists to protect Alberta healthcare users. We regulate the profession by setting and maintaining standards for registration, practice and conduct for practical nurses.

## The CLPNA:

- sets education, registration, and renewal requirements;
- oversees compliance with healthcare legislation and regulations;
- approves and reviews practical nurse diploma, refresher and advanced training;
- sets and enforces practice, conduct, and professional standards;
- establishes and maintains the continuing competence program; and
- is responsible for complaints and discipline.

The practical nursing profession is nearing its 75<sup>th</sup> year in Alberta. The licensed practical nurse (LPN) role has changed significantly in that time; however, it continues to focus on providing care that is patient-centred, safe, and ethical.

Under Council governance, the CLPNA protects the safety of the public by regulating the LPN profession. In 2020, the Council was made up of eight elected licensed practical nurses and three government-appointed public members. The Council and the CLPNA are guided in their decision-making by the *Health Professions Act* (HPA), the *Licensed Practical Nurses Profession Regulation* (2003) (including amendments in force as of February 1, 2020), standards of practice, a code of ethics and the CLPNA's Bylaws (updated December 2020).

## Licensed Practical Nurses Profession Regulation Amendments

On February 1, 2020, amendments to the *Licensed Practical Nurses Profession Regulation* were approved by the Government of Alberta, resulting in a broader range of nursing services by licensed practical nurses, enhancing continuity of care for Albertans. Some of the changes to LPN practice include authorization to administer blood or blood products, dispense drugs for pass and bridge medications, perform ultrasound imaging for bedside nursing assessments, administer parenteral nutrition, and administer medication through a central venous line.

## Standards of Practice

Standards of practice outline the minimum professional expectations for licensed practical nurses in Alberta and are part of the legislative structure that the CLPNA uses to regulate the profession.

Standards of Practice for Licensed Practical Nurses on Restricted Activities and Advanced Practice came into effect on February 1, 2020. These standards work together with the amendments to the *Licensed Practical Nurses Profession Regulation*.

Consultations on the standards took place in December of 2019 through a survey of LPNs, and by providing the standards to Alberta Health to complete the required consultative process. The standards were approved by the Minister of Health, adopted by the Council, and came into force on February 1, 2020. The CLPNA also updated the Competency Profile for Licensed Practical Nurses, releasing the 5<sup>th</sup> edition and supporting documents to assist LPNs, employers, practical nurse educational institutions and affiliated health professions with transitioning practice to align with the LPN Regulation amendments that occurred in February 2020.

### CLPNA Bylaw Revisions

In June 2020, the CLPNA's bylaws were amended to reflect the February 2020 changes to the *Licensed Practical Nurses Profession Regulation*. Additionally, more changes were made to the bylaws in December 2020, in response to Bill 30 of the *Health Statutes Amendment Act*. The amendment to the bylaws included the creation of the Council Appointment Committee, changes to Council's composition of public and regulated members, and competency-based appointments. The Council Appointment Committee will be responsible for recommending regulated member appointments to the Council for their consideration.

The Council is also reviewing the bylaws in preparation for the HPA's new requirement of 50% public membership on regulatory college councils, coming into effect on April 1, 2021.

### Regulatory Consultation

As a health profession regulator, the CLPNA shares a responsibility to participate in regulatory consultation with Alberta Health and others. The CLPNA took part in reviewing the following documents.

- Alberta Health:
  - *Personal Services Regulation*
  - Proposed amendments to the *Registered Psychiatric and Mental Deficiency Nurses Profession Regulation*
  - White paper regarding proposed amendments to the HPA
  - The *Radiation Protection Act* review
- The College of Physicians & Surgeons of Alberta:
  - Standards of practice regarding job action, relocating a medical practice, closing, or leaving a medical practice

- Alberta College and Association of Opticians:
  - Proposal to expand scope of practice to authorize opticians to prescribe eyeglasses and contact lenses
- Alberta College of Speech-Language Pathologists and Audiologists:
  - Standards of practice on documentation and records management
- Alberta Dental Association and College:
  - Anesthetic standards of practice
  - Standard for practice arrangements and provision of professional services
  - Revised code of ethics
- College and Association of Registered Nurses of Alberta:
  - Advertising standards of practice
  - Medication management standards of practice
  - Standards on nurse practitioners accepting prescription drug samples
  - Standards on duty of care during job action
- College of Nurses of Ontario: Expanding practical nurse scope of practice in Ontario.

### Health Care Aides

In August 2020, the CLPNA submitted a proposal to the Minister of Health formally requesting that the *Health Professions Act* be amended to include the profession of health care aide (HCA) with the CLPNA designated as the regulatory body to govern the health care aide profession.

On December 9, 2020, Schedule 10 of the *Health Professions Act* was amended to enable regulation of HCAs by the CLPNA. When the amendments to Schedule 10 come into force, the CLPNA will continue as the College of Licensed Practical Nurses and Health Care Aides of Alberta and will regulate two distinct professions, namely, licensed practical nurses and health care aides.

### Collaboration

Provincial and pan-Canadian collaboration continues to be a priority for the CLPNA. Members of the CLPNA attended quarterly meetings of the Alberta Federation of Regulated Health Professions (AFHRP) and the CLPNA is also a member of AFHRP's Legislation and Regulation working group. The CLPNA also advised on the Canadian Patient Safety Institute's Safety Competencies Framework, 2<sup>nd</sup> edition, and was on the Canadian Council for Practical Nurse Regulators' committee to review and update the Standards of Practice for LPNs in Canada. Other member and stakeholder engagement took place in 2020 on topics such as rural and remote nursing, geriatrics, palliative competencies, and seniors' health and wellness.

## Message from the PUBLIC MEMBERS

The role of a public member on the CLPNA Council is to act on behalf of Albertans to ensure the protection of the public. As members of the Council, we work intimately in decision-making with a focus on supporting public protection. Good governance is vital in decision-making. The Council and the senior staff recently undertook an immersive workshop in evidence-based leadership to continue our work in establishing the strategic direction of the Council and the CLPNA.

The COVID-19 pandemic restrictions presented us all with unique challenges over the past nine months. Conducting business under these circumstances puts considerable strain on everyone. We are proud to work with a group of dedicated professionals who were able to meet the many demands of the past year.

In spring, we received the resignation of Linda Stanger. After many years of dedicated service, Linda was preparing for a well-deserved retirement. The profession owes Linda enormous gratitude for her insight and hard work in building the LPN profession as we know it today. After a diligent search and review of a shortlist of excellent candidates, Jeanne Weis was appointed to the position of chief executive officer. Jeanne has already proven herself capable of handling all of the challenges presented to the CLPNA since she took on the position of CEO in early summer of 2020.

Along with the pressures that the pandemic presents, there are government initiatives being introduced that bring regulatory changes to regulated health professions. A series of government bills are making substantial regulatory changes that support public representation, increase regulatory college transparency and reinforce the CLPNA's ongoing focus on public protection. In 2021, we will see a transformation in the composition of the CLPNA's Council, moving away from elections to competency-based appointments of professional members and an increase of public members to make up fifty percent of the Council. New public members in 2021 will join John Chapman, with Austin Mardon and Lisa Stebbins graciously consenting to extend their term until the appointment of the new public members.

John Chapman, Lisa Stebbins, Austin Mardon  
Public Members



## Message from the ESAC CHAIR

The Education Standards Advisory Committee (ESAC) fulfilled our role of supporting public safety through the application and integration of education standards for practical nurse diploma and advanced practice education programs, as reflected in program reviews and annual reports.

ESAC completed four practical nurse diploma program reviews during 2020 using the new 2019 Education Program Standards. ESAC adjusted their processes due to the pandemic and adapted the review process to accommodate public health guidelines. Three program reviews were completed using a virtual platform. Education partners worked with review teams to provide alternate ways of connecting with stakeholders which enabled the collection of rich data despite restrictions.

Staff and volunteers with ESAC assisted members of the CLPNA professional staff to fulfill the requirements of the Health Care Aide Licensing Assessment agreement with Alberta Health. This team of professionals helped Alberta Health to develop Health Care Aide program standards and implemented an assessment of 48 public and private HCA post-secondary programs. HCA programs must achieve a minimum percentage compliance with the standards to acquire a license to deliver the 2019 HCA Provincial Curriculum. This very constructive working relationship with Alberta Health has now extended to involve a follow-up assessment of approved sites post-delivery of their implementation of the 2019 HCA curriculum.

ESAC has been developing resources for the Practical Nurse Education Program Review to provide transparency of our processes for all stakeholders. These resources are located on various CLPNA web pages and provide an overview of the program review process, the role of ESAC in program review, and the legislative responsibility of the CLPNA Council for program approval related to practical nurse diploma, advanced practice education and refresher programs.

Working virtually necessitated the expansion of information technology skills for ESAC members. Although this resulted in some challenges, ESAC members adjusted well to new platforms and modes of communication, demonstrating their adaptability and commitment to practical nurse education excellence.

Respectfully submitted,  
D. Jean Valgardson  
Chair



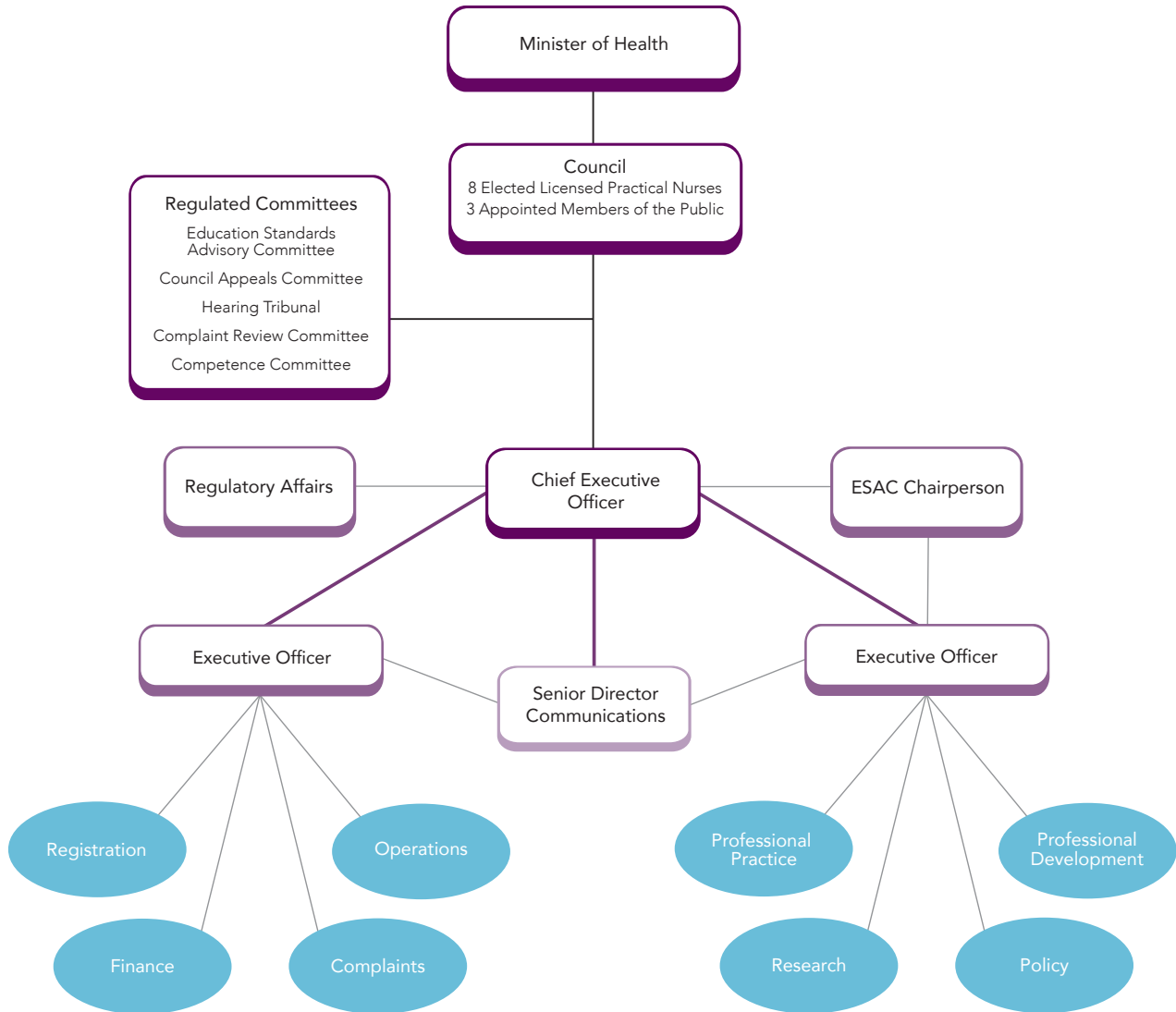
# CLPNA COUNCIL



From top - left to right:

Ashley Cesar, LPN; Jean Collins, LPN; Joyce Rossiter, LPN; Sherry Kanarek, LPN; Tiffany Smith, LPN;  
Jennifer Peace, LPN; Lisa Stebbins, Public Member; Austin Mardon, Public Member; John Chapman, Public Member;  
Valerie Paice, LPN, President; Kurtis Kooiker, LPN, Vice President; Jeanne Weis, CEO

# CLPNA ORGANIZATIONAL STRUCTURE



Core Function

# REGISTRATION



/ Committed to excellence in registration standards.

The CLPNA is committed to clear, fair, and consistent registration processes.

As part of the CLPNA staff's transition to working from home in March 2020, registration applications moved exclusively online. This initiative improved access for LPNs seeking reinstatement, for out-of-province and internationally educated nurses (IENs), and for new graduates.

Internationally educated nurses seeking employment as LPNs in Alberta are first assessed by the National Nursing Assessment Service. All applicants to the profession must also pass the CLPNA's Jurisprudence Examination, which tests practical nurse knowledge needed to practice safely within Alberta's legislative framework.

An internal audit of the CLPNA's compliance with the Alberta *Fair Registration Practices Act* was completed in 2020. This work

identified where the CLPNA is doing well and areas for improvement. Work in this area continues in 2021.

Two registration review requests were received in 2020. For one, Council upheld the registrar’s decision for denial of registration based on a lack of practice. The second review has been carried over to 2021.

Because of increased health system demands in 2020 due to COVID-19, the CLPNA worked with Alberta Health Services and Covenant Health in expediting practice permits to help meet care needs.

COVID-19 also impacted the Canadian Practical Nurse Registration Exam, which was no longer offered in a face-to-face setting in Alberta unless specific accommodations were requested. The CLPNA worked with the provider to ensure a smooth transition to online proctoring for the national exam.

The Alberta annual average for Canadian first-time writers of the exam is equal to that of the national average at 90%. Internationally educated nurses who wrote the CPNRE through Alberta had a 76% average, well above the national average of 55%.

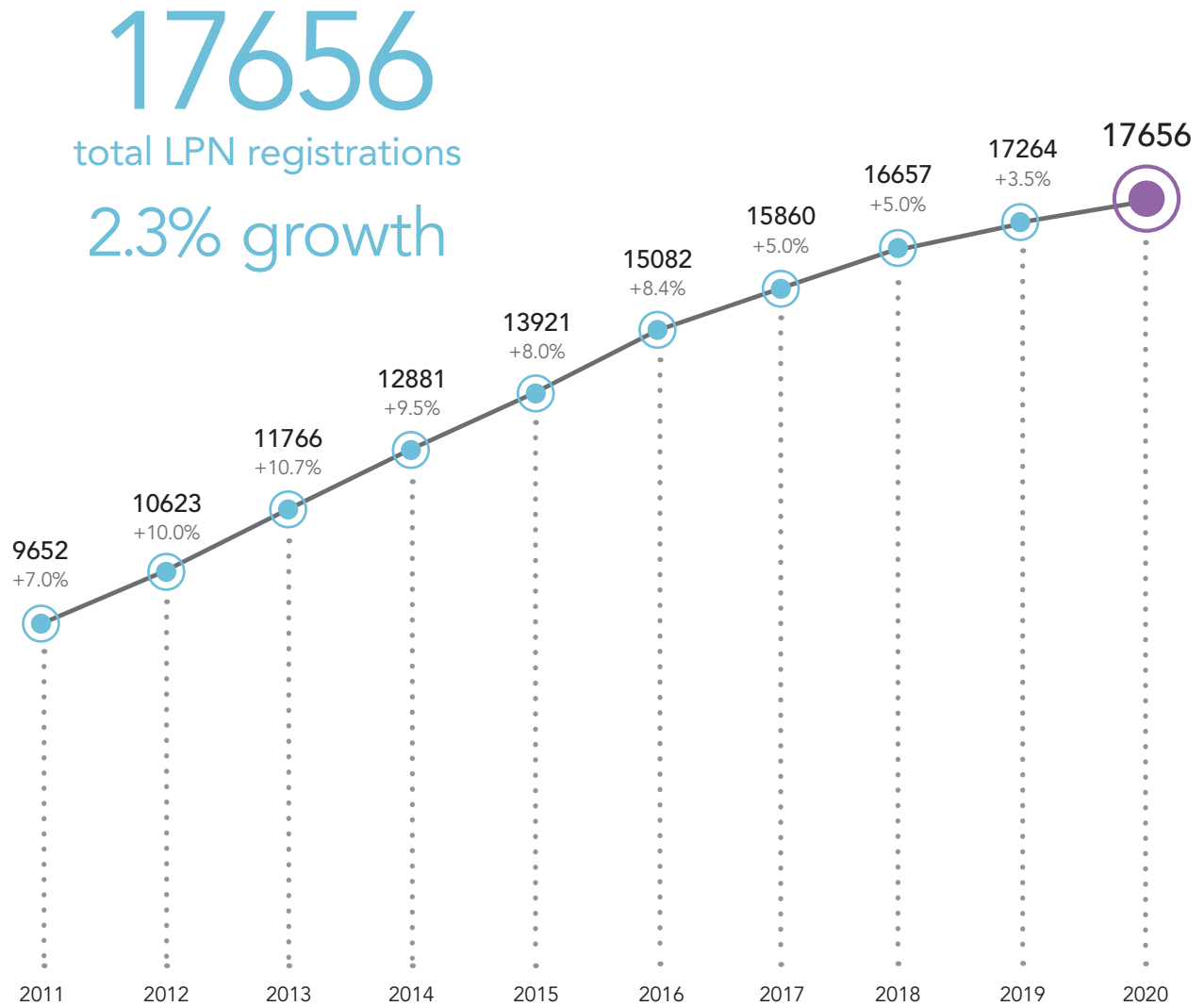


Alberta CPNRE Candidates 2020\*

Alberta Candidates	1st Exam	Repeat Exam	International Applicants 1st Exam	International Repeat Exam	Total Candidates
Registered	860	98	75	17	1050
Writing	809	91	66	14	980
Not Writing	51	7	9	3	70
Passing	726	68	57	12	863
Failing	83	23	9	2	117
% Passing	90%	69%	76%	71%	88%

\* Statistics prepared by Yardstick Assessment Strategies.

## BY THE NUMBERS MEMBERSHIP



## Registrations

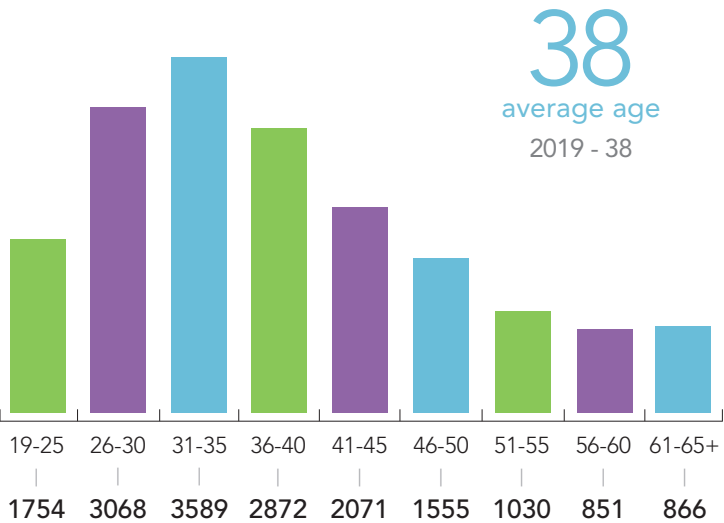
	2019	2020
Alberta Graduates NEW Members	1171	806
Canadian Out of Province NEW Members	391	401
International NEW Members	139	75
BScN Members	0	1
Reinstatements*	436	319
Re-Entry	0	0
Renewals	15127	16054
Courtesy Members	0	0
<b>TOTAL</b>	<b>17264</b>	<b>17656</b>

## Registration Applications

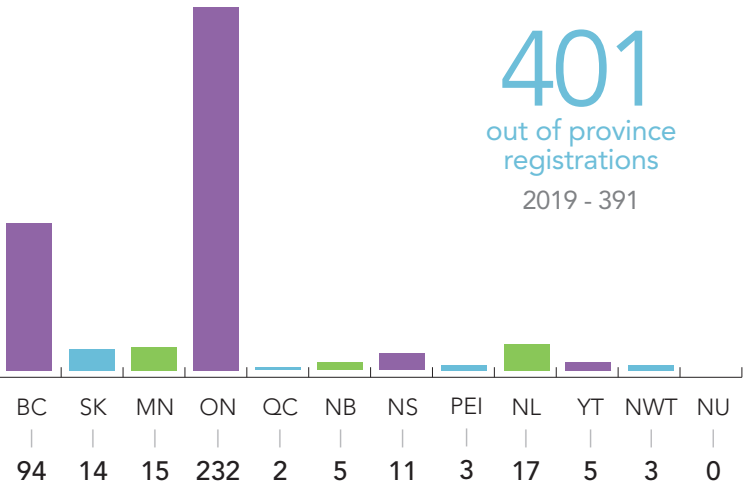
	2019	2020
Alberta Graduates NEW Applicants	1234	934
Canadian Out of Province NEW Applicants	563	558
International NEW Applicants	143	163
Reinstatements*	468	377
Re-Entry Applicants	40	0
Renewal Applicants	16956	17023
Courtesy Applicants	0	0
<b>TOTAL</b>	<b>19404</b>	<b>19055</b>

\*Reinstatement = a member whose practice permit has lapsed at least one day.

Age of Active LPNs



Out of Province Registrations



Internationally  
Educated Nurse  
Registrations

Australia	1
Ghana	1
India	19
Jamaica	1
Kenya	4
Nigeria	1
Pakistan	1
Philippines	45
Taiwan	1
USA	1

75  
IEN registrations  
2019 - 139

## Active LPNs by Location

	2020	%
Area 0 - Out of Province/Country	1278	7.2%
AHS Area 1 - South Zone (Lethbridge & Medicine Hat)	1346	7.6%
AHS Area 2 - Calgary Zone	5425	30.7%
AHS Area 3 - Central Zone (Red Deer)	2473	14.1%
AHS Area 4 - Edmonton Zone	5932	33.6%
AHS Area 5 - North Zone	1202	6.8%
<b>TOTAL</b>	<b>17656</b>	<b>100%</b>



## Active LPNs by Place of Employment & Status

	Full-time	Part-time	Casual	2020	%
Association / Government	119	97	61	<b>277</b>	2%
Business / Industry / Occupational Health Centre	49	8	10	<b>67</b>	0%
Community Health / Health Centre	794	913	425	<b>2132</b>	15%
Educational Institution	139	49	50	<b>238</b>	2%
Home Care Agency	344	169	216	<b>729</b>	5%
Hospital (General/Maternal/Pediatric/Psychiatric)	1765	2476	1036	<b>5277</b>	36%
Mental Health Centre	97	51	42	<b>190</b>	1%
Nursing Home / Long Term Care	1687	1647	711	<b>4045</b>	28%
Nursing Stations (Outposts or Clinics)	0	2	1	<b>3</b>	0%
Physician's Office / Family Practice Unit	707	257	114	<b>1078</b>	7%
Private Nursing Agency / Private Duty	0	2	0	<b>2</b>	0%
Rehabilitation / Convalescent Centre	92	77	30	<b>199</b>	2%
Self-Employed	3	2	0	<b>5</b>	0%
Other**	202	78	72	<b>352</b>	2%
<b>TOTAL</b>	<b>5998 (41%)</b>	<b>5828 (40%)</b>	<b>2768 (19%)</b>	<b>14594*</b>	<b>100%</b>

\*1143 are working out of province or out of country.

Core Function

# CONDUCT



/ Enforce standards of professional practice.

The CLPNA is responsible for protecting the public from unethical or unsafe nursing practice of licensed practical nurses under the authority of the *Health Professions Act*.

Through the CLPNA's evidence-informed guiding documents and practice consultation, LPNs are supported in professional practice. When Standards of Practice, the Code of Ethics, or other legislation which guides the profession are not met by an LPN, a complaint is generated against the regulated member of the CLPNA (or former member if it is within 2 years since the lapse of their registration).

The CLPNA receives, investigates, manages, and resolves complaints made against its regulated members. The CLPNA is committed to making certain the public is protected and that LPNs are practicing in a safe, competent, and ethical manner.

Complaints are received from a number of sources and are equally reviewed. The HPA defines and outlines the formal complaint process that must be followed to manage complaints of unprofessional conduct against LPNs. The CLPNA makes every effort to handle complaints promptly.

During the COVID-19 pandemic, complaints continued to be handled within the timelines specified by the *Health Professions Act* and the procedures outlined by the CLPNA. All complaints were investigated, and to

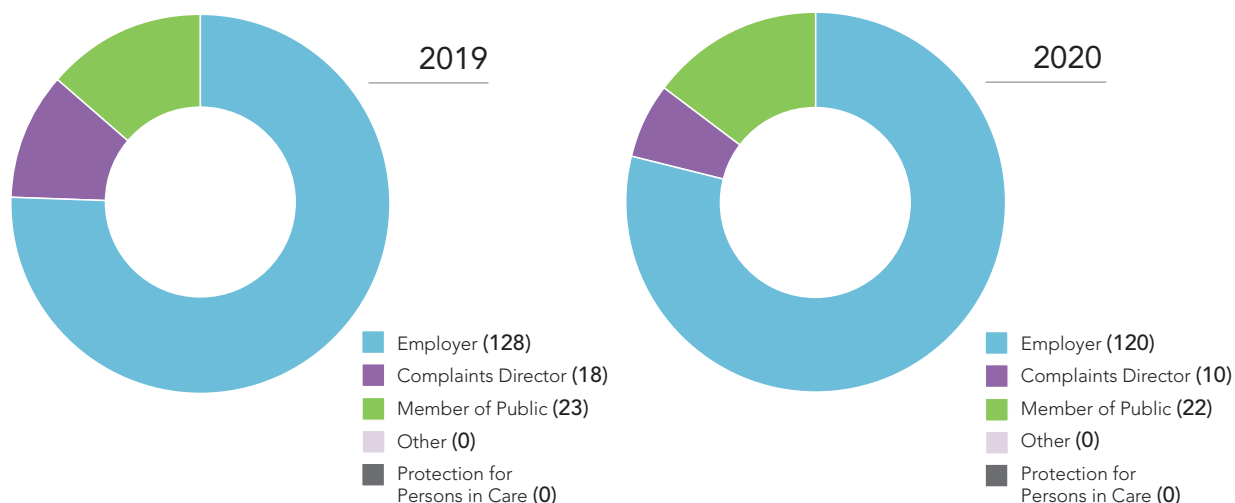
ensure the safety of the public and LPNs, investigations were managed remotely, by phone or videoconference, to align with Alberta Health's COVID-19 guidelines.

In 2020, the CLPNA did not receive any complaints relating to sexual abuse or sexual misconduct towards a patient. The CLPNA's website provides specific information to the public to improve understanding of this type of conduct and the importance of reporting, as well as information on how to submit a complaint and a detailed outline of the process.

## Historical Comparison

	2019	2020
New Complaints Received	169	152
Previous Years' Complaints in Process	35	38

## Source of Complaints



## Types of Complaints Received in 2020

Abandonment	8
Breach of Confidentiality/Privacy	9
Bullying	5
Clinical Competence - Documentation	1
Clinical Competence - Health Assessment	0
Clinical Competence - Medication Administration	13
Clinical Competence - Multiple	53
Drug Diversion	3
Failed to Cooperate with Investigation	0
Incapacity (Mental/Physical)	3
Neglect	3
Non-Nursing Conduct*	5
Patient Abuse - Mental	1
Patient Abuse - Physical	3
Patient Abuse - Verbal	2
Practicing Without a Permit	7
Sexual Abuse/Misconduct - Patient	0
Sexual Abuse/Misconduct - Co-worker	3
Substance Abuse	1
Theft	3
Therapeutic Nurse Client-Relationship	0
Unethical Conduct	14
Unprofessional Communication	13
Working Outside Scope of Practice	2
<b>Total Complaints Received in 2020</b>	<b>152</b>

\*Non-Nursing Conduct includes behaviour that harms the profession and isn't directly related to nursing care.

## Complaints Currently In Progress

as of December 31, 2020

File Open	2
Incapacity	2
Investigation - In Progress	48
Investigation Report - Internal Review	11
Investigation - Legal Review	1
Referred to Hearing / Hearing Pending	8
Hearing Complete / Decision Pending	4
Monitoring Orders	13
Complaint Review Committee Pending	1
Undertaking Pending	2
Files Closed	60
<b>Total Complaints Received</b>	<b>152</b>

## Disposition of Complaints Closed in 2020

(includes files from previous years)

Complaint Withdrawn	6
Complaints Dismissed	16
Hearings Complete	23
Handled at the Workplace	8
Informal Resolution (Agreement & Undertaking)	64
Registration Surrendered	2
Resolution with Sanction	21
Sec 55 – Undertaking - Practicing Without A Permit	7
Resolved	1
Unresolved	1
Section 118 (Non-Disciplinary)	18
Council Appeal Committee Appeal Complete	1
<b>Complaints Closed</b>	<b>168</b>

## Files Related to Incapacity

Some complaints received may, after investigation, be determined to be the result of incapacity. The complaint is then managed under section 118 of the HPA and is not considered to be a matter of unprofessional conduct.

In 2020, there were 12 files under incapacity status. There was one file ongoing from 2017, 2 files ongoing from 2018, 7 files ongoing from 2019 and 2 files ongoing in 2020. There was one file received in 2020 that was resolved and closed.

## Appeals in 2020

There were no appeals to the Council Appeal Committee in 2020. There was one request from a complainant to the Complaint Review Committee for a review of a dismissal made in 2020. The Complaint Review Committee met in December 2020 and will review submissions in February 2021.

## Hearings

There were 27 hearings held in 2020, comprising 41 complaint files (10 members had multiple files.) All hearings were open to the public. Six hearings are awaiting hearing tribunal decisions.

## Hearing Discipline Actions Taken

Reprimand	21
Partial Hearing Costs	21
Fines	3
Education	17
Reflection Paper	2
Performance Appraisal	2
Suspension	4
Supervised Practice	1
Education - Prior to Reinstatement	4
Fitness to Work Assessment - Prior to Reinstatement	1

Core Function

# COMPETENCE



/ Establish and uphold standards to support competence.

Licensed practical nurses gain and maintain competence through education. The CLPNA supports, guides, and evaluates LPN competence throughout their careers.

Developing competence begins with Alberta's practical nurse education programs, where students meet competence outcomes in the two-year diploma program, made up of theoretical and clinical/laboratory hours of instruction. The Education Standards Advisory Committee (ESAC), under the CLPNA Council's oversight, sets program approval standards and reviews program compliance.

As healthcare professionals, LPNs are required under the HPA to participate in continuing competence development. LPNs demonstrate their commitment to continuing competence through the CLPNA's Continuing Competence Program (CCP), an annual review process in which LPNs assess, monitor, and reflect on their nursing

practice. Each year, LPNs develop a learning plan to guide and meet their continuing competence goals. In this way, commitment is demonstrated to patients, colleagues, and the healthcare system that public safety is central, as LPNs work to build and maintain the knowledge, skills, and judgement required for currency in practice.

The Continuing Competence Program Audit selects approximately 20% of LPNs annually to verify participation in the CCP and evaluate the impact of that learning on nursing practice. Due to the many challenges arising from the COVID-19 pandemic, the CLPNA cancelled its Continuing Competence Program Audit for 2020. Though an audit was not conducted, CLPNA's registrants must still comply with CCP requirements through the Registration Renewal process.

By 2023, to be eligible for registration, all licensed practical nurses will be required to have provided nursing services for a minimum of 1000 practice hours within the previous four-year period (2019 - 2022). Nursing services are defined in the HPA as direct nursing practice or roles linked to administration, management, education, and research. Implementation of the 1000 hours minimum is the final stage in a four-year transition process for the Continuing Competence Program. This requirement does not apply to recent graduates who have been registered for less than four years by 2023.

To meet the mandate of public protection, the CLPNA provides ongoing education to support the continuing competence of LPNs. In 2020, this included 32 webinars covering a variety of topics. Fitness to practice and mental health and wellness were a main topic of focus due to the impact of the pandemic on frontline healthcare providers, including LPNs. Competence-related projects included:

- Creation of webinars on Connecting Regulation to LPN Professional Practice; Mental Health & Resilience During COVID-19; Regulation Changes for LPNs; Immunization Regulation and Reporting Requirements; Resilience: A Mindset for Wellness; and Professional Boundaries.

## Practical Nurse Programs in Alberta

- Bow Valley College, Calgary/Airdrie/Okotoks/Strathmore/Cochrane
- Columbia College, Calgary
- Grande Prairie Regional College, Grande Prairie/Wabasca
- Keyano College, Fort McMurray
- Lethbridge College, Lethbridge
- Medicine Hat College, Brooks
- NorQuest College, Edmonton/Wetaskiwin
- Portage College, Cold Lake/Lac La Biche/St. Paul
- Red Deer College, Red Deer/Stettler/Drumheller/Rocky Mountain House

- Collaboration with the Crisis and Trauma Resource Institute through an Alberta Health Occupational Health and Safety grant in the development of a webinar series and online learning module to support LPN awareness of post-traumatic stress, fitness to practice, and personal health and wellness strategies.
- Collaboration with the Alberta Federation of Regulated Health Professions on the creation of the "Protecting Patients from Sexual Abuse and Misconduct" online learning module.
- Partnership with the College and Association of Registered Nurses of Alberta (CARNA) and the College of Registered Psychiatric Nurses of Alberta (CRPNA) on tri-nursing webinar presentations including Collaborative Practice in Nursing, Social Media E-Professionalism for Nurses, and Independent Practice in Nursing.

The CLPNA developed and launched a Learning Management System in 2020 to provide LPNs with member-only access to free, online education to support competence in practice. Over 42,000 completions of the learning modules occurred throughout the year. Topics include Restricted Activities, Administering Parenteral Nutrition, Immunization and more, and provide learning relevant to support LPNs in providing knowledgeable, competent care.

CLPNA Learning Modules Completed (member access only)	
	2020
Understanding Restricted Activities	6008
Administering Medications via CVC, PICC, and IVAD	6606
Administering Parenteral Nutrition	5240
Ear Syringing	3786
Administering Blood and Blood Products: Transfusion	4627
Dispensing of Medications	3526
Administration of Nitrous Oxide	1854
Immunization	3416
Fetal Heart Monitoring	1333
Non-Ionizing Radiation	2872
Administering Diagnostic Imaging Contrast Agents	1162
Protecting Patients from Sexual Abuse and Sexual Misconduct	953
PTSD Awareness & Mental Health and Wellness for LPNs	578
Caregiver-Centered Care	46
Total Modules Completed	42007

The CLPNA’s self-study courses that are publicly available continue to be well subscribed, with 21,560 LPNs across Canada completing the modules and online exams. Nursing Documentation, Infection Prevention and Control, and Relational Practice were the modules with the highest number of completions in 2020.

Study with CLPNA Self-Study Courses	
	2020
Anaphylaxis	633
Diagnostic Tests & Laboratory Values	719
Elder Abuse	1492
Health Assessment	2378
Infection Prevention and Control	2904
Intravenous Infusion Therapy	693
Learning to Learn	332
Medical Language and Terminology	733
Medication Administration	1761
Medication Drug Calculation	1859
Nursing Documentation	4394
Pressure Ulcers	1246
Relational Practice	2416
<b>Total Courses Completed</b>	<b>21560</b>

Note: These courses are open to the public and include LPNs from across Canada.

Professional  
Development  
Webinars

32 Webinars  
2019 - 31  
7056 Attendees  
2019 - 6710

Supporting Function

# RESEARCH



Lead and collaborate on research to support regulatory excellence and the creation of knowledge on LPN practice.

The CLPNA engages in research to provide evidence to support safe, ethical, and competent practice for better and safer nursing practice and regulation.

The CLPNA partnered on the following research projects in 2020:

**Evaluating the Feasible and Sustainable Culture Change Model - A Novel, Web-Based Intervention Designed to Increase the Provision of Person-Centred Care Practice in Residential Care Homes.**

Partners: Dr. Sienna Caspar (University of Lethbridge), Dr. Albert Banerjee (St. Thomas University), the Brenda Strafford Foundation, and the Bethany Care Society. This study is designed to examine the effectiveness of training provided via a web-based learning platform.

### **Primary Health Care LPNs in Rural Alberta: A Multiple Case Study.**

Partner: Dr. Tammy O'Rourke (University of Alberta). This study seeks to understand and enhance the LPN role in rural team-based primary care.

### **Work Environment and Safe Nursing Practice.**

Partner: Dr. Jennifer Jackson (University of Calgary). This series of research projects will examine how work-related factors affect nursing practice.

## **Research Policy Development**

The CLPNA collaborated internally to create the following research policies in 2020:

**Research Funding Policy:** outlines the expectations for appropriate use of CLPNA research funding for recipients.

**Policy on Access, Use, and Collection of Membership Data:** specifies the CLPNA's expectations and processes when a researcher requests access to the CLPNA membership for research purposes. This policy will facilitate decision-making about future research projects.

## **Regulatory Impact Assessment**

Throughout 2020, the CLPNA completed a regulatory impact assessment to evaluate the CLPNA's compliance with its legislative mandate and its regulatory processes, using the principles of good regulation such as procedural fairness, transparency, and consistency. The recommendations from the review are being integrated into the 2021 work plan.

## **Knowledge Translation**

The CLPNA wrote quarterly research-related articles for the CLPNA's CARE magazine in 2020. These included:

Spring 2020: *The Retention Connection: Addressing Nurse Shortages*. Authors: Leah Adeline Phillips, PhD; Sandra Goldsworthy, PhD, RN, CNCC(C), CMSN(C); Nyla de Los Santos, MEd; Nicola Witton, MA, RGN

Summer 2020: *No Patchwork Solutions: Shiftworkers Struggle to Find Stable, Quality Child Care*. Author: Chelsea Freeborn, MEd, Faculty, Early Learning and Child Care, MacEwan University

Fall 2020: *Shifting Perspective on Documentation*. Author: Jennifer Jackson, RN, PhD, Assistant Professor, Faculty of Nursing, University of Calgary

Winter 2020: *Baking a Better Nursing Practice*. Authors: The CLPNA Departments of Policy and Research

**Conference Presentation:** The CLPNA's regulatory impact assessment findings highlighting the use of measures and metrics to assess regulatory performance were presented at the September 2020 Council on Licensure, Enforcement and Regulation Annual Educational Conference.

## **2020 and Beyond: A Performance Measurement Framework**

In 2020, the CLPNA commenced development of a regulatory performance measurement framework. Pilot projects included the creation of a risk-based monitoring system using the CLPNA data, an outline for a data dictionary, and the development of departmental performance indicators aligned with the CLPNA's regulatory mandate.

Supporting Function

# POLICY



/ Create evidence informed policy to support regulatory processes.

The CLPNA's membership policies clearly outline the requirements and expected behaviours of Alberta's licensed practical nurses. A policy may address regulatory functions mentioned in the *Health Professions Act* or practice expectations.

On February 1, 2020, changes and clarifications to the *Licensed Practical Nurses Profession Regulation* came into effect. The CLPNA responded by creating the *Standards of Practice on Restricted Activities and Advanced Practice* which outlines practice requirements for LPNs performing restricted activities and working in areas of advanced practice. Additionally, the CLPNA reviewed all existing policy documents and updated them as required to align with the LPN Regulation amendments.

The CLPNA is committed to maintaining a high regulatory standard

for the licensed practical nurse profession, as reflected in the following policy documents developed in 2020. These policies align with the CLPNA policy framework to promote a standard of excellence in policy development.

## Policies

- **Client and Co-Worker Abuse** - Establishes the CLPNA's expectations for non-abusive behaviour and provides LPNs with clearly defined conduct.
- **Provisional Registration** - Updated due to new language in the legislation.
- **Practice and Education Requirements for Restricted Activities and Advanced Practice** - Complements the Standards of Practice on Restricted Activities and Advanced Practice.
- **Declarations and Registration Requirements** - Ensures the CLPNA has external policies and procedures for members and the public. This aligns with the *Fair Registration Practices Act* and Regulation.
- **Substantial Equivalence** - Explains the requirements for substantial equivalence, the assessment process, and the potential results of the process.

## Interpretive Documents

- **Immunization Regulation Duties** (shifted from Info Sheet to Interpretive Document) - Guides LPNs through the requirements of the Immunization Regulation.
- **LPN Role in Bringing a Personal Directive into Effect** - Updated to ensure currency. Guides LPNs involved in the care of a patient with a personal directive and clarifies the role of the LPN in bringing a personal directive into effect.

## Practice Guidelines

- **Addressing Co-Worker Abuse in the Workplace.** This practice guideline helps the LPN to understand what may constitute abuse, recognize abuse and act appropriately.

- **Cultural Competence and Inclusive Practice.** The purpose of this document is to help LPNs understand cultural competence and inclusive practice as part of safe, competent, and ethical nursing care.
- **Infection Prevention and Control.** The purpose of this practice guideline is to provide nurses with knowledge and guidance for infection prevention and control in their practice.
- **Virtual Healthcare.** This document outlines expectations of providing virtual healthcare in a safe, competent, and ethical manner.
- **Self-Employed Practice.** This document outlines self-employed practice and the professional expectations of LPNs.
- **Evidence-Informed Practice.** This document provides guidance to LPNs about how to utilize the best research evidence to support their practice.

## Info Sheets

- **Common Questions: LPN Practice During COVID-19** - Provides up-to-date information about the COVID-19 pandemic in relation to LPN practice. Updated weekly and as appropriate with the most accurate information.
- **COVID-19 FAQ** - Updated weekly and as appropriate with the most accurate information.

## Other

- **Nursing Practice Self-Assessment Tool** - A tool to help LPNs assess if their work is considered the practice of practical nursing.
- **Guidelines for Self-Employed Nurses during Alberta's Relaunch Strategy** - At the direction of the Government of Alberta, collaborated with CARNA and CRPNA to create a guidance document for self-employed nurses providing healthcare services during Alberta's Relaunch.

Supporting Function

# COMMUNICATION



/ Facilitate responsive and relevant communication with the public, LPNs and stakeholders.

Communications at the CLPNA are intended to inform the public of regulatory standards, and the accountability of the LPN profession.

The CLPNA's website, social media platforms, CARE magazine, radio campaigns, and ongoing regular updates provide information about regulation, practice, research, ethics, and other relevant news to LPNs and stakeholders. In response to the pandemic, the CLPNA developed info sheets for LPN practice and for general knowledge related to COVID-19. These were shared and updated on a regular basis in response to public health direction.



The CLPNA conducted its first virtual annual general meeting with close to 400 registrants. It was also the first public presentation from the new Chief Executive Officer (CEO) Jeanne Weis. The hour-long event highlighted a welcome from Council President Valerie Paice, a farewell to retired CEO Linda Stanger, an overview of 2019 regulatory activities, and a look to the future.

In 2020, the CLPNA produced a Special History Edition of CARE magazine. This edition marked the culmination of a multi-year project and highlights the history of the licensed practical nurse profession in Alberta from 1947 to 2020.

Supporting Function

# ORGANIZATIONAL CULTURE



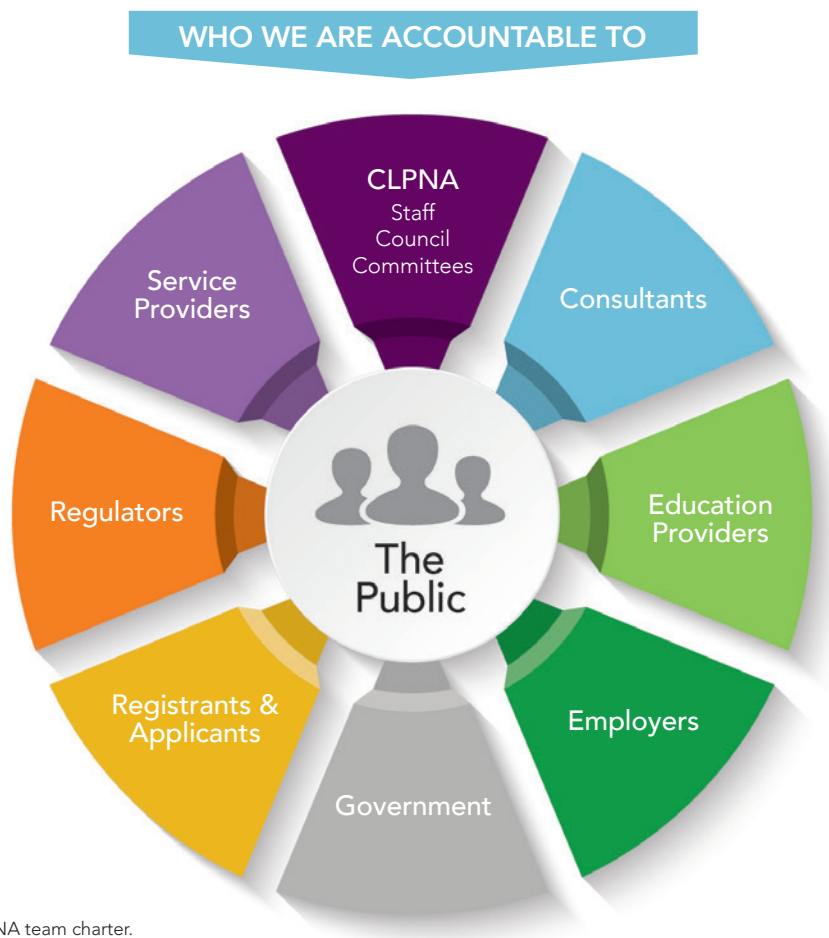
Create a productive environment built on trust, respect, safety, collaboration and a commitment to continuous improvement and fiscal responsibility.

The CLPNA is committed to support our legislated mandate through a healthy organizational culture and responsible stewardship.

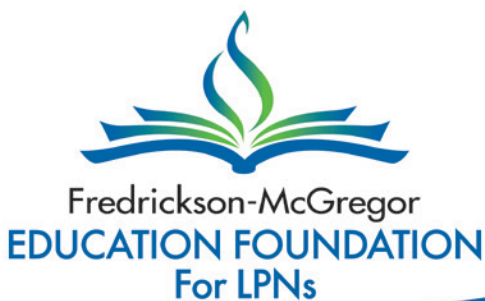
In March 2020, the CLPNA instituted their business contingency plan and set up a remote work environment in response to the COVID-19 pandemic. Significant information technology and communication requirements were enabled for each staff member, and operations continued without a pause during the transition to working from home. For the remainder of 2020, the CLPNA's staff continued to work primarily remotely, and to ensure safety, the CLPNA implemented a return-to-office package providing appropriate protocols for staff and for in-person appointments that included a small number of LPNs wanting to renew and/or pay for their 2021 renewal.

A new document management system was implemented in September and supports the organizational goals of security and efficiency. Other organizational tools were also implemented for continued communications, security, and efficiency, key to an effective remote work environment.

Resilience was referenced throughout 2020. The CLPNA held a virtual workshop for staff and also had professional development for LPNs on this topic. The overall culture of the CLPNA stayed positive and resilient throughout the year of working remotely in compliance with public health restrictions.



An excerpt from the CLPNA team charter.



Encouraging LPNs to increasingly strive to enhance their competencies.

The CLPNA received a grant in 2006 from Alberta Health and Wellness to support continuing education needs of LPNs. Since that time, the CLPNA has provided oversight of the grant funds through the Fredrickson-McGregor Foundation. The Fredrickson-McGregor Education Foundation for Licensed Practical Nurses has one goal in mind: *Encouraging LPNs to increasingly strive to enhance their competencies*. The Foundation administers the proceeds of a \$3 million endowment fund to enhance LPN knowledge, skills, and ability.

In 2020, the Foundation Education Grant Program approved 336 applicants for a total of \$223,661.51. Since the Education Grant Program began in September 2006, the Foundation has approved 7,196 applications for a total of \$3,219,415.92 in grants and distributed 73.5% of the approved funds.

#### 2020 APPROVED EDUCATION

The grant administrator is currently approving education that enhances LPN competencies. In 2020, the areas of education most applied for included Immunization, Foot Care, and one-day seminars, such as Challenging Geriatric Behaviours, and Supplements and Alternative Therapies.

#### FOUNDATION INITIATIVES

Foundation committee volunteers continued fundraising efforts through an online store and explored opportunities for continuous support. Due to the pandemic, the Foundation could not hold their annual awards ceremony, so instead released a video to celebrate and honour the 2020 Awards of Excellence recipients.

Top Grant-Approved Education of 2020	Funding Requests
NURS9501/Immunization	61
Advanced Practice Foot Care	61
Advanced Practice Orthopedic Nursing (contains 4 courses)	18
Human Service Administration	16
Challenging Geriatric Behaviours	15
Supplements and Alternative Therapies	11
Phlebotomy	11
General Surgery Symposium	9
Advanced Practice Perioperative Nursing (contains 4 courses)	9
PHAE503/IV Certification	8



# Alberta Health Care Aide Directory

Health care aides (HCAs) are an important part of Alberta's frontline healthcare workforce. Health care aides had until January 31, 2020, to enroll in the mandatory Alberta Health Care Aide Directory, led by the CLPNA. All HCAs working for a publicly funded employer must continue their enrolment on the Directory.

## ANNUAL RENEWAL

An annual renewal was established to provide HCAs the opportunity to update their personal and workforce information. The renewal period was open from April 1, 2020 to June 30, 2020, and 29,417 HCAs were requested to renew.

A total of 2,761 HCAs did not renew on the Directory. HCAs were provided information about how to reinstate their registration.

## SUBSTANTIALLY EQUIVALENT APPLICANTS

The CLPNA launched a new Substantial Equivalence Assessment process for HCAs in May 2020 and received 753 applications. Substantial equivalence assessment policies were developed outlining the specific requirements for the application process.

### APPROVED HCAs as of June 30, 2020

Competency Status	Approved HCAs	Percentage
Certified	19260	68.40%
Certified - In Progress	571	2.00%
Deemed Competent	2049	7.30%
Deemed Competent - In Progress	21	0.10%
Substantially Equivalent	6272	22.20%
<b>Grand Total</b>	<b>28173</b>	<b>100.00%</b>

### APPROVED HCAs as of December 31, 2020

Competency Status	Approved HCAs	Percentage
Certified	21823	69.71%
Certified - In Progress	576	1.84%
Deemed Competent	2063	6.59%
Deemed Competent - In Progress	45	0.14%
Substantially Equivalent	6799	21.72%
<b>Grand Total</b>	<b>31306</b>	<b>100.00%</b>

**Certified** are HCAs who have successfully completed and received a health care aide certificate in Alberta.

**Substantially Equivalent** are HCAs who either received their health care aide certificate outside of the province, graduates of an Alberta or Canadian nursing program (RN, LPN, RPN), or foreign-trained nurses.

**Deemed Competent** are HCAs who have completed a competency assessment profile with their employer.

**In Progress** status for each of the above are applications that are assigned to each of the above categories but are not verified.

# OVERVIEW OF YEAR-END STATISTICS

The following statistics provide an overview of the HCA workforce as of December 31, 2020.

The province of Alberta is divided into five zones, which are then subdivided by employer. The majority of HCAs are located in the two major urban centres and mainly work with contractor operators.

Zones in Alberta	AHS	Covenant Health	Contracted Operators	Private Operators	Other (No Employer)	Total	%
Area 0 - Out of Province/Country	44	0	103	4	49	200	0.64%
Area 1 - South Zone (Lethbridge & Medicine Hat)	512	264	1555	99	498	2928	9.35%
Area 2 - Calgary Zone	1485	20	6103	564	2933	11105	35.47%
Area 3 - Central Zone (Red Deer)	1864	137	2199	204	658	5062	16.17%
Area 4 - Edmonton Zone	1297	919	5352	668	2124	10360	33.10%
Area 5 - North Zone	952	4	422	57	216	1651	5.27%
Grand Total	6154	1344	15734	1596	6478	31306	100.00%

## AGE OF APPROVED HCAs as of December 31, 2020

Age	# of Employed HCAs	% of Employed HCAs
17-25	2478	7.92%
26-30	2533	8.95%
31-35	4172	13.33%
36-40	4710	15.05%
41-45	4728	15.10%
46-50	4232	13.52%
51-55	3235	10.33%
56-60	2476	7.91%
61-65	1667	5.32%
66+	805	2.57%
TOTAL	31306	100.00%

Average Age  
42.5

The primary employment of HCAs enrolled on the Directory is providing direct care in the continuing care sector, with almost 13% employed in home care and almost 60% in supportive and congregate living.

Facility Type by Primary Employer	# of Employed HCAs	% of Employed HCAs
Association / Government	62	0.23%
Community Health / Health Centre	2975	10.85%
Educational Institution	173	0.63%
Home Care Agency	3494	12.74%
Hospital (General / Maternal / Pediatric / Psychiatry)	3307	12.06%
Mental Health Centre	401	1.46%
Nursing Home / Long Term Care	15801	57.61%
Nursing Stations (Outposts or Clinics)	110	0.40%
Physician's Office / Family Practice Unit	64	0.23%
Private Nursing Agency / Private Duty	9	0.03%
Rehabilitation / Convalescent Centre	127	0.46%
Self-Employed	113	0.41%
Other	791	2.89%
<b>Grand Total</b>	<b>27427</b>	<b>100.0%</b>

## HCA PROVINCIAL EXAM

The CLPNA partnered with Alberta Health in developing a provincial exam for HCAs. Students register for and access the exam through the Alberta Health Care Aide Directory. It is a requirement that students must pass the provincial exam to successfully complete the program and receive their certificate. The exam is delivered online by a virtual proctor and available 24 hours a day, seven days a week.

The exam provides a standardized assessment to determine HCA students' success in meeting the HCA competencies outlined in the Government of Alberta HCA Competency Profile (2018). The provincial HCA exam is psychometrically sound and tests the student's knowledge of the Government of Alberta Provincial HCA Curriculum (2019). The exam became available in July 2020.

## HCA BRIDGING MODULES

There have been inquiries about HCAs wanting to bridge the gap in education from the 2013 HCA curriculum to the new 2019 curriculum. To assist with this, bridging modules were developed as part of the curriculum redevelopment. HCAs can access these modules through the Alberta HCA Directory free of charge.

Currently, there are four self-study Bridging Modules available:

- Dementia
- Mental Health and Addictions
- Palliative and End-of-Life Care
- Professional Development

The page features several large, overlapping geometric shapes. A purple parallelogram is at the top left. A large light blue shape, resembling a stylized 'L' or a corner, is on the left side. A green parallelogram is at the bottom center. A large, light gray shape with a subtle circular pattern is on the right side. The text 'FINANCIAL HIGHLIGHTS' is centered over the intersection of the purple and blue shapes.

# FINANCIAL HIGHLIGHTS

## Statement of Financial Position

December 31, 2020

2020

2019

### ASSETS

#### CURRENT

Cash	\$ 5,802,936	\$ 4,998,679
Cash held for restricted funds	73,732	92,246
Investments	7,213,702	7,113,089
Accounts receivable	15,508	23,963
Prepaid expenses	307,533	217,795
	<u>13,413,411</u>	<u>12,445,772</u>

#### INVESTMENTS RESTRICTED FOR ENDOWMENT FUND

#### CAPITAL ASSETS

3,085,590	3,163,154
<u>1,361,156</u>	<u>1,313,933</u>

<u>\$ 17,860,157</u>	<u>\$ 16,922,859</u>
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### LIABILITIES

#### CURRENT

Accounts payable and accrued liabilities	\$ 742,059	\$ 963,530
Deferred grant revenue	71,207	90,817
Prepaid registration fees	5,919,710	5,700,632
Deferred Health Care Aide licensing revenue	191,957	-
	<u>6,924,933</u>	<u>6,754,979</u>

#### LEASE INDUCEMENT

305,198	352,521
<u>7,230,131</u>	<u>7,107,500</u>

### NET ASSETS

Unrestricted	5,656,907	4,811,899
Internally restricted for Seniors Care Education	526,373	526,373
Restricted net assets		
Capital Fund	1,361,156	1,313,933
Endowment Fund	3,085,590	3,163,154
	<u>10,630,026</u>	<u>9,815,359</u>

<u>\$ 17,860,157</u>	<u>\$ 16,922,859</u>
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Approved by the Council



President



Vice President

## Statement of Operations

Year Ended December 31, 2020	2020	2019
<b>REVENUE</b>		
Registration fees		
Active	\$ 6,071,960	\$ 5,935,331
Out of province assessment	336,949	284,737
Late	104,650	110,100
Fines	33,880	21,200
Associate	37,653	31,707
License verification	51,297	43,995
Consulting		
Health Care Aide special projects	299,403	294,435
Program development	-	9,990
National examinations	310,200	466,617
Annual general meeting	6,000	131,844
Jurisprudence examination	34,546	46,509
Program fees	36,500	45,000
Advertising	15,032	8,920
Interest income	114,248	174,735
Miscellaneous	-	517
Alberta Directory grant	-	229,327
Directory Enhancement grant	459,245	209,183
	<b>\$ 7,911,563</b>	<b>8,044,147</b>

## Statement of Operations

Year Ended December 31, 2020	2020	2019
<b>EXPENSES</b>		
Administration		
Public information	21,473	32,687
Rent and occupancy costs	262,951	348,477
Office and computer	525,100	423,786
Amortization of capital assets	256,627	218,561
Bank charges and interest	140,616	153,142
Postage	6,610	20,691
Professional fees	129,224	80,560
Telephone and utilities	34,804	35,524
Consulting fees	17,826	20,974
Printing	1,851	1,536
Travel	19,754	83,591
Jurisprudence project	33,770	26,399
Health Care Aide special projects	97,759	296,014
Seniors care education	-	23,627
Alberta Directory grant	-	229,327
Directory Enhancement grant	459,245	209,183
Schedule of Personnel Costs	3,448,259	3,436,001
Schedule of Cost of Services	1,579,677	2,033,246
	<b>7,035,546</b>	<b>7,673,326</b>
<b>INCOME FROM OPERATIONS</b>	<b>876,017</b>	<b>370,821</b>
<b>OTHER INCOME</b>		
Unrealized gain on investments	16,214	196,815
Loss on disposal of investments	-	(17,980)
	<b>16,214</b>	<b>178,835</b>
<b>EXCESS OF REVENUE OVER EXPENSES</b>	<b>\$ 892,231</b>	<b>\$ 549,656</b>

## Endowment Fund - Statement of Operations

Year Ended December 31, 2020	2020	2019
<b>REVENUE</b>		
Investment income	\$ 45,100	\$ 66,871
Unrealized gain on portfolio investments	76,141	255,168
Gain on disposal of long-term portfolio investments	1,010	60,700
	<u>122,251</u>	<u>382,739</u>
<b>EXPENSES</b>		
Brokerage fee	29,815	27,190
Donation to Fredrickson McGregor Education Foundation	170,000	170,000
	<u>199,815</u>	<u>197,190</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENSES</b>	<u>\$ (77,564)</u>	<u>\$ 185,549</u>

## Statement of Changes in Net Assets

Year Ended December 31, 2020					
	2019 Balance	Excess of revenue over (under) expenses	Invested in capital assets	Transfers	2020 Balance
Unrestricted	\$ 4,811,899	\$ 1,148,858	\$ (303,850)	\$ -	\$ 5,656,907
Internally restricted for Seniors Care Education	526,373	-	-	-	526,373
Capital Fund	1,313,933	(256,627)	303,850	-	1,361,156
Endowment Fund	3,163,154	(77,564)	-	-	3,085,590
	<u>\$ 9,815,359</u>	<u>\$ 814,667</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,630,026</u>

The complete audited financial statements are available by contacting the CLPNA at 780.484.8886

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