Entry-to-Practice Requirements for Five Professions in Five Canadian Provinces:

Nurses

Office of the Fairness Commissioner
595 Bay Street, Suite 1201
Toronto ON
M7A 2B4
Canada
416.325.9380 or 1.877.727.5365
ofc@ontario.ca
www.fairnesscommissioner.ca

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The Office of the Fairness Commissioner is an arm's-length agency of the Ontario government, established under the Fair Access to Regulated Professions Act, 2006. Its mandate is to ensure that certain regulated professions have registration practices that are transparent, objective, impartial and fair.
1. INTRODUCTION

The Office of the Fairness Commissioner (OFC) in Ontario has studied the entry-to-practice requirements for regulated professions in other Canadian jurisdictions. This research allows the OFC to understand how the requirements in Ontario compare with those outside the province and informs its mandate of assessing the registration practices of Ontario’s regulatory bodies to ensure they are transparent, objective, impartial and fair.

The OFC looked at entry-to-practice requirements for teachers, nurses, engineers, lawyers, and physicians and surgeons in British Columbia, Alberta, Saskatchewan, Manitoba and Quebec. These regulated professions were the five largest by number of members in Ontario in 2008, and the provinces are the five largest in Canada by population, outside of Ontario. This study reports requirements that relate to both internationally trained and domestically trained applicants.

The study examines the following categories of entry-to-practice requirements:

- Requirements for Full Registration or Permanent Certification
- Documentation Required
- Credentials Assessment (Third Party and/or Internal)
- Academic/Program Requirements
- Work or Practice Experience Requirements
- Examinations
- Language Requirements
- Fees Associated with the Licensing Process
- Third Parties Involved in the Licensing Process
- Typical Length of the Licensing Process
- Internal Review/Appeal Process

The categories examined correspond to those studied in the OFC’s 2007 Studies of Registration Practices of regulated professions in Ontario. This study focuses only on the requirements for full or permanent registration. The other classes of licence offered by the regulatory bodies are too numerous and vary too greatly among the jurisdictions to be covered here.

The information reported here was gathered primarily from the regulatory bodies’ websites and was supplemented by other provincial online resources and by inquiries to the regulatory bodies directly. The information was circulated to each regulatory body for verification of completeness and accuracy. All information, unless otherwise marked, has been validated by the regulatory body in question and is accurate as of January 2010. For the most up-to-date information, check the regulatory bodies' websites.

The study includes a table for each profession, which allows for easy comparison of the entry-to-practice requirements between Ontario and the other five provinces. A summary of findings appears below.

This research provides a comparative context for registration requirements in Ontario and it will inform the OFC’s
expectations of Ontario regulatory bodies. Such comprehensive information on entry-to-practice requirements for these five professions is not available elsewhere.

This research also provides a snapshot of registration requirements as they stand on the eve of the implementation of the Agreement on Internal Trade (AIT) and provides a good baseline against which to measure the effects of the AIT. The revised agreement was signed in January 2009 by all first ministers and is at different stages of implementation in the various jurisdictions across Canada. According to the agreement, persons who have an unrestricted licence to practise in a given Canadian jurisdiction are eligible for a licence in any other Canadian jurisdiction without undergoing another assessment and without having to meet any additional requirements. This means that, despite any differences in requirements between jurisdictions, licensees are entitled to full labour mobility unless exceptions have been approved.

Regulatory bodies have been holding discussions to determine how best to respond to their obligations under the AIT and have speculated that the AIT may result in the eventual harmonization of requirements across the country. The OFC will continue to monitor developments and to work with regulatory bodies in Ontario to ensure that any changes proposed adhere to the principles of transparency, objectivity, impartiality and fairness and do not result in a greater burden on applicants in the province.
2. SUMMARY OF FINDINGS

Overall, the basic entry-to-practice requirements for British Columbia, Alberta, Saskatchewan, Manitoba and Quebec vary little within each profession. The education, work/practice experience, examinations and language competency required are often substantially similar. The important differences are highlighted below.

The manner in which the requirements for entry to practice are described is often very diverse among regulators in the same profession, making it difficult to understand the differences and similarities in requirements. There is also enormous variation in the clarity and completeness of the information on different regulators' websites. As a result, potential applicants attempting to determine the requirements for entry to practice from province to province may experience great confusion.

The registration processes in Quebec are the most distinct. The length of postsecondary education required is usually shorter than in the other provinces. Three out of the five professions studied require applicants to undertake some sort of training program for orientation to the practice of the profession in Quebec, and where other provinces use national examinations Quebec has developed its own. There is also a standardized French-language examination that all applicants for registration must pass, regardless of the profession. The only exception is for teachers who will be teaching in the English language.

When the regulatory bodies for the professions surveyed were asked to provide an indication of the typical length of the registration process for their applicants, the responses varied considerably. Some declined to provide a specific response, stating that the process depends entirely on the individual applicant. In many instances, the length of time is longer for international graduates than for graduates from Canada or the United States. Regulators cite the time required for credentials assessment and for receiving the required documentation as the main factors that prolong the process for the internationally trained. It is also difficult to compare the lengths of the registration processes for the various regulatory bodies of a given profession because they use different starting points. Some start the count only after all the documentation has been received, credentials assessment is complete, and the applicant has finished any remedial education or training that was necessary to meet the requirements. Others calculate the length from the initiation of an application, and still others, as in the case of engineers in Quebec, from the initiation of the program of required professional experience.

Compared with the other provinces surveyed, Ontario has more or less onerous requirements, depending on the profession.

For teaching, Ontario has some of the least stringent requirements for teacher education for permanent certification.

For registered nursing, Ontario's requirements are no more onerous than those of other provinces. Before the implementation of the Agreement on Internal Trade, the College of Nurses of Ontario was requiring applicants who graduated after 2005 without a four-year baccalaureate degree to complete additional education before they could be issued a full licence. This is no longer the case.

Applicants to the professional engineering designation in Ontario do not have to meet any more burdensome requirements than in the other provinces surveyed. In fact, Ontario is the only province that does not have a language requirement. Like Alberta and British Columbia, however, Ontario demands Canadian citizenship or permanent residency for full registration.

For lawyers, Ontario stands out by offering the possibility of exemption for internationally trained applicants from the entire articling term if they have sufficient professional experience. This exemption was introduced in 2008. Unlike many of the other provinces, however, it does not offer exemption from the bar admission course.

Applicants to the profession of physician or surgeon in Ontario have to meet similar requirements to those of the other provinces studied.

Information is accurate as of January 2010. Check the regulatory bodies' websites for the most up-to-date information.

Nurses

The basic requirements for registered nurses are the same in all six provinces surveyed: applicants must have graduated from a recognized nursing program, must pass a professional examination and must demonstrate language competency, and the ability to practise, either by having graduated in the past four or five years or by having practised a
given number of hours during that time. This ability to practise is referred to variously as competency, currency of practice, safe practice or fitness to practise. In Quebec, the number of required hours is 500; it is 1,125 everywhere else. All the provinces also require registration in good standing where the applicant previously practised.

British Columbia and Alberta have an additional requirement for internationally trained nurses: they must first apply for a provisional licence and complete 250 or 225 hours of practice in the province before they are eligible for full registration. In Quebec, there is an additional requirement, but it applies to all applicants who completed their nursing education outside the province, not only to internationally trained nurses: they must complete a Professional Integration Program that may last from a few weeks to a few months, depending on the applicant's profile.
### 3. COMPARISON

This table is accurate as of January 2010 and compares the requirements for full registration. Applicants may be able to practise under other types of licence. Check the regulatory bodies' websites for the most complete and up-to-date information.

<table>
<thead>
<tr>
<th>Entry-to-Practice Requirements: Nurses</th>
<th>Ontario</th>
<th>British Columbia</th>
<th>Alberta</th>
<th>Saskatchewan</th>
<th>Manitoba</th>
<th>Quebec</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduation from a nursing education program</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Pass standing on Canadian Registered Nurse Examination (CRNE)</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>(OIIQ exam or CRNE)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Good character</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Formal assessment of language proficiency (languages accepted)</td>
<td>✓ (Eng/Fr)</td>
<td>✓ (Eng)</td>
<td>✓ (Eng)</td>
<td>✓ (Eng)</td>
<td>✓ (Eng/Fr)</td>
<td>✓ (Fr)</td>
</tr>
<tr>
<td>Minimum Canadian experience</td>
<td>0</td>
<td>250 hours</td>
<td>225 hours</td>
<td>0 0 0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Positive Canadian employer recommendation</td>
<td></td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Province-specific training program</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Registration in good standing where applicant has practised</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Practice required if time since graduation exceeds 4 or 5 years</td>
<td>1,125 hours</td>
<td>1,125 hours</td>
<td>1,125 hours</td>
<td>1,125 hours</td>
<td>1,125 hours</td>
<td>500 hours</td>
</tr>
<tr>
<td>Refresher or remedial nursing education accepted in place of practice hours if time since graduation exceeds 4 or 5 years</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Typical length of registration process</td>
<td>15 days</td>
<td>3 to 4 months to 3 years</td>
<td>Varies</td>
<td>Varies</td>
<td>Varies</td>
<td>Varies</td>
</tr>
</tbody>
</table>
4. BRITISH COLUMBIA

Regulatory body: College of Registered Nurses of British Columbia (CRNBC), www.crnbc.ca

Requirements for Full Registration

- Graduation from a registered nurse education program that is recognized in the jurisdiction in which the program was offered
- Proof of ability to practise, including proof of registration as a nurse in the jurisdiction where applicants were educated and everywhere else they have worked, employer references and practice hours in the previous five years
  - Applicants who have graduated more than five years ago must provide proof of having worked a minimum of 1,125 hours to be considered competent.
- Good character, based on references and a criminal record check and lack of evidence of dishonesty, misrepresentation, convictions or charges
- Fitness to practise, as demonstrated by employer references, being registered in good standing where the applicant was educated and anywhere else he or she practised, and having no health problems that impair ability to practise
- Successful completion of the Canadian Registered Nurse Examination (CRNE)
- English competency
- For internationally educated nurses, a minimum of 250 hours of Canadian work experience and a positive employer recommendation.

Note: Provisional registration is a required step in the process for full registration and is necessary to allow internationally educated applicants to meet the requirement for 250 hours of practice. Applicants identified as requiring educational upgrading after a Substantially Equivalent Competency (SEC) assessment may also be permitted to practise with a provisional permit while they complete supplementary education.

Documentation Required

- Application form
- As proof of identity, a photocopy of one of the following: birth certificate, passport, Canadian immigrant visa and record of landing, Canadian permanent resident card, Canadian confirmation of permanent residence, marriage certificate, government-issued change of name certificate
- Proof of English competency (test scores)
- All original transcripts relating to the applicant's nursing education (or other evidence reflecting the applicant's degree that meets the requirements of the registration committee). The school must attach CRNBC Form 30, which provides information about the specific number of hours covered in an educational program.
- Verification of registration from the jurisdiction where the applicant obtained nursing education and from all jurisdictions where the applicant has been registered
  - Applicants who are not registered need to provide an explanation (e.g., no regulatory body exists in that jurisdiction). A copy of an employment contract from positions held by the applicant is also required when there is no regulatory body.
- Criminal record check
- Statutory declaration

Credentials Assessment (Third Party and/or Internal)

- The CRNBC undertakes credentials assessment itself. However, if it is unable to assess an application using paper documentation alone, applicants will be required to undertake a SEC assessment to determine if they meet requirements for registration. The SEC is provided free of charge. It is conducted only at Kwantlen Polytechnic University.
- The SEC assessment is also used to evaluate candidates when it is not clear that their education and experience have prepared them to meet the standards for practice in British Columbia.

Academic/Program Requirements
All applicants must have graduated from a registered nurse education program that is recognized in the jurisdiction in which it is offered.

**Practice Experience Requirements**
- Applicants who graduated more than five years ago must have worked a minimum of 1,125 hours within those five years to be considered competent. If they do not meet this requirement, the SEC assessment is used to identify what supplementary education might be required to allow them to practise safely.
- Internationally educated applicants must work under a British Columbia employer for a minimum of 250 hours and receive a positive recommendation to be eligible for full registration. This is referred to as “meeting the Canadian employment requirement.”

**Examinations**
All applicants must pass the CRNE.
- Applicants who graduated from a nursing education program outside British Columbia may not write the CRNE before they meet all requirements for registration (with the exception of the 250-hour Canadian employment/reference requirement).
- Candidates may write the CRNE three times only, unless the CRNBC board grants permission for a subsequent writing. Applicants who have failed the registration examination twice will be required to complete remedial studies prior to writing the examination a third or subsequent time. Applicants who have failed three times may apply to the board for a fourth or subsequent writing.

**Language Requirements**
Applicants whose first language is not English must provide proof of proficiency by one of the following:
- Canadian English Language Benchmark Assessment for Nurses minimum scores: speaking 8, listening 9, reading 8, writing 7
- IELTS minimum overall test score 6.5, minimum speaking test score 7 (no score lower than 6)
- TOEFL Internet-based test minimum combined score for reading, writing and listening 60, minimum score for speaking 26
- TOEFL paper-based test minimum score 550; TOEFL computer-based test minimum score 213; with Test of Spoken English minimum score 50
- Michigan English Language Assessment Battery minimum score for composition, listening, grammar/reading 83, minimum score for speaking 3

**Fees Associated with the Licensing Process**
- International applicant assessment fee: $250 plus GST
- Canadian applicant assessment fee: $65 plus GST (this fee does not apply for international applicants)
- CRNE fee: $600 plus GST
- Registered Nurse registration fee: $370 plus GST
- Provisional registration fee: $370 plus GST

**Third Parties Involved in the Licensing Process**
- The SEC assessment is conducted by the Internationally Educated Nurses Assessment Service of British Columbia at Kwantlen Polytechnic University.
- The CRNBC administers the CRNE in accordance with policies of Assessment Strategies, Inc., a subsidiary of the Canadian Nurses Association.
- The CRNBC has also used World Education Services on occasion to provide additional information about applicants' education and related documents.

**Typical Length of the Licensing Process**
Once the CRNBC receives all required documents, the SEC assessment has been completed (if required) and the results are received by the CRNBC, applicants usually receive notification of next steps within six to eight weeks. The length of time from assessment to registration varies depending on the requirements that need to be met. The CRNBC
provides a blanket estimate of three to four months to three years.

**Internal Review/Appeal Process**

Applicants may request a review of any registration decision from the external Health Professions Review Board under the British Columbia Health Professions Act. Requests must be made in writing within 30 days of the decision.
5. ALBERTA

Regulatory body: College and Association of Registered Nurses of Alberta (CARNa), [www.nurses.ab.ca/carna/index.aspx](http://www.nurses.ab.ca/carna/index.aspx)

Requirements for Full Registration

- Graduation from a recognized generalist registered nurse education program
- Currency of nursing practice, as demonstrated by at least one of the following in the past five years:
  - Successful completion of a satisfactory nursing degree or nursing program
  - or
  - 1,125 hours of nursing practice
  - or
  - Successful completion of a satisfactory nursing refresher program
- Proof of competence, as demonstrated by having an appropriate combination of education, experience, practice or other qualifications
- Good character and reputation, as demonstrated by
  - Registration in good standing in the jurisdiction of original nursing education and each jurisdiction where the applicant has practised in the last five years
  - Declaration of current encumbrance or investigation or previous disciplinary action by a regulatory body
- Fitness to practise, as demonstrated by a declaration relating to physical health, mental health, any experience of addiction and the presence or history of infection with a blood-borne viral illness
- Successful completion of the Canadian Registered Nurse Examination (CRNE)
- English proficiency
- For internationally educated nurses and Canadian graduates who have not been registered in the past five years, a minimum of 225 hours of Canadian work experience and a positive employer recommendation
- For internationally educated nurses, evidence of substantially equivalent competence to that expected of the RN in Alberta

Note: Obtaining a temporary permit is a required step in the process for full registration and is necessary to allow internationally educated applicants to meet the requirement for 225 hours of practice. Applicants identified as requiring educational upgrading after the Substantially Equivalent Competency (SEC) assessment may also be permitted to practise with a restricted temporary permit while they complete supplementary education.

Documentation Required

- Application form
- Proof of identity: birth certificate and another piece of government-issued picture identification showing the full legal name
- Proof of English proficiency (test scores)
- Nursing education transcript from the initial nursing program and any additional programs
- Verification of registration in the jurisdiction where the nursing education program was completed and each jurisdiction where the applicant has practised in the last five years
- Documentation regarding nursing practice and experience
- Alberta employer reference(s)

Credentials Assessment (Third Party and/or Internal)

- CARNa undertakes credentials assessment itself. However, if it is unable to assess an application using paper documentation alone, applicants will be required to undertake a SEC assessment to determine if they meet requirements for registration. It is administered by Mount Royal University in Calgary and is conducted in Calgary
CARRA sends education transcript documents to the International Qualifications Assessment Service (IQAS) for a comparison of the level of education qualifications to those in Canada. CARRA pays for this evaluation.

**Academic/Program Requirements**

All applicants must have graduated from a recognized generalist registered nurse education program.

**Practice Experience Requirements**

- All applicants must demonstrate currency of nursing practice, through either paid work or post-licensing nursing education. Currency is demonstrated by having practised 1,125 hours in the last five years, or by having completed a basic nursing education program in the last five years, or by having completed a nursing refresher or re-entry program in the last five years.
- Internationally educated nurses and Canadian graduates who have not been registered in the past five years must work under an Alberta employer for a minimum of 225 hours and receive a positive recommendation to be eligible for full registration.

**Examinations**

All applicants must pass the CRNE, which they can attempt up to three times.

**Language Requirements**

Applicants whose first language is not English must provide proof of proficiency by one of the following means:

- Canadian English Language Benchmark Assessment for Nurses minimum scores: speaking 8, listening 9, reading 8, writing 7
- IELTS (academic) minimum overall test score 6.5, minimum speaking test score 7

**Fees Associated with the Licensing Process**

- Application assessment fee: $210
- CRNE fee: $519.75
- Registered Nurse registration fee: $430.50
- Registered Nurse temporary registration fee: $212.25

**Third Parties Involved in the Licensing Process**

- The SEC assessment is conducted by Mount Royal University in Calgary and Edmonton.
- The Canadian Nurses Association administers the CRNE.
- IQAS conducts comparisons of the level of education qualifications with those in Canada.

**Typical Length of the Licensing Process**

There is no typical length for the registration process, according to CARRA. The time involved depends on whether applicants are referred for an SEC assessment and how quickly they choose to undertake the assessment. The timeline depends also on whether remedial education is required.

**Internal Review/Appeal Process**

Applicants may request a review of any registration decision under the Alberta Health Professions Act. Requests must be made in writing within 30 days of the decision.
6. SASKATCHEWAN

Regulatory body: Saskatchewan Registered Nurses Association (SRNA), [www.srna.org](http://www.srna.org)

**Requirements for Full Registration**

- Graduation from a basic nursing education program at a postsecondary level
- Currency of nursing practice, as demonstrated by at least one of the following in the past five years:
  - Graduation from an approved nursing education program
  - 1,125 hours of nursing practice
  - Successful completion of an approved nursing re-entry program
- Good character, based on employer references and lack of evidence of dishonesty, misrepresentation, criminal convictions or charges
- Successful completion of the Canadian Registered Nurse Examination (CRNE)
- English language proficiency
- Eligibility for registration in the jurisdiction where the applicant was educated as a nurse (Canadian applicants only)
- Registration in good standing in the jurisdiction where the applicant most recently worked as a nurse
- Proof of identity
- Completion annually of the Continuing Competence Program, a four-part self-reflective practice review. New applicants must have fulfilled the continuing competence requirements of the jurisdiction where they most recently practised registered nursing.

**Documentation Required**

- Application form
- Proof of currency of practice
- Proof of identity: photocopies of birth certificate and all change-of-name documents (including any marriage certificates) and copy of one additional piece of identification (preferably passport)
- Proof of English proficiency (test results)
- Proof of good character, as shown by answers to questions on the Application for Assessment form
- All transcripts relating to nursing education (directly from source)
- RN employment/education history
- Competency assessment declaration
- Employer reference
- Verification of registration/licensure in good standing from where the applicant received basic nursing education
- Verification of registration/licensure in good standing in the jurisdiction where the applicant most recently worked as a nurse

**Credentials Assessment (Third Party and/or Internal)**

The SRNA undertakes credentials assessment itself. The International Qualifications Assessment Service (IQAS) is used as required. If the SRNA is unable to make a determination of equivalence using paper documentation alone, applicants will be required to undertake a Substantially Equivalent Competency (SEC) assessment at the Saskatchewan Institute of Applied Science and Technology to determine whether they meet requirements for registration.

**Academic/Program Requirements**

All applicants must have graduated from a basic nursing education program at a postsecondary level that has been deemed equivalent to an approved Saskatchewan basic nursing education program. The program must have included theoretical and clinical experience in medicine, surgery, obstetrics, pediatrics, psychiatry, gerontology and community...
Practice Experience Requirements

- All applicants must prove currency of nursing practice. Currency is demonstrated by having graduated from an approved nursing education program, or by having practised 1,125 hours in the last five years, or by having successfully completed an approved nursing re-entry program.
- Applicants who do not meet the currency of nursing practice requirements will be referred to the Saskatchewan Institute of Applied Science and Technology for the RN re-entry program.

Examinations

All applicants must pass the CRNE, which they can attempt up to three times.

Language Requirements

Applicants whose first language is not English must provide proof of proficiency by one of the following means:

- Canadian English Language Benchmark Assessment for Nurses minimum scores: speaking 8, listening 9, reading 8, writing 7
- IELTS minimum overall test score 6.5, minimum speaking test score 7
- TOEFL Internet-based test overall score 86; minimum combined score for reading, writing and listening 60, minimum score for speaking 26
- TOEFL paper-based test minimum score 550; TOEFL computer-based test minimum score 213; with Test of Spoken English computer-based test minimum score 50
- Michigan English Language Assessment Battery minimum score for composition, listening, grammar/reading 83, minimum score for speaking 3

Fees Associated with the Licensing Process

- Application assessment fee: $210
- CRNE fee: $536.95 (includes GST)
- Registered Nurse registration fee: $535.50 (includes GST)

Third Parties Involved in the Licensing Process

- IQAS evaluates the qualifications of applicants, when required by the SRNA.
- The SEC assessment is conducted by the Saskatchewan Institute of Applied Science and Technology.
- The Canadian Nurses Association administers the CRNE.

Typical Length of the Licensing Process

- Processing the application of an internationally educated nurse takes an average of three months once all documents are received. For domestic graduates, it takes an average of two days once all documents are received. Outcomes of the SEC assessment are rendered in three to five weeks.
- The length of the registration process depends upon timely receipt of required documentation, English test results, whether remedial education is required and when that education is undertaken.

Internal Review/Appeal Process

Applicants who are not satisfied with the decision of the Registrar are able to appeal in writing to the SRNA council within 30 days after a decision has been rendered.
7. MANITOBA

Regulatory body: College of Registered Nurses of Manitoba (CRNM), [www.crnm.mb.ca](http://www.crnm.mb.ca)

**Requirements for Full Registration**

- Graduation from a recognized basic nursing education program and completion of a course of instruction approved by the board of directors if required
- Successful completion of the Canadian Registered Nurse Examination (CRNE)
- Proficiency in English or French
- Continuing competence, as demonstrated in one of the following ways:
  - By practising as a registered nurse for a minimum of 1,125 hours in the previous five years
  - By having completed a nursing education program in the previous four years
  - By passing the CRNE in the previous four years
  - By undergoing an assessment of prior learning and successfully completing a course of instruction based on the learning needs identified in the assessment
- Fitness to practise, based on a criminal record check and the disclosure of mental or physical illness
- Registration in good standing in every jurisdiction where the applicant was registered in the past seven years
- Currency of practice
- Proof of safe practice, as demonstrated by discipline history
- Proof of competence

**Documentation Required**

- Application form
- As proof of identity, a photocopy of a passport, birth certificate or marriage certificate
- Proof of English or French proficiency (test scores)
- All original transcripts relating to the applicant’s nursing education
- Verification of Registration form from the jurisdiction where the applicant obtained nursing education and from all jurisdictions where the applicant has been registered in the past seven years
- Verification of Practice Hours form from all employers for whom the applicant worked as a registered nurse in the past five years
- Documentation of all registered nursing experience and practice since the applicant graduated from the nursing program
- Verification of authenticity of all documents relating to educational history
  - All original transcripts relating to the applicant’s entire educational history (including secondary education) must be sent to the International Qualifications Assessment Service (IQAS) for a basic assessment.
- A criminal record check

**Credentials Assessment (Third Party and/or Internal)**

The CRNM undertakes credentials assessment itself. However, if it is unable to assess an application using paper documentation alone, applicants will be required to undertake a Substantially Equivalent Competency (SEC) assessment at the Health Sciences Centre in Winnipeg to determine whether they meet the requirements for registration.

**Academic/Program Requirements**

All applicants must have graduated from a recognized basic nursing education program and, if required, completed a course of instruction approved by the board of directors.

**Practice Experience Requirements**

Applicants who graduated more than four years ago must have worked a minimum of 1,125 hours within those five years to be considered competent or have completed an approved RN refresher program in the past four years.
Examinations
All applicants must pass the CRNE. Candidates may write the CRNE a maximum of three times.

Language Requirements
• Applicants whose first language is not English must provide proof of proficiency by one of the following means:
  ○ Canadian English Language Benchmark Assessment for Nurses minimum scores: speaking 8, listening 9, reading 8, writing 7
  ○ IELTS minimum overall test score 6.5, minimum speaking test score 7 (no score lower than 6)
  ○ TOEFL Internet-based test minimum combined score for reading, writing and listening 79, minimum score for speaking 26
  ○ TOEFL paper-based test minimum score 550; TOEFL computer-based test minimum score 213; with Test of Spoken English (TSE) minimum score 50
  ○ Michigan English Language Assessment Battery minimum score for composition, listening, grammar/reading 83, minimum score for speaking 3
  ○ Test of English for International Communication 730 with TSE 50
  ○ Academic English Program for University and College Entrance, Red River College, minimum score of 65 per cent with successful completion of all assignments
• The French competency test accepted is the Test de français international, with a minimum overall score of 750.

Fees Associated with the Licensing Process
• Application processing fee for internationally educated nurses: $105
• Application processing fee for Canadian applicants: $52.50
• CRNE fee: $531.70
• Registered Nurse registration fee: $337.49

Third Parties Involved in the Licensing Process
• Prior to 2010, the CRNM used IQAS to verify the authenticity of all documents relating to an applicant's educational history. Beginning in 2010, credentials assessment has been conducted in-house.
• The SEC assessment is carried out by the Health Sciences Centre in Winnipeg.
• The Canadian Nurses Association (CNA) administers the CRNE.

Typical Length of the Licensing Process
• Processing the application of an internationally educated nurse takes an average of 20 business days once all documents are received. The remaining length of the registration process depends on whether remedial education is required and when it is undertaken.
• It takes between six and 18 months to receive the outcome of the SEC assessment.

Internal Review/Appeal Process
Applicants whose application for registration is denied or subjected to conditions may appeal the registration decision to the board of directors. Written notice with reasons must be filed within 30 days of the decision. The decision by the board may also be appealed to the court.
8. QUEBEC

Regulatory body: Ordre des infirmières et infirmiers du Québec (OIIQ), www.oiiq.org

Requirements for Full Registration

- Graduation from a nurse education program in Quebec or the equivalent
- Successful completion of a professional integration program for all applicants who received their nursing diploma outside Quebec
- Proficiency in French
- Successful completion of the OIIQ professional examination or the Canadian Registered Nurse Examination (CRNE)
- Good character
- Currency of practice
- Registration in good standing in the jurisdiction where the applicant has worked as a nurse

Documentation Required

- As proof of identity, one of the following: birth certificate, act of birth (acte de naissance), photocopy of passport, certificate of citizenship or official proof of legal admission to Canada as a permanent resident
- Proof of proficiency in French, by successful completion of the Office québécois de la langue française (OQLF) exam
- Academic record, including a description of courses taken, the number of related hours and the grades obtained
- All diplomas earned
- Forms attesting to schooling and official proof of the right to practise nursing outside Quebec
- Official documentation attesting to relevant work experience
- Évaluation comparative des études effectuées hors du Québec (Evaluation of studies undertaken outside Quebec)

Note: Documents received in languages other than English or French must be accompanied by an official translation. All documents must be certified true copies of the originals.

Credentials Assessment (Third Party and/or Internal)

Credentials assessment for applicants who received their nursing education outside Quebec is undertaken by the Admission by Equivalence Committee of the OIIQ. In assessing equivalency, the committee takes the following into consideration: total number of years of schooling, diplomas earned, the nature and content of the courses, training periods or upgrading activities and relevant clinical experience.

Academic/Program Requirements

- All applicants must have completed either a Diploma of Collegial Studies (DEC) or a bachelor of science degree.
- Both college- and university-level nursing training in Quebec comprises a minimum of 2,805 hours, of which at least 2,145 hours must be in nursing, distributed as follows:
  - Medical and surgical nursing: at least 615 hours
  - Mental health and psychiatric nursing: at least 120 hours
  - Nursing for adults and the elderly with loss of autonomy: at least 105 hours
  - Perinatal nursing: at least 75 hours
  - Nursing for children and teens: at least 90 hours
  - Biological sciences: at least 480 hours, of which 135 must be in microbiology, immunology and pharmacology
  - Social sciences: at least 180 hours
  - At least 1,035 hours of the 2,145 hours of specific training spent in practical clinical training, of which 240 hours concern the practical integration of knowledge relating to the legal, ethical, organizational and sociocultural aspects of nursing
- All applicants who received their nursing diploma outside Quebec must complete a Professional Integration
Program in the province. The length of the program is determined on a case-by-case basis by the Admission by Equivalence Committee, depending on the applicant's profile. It may last from a few weeks to a few months. (Candidates who are required to register at an educational institution to undertake the program must meet the institution's admission criteria.) The program provides the following training:

- Introduction to nursing in Quebec and to the occupation's professional, legal, ethical, organizational and sociocultural aspects
- Adapting current competencies to nursing practice in Quebec
- Learning the clinical skills necessary to provide safe and effective services in the Quebec setting

**Practice Experience Requirements**

There are no specific work requirements. However, applicants who have not practised at least 500 hours in the course of the last four years may be required to undertake a period of refresher training and to complete refresher courses. The executive committee will study the applicant's file and may decide to require the person to take a refresher training or course.

**Examinations**

Applicants must pass the OIIQ professional examination, unless they have been registered in another Canadian jurisdiction and have completed the CRNE. Applicants may attempt the exam three times within two years.

**Language Requirements**

The language requirements for an individual applying for registration in any profession in Quebec are the same, as dictated by the province's Charter of the French Language. Applicants must demonstrate competence in French by having had at least three years of full-time secondary or postsecondary studies in the language, or by passing the OQLF exam. Applicants who have met all other requirements for licensing may be granted a temporary permit for one year, renewable up to three times. They must pass the OQLF exam during this period. The OQLF examination is offered free of charge.

**Fees Associated with the Licensing Process**

The OIIQ charges no fees for licensing. The following fees apply to the assessment process:

- Application processing fee: $489.99
- Évaluation comparative des études effectuées hors du Québec fee: $105

**Third Parties Involved in the Licensing Process**

Language testing is administered by the OQLF.

**Typical Length of the Licensing Process**

- The Admission by Equivalence Committee meets approximately every six weeks and renders a decision for all processed and completed files.
- The Professional Integration Program may take anywhere from a few weeks to a few months, depending on how much remedial education is required.

**Internal Review/Appeal Process**

- If recognition of a diploma or training equivalence is refused, the applicant may request a hearing with the OIIQ to review its decision. Decisions following reviews are final.
- Applicants may also request a review of their professional exam results.