ACQUIRED LEARNING ASSESSMENT FOR THE PURPOSE OF REGISTRATION ON THE EXTENDED PRACTICE REGISTER

WHAT IS AQUIRED LEARNING ASSESSMENT?

It is the process of reviewing past work experiences along with formal and informal education to determine if applicants have acquired the competencies established by the College of Registered Nurses of Manitoba for an extended practice registered nurse RN(EP). The acquired learning may be recognized as substantially equivalent to the completion of formal education to satisfy the education requirements for the purposes of registration.

HOW DOES IT WORK?

Applicants must apply for and successfully complete two phases of the acquired learning assessment based on the Standards of Practice for Registered Nurses on the Extended Practice Register and Competencies for the Registered Nurse (Extended Practice) Register. They are:

1) Prior learning assessment (PLA) and
2) Clinical competence assessment (CCA).

The PLA is a paper based review of the applicant's documentation to determine if he or she has acquired the RN(EP) competencies. The CCA reviews the applicant's theoretical and clinical competencies. Applicants must successfully complete the PLA before they can move on to the CCA. All applicants must successfully complete both phases before they can apply to write the RN(EP) examination.

WHO CAN APPLY?

Applicants meeting the following criteria may apply for acquired learning assessment:

- Possession of current registration on the practicing RN register; and
- Completion of an application for RN(EP) registration; and
- Has not graduated from a College approved advanced practice education program.

Applicants who believe that they have acquired the required competencies for extended practice nursing as identified in the College document *Competencies for the Registered Nurse (Extended Practice) Register* should apply. Contact the Consultant, Registration Services to discuss your specific circumstances.

HOW DO I APPLY?

Complete the application for acquired learning assessment and complete the required education and experience questionnaires. Once completed, the application together with payment for the PLA and the education questionnaire should be forwarded to the College. Once you complete the PLA experience questionnaire, you provide it to your employer for completion of their portion and submission to the College. It is very important that the questionnaires are as complete as possible to assist in the assessment process and avoid unnecessary delays.

WHEN SHOULD I APPLY?

You should apply after submitting your application for registration on the RN(EP) register. The PLA questionnaires are quite extensive and require thoughtful, in-depth information that may take some time to complete. Starting the process early can help avoid delays.

WHAT IS INVOLVED IN THE PROCESS FOR ACQUIRED LEARNING ASSESSMENT?

The applicant completes the application form and pays the fee.

Phase 1 – Prior Learning Assessment

Once the applicant has submitted the application form, the required fee and completed both questionnaires – forwarding the experience questionnaire to his/her employer – there may be a pause in the process until the employer submits the completed experience questionnaire to the

College. This also applies if any support documents from the applicant's education facility are required. The review will only begin after the College has received both completed questionnaires and all required support documents. At that time, the questionnaires will be provided to the assessors for a blind review.

The assessors review all information and provide a report back to the College. Following the review of an applicant's submission for PLA there are two possible outcomes:

- The applicant has the requisite knowledge, skill and judgment in each of the competency areas
    - The applicant moves to clinical competence assessment;
- The applicant does not have the requisite knowledge, skill and judgment in one or more of the competency areas.
    - The applicant must successfully complete a course of instruction determined by the College before undergoing further assessment.

Phase 2 – Clinical Competence Assessment

The applicant must undergo a CCA to determine his or her clinical competence. Following the clinical competence assessment a report will be provided to the College. There are two possible outcomes following the clinical competence assessment:

- The applicant has the requisite knowledge, skill and judgment in each of the competency areas
    - The applicant moves to the next step in the registration application process.
- The applicant does not have the requisite knowledge, skill and judgment in one or more of the competency areas.
    - The applicant must successfully complete a course of instruction determined by the College.

Examination

The applicant will be approved to write an exam following successfully completing both the PLA and CCA. Applicants must write one of the following four approved examinations: the Canadian Nurse Practitioner Exam (CNPE), or the American Nurses Credentialing Centre (ANCC) Family, Pediatric or Adult Nurse Practitioner Exams.

How long is the entire process?

We expect the Phase 1 to take between 8 to 12 weeks to perform however it can't begin until all of the required information has been submitted. The time frame for completion of the process will vary if the comprehensiveness or clarity of the applicant's questionnaires and documentation falls short of what is required for a full assessment. In addition, there may be delays in accessing an assessor. Phase 2 will require an additional 8 to 12 weeks to complete. These time frames do not include delays, nor does it include the time needed to complete any courses of instruction identified in the PLA or CCA.

How much does it cost?

The total cost for PLA is $2100. This amount is payable before the PLA begins. This cost covers the assessment of documentation only.

The total cost for the CCA is $2520. This amount is payable following the PLA and must be received by the College before the CCA can begin.

Both of the above costs include taxes. The costs for any necessary courses of instruction are the responsibility of the applicant and are not included in the above costs.

For more information, please contact CRNM Registration Services at (204) 784-5181 or (800) 665-2027 (Manitoba toll-free)

This publication is provided for general information. For more specific information, see the CRNM *Standards of Practice for Registered Nurses*, the Canadian Nurses Association *Code of Ethics for Registered Nurses* and the Registered Nurses Act and Regulations. CRNM publications are available on our website at www.crnm.mb.ca

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