

Hours of Work

The Saskatchewan Association of Licensed Practical Nurses (SALPN), is responsible to ensure the safety of the public with the regulation of the LPN profession in Saskatchewan. The authority to regulate the LPN profession is derived from legislation, namely the LPN Act, 2000, and the Regulatory and Administrative Bylaws. As per the SALPN Regulatory Bylaw section 10(1)(a), the hours of work requirement is defined as *'have successfully completed a recognized practical nurse educational program within the previous four years, or have worked in licensed practical nurse activities approved by the council for at least 1250 registered working hours during the previous five years, or such longer period that the registrar may approve in writing'*. Hours of work must be accumulated by LPNs to maintain their eligibility for licensure renewal and must be acquired in an LPN role utilizing competencies outlined in the Legislative Interpretation, *Am I Practising Nursing* found at: http://salpn.com/images/Member/Leg._Documents/Am_I_Practising_Nursing.pdf.

The five-year time frame in which a SALPN member must obtain the minimally accepted hours provides a supportive environment to return to practice should a break in nursing practice occur due to family related responsibilities, illness, injury, etc. Members that leave practice, or are unable to practice, will in most cases, be successful in their return to Practising licensure status based on the allotted five-year time frame. The five-year time frame also is beneficial to those who hold part-time or casual employment as it allows an extended period to accumulate hours in LPN activities.

Renewal

Each year during the SALPN annual renewal process, members must declare the amount of nursing hours worked that year. The amount declared should only include actual nursing hours including overtime but should not include; vacation, sick, disability or education leaves, for example. Members generally estimate their hours from the date of their renewal until December 31st annually. The SALPN recognizes that due to the process of estimation, members may not be able to declare their hours exactly and therefore variations in reporting is understood. SALPN members may have to seek verification of their declared hours from their current or former employer(s) if randomly selected for audit.

Members who have not accumulated the required 1250 nursing hours in the time frame allotted are not eligible for licensure renewal and cannot practice as a LPN in Saskatchewan. Members who no longer meet the minimum hour requirement may choose to complete an out of province Practical Nurse re-entry program or the Practical Nursing program offered at Saskatchewan Polytechnic. Members who complete a re-entry or the full practical nursing program would have to successfully pass the Canadian Practical Nurse Registration Examination (CPNRE) to obtain practicing licensure with the SALPN. Please note there is no practical nurse re-entry program currently available in Saskatchewan.

Out of Province

New SALPN members who applied while licensed or registered in another Canadian jurisdiction, (excluding new Saskatchewan or out of province graduates), must meet the minimum hour requirement upon their first licensure renewal. Upon application, applicants will declare their employment hours independently. In some cases, an applicant may be required to arrange for an Employer Verification to be completed by their former or current employer(s) to have their LPN hours verified in order to be deemed eligible for renewal.

Members who have less than 1250 but more than 850 LPN hours in the last five-year period may choose to apply for an extension to accumulate the required hours necessary for licensure or renewal. The *SALPN Policy 2.12.01 Application for Hour Extension* can be found at;

http://salpn.com/images/SALPN/Policies-laws/2.12.01_SALPN_Extension_of_Hours_Policy_Revised_September_2016.pdf.

References

The Licensed Practical Nurses Act, 2000

Saskatchewan Association of Licensed Practical Nurses, Regulatory Bylaws, 2015

Saskatchewan Association of Licensed Practical Nurses, Legislative Interpretation, Am I Practising Nursing, 2013

Saskatchewan Association of Licensed Practical Nurses, Registration Policy 2.12.01, SALPN Extension of Hours Policy, 2016