

| STATEMENT of POLICY and PROCEDURE | | | |
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| Chapter: | Regulatory Administration | Policy #. | 2.5.01 |
| Section: | Return to Province Applicants | Issued: | December 6, 2013 |
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1. POLICY

Individuals who were formerly licensed with SALPN, are currently licensed in another Canadian province, and wish to return to practice in Saskatchewan, must complete and/or submit the following documents and/or requirements for assessment:

- a. Return to Province online application form;
- b. \$100.00 online application fee;
- c. Verification of Registration/Licensure from the jurisdiction(s) in which they are currently registered/licensed;
- d. Upload a copy of a criminal record check and vulnerable sector query which is no older than 6 months; and
- e. Upload CCPNR Code of Ethics course proof of completion certificate.

2. PROCEDURE

- 2.1 The SALPN will review the application once the requirements are submitted and the application payment is completed by the applicant via their online Member Profile.
- 2.2 The Verification of Registration required, will arrive directly from the jurisdiction(s) in which the applicant is currently licensed. Timelines of when the SALPN may receive the verification may differ and are out of the SALPN's control.
- 2.3 If there are concerns with the application, or the SALPN requires clarification about the submission, the applicant will be notified either through their Member Profile or via email. Updates will be made online by the applicant, if applicable.
- 2.4 Upon successful completion of all requirements, the SALPN will determine eligibility and issue licensure.