

Greetings LPNs,

The SALPN has been delegated the responsibility to regulate Licensed Practical Nurses in Saskatchewan by the government. One of the requirements for annual licensure (renewal) is that an LPN obtain continuing education hours to be reported during the renewal process.

Continuing education is a mandatory requirement for annual licensure as per the SALPN Regulatory Bylaws. Continuing Education Portfolio (CEP) hours are accumulated annually by licensed members of the SALPN to improve or maintain their knowledge, skills, and practice competencies through this continuing education.

LPNs have a legal requirement to commit to learning throughout their professional career. From the Standards of Practice for LPNs:

“1.1 Engage in ongoing self-assessment of their professional practice and competence and seek opportunities for continuous learning.

2.5. Maintain awareness of current trends and issues in health care and society that impact client and nursing outcomes.

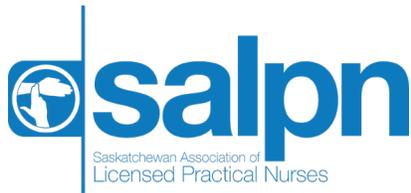
2.6. Evolve their own LPN practice in response to changes and new developments affecting the profession.”

What the LPN chooses for their own learning is determined by the LPN. The SALPN CEP program supports learning in the areas of nursing specifically, and in healthcare more generally.

Learning that an LPN undertakes that is directly related to their practice area is reportable for CEP hours. But learning that broadens your nursing knowledge in other practice areas is also reportable for CEP hours. Being an active member of a nursing or healthcare committee is another activity that enhances an LPNs knowledge so again, this is acceptable for reportable CEP hours.

While Formal Activity hours are often obtained through an institutional setting or provided by an employer (such as clinical learnings), they are not the only way to obtain the requirement. An LPN could engage in an online learning session that has presentations and group work/discussion. This would meet two of the six criteria as listed in the CEP program documents. Projects that include interactive group work would also meet the criteria. Not all Formal Activities require an exam to fit within the category. And not all Formal Activities will come with a certificate; you are responsible to keep a record of your learning in case you are asked to provide this during an audit. The requirements for verification of a Formal Activity are listed in the CEP documents but can also include a signed letter from an employer/educator, or photos of the learning session. The SALPN would want to be able to verify that the learning did occur.

2020 has been and continues to be a very challenging year for our entire world. Healthcare providers have been tasked to take extraordinary measure to protect the health of those in their care, as well as themselves. LPNs have been required to learn a great deal about this new and highly contagious virus, COVID-19. Employers have had rapidly changing policies as public health orders change and the scientific community provides new research.



SALPN
2208 E Victoria Ave
Regina, SK S4X 3V7

Phone: 306-525-1436
Toll Free: 888-257-2576
Fax: 306-347-7784

The SALPN recognizes that LPNs have obtained new knowledge that enhances their individual practice as well as in the broader context of pandemic health education. It may be difficult for LPNs to track this volume of learning to be able to report for CEP hours.

For the 2020 CEP year only, the SALPN will authorize six hours of Informal Activity education for LPNs related to COVID-19/pandemic learning when supported with the attached employer letter.

You are responsible to obtain verification from your employer/educator that you did COVID-19/pandemic learning (template included at the end of this notice). The employer/educator is not required to verify the number of hours spent on the learning for this six-hour reporting. They are only verifying that you were required to review policies & procedures, attend in-services, etc. that related to COVID-19/pandemic.

For LPNs that have taken more than six hours of COVID-19 related education, you will be required to provide verification of all COVID-19 related learning hours for your CEP hours if asked. If you have taken COVID-19/pandemic learning that falls into the Formal Activity category, please report the CEP hours as you normally would.

To enter this information into your member portal, please use Informal Activity, Nursing/Healthcare, and the date completed should be the date that your employer signs the attached document. You should upload this document to your CEP portal as soon as you have it completed.

If you have any question about any part of the CEP plan, please refer to the SALPN website > for members > continuing education portfolio.

Thank you.

Kari Pruden, LPN

Professional Practice Standards and Ethics Consultant, SALPN

practice@salpn.com



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EMPLOYER TEMPLATE

As the employer/educator for _____, LPN, I verify that this LPN was required to review policies & procedures, related to COVID-19 during 2020. The review was done through reading of policies or participation in huddles and in-services or other related educational activities.

By signing this form, I acknowledge only that the above-named employee has participated in COVID-19 learning, and that I am not verifying the number of Continuing Education hours that the LPN reports to the SALPN.

Name: _____

Position: _____

Facility: _____

Contact information: _____

Signed: _____

Dated: _____