

2022  
SALPN COUNCIL  
BYLAW CONSULTATION





## **SALPN Council 2022 Bylaw Consultation: Proposed Regulatory Bylaw Amendments**

The proposed bylaw amendments are open for consultation until March 21, 2022. Please feel free to send comments, questions, or suggestions via email with the subject line “Bylaw Feedback” to [info@salpn.com](mailto:info@salpn.com).

### **1. Mandatory Competencies:**

This proposed amendment was approved by the Council and submitted to the Minister of Health in the fall, 2021. The Minister approved this amendment, and it was published in the Saskatchewan Gazette. The amendment requires the confirmation of the SALPN Membership to complete the process. The amendment fixed a drafting error in the bylaws related to SALPN’s mandatory competency requirement for out-of-province applicants. The amendment serves the public interest because it ensures that all LPNs licensed by the SALPN have completed education related to health assessment, medication administration, and IV initiation-therapy.

### **2. Internationally Educated Nurse (IEN) Applicants Writing Prescribed Examination:**

The proposed amendment prescribes that internationally educated applicants must apply to write and pass the licensure within three years of becoming eligible to write the exam. The three-year time frame is consistent with other domestically educated applicants. The proposed amendment is in the public interest because it prevents applicants from losing currency in their knowledge and experience before becoming licensed to practise.

### 3. Reporting Criminal Charges and Convictions:

The proposed amendment requires members to report any criminal charges or convictions to the SALPN within 30 days. Currently, members are required to report charges or convictions during licensure renewal. The processes that follow require submitting information about the charge for evaluation. Delayed notice to the SALPN can impede SALPN's ability to protect the public as some, but not all, charges or convictions may impact the ability of an LPN to practice safely. Additionally, the evaluation of documents can delay the licensure renewal process. Submitting the information within 30 days supports the SALPN to manage situations where the public may be at risk and allows the assessment process to take place outside of the licensure process.

## **SALPN Council 2022 Bylaw Consultation: Proposed Administrative Bylaw Amendments**

1. **Fee Bylaws Amendment (Licensure Exam Fee):** The Council approved an amendment to the bylaws related to the licensure exam fee in December 2021. The amendment requires confirmation by the SALPN membership. The fee for the exam has been adjusted to \$600 to reflect an agreement between regulators offering the exam to charge a consistent fee with the adoption of the new licensure exam offered in January 2022. The cost to SALPN to purchase the exam for each writer, has increased from \$210 to \$485.
2. **Administrative Bylaw Amendment (Seal):** The Council approved an amendment to the bylaws to adopt a digital seal in June 2021. The amendment requires confirmation by

the SALPN membership. The digital seal was adopted because the traditional embossing model was not visible on digital or scanned documents.

**SASKATCHEWAN ASSOCIATION OF LICENSED PRACTICAL NURSES  
REGULATORY BYLAW AMENDMENTS  
(Mandatory Competencies)**

**Whereas** *The SALPN Regulatory Bylaws, 2021* require amendment to ensure that all persons who are admitted to membership in SALPN have obtained the mandatory competencies relating to assessment, administration of medication and IV initiation/therapy; and

**Whereas** the necessary amendment to *The SALPN Regulatory Bylaws, 2021* was adopted by resolution of the SALPN Council on September 29, 2021, approved by the Minister of Health on October 26, 2021 and published in *The Saskatchewan Gazette* on November 5, 2021;

**Therefore**, be it resolved that the amendments to *The SALPN Regulatory Bylaws*, as set out in Schedule A, be confirmed, in accordance with clause 13(3)(b) of *The Licensed Practical Nurses Act, 2000*.

**SCHEDULE A**

**Title**

- 1** These amending bylaws may be referred to as *The SALPN Regulatory Bylaws Amendment, 2021*.

**Section 5 amended**

- 2** (1) Subsection 5(1) is repealed and the following substituted:

(1) A person applying for membership and initial licensure pursuant to subsection 19(1) or (1.1) of the Act must, in addition to meeting the requirements set out in the applicable provision of the Act, provide proof of completion of a recognized educational program in:

- (a) health assessment;
- (b) medications administration;
- (c) IV initiation/therapy.

(1.1) A person applying for membership and initial licensure pursuant to subsection 19(1) of the Act must pass the prescribed examination and apply within three years of successful completion of a recognized practical nurse education program.

- (2) Subsection 5(2) is amended by striking out “subsection (1)” and substituting “subsection (1.1)”.**

**Section 10 amended**

**3 Clauses 10(1)(d), (e) and (f) are repealed.**

FOR CONSULTATION

**SASKATCHEWAN ASSOCIATION OF LICENSED PRACTICAL NURSES  
REGULATORY BYLAW AMENDMENTS  
(IENs Writing Prescribed Examination)**

**Whereas** *The SALPN Regulatory Bylaws, 2021* require amendment to ensure that international educated applicants must write the prescribed examination within three years of being determined to be eligible to write;

**Therefore**, be it resolved that the amendments to *The SALPN Regulatory Bylaws*, as set out in Schedule A, be made, in accordance with subsection 13(1) of *The Licensed Practical Nurses Act, 2000*.

**SCHEDULE A**

**Title**

- 1** These amending bylaws may be referred to as *The SALPN Regulatory Bylaws Amendment, 2022*.

**Section 5 amended**

- 2** (1) Subsection 5(1.1) of *The SALPN Regulatory Bylaws, 2021* is amended by adding “or, in the case of an applicant who has completed an equivalent program, within three years of being granted eligibility to write the prescribed examination”.

**Saskatchewan Association of Licensed Practical Nurses  
Regulatory Bylaw Amendments – IENs Writing Prescribed Examination**

Existing	Proposed	Explanation
<p><b>Licensed practical nurse</b> 5(1) A person applying for membership and initial licensure pursuant to subsection 19(1) or (1.1) of the Act must, in addition to meeting the requirements set out in the applicable provision of the Act, provide proof of completion of a recognized educational program in:</p> <p>(a) health assessment; (b) medications administration; (c) IV initiation/therapy.</p> <p>(1.1) A person applying for membership and initial licensure pursuant to subsection 19(1) of the Act must pass the prescribed examination and apply within three years of successful completion of a recognized practical nurse education program.</p>	<p><b>Licensed practical nurse</b> 5(1) A person applying for membership and initial licensure pursuant to subsection 19(1) or (1.1) of the Act must, in addition to meeting the requirements set out in the applicable provision of the Act, provide proof of completion of a recognized educational program in:</p> <p>(a) health assessment; (b) medications administration; (c) IV initiation/therapy.</p> <p>(1.1) A person applying for membership and initial licensure pursuant to subsection 19(1) of the Act must pass the prescribed examination and apply within three years of successful completion of a recognized practical nurse education program <b>or, in the case of an applicant who has completed an equivalent program, within three years of being granted eligibility to write the prescribed examination.</b></p>	<p>Subsection 5(1.1) is amended to require IENs to write the prescribed examination and apply for membership in SALPN within three years of being determined to be eligible to do so.</p>



**SASKATCHEWAN ASSOCIATION OF LICENSED PRACTICAL NURSES  
REGULATORY BYLAW AMENDMENTS  
(CRIMINAL CHARGES/CONVICTIONS)**

**Whereas** *The SALPN Regulatory Bylaws, 2021* require amendment relating to reporting criminal charges and convictions.

**Therefore**, be it resolved that the amendments to *The SALPN Regulatory Bylaws, 2021*, as set out in Schedule A, be made, in accordance with subsection 13(1) of *The Licensed Practical Nurses Act, 2000*.

**SCHEDULE A**

**Title**

- 1**     **These amending bylaws may be referred to as *The SALPN Regulatory Bylaws Amendment, 2022 (No. 2)*.**

**New section 17.1**

- 2**     **The following section is added after section 17.1:**

**“Reporting criminal charges and convictions**

    “17.1 A member who is charged or convicted of an offence pursuant to the *Criminal Code* (Canada) or the *Controlled Drugs and Substances Act* (Canada) shall report the charge or conviction to the Registrar within 30 days”.

**Saskatchewan Association of Licensed Practical Nurses  
Regulatory Bylaw Amendments – Reporting Criminal Charges and Convictions**

Existing	Proposed	Explanation
<b>None.</b>	<b>Reporting criminal charges and convictions</b> 17.1 A member who is charged or convicted of an offence pursuant to the <i>Criminal Code</i> (Canada) or the <i>Controlled Drugs and Substances Act</i> (Canada) shall report the charge or conviction to the Registrar within 30 days.	The amendment will require members to report any criminal charge or conviction within 30 days.

FOR CONSULTATION

**SASKATCHEWAN ASSOCIATION OF LICENSED PRACTICAL NURSES  
FEE BYLAWS AMENDMENT**

Whereas *The SALPN Fee Bylaws* require amendment to set the fee for the prescribed examination in an amount that includes the amount paid by SALPN for the exam plus SALPN's administrative costs; and

Whereas the necessary amendment to *The SALPN Fee Bylaws* was adopted by resolution of the SALPN Council on December 14, 2021; and

Whereas, pursuant to clause 13(3)(b) of *The Licensed Practical Nurses Act, 2000*, bylaws made by the Council must be confirmed by a two-thirds vote of the membership at an annual or special meeting;

Therefore, be it resolved that the amendment to *The SALPN Fee Bylaws*, as set out in Schedule A, be confirmed in accordance with clause 13(3)(b) of *The Licensed Practical Nurses Act, 2000*.

**SCHEDULE A**

**Section 7 amended**

**1** Clause 7(a) of *The SALPN Fees Bylaws, 2021* is repealed and the following substituted:

“(a) Canadian Practical Nurse Registration Examination fee, is \$600, which includes the amount paid by SALPN for the exam”.

Saskatchewan Association of Licensed Practical Nurses

Amendment to *The SALPN Fees Bylaws, 2021*

<b>Existing</b>	<b>Proposed</b>	<b>Explanation</b>
<b>Other fees</b> 7 The following fees apply as indicated: (a) Canadian Practical Nurse Registration Examination fee, is the amount paid by SALPN per exam, plus \$200;	<b>Other fees</b> 7 The following fees apply as indicated: (a) Canadian Practical Nurse Registration Examination fee, is \$600, which includes the amount paid by SALPN for the exam;	The fee for the exam has been adjusted to \$600 to reflect an agreement between regulators offering the exam to charge a consistent fee with the adoption of the new licensure exam offered in January 2022. The cost to SALPN to purchase the exam has increased from \$210 to \$485.

**SASKATCHEWAN ASSOCIATION OF LICENSED PRACTICAL NURSES  
ADMINISTRATIVE BYLAWS AMENDMENT**

Whereas *The SALPN Administrative Bylaws, 2021* require amendment to allow SALPN to use a digital corporate seal; and

Whereas the amendment to the administrative bylaws was adopted by resolution of the SALPN Council on June 24, 2021; and

Whereas, pursuant to clause 13(3)(b) of *The Licensed Practical Nurses Act, 2000*, bylaws made by the Council must be confirmed by a two-thirds vote of the membership at an annual or special meeting;

Therefore, be it resolved that the amendment to *The SALPN Administrative Bylaws, 2021*, as set out in Schedule A, be confirmed in accordance with clause 13(3)(b) of *The Licensed Practical Nurses Act, 2000*.

**Schedule A**

**New Appendix A**

1. Appendix A to *The SALPN Administrative Bylaws, 2021*, is repealed and the following substituted:

**APPENDIX A**

**SALPN Seal**

*(Section 3)*

