

Nova Scotia Department of Health

Subject: Nova Scotia's Nursing Strategy
Bursary Program for Licensed Practical Nurses (LPNs)

Effective date: April 2007
Review date: March 2009

Approved by: Original signed by Donna Denney
Nursing Policy Advisor

I. POLICY STATEMENT

The Nova Scotia Department of Health is committed to addressing the health human resource requirements for a quality health care system. The Nova Scotia Department of Health supports *Nova Scotia's Nursing Strategy, April 2001*, and is committed to the implementation of initiatives identified in that document.

To support efforts in recruiting and retaining skilled and experienced licensed practical nurses (LPNs) who have either been absent from the workforce or who require an upgrade in their knowledge and skills, the Department will support the Bursary Program for Licensed Practical Nurses (LPNs) for eligible LPNs who are re-entering the workforce or those currently working in the province's health care system.

II. DEFINITIONS

2.1 Re-entry Program: A program targeted towards individuals who have been absent from **nursing** for a period of five (5) years or more and are unable to meet the regulatory requirements to maintain current licensure with the regulatory body.

III. POLICY OBJECTIVES

The objectives of this policy are to:

- 3.1 encourage eligible LPNs across the province to re-enter the workforce by offsetting some of the costs of re-entry programs
- 3.2 support eligible LPNs in acquiring the most current theory and clinical training required to practice nursing in Nova Scotia
- 3.3 contribute to the retention of nurses
- 3.3 achieve a net gain in the nursing workforce

IV. APPLICATION

This policy applies to:

- 4.1 Eligible LPNs:
 - 4.1.1 eligible for registration to practice in Nova Scotia as determined by the College of Licensed Practical Nurses in Nova Scotia (CLPNNS)
 - 4.1.2 currently residing in Nova Scotia
 - 4.1.3 who have successfully completed an LPN Re-entry Program approved by the College of Licensed Practical Nurses of Nova Scotia
 - 4.1.4 who have successfully completed the Administration of Medications & Basic Principles of Pharmacology for LPNs, the Physical Assessment for

the Healthy Adult Program for LPNs and/or any other courses/programs approved by the CLPNNS.¹

- 4.1.5 who have successfully completed any or all of the above noted programs and have been approved for entry into the active-practicing class register, as per the Licensed Practical Nurses Act and Licensed Practical Nurses Regulations
- 4.1.6 intending to remain in Nova Scotia to work as a LPN
- 4.1.7 who have not received funding from any other source

V. POLICY DIRECTIVES

- 5.1 Bursary Candidate Responsibilities
 - 5.1.1 The Bursary Candidate must provide proof of enrolment in an approved program.
 - 5.1.2 The Bursary Candidate will be responsible for reviewing the terms and conditions for the financial award as provided by the College of Licensed Practical Nurses of Nova Scotia and, upon acceptance, comply with those terms and conditions.
 - 5.1.3 The Bursary Candidate will notify the College of Licensed Practical Nurses of Nova Scotia immediately upon successful completion of the program.
 - 5.1.4 The Bursary Candidate will keep the College advised of an address and telephone number at which the Bursary Candidate can be contacted throughout the duration of the agreement.
 - 5.1.5 The Bursary Candidate is responsible to inform the College immediately if the Bursary Candidate receives funding from another source and may be required to repay a portion or the total amount awarded.
- 5.2 College of Licensed Practical Nurses of Nova Scotia Responsibilities
 - 5.2.1 The College of Licensed Practical Nurses of Nova Scotia will be responsible for the timely distribution of financial awards to successful candidates.
 - 5.2.2 The CLPNNS will be responsible to distribute T4A slips to candidates as required.
 - 5.2.3 The College of Licensed Practical Nurses of Nova Scotia will be requested to provide the Department of Health with reports regarding the number of LPNs who have enrolled and successfully completed the programs as per 4.1.3 and 4.1.4. Reports will be due within 15 days from the end of the fiscal year (April 15).
- 5.3 Nursing Policy Advisor Responsibilities
 - 5.3.1 The Nursing Policy Advisor will be responsible for the determination of the amount of funding that will be made available.
 - 5.3.5 The Nursing Policy Advisor will be responsible for the collation of information provided by the College of Licensed Practical Nurses of Nova Scotia and for preparing a Report based on that information.

VI. POLICY GUIDELINES

- 6.1 The Nursing Policy Advisor will participate in the Department of Health Business Planning process and make recommendations that support recruitment and retention. Recommendations will be based on a yearly review of program results and priorities within the Nursing Strategy.

¹ These programs may include the Immunization and Peri-operative Program for LPNs.

VII. ACCOUNTABILITIES

- 7.1 The Nursing Policy Advisor is responsible for ensuring the determination of the amount of funding that will be made available to the College of Licensed Practical Nurses of Nova Scotia on a yearly basis in accordance with up-to-date health human resource requirements and other relevant documentation.

VIII. MONITORING

- 8.1 The Nursing Policy Advisor is responsible for monitoring policy implementation.
- 8.2 The Nursing Policy Advisor is responsible for monitoring the effectiveness of the program; specifically, the effectiveness of the bursaries in recruiting and retaining nursing professionals in the workforce and achieving a net gain in the number of nurses working in the province.

X. ENQUIRIES

All enquiries relating to the program or financial assistance should be referred to:

College of Licensed Practical Nurses of Nova Scotia
Suite 1212, Cogswell Tower
2000 Barrington Street
Halifax, NS B3J 3K1

Phone: 423-8517
Fax: 425-6811
E-mail: info@clpnns.ca
Website: www.clpnns.ca