



## TERMS OF REFERENCE Education Committee

### Purpose

Under the direction of the Board, College of Licensed Practical Nurses of Newfoundland and Labrador (CLPNL), the Education Committee will provide recommendations, clarification and support to the Board in the planning, development and implementation of the Practical Nursing Programs and Continuing Education Programs/Courses.

### Functions

1. Develop and revise as necessary, the *Standards and Criteria for Approval and Evaluation* of Practical Nursing Programs and Continuing Education Programs/Courses in accordance with the *Licensed Practical Nurses' Act, Regulations, By-Laws* and Policies of the CLPNL.
2. Receive and review completed evaluations of Practical Nursing Programs and Continuing Education Programs/Courses to ensure compliance with the *Standards & Criteria for Approval and Evaluation of Practical Nurse Programs* as approved by the Board.
3. Make recommendations to the Board on matters, concerns and issues arising from the completed evaluations of Practical Nursing Programs and Continuing Education Programs/Courses in the province.
4. Review requests and make recommendations to the Board pertaining to requests for approval to establish and deliver Practical Nursing Programs at satellite sites.
5. Ensure that Practical Nursing Programs and Continuing Education Programs/Courses reflect the Standards of Practice, Scope of Practice and Competencies as approved by the Board.
  - a. Review data/information and make recommendations to the Board on approval and/or modifications to Practical Nursing Programs and Continuing Education Programs/Courses.
  - b. Review data collected by the CLPNL and/or educational facilities to ensure the curriculum of Practical Nursing Programs and/or Continuing Education Programs/Courses is relevant and meeting the needs of learners.
6. Monitor emerging trends, e.g., changes in Scope of Practice in other jurisdictions, and their impact on practical nursing education and practice.
7. Review and revise as necessary the Guidelines for the Delegation of Functions for LPNs.
8. Address other education related matters as deemed necessary by the Board.
9. Provide an annual report to the Board outlining the activities of the Education Committee.

### Membership

- Four Licensed Practical Nurse representatives (who reflect the characteristics and attributes of contemporary PN practice);
- Three regional health authority representatives;
- Associate Director, Centre for Nursing Studies;
- Two faculty members - one designated by the Centre for Nursing Studies (e.g. Program Coordinator) and one by the College of the North Atlantic - with current experience teaching in the PN Program;
- Public representative;
- Representative from the CLPNNL Board;
- Regulatory Officer, CLPNNL (Recorder); and
- Chief Executive Officer/Registrar, CLPNNL.

All committee appointments are subject to the approval of the Board.

### **Terms**

The Board will appoint members to the Education Committee for a three (3) year term to a maximum of three (3) terms for a total of nine (9) consecutive years.

### **Meetings**

The Education Committee will hold at least two (2) meetings per year. Meetings may be held face to face, conference call or video conferencing or other electronic means as approved by the *Licensed Practical Nurses' Act*, Regulations, By-laws and Policies of the Board.

### **Quorum**

A quorum will consist of fifty percent (50%) plus one (1).

Approved by the Board: March 2019