



## Application Process Practical Nurse Emergency Temporary License

Please review the information below before proceeding to the application.

### Fees

Applicants are not required to pay a fee for an emergency temporary license. Professional liability coverage is included in your license to practice.

### License Duration

The emergency temporary license is for **3 months** with a possible extension. Duration may be less depending on the application date.

### Eligibility

To be eligible for a temporary emergency license, the applicant must:

- Have previously been licensed with CLPNNL; or
- Currently hold a license to practice in another Canadian Jurisdiction; or
- If not currently, or previously, licensed have successfully completed a program of education for practical nurses approved by the CLPNNL Board in Canada within the past 12 months and have not failed a writing of the approved practical nurse licensure exam.

### The Process

The applicant must:

- 1) Complete the application form<sup>1</sup> which requires:
  - a. A declaration related to discipline history.
  - b. A declaration related to criminal record status.
  - c. Information related to employment history.
  - d. Verification (or declaration if verification is not available) of number of hours worked over the past 5 years.
  - e. Verification from other jurisdictions currently or previously licensed, if applicable. This may include a verbal verification by CLPNNL staff.
- 2) Complete and submit [Form H](#) from the CLPNNL Licensure application forms if **not** previously licensed with CLPNNL.
- 3) Provide a picture or scan of government issued photo identification.
- 4) Provide proof of name change (e.g. Marriage Certificate) if applicable.

### Continuing Education

- 5) Complete the following continuing education to fulfill professional and regulatory obligations:
  - a. Complete the CLPNNL [Module on Standards of Practice and Code of Ethics](#).

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<sup>1</sup> Download, complete, save, and e-mail completed application form as per instructions on the form.

- b. Review the Licensed Practical Nurses Act and Regulations.  
<https://www.assembly.nl.ca/Legislation/sr/statutes/l12-1.htm>  
<https://www.assembly.nl.ca/legislation/sr/annualregs/2011/nr110002.htm>
  - c. Review the three scope of practice decision making tools from the CLPNNL website:
    - i. [Can I do that?](#)
    - ii. [Who should do that?](#)
    - iii. [How will we do this?](#)
- 6) Review best practices and information as identified by CLPNNL.  
At this time applicants are required to review of the following information pertinent to COVID-19:
- a. [NL Government website](#)
  - b. [Health Canada website](#)
  - c. [Public Health Agency of Canada website](#)
  - d. [Infection Prevention and Control Canada website](#)

### **Employment Information**

- 7) Notify CLPNNL of all employers and any change in employment while holding a temporary emergency license.

### **Confirmation of License**

- 8) When your temporary emergency license has been processed, you will receive a confirmation email which will contain important information related to your temporary emergency license.
- 9) Your name, temporary emergency licensure status, and expiry date will display on FIND A NURSE on the CLPNNL website.
- 10) You must confirm your licensure status before beginning nursing practice.

**A Temporary Emergency License will be effective for 3 months, with the possibility of extension. LPNs wishing to obtain a regular practicing license should consult the CLPNNL [Licensure information](#).**