Calculating Practice Hours for Registration Renewal

Registration Fact Sheet

The purpose of this publication is to assist registered nurses (RNs) and registered nurses (extended practice) (RN(EP)s)/nurse practitioners in calculating nursing practice hours. Nursing practice hours are a part of the continuing competence requirements for annual registration renewal. The information provided here reflects the most frequently asked questions we receive at the College and is designed to provide clarification and guidance.

How many hours do I need to renew my registration?

For RN registration renewal you need to have:

• at least 1,125 hours of practice in the five years preceding renewal, or
• 450 hours in the past two years preceding renewal

The hours must be in a registered nursing practice role and have been accrued while registered as a practicing member of the College in Manitoba. Registered nurses who are registered and practicing in Manitoba and at least one other Canadian jurisdiction may apply for renewal of their Manitoba registration, by endorsement, and may count hours accumulated in the other Canadian jurisdiction in which they have concurrent registration. Registered nursing hours accumulated outside the country may not be used for registration renewal.

For RN(EP) registration renewal you need to have:

• 300 hours of practice in an extended practice role in the past year preceding renewal.

RN(EP)s in the role of educators may claim practice hours accrued in teaching RN(EP) students but must accrue a minimum of 100 hours each year in direct clinical practice with patients in a role that requires registration as an RN(EP).

Can I claim any hours from my educational program as practice hours? How many hours can I claim?

If you want to use education hours for registration renewal it needs to meet the following criteria:

• Education hours accrued for the purpose of registration renewal must be verifiable by the institution offering the educational program
• Members enrolled in a degree program in nursing or related discipline (such as education) may claim 60 practice hours per credit hour of coursework completed, to a maximum of 1821 practice hours per year to a maximum of two (2) years.
• Non-degree nursing education programs where active practicing registration with CRNM is required for enrollment (such as the Intensive Care Nursing Course) may be considered eligible practice hours for the purpose of registration renewal. Hours accrued in this manner will be accepted when calculated with one (1) practice hour being equivalent to one (1) hour of classroom study, to a maximum of 1821 practice hours per year to a maximum of two (2) years per program.
• RN(EP)s may claim as RN(EP) practice hours coursework successfully completed in a clinically-focused Doctor of Nursing Practice (DNP) Program where registration as an RN(EP)/NP was a minimum requirement for enrollment. The formula for calculation is 60 practice hours per one (1) credit hour of coursework successfully completed.

I have been offered an interesting job that does not require me to be a RN. I'd like to maintain my practice hours for registration renewal, and have Canadian Nurse Protective Society (CNPS) liability protection. Would this job qualify as registered nursing practice?

In order for your practice to be considered registered nursing practice, it must meet the definition under section 2(1) of The Registered Nurses Act:

Practice of nursing

2(1) The practice of nursing is the application of nursing knowledge, skill and judgment to promote, maintain and restore health, prevent illness and alleviate suffering, and includes, but is not limited to:

a) Assessing health status
b) Planning, providing and evaluating treatment and nursing interventions
c) Counseling and teaching to enhance health and well being
d) Education, administration and research related to providing health services.

In The Registered Nurses Act, under section 2(2) it states the scope of practice for an RN(EP) includes the authority to:

a) Order and receive reports of screening and diagnostic test designated in the regulations;
b) Prescribe drugs designated in the regulations;
c) Perform minor surgical and invasive procedures designated in the regulations.

How do I determine if what I am doing is considered registered nursing practice?

Review the document entitled “Is My Practice Registered Nursing Practice”. You are also encouraged to contact a consultant, nursing practice to discuss this further.

Can I claim hours for registration renewal accrued through volunteering or hours spent caring for family members?

Generally, volunteer hours are not recognized for registration application or renewal purposes. However, volunteer hours - including practice hours arising from volunteer work as a practicing RN for a humanitarian agency outside of Canada may be considered on an individual basis.

Practice hours arising from the care of family members are not recognized for registration application or renewal purposes. Practice hours arising from the provision of medical foster care for a recognized agency will be considered on an individual basis.

Can I count the hours I worked as a camp nurse?

Camp nursing and the practice hours associated with it are evaluated on an individual basis. The camps must be located in Manitoba in order for the practice hours to be considered. The hours worked as a camp nurse would have to be verified by the camp if requested by the College.

When in doubt, contact us!

If you are unsure about whether your practice is registered nursing practice, or if you can use registered practice hours for registration renewal, or if you can use your educational hours for registration renewal, we encourage you to contact the College and speak with a consultant, nursing practice.