



Alinity User Guide

How to use the Employer Verification System



College of
Registered Nurses
of Manitoba

You can access the Employer Verification System:

1. At crnm.mb.ca - click on the Employer Verification link in Stakeholders area of the menu, or
2. By clicking this link: <https://crnm.alinityapp.com/>

1 Go to: <https://crnm.alinityapp.com/>, enter your username and password

College of Registered Nurses of Manitoba

Login

User

.....

Login

Don't have an account? Please [Sign up](#)

or

[Forgot your password?](#)

Other login issues? Call 1-800-665-2027

2 Click on: 'My Employees' in the left-hand navigation menu

College of Registered Nurses of Manitoba

Home

My emails

My groups

My employees

Jurisprudence

Back to main site

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Announcements (2)

The Alinity September 2023 Release 18-Sep-2023 12:00 AM

Welcome to the September 2023 release of Alinity. Check out our blog post to learn about all the new features, improvements and fixes made in the latest release. [Learn more...](#)

New CRNM Profile 14-Sep-2023 12:00 AM

Welcome to our new CRNM Profile!

An important change to be aware of is that we are now accepting most applications via the appropriate form to the left of this message. Please read carefully and select the application that applies to you unless you are looking to submit one of the following applications:

- [Canadian Nurse Practitioner Examination \(CNPE\) Eligibility](#)
- [Registered Nurse \(Graduate Nurse Practitioner\)](#)
- [Registered Nurse \(Authorized Prescriber\) Notation](#)

Please follow the instructions at the application packages linked above and continue to submit these three application packages to the college by email to registration@crnm.mb.ca.

My Invoices Mine My orgs Include paid

Date	Total	Due
0 invoice(s)		

3 Search or sort the list of registrants displayed

Home | My employees

My emails | My groups | My employees | Jurisprudence | Back to main site

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What this service includes:
Name, address, phone number, membership class, and admission date of members of the college.

What this service does not include:
Contact information for non-practising, suspended, or former members of the college.

Indicators:
The Directory provides a visual indicator to quickly see the membership class of a registrant.

- Registered
- Notation
- Registered with Conditions
- Voluntary Surrender
- Former
- Cancelled
- Suspended

Member # | First name | Last name

Organization

Search: Organization: - >> XXmember(s) found

Member	Current Membership Class	Effective	Expires	Has conditions	Disciplinary actions
Registered Jackson, Jill (999123)	Active (Registered Nurse)	01-Jan-2023	31-Dec-2023		Details >
Registered Lopez, Pablo (999118)	Active (Registered Nurse)	01-Jan-2023	31-Dec-2023		Details >
Registered Yang, Xiao (999839)	Active (Registered Nurse)	01-Jan-2023	31-Dec-2023		Details >

Search/sorting options

1. You can search within the list by CRNM ID (Member #), First Name, Last Name, and for employer accounts connected to more than one employer, by Organization. Leaving this as the dash "-" will show all registrants from all organizations in a combined list.
2. Sort the list by Member name (alphabetical by last name), current membership class, effective date and expiry date (see arrows highlighted in purple circles above)
3. By any combination of search and sorting options.

Viewing Registrant Details

Within the list of registrants, to view further details about a registrant, click on the "Details" button:

Member	Current Membership Class	Effective	Expires	Has conditions ⚠ Disciplinary actions !
● Jackson, Jill (999123)	Active (Registered Nurse)	01-Jan-2023	31-Dec-2023	Details >
● Lopez, Pablo (999118)	Active (Registered Nurse)	01-Jan-2023	31-Dec-2023	Details >
● Yang, Xiao (999839)	Active (Registered Nurse)	01-Jan-2023	31-Dec-2023	Details >

The details shown will be the same as those shown in the publicly accessible version of [Nurse Check](#):

College of Registered Nurses of Manitoba
? 🔊 2 👤 Hi, User

- 🏠 Home
- ✉ My emails
- 👥 My groups
- 👤 My employees
- 🎓 Jurisprudence
- 🏠 Back to main site

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Details > Yang, Xiao (999839)

Xiao Yang (999839) Membership Class as of: 17-Sep-2023 09:14

Preferred name: Xiao
 Initial registration: 31-Dec-1999
 Client pop: -

Current Membership Class

Membership Class	Effective	Expiry
Active (Registered Nurse)	01-Jan-2023	31-Dec-2023

Employment

Organization Name Here
 📍 742 EVERGREEN TR
 Winnipeg MB H0H 0H0
 Canada
 📞 204-555-1234

Education

Basic Nursing Education Program	Completed
Credential Diploma in Nursing	1999-May

Notations

None

Conditions

None

Disciplinary Action

None

Deactivated Account

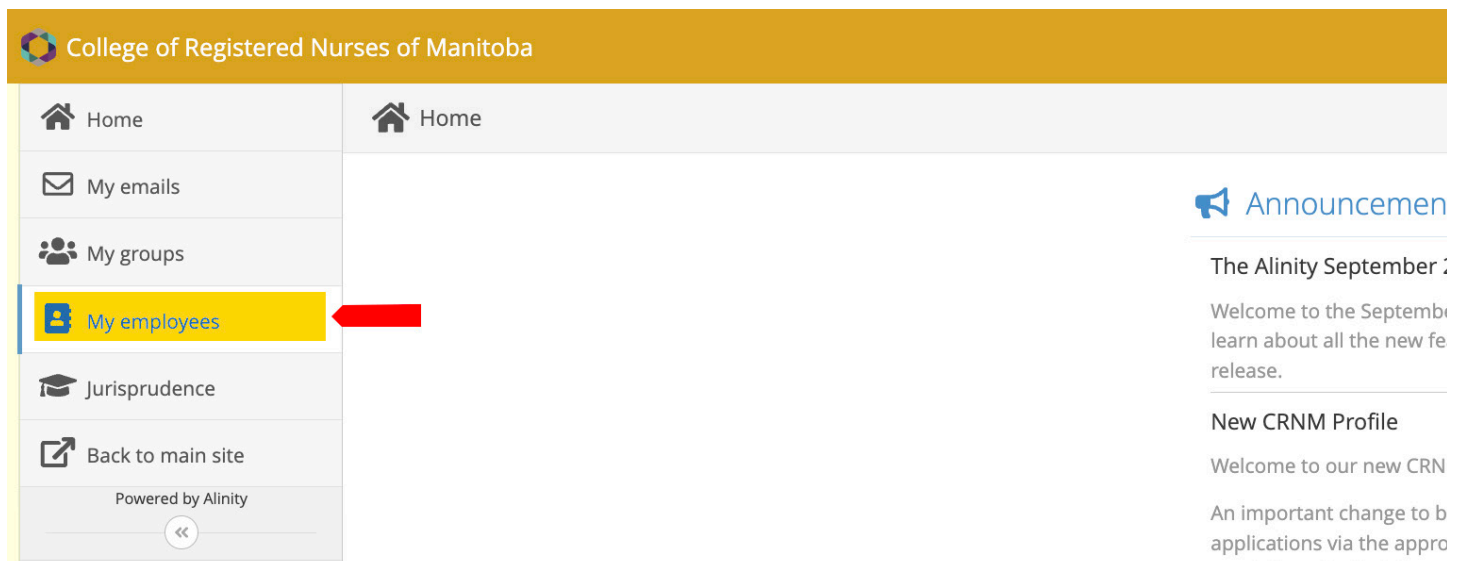
When logging into your account, if you receive the message below, it means your account has been deactivated. Please contact the College at info@crnm.mb.ca to get your account re-activated.

Incorrect Value(s) Entered

Your account does not have authorization on this application or is marked inactive. Please contact the application administrator for assistance. (Account ID: user@example.com)

Employer account and CRNM Profile Linked to Same Email Address

If your employer account and CRNM Profile are linked to the same work email address (e.g. example@hsc.mb.ca), the employer verification system tools will simply be added to your overall CRNM Profile. After your account is connected to an employer organization, when you log in, you will then see the "My Employees" tab under the lefthand side menu:



The screenshot shows the user interface of the College of Registered Nurses of Manitoba. The top navigation bar is orange and contains the college's logo and name. Below this is a left-hand side menu with several items: Home, My emails, My groups, My employees (highlighted in yellow with a red arrow pointing to it), Jurisprudence, and Back to main site. At the bottom of the menu, it says "Powered by Alinity" and has a back arrow icon. On the right side of the page, there is an "Announcements" section with two items: "The Alinity September : Welcome to the September learn about all the new fe release." and "New CRNM Profile Welcome to our new CRN An important change to b applications via the appro ...".

Verifying Your Account: Two-Factor Authentication

Alinity uses two-factor authentication. This security feature verifies your identity when you log into Alinity using a new browser or device. If you see the prompt below, you will receive a code to the email connected to your employer account (or CRNM Profile if they use the same email address). Copy and paste the code into the field box on the screen and click on "Validate". You will then have access to your employer account.



The screenshot shows a verification screen with a lock icon and the text "We just want to make sure it's you". Below this, a message states: "We have sent the code to your email address on file, if you don't receive it shortly please check your junk folders as well. Once you have the code enter it exactly as shown in the email to authorize this browser." There are three input fields: a text box for "Enter the code sent to you", a "Validate" button, and a "Send new code" button.

As an employer, do I need an Employer Verification System account?

The Employer Verification System on Alinity provides a way to verify the registration status of a large group of registrants without having to do individual searches within [Nurse Check](#). This means that it is probably best suited for employer contacts (such as Chief Human Resource Officers/Chief Nursing Officers, etc.) who have a responsibility for verifying the registration status of 30-50 registrants (RNs, RN(NP)s) or more.

For employers with smaller lists of RNs/RN(NP)s, it may be simpler and more efficient to simply use [Nurse Check](#).

What if some registrants do not appear on the list within the Employer Verification System?

The Employer Verification System on Alinity lists all registrants who have indicated they work at a particular organization/employer within their CRNM Profile. If a registrant you employ does not appear during a check, it may mean they have not added your organization to their list of employers. They can log in to their [CRNM Profile](#) at any time to update this information. In the meantime, you can look up the registration status of any registrant using [Nurse Check](#).



If you have any questions, please email info@crnm.mb.ca



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