

## Accepted Practice for Accruing Hours

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| <b>Policy Section:</b><br>Administration of the Act         | <b>Policy Number:</b><br>AA-15          | <b>Approved By:</b><br>CEO/Registrar              |
| <b>Regular Policy Review Frequency:</b><br>Every five years | <b>Date Approved:</b><br>March 25, 2011 | <b>Date Reviewed/Revised:</b><br>October 11, 2023 |

### Purpose:

To state the practices accepted for the purpose of accruing hours to meet the practice hours requirement outlined in the Registration Practice Direction.

### Policy:

1. To be eligible for renewal of a certificate of practice, the required minimum number of practice hours as outlined in the Registration Practice Direction must have been accrued while engaged in registered nurse or registered nurse (nurse practitioner) practice in Manitoba.
2. Practice hours used to establish or re-establish registration in Manitoba may be recognized for renewal in the year the registrant obtained their current certificate of practice.
3. Registered nurses who are registered and practicing in Manitoba and at least one other Canadian jurisdiction may apply for renewal of their Manitoba certificate of practice by endorsement and may count hours worked in the other Canadian jurisdiction in which they have concurrent registration. Verification of registration in the other Canadian jurisdiction is required.
4. Hours arising from work as a registered nurse or registered nurse (nurse practitioner) in another country for a humanitarian agency will be considered on a case-by-case basis.
5. Hours arising from the provision of medical foster care for a recognized agency will be considered on a case-by-case basis.
6. Practice hours arising from self-employed registered nursing practice may be counted if they can be verified by an independent third party such as an accountant, lawyer, tax specialist or designated person in authority (not a family member).
7. Education hours as Practice Hours for Renewal:
  - a. RNs enrolled in a degree program in nursing or related discipline (examples include: Post-Basic Program for Registered Nurses (BPRN), Master of Nursing and, related disciplines such as education, administration and interdisciplinary studies; enrollment in a certificate or diploma program for specialized nursing practice, offered through a recognized University or College (examples include: Authorized Prescriber program, Infection Control Nursing, Occupational Health Nursing) may claim practice hours for education hours provided they maintain RN registration throughout the program. RNs may claim a maximum 72 practice hours for each credit hour obtained for the program's required courses. Full time study may be claimed to a maximum of 1,821 practice hours per year for up to 2 years. Educational transcripts may be required to verify education hours.
  - b. Non degree (certificate) nursing education programs where registration with the College is required for enrollment (such as the Critical Care Nursing Orientation Program, Manitoba Nephrology Nursing Course) may be considered eligible practice hours for the purpose of renewal. In this case, one practice hour is equivalent to one hour of scheduled course study (classroom, lab, clinical), to a maximum of 1,821 practice hours per year and a maximum of two years per program.



- c. RN(NP)s may claim education hours from coursework successfully completed in a clinically focused Doctor of Nursing practice (DNP) program where registration as an RN(NP) was a minimum requirement for enrollment. RN(NP)s may claim a maximum of 72 practice hours for each credit hour of coursework. Educational transcripts may be required to verify education hours.