



MEMORANDUM

SUBJECT: Supervised Practice Experience Program (SPEP) for Internationally Educated Nurses and PN re-entry candidates

FROM: Wanda Wadman, CEO/Registrar

DATE: January 5, 2023

The CLPNNL would like to officially announce that the SPEP, approved by the Board on November 24, 2022, is ready for immediate implementation.

This program is available for

1. Internationally Educated Nurses (IENs) who meet the educational and other practice requirements for licensure as a LPN but who do not meet the currency of practice hours; and
2. Practical Nurses looking to return to practice who were previously licensed with CLPNNL. The full requirements are outlined in [CLPNNL's SPEP Guide](#).

This employment focused regulatory program includes:

- A minimum of 135 hours in a mutually agreed upon area of clinical practice under the direct supervision of a preceptor, and
- 315 hours of additional clinical practice under direct or indirect supervision as required (450 hours in total).

Following completion of the SPEP, employers/organizations may choose to retain successful SPEP candidates once they become fully licensed with the CLPNNL.

For more information, please refer to the attached Frequently Asked Questions and the CLPNNL SPEP Guide. If this program is of interest to your organization, please contact us for further information.

Supervised Practice Experience Program (SPEP) Frequently Asked Questions (FAQs)

What is the SPEP?

The SPEP is a regulatory program that is employment focused and available to eligible Internationally Educated Nurses (IENs) and PN re-entry candidates in the province of NL. As part of the program, eligible SPEP candidates will be granted a Temporary License to allow them to gain currency of practice hours (450 hours) to be eligible for licensure with the College.

Who are Internationally Educated Nurses?

Internationally educated nurses or IENs are individuals who completed their nursing education and practice experience in a country other than Canada.

Who are PN re-entry candidates?

PN re-entry candidates are individuals who previously held a license with CLPNNL, who do not meet currency of practice requirements and who have not had an allegation filed against their practice that has not been resolved.

What is a Temporary License

A Temporary License is a time limited license that is granted to candidates to allow them to practice as an LPN with conditions to practice nursing only within the confines of the SPEP in Newfoundland & Labrador (NL).

Who is eligible for a Temporary License?

Those who have either met the educational requirements for practicing as an LPN in NL or who have successfully completed bridging education to address gaps but do not meet the currency of practice requirements for licensure with the College.

Does the College place conditions or restrictions on a Temporary License?

Yes. Conditions on a Temporary License for the purpose of SPEP include that the holder must:

- Practice as a LPN only within the confines of the SPEP
- Complete 450 hours of supervised practice with an NL employer with a minimum of 135 hours under direct supervision and the remaining hours (315) may be under direct or indirect supervision.
- Submit all required program forms.
- not practice without the supervision of a Licensed Practical Nurse or Registered Nurse (See below FAQ for definition of Supervision)
- not change practice settings during the portion of practice experience where they are under direct supervision
- abide by any restrictions deemed necessary by their employer

The SPEP program requires that the employer must:

- agree to provide supervision to the license holder,
- agree to immediately notify the College if the license holder is not functioning safely

- and competently in the provision of patient care; and
- agree that upon successful completion of the program they will provide a reference that the license holder is practicing at a safe and competent level.

What nursing title is the Temporary License holder permitted to use and how do they sign documentation?

Candidates who hold a Temporary License with CLPNNL are entitled to use the term Licensed Practical Nurse or LPN.

What is direct and indirect supervision?

Direct supervision refers to having the supervising LPN or RN (preceptor) physically present or immediately available while a nursing activity is being performed. It involves direction, inspection and corrective action when needed. It is the active process of directing, assigning, delegating, guiding, and monitoring the SPEP candidate's performance.

Indirect supervision refers to the supervising LPN or RN being readily available for consultation and direction (i.e., telephone, etc.) but may not be physically present with the SPEP candidate at all times.

What is the role of the preceptor?

The preceptor provides supervision and acts as a resource, role model, and mentor/coach. Supervision must be direct for the first 135 hours of the program, and maybe direct or indirect for the last 315 hours of the program based on the individual needs of the IEN.

How many hours must the SPEP candidate complete under the direct supervision of preceptor?

The SPEP candidate must complete a minimum of 135 hours of nursing practice under the direct supervision of a designated preceptor.

Direct supervision of the preceptor is designed to support the integration of IEN candidates into the Canadian context. All SPEP candidates have the opportunity to learn nursing practices related to the employer's policies and procedures, documentation, medication management, role of nursing practice, and more, while obtaining currency of practice hours. The direct supervision provided by the preceptor ensures the candidate has a controlled and supportive environment to enhance their knowledge and skills in the Canadian health care context.

How many shifts is 135 hours?

The candidate will work the same schedule (i.e., days, evenings, nights, weekends, holidays, etc.) as the preceptor. If the preceptor works 12-hours rotating shifts, then 135 hours equates to 12 shifts. If the preceptor works 8-hour shifts, then the 135 hours equates to 18 shifts. This calculation is based on a 7.5 hour or a 11.25-hour shift.

Who can be a preceptor?

Candidates can be supervised by either a designated LPN, RN or NP, licensed with either

CLPNL or CRNLL, as identified as appropriate by the employer.

Does the preceptor have to complete an evaluation of the candidate?

Using the SPEP guide, the preceptor will support the IEN and assist the employer to determine the process, length of time, and degree of supervision required to help the candidate proceed onto full licensure. There is a short evaluation form for the preceptor to complete.

What nursing care are the SPEP candidates able to complete?

The SPEP recognizes that;

1. the candidate has completed nursing education and experience in a country other than Canada, or
2. the candidate is a former licensee of CLPNL and has completed an approved PN education program.

It is up to the SPEP candidate to clearly articulate what nursing skills/practice they are competent to complete. They must practice within their individual scope of practice (educated, authorized, and competent). The SPEP candidate must collaborate with their preceptor to arrange experiences to obtain competence in areas where they may not have had experience, or different from the experiences they have had.

As part of the program, candidates agree to only provide care within their individual competency (have the knowledge, skill, judgement, ability to manage the outcomes) to gain currency of practice.

Do I have to co-sign the work of the candidate?

As an LPN or RN you are accountable to complete your own assessment and documentation. The candidate will also complete their assessment and documentation.

What happens if the preceptor is sick?

If the preceptor knows that they will not be present for a shift, they can arrange for another qualified preceptor to complete the shift with the candidate. The candidate must be informed of the change. The preceptor should collaborate with the other LPNs or RNs who supervised the candidate prior to evaluation.

If the preceptor is floated, can the candidate go with the preceptor to another practice area?

Yes. The preceptor will need to be prepared to help the candidate orient to the new unit and anticipate that more robust direct supervision may be needed.

Is direct or indirect supervision required for the additional 315 hours?

Following the successful completion of a minimum of 135 hours, the candidate can transition into a more independent role to complete an additional 315 hours in the practice area(s).

During this experience, the candidate can be under the direct or indirect supervision of the preceptor(s), who is available for support and questions. The degree of supervision required is based upon the individual needs of the candidate.

Can the candidate change practice settings during the additional 315 hours?

The candidate may change practice settings as required/available for the additional 315 hours. However, the practice setting must still be within the employment agreement of the SPEP, and the candidate must retain the services of a preceptor. A candidate may have more than one preceptor for the 315 hours depending on availability and practice setting.

During the additional 315 hours of experience can the candidate be in charge or supervise others?

This would require reflection by the candidate, the preceptor, and the employer/organization, and dependent upon the knowledge, skills, and judgement of the individual candidate. It is not a restriction imposed by the SPEP.

Are the training days for orientation included in 450 hours?

As participating partners, employers/organizations agree to:

- Orient the candidate to the practice setting including relevant policies, procedures, resource materials, general practice environment, and any required training (i.e., Meditech, medication dispensing system, electronic documentation, etc.).

Should the participating employer choose, the corporate orientation may be considered as part of the total 450 hours, however, the SPEP candidate is still required to have 135 hours of direct supervision.

What is the role of the employer/organization?

This program is employer/organization focused and requires support from an employer willing to participate in the program. The employer must complete and submit to the College

the Supervised Practice Experience Program (SPEP) form for Employers/Organizations. As participating partners, employers/organizations agree to:

- Orient the individual to the practice setting including relevant policies, procedures, resource materials, general practice environment, and any required training (i.e., Meditech, etc.).
- Provide a preceptor to provide direct supervision and guide the candidate, to provide feedback and learning opportunities for a minimum of 135 practice experience hours (as per employer identified schedule).
- Arrange for an additional 315 hours of practice experience under direct or indirect supervision as required, for a total of 450 hours
- Contact the College with any concerns or clarifications as required.
- Evaluate the candidate's progress using the College's approved SPEP Evaluation Form.
- Confirm the candidate has met program requirements and outcomes at the end of the experience using the College's approved SPEP Completion Form.

Can a candidate fail the program?

Organizations have the right to end the program agreement at any time (e.g., due to lack of progress or for other reasons). In these situations, organizations are required to notify the College and complete the Supervised Practice Experience Program Completion form documenting the reason for failure to complete.

Will the candidate who fails the program lose their job as another designated health care professional (e.g., personal care attendant, etc.) with the employer/organization?

The SPEP is a regulatory program and as such is only concerned with an individual practicing with a Temporary License with CLPNNL.

What happens at the end of the SPEP?

Upon successful completion of the program, the candidate will have acquired 450 hours of current practice as a nurse in NL, meeting the currency of practice requirements. Providing they have passed the Canadian Practical Nurse Registration Exam (CPNRE) they are eligible for full licensure with CLPNNL.

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