

LICENSING PROCESS FOR INTERNATIONALLY EDUCATED NURSES: TRADTIONAL LICENSURE PROCESS



The Nova Scotia College of Nursing (NSCN) is the regulatory body for licensed practical nurses (LPNs), registered nurses (RNs) and nurse practitioners (NPs) in Nova Scotia. Our mandate is to protect the public by promoting the provision of safe, competent, ethical and compassionate nursing services by our registrants.

These FAQs relate to LPN and/or RN licensure of internationally educated nurses (IEN). If you have questions about the internationally educated NP application process, please contact registration@nscn.ca.

1. How do I apply to become an LPN and/or RN in Nova Scotia?

All IENs can apply through our traditional licensure pathway via the National Nursing Assessment Service.

There are two steps to the application process:

- 1. First you must apply to the <u>National Nursing Assessment Service (NNAS)</u> and obtain an NNAS Advisory Report for Nova Scotia.
- 2. Once you have received your Advisory Report, you can then apply to NSCN by completing an application in the Registrant Portal) and paying the non-refundable application fee.

Note: if you were educated as an RN, you can apply for the LPN designation, RN designation or both at the same time.

2. How much does the NNAS process cost and how long is their application process?

The NNAS has information about their application process available on their website here. You can find their FAQs here.

3. When can I apply to NSCN?

Once you have received your NNAS Advisory Report for Nova Scotia, you can submit your application through the <u>Registrant Portal</u> and pay the initial assessment <u>fee</u>.

4. What are the requirements for registration and licensure that are listed in the Nursing Act?

Requirement	Evidence Required
Complete a "RN Applicants (IEN Non-Expedited Countries) Application.	Submit your complete application in the <u>Registrant</u> <u>Portal.</u>
Payment of initial assessment fee.	Invoice to be paid in the Registrant Portal. Please note: all fees are non-refundable.
Proof you are the person named in your application and supporting documents.	This will be collected by NNAS. Two pieces of identification:
	Types of identification include: birth certificate, passport, nexus card, driver's license, Canadian government-issued ID, citizenship card (Canadian or International), etc.
	Additionally, if your name has changed, we will require copies of any name change documents (e.g. marriage certificates).

Proof you completed a nursing program that provided you with the competencies to safely practice to the same scope of practice as a nurse in Nova Scotia.	This will be collected by NNAS, and reflected in your NNAS Advisory Report.
Proof you passed the applicable registration exam if already done so.	RN: passed the NCLEX-RN exam in or outside Canada, (e. g, USA or Australia) We can obtain your NCLEX-RN results directly from the NCSBN website.
If you have not yet passed the exam by the time you apple to NSCN we may give you eligibility to take the exam.	LPN: You must arrange for us to receive verification that you passed with the CPNRE or Rex-PN directly from the Canadian regulatory body which let you write the exam.
Demonstrate you meet English language proficiency.	Please see our website <u>here</u> for options to meet this requirement.
Demonstrate you have the capacity, competence and character to safely and ethically practice nursing; and Demonstrate your previous nursing licences are in "good standing".1	Verification of Registration (VOR) forms sent directly to NSCN from your current and/or previous regulatory body(ies). • This is usually collected by NNAS.
	 If any are missing, we will let you know.
	DO NOT send your personal copies of a VOR to NSCN as we cannot use them.
Demonstrate that you have not been charged with, pleaded guilty to, been convicted of any criminal offence in our out of Canada.	In addition to the information and documentation listed above, we will require a criminal record check before you are issued a licence.
	• This requirement is explained our website <u>here</u> .
	Do not obtain the criminal record check(s) until directed by NSCN staff to do so.
Proof you meet the currency of practice requirement.	Options on how you can meet this requirement is explained here on our website.
Proof you meet the requirements of the continuing competence program.	Information about this requirement can be found on our website <u>here.</u>
Proof of liability insurance.	Information on proof of liability insurance can be found on our website <u>here.</u>

¹Good standing means you are not subject to any outstanding complaints with your current regulator; and there are no prohibitions, conditions, agreements or restrictions on your licence or registration with your current regulator that would prevent registration with NSCN.

5. How can my regulatory body send the Verification of Registration (VOR) forms directly to NSCN?

- 1. We will accept an emailed copy of the Verification of Registration (VOR) form from a verifiable regulatory body email address (excluding Yahoo, Gmail, Hotmail, etc.). The form can be emailed to ien@nscn.ca.
- 2. Alternatively, the form may be mailed directly from your regulatory body to:

Nova Scotia College of Nursing Attention: Registration 300-120 Western Parkway Bedford, NS, Canada B4B 0V2

6. What happens after I submit my NSCN application and payment?

Our team will review your application and supporting documents to make sure we have all the information we need. It typically takes up to 8 weeks for us to complete this review. If something is missing, we will let you know so you can provide it. Incomplete applications will cause delays in processing.

7. What could delay my application review?

There are several reasons this may happen, including:

- 1. Your application was submitted without answering all of the questions.
- 2. We are waiting for a Verification of Registration form from an international nursing body(ies).
- 3. You have professional conduct history or are the subject of an outstanding complaint(s) with your regulatory body. If this is the case, we will ask for additional documentation.
- 4. You have a criminal record. If this is the case, we will ask for additional documentation.

REGISTRATION EXAMS

Registered Nurse (NCLEX-RN)

8. How many times can I take the NCLEX-RN exam?

There is no limit on the number of times you can take the NCLEX-RN.

9. I have already passed the NCLEX-RN, do I need to retake it?

No, you do not need to retake the exam.

10. Do I need to provide proof of my NCLEX-RN results?

No. We can obtain your NCLEX-RN results directly from the NCSBN website.

11. Can I take the NCLEX-RN while I am waiting for my application to be assessed?

You will not be eligible to take NCLEX-RN through NSCN until your application has been assessed. If you have been made eligible to take NCLEX-RN by another regulatory body, you can take the exam and inform us of the results.

12. I have previously failed the NCLEX-RN. Can I still apply to NSCN?

Yes, you are eligible to apply.

Licensed Practical Nurse (CPNRE, Rex PN [offered in BC and ON] OIIQ [offered in PC])

13. How many times can I take the CPNRE exam?

You can take the CPNRE three times, as long as you have not taken another Canadian practical nurse exam.

14. I have already failed the REx-PN or the OIIAQ exam in another Canadian province. Can I take the CPNRF?

It depends on the number of times you have failed the REx-PN or the OIIAQ exam. Failure of the REx-PN/OIIAQ exam counts towards your maximum number of attempts on the CPNRE.

If you have failed the REx-PN/OIIAQ exam three times, you will not be eligible to take the CPNRE.

15. I have already passed the REx-PN/OIIAQ exam with another regulatory body in Canada. Do I need to take the CPNRE?

Note: You must report all previous exam attempts in your application. We will consider any past registration exam (i.e., CPNRE, REx-PN, OIIAQ, OIIQ or NCLEX-RN) failures when assessing your application and your eligibility for a conditional licence.

CONDITIONAL LICENSURE

16. Am I required to obtain a conditional licence?

If you want to practice as a nurse in Nova Scotia while preparing to take you exam, you are required to hold a licence with NSCN.

If you **do not** want to practice as a nurse in Nova Scotia while preparing to take you exam, you are not required to hold a licence with NSCN. You can proceed to licensure after you pass the exam.

17. How long is my eligibility period for the conditional licence?

You are eligible for the conditional licence for 12 months from the date you were first given eligibility. For example, if you were first given eligibility for the conditional licence on December 2, 2024, your eligibility period would end on December 2, 2025.

18. How long is each conditional licence valid?

Each conditional licence is issued for four months at a time and can be renewed until your eligibility period has expired or you fail the registration exam for the third time. It is your responsibility to monitor the expiry of the conditional licence and reach out to NSCN if you require another four-month conditional licence.

19. Can I practice right away once receiving a conditional licence?

Yes. Once you pay for the conditional licence, it becomes active immediately. Therefore, you may begin practice in Nova Scotia right away.

EMPLOYMENT

20. Can you provide me with information about employment opportunities or help me find a job?

As the nursing regulator, our role is to ensure nurses are registered and licensed to practice nursing in Nova Scotia. We do not have a role in recruitment or helping nurses secure employment, however following resources may be helpful to you.

- Nova Scotia Health (NSH): More than Medicine | Nova Scotia Health Authority (nshealth.ca)
- Job Bank (Careers in Canada): Job Bank
- IWK: IWK Health Centre
- Nova Scotia Works: Home | Nova Scotia Works | novascotiaworks.ca
- Health Association of Nova Scotia: Continuing Care Recruitment Health Association Nova Scotia

21. Is there anything I can do to prepare for working as a nurse in Nova Scotia?

- 1. You may also find it helpful to review the resources we created for nurses just entering the nursing profession in Nova Scotia. This information can be found <a href="https://example.com/here.com/he
- 2. We strongly encourage you to review the Standards of Practice for your designation here.
- 3. Finally, we encourage you to review the Jurisprudence Information for the designation you are applying for. This information is available on our website here.

FINANCIAL SUPPORT:

22. Is there financial support for those applying for this new process?

NSCN does not have access to financial supports for applicants.

23. Does this new process have a return of service requirement?

No. There is no return of service requirement through NSCN.

IMMIGRATION:

24. Do I need to already be living in Nova Scotia to apply to NSCN?

No, we will accept applications from people living anywhere in the world. In fact, it is sometimes easier to arrange for documents to be sent to NNAS or NSCN while you are in your current country.

25. If I apply to NSCN, will I receive help with my immigration requirements?

We are unable to provide you with immigration guidance. We encourage you to contact:

- Nova Scotia Immigration: https://novascotiaimmigration.com/
- Canadian Immigration and Citizenship: https://www.canada.ca/en/services/immigration-citizenship.html

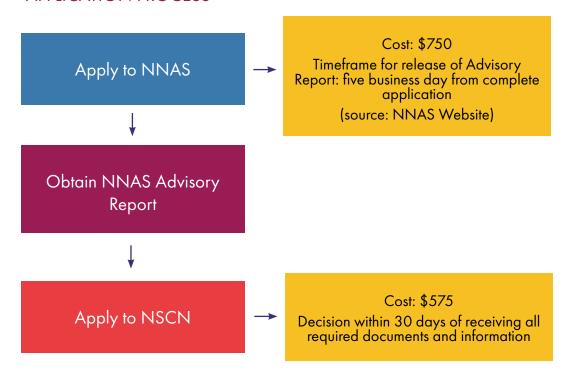
ADDITIONAL QUESTIONS:

26. Who should I contact if I have more questions?

If you have any further questions, please contact our Registration team by email at registration@nscn.ca.

Please note: due to a high volume of those interested, response time may vary. We will be in touch as soon as possible. We respond to emails and calls in the order they are received to help decrease our volume of emails and calls, which enables us to respond more quickly. We ask you to please not leave multiple messages; we will be in touch when we can.

APPLICATION PROCESS



Once NSCN receives all documentation and required information, you will receive one of the following decisions:

- 1. You can take the applicable registration exam
- 2. You can take the applicable registration exam and apply for conditional registration and a conditional licence
- 3. You are eligible for registration and a conditional or practising licence, or
- 4. You are required to successfully complete either
 - a. A competence assessment and any assigned bridging education
 - b. A nursing re-entry program
- 5. You are ineligible for registration and licensure