

Dear RNAO/NPIG Member,

At the 3rd annual RNAO/NPIG NP Institute April 21, 2022, Dr. Brenda Stade and myself presented a draft resource letter that could be used in negotiating or renegotiating an NP employment contract.

As a reminder of **Resolution # 10: Advocating for Protected Professional Development for Nurse Practitioners:**

THEREFORE BE IT RESOLVED that the Registered Nurses' Association of Ontario (RNAO), in conjunction with the government, Ontario Health Teams (OHTs), organizations, academic institutions and placement partners, develop a plan informed by Recommendations 2.2, 4.1, 5, and 6 of the Nurse Practitioner Task Force's Vision for Tomorrow Report to support NPs in negotiating employment with any employer to exercise their professional right, as part of self-regulation, to include professional development and support for non-clinical activities, such as NP-led research, quality improvement, continuing education, and teaching, as part of their term of employment so if audited by the College of Nurses of Ontario (CNO), can demonstrate these competencies as part of personal and professional growth.

Submitted by: Petrina Barbas, Tingna Xu, and Dr. Eric Staples

Since the Institute, we have revised the resource letter and appendix, and hope that it is clear and concise as it relates to the College of Nurses (CNO) Practice Standard related to continuing competence.

It is our hope that this resource will assist you in negotiating for professional development time. We at RNAO and NPIG are available to speak with you if you require our assistance.

Sincerely

Dr. Brenda Stade, PhD, NP, RNAO Policy Analyst

Dr. Eric Staples, ND, RN, Miller Fellow, NPIG Executive Board

Name of Recipient including title and facility

Date

Dear XXX,

I am pleased to receive your offer of a position at XXX in the role of NP commencing XXX.

As I identified in our discussion during the interview process for this position, ongoing clinical and non-clinical professional development is critical to effective functioning of all NPs.

(the letter would require tweaking the wording in opening sentences and examples of terminology for accepting or renegotiating a contract are provided in the first sentence below)

Prior to accepting this position **OR** On accepting this position **OR** In renegotiating my contract, I want to expand on the professional development requirement mandated by the College of Nurses of Ontario (CNO) for all NPs. To maintain registration as an NP with the CNO, all NPs are required to engage in professional development relevant to the expected NP competencies. This must be demonstrated to the CNO annually through their Quality Assurance (QA) Program. NPs can be audited by the CNO at any time, as part of the QA Program, to ensure NPs are meeting the Continuing Competence Standards set out for Professional Practice (see attached).

Professional development can take many forms including: relevant learning events that incorporate a practice component, workshops, specialty courses, practice skill updates and others to enhance knowledge and practice. The professional development time can also be used to support NP-led research, quality improvement initiatives, presentations at conferences and events and teaching.

The Registered Nurses Association of Ontario (RNAO), Ontario's professional voice for NPs, RNs, and nursing students, and the Nurse Practitioner Interest Group (NPIG) support and advocate that all NPs have professional development time incorporated into their employment contracts.

The amount of professional development time recommended by the RNAO and NPIG is dependent on the NP role; specific learning goals of the NP vis a vis their past experience; changes in NP scope of practice based on legislation, regulations and/or new evidence and research; role changes in the workplace; and nature of the professional development offering.

(the next sentence provides an example of rewording for renegotiation)

Further to formalizing my acceptance **OR** renegotiating the contract of this position, I would appreciate a discussion of how we can ensure professional development time in my role to enable me to provide the best quality care possible to our clients, showcase

our organization, and meet the CNO standards. Thank you for our consideration of my request and I look forward to discussing this with you further at your convenience.

Sincerely,

Name

Address

Email/Phone

Disclaimer:

This resource is not binding for nurses or the organizations that employ them. The use of this resource should be flexible based on individual needs and local circumstances. They neither constitute a liability nor discharge from liability. While every effort has been made to ensure the accuracy of the contents at the time of publication, neither the authors nor the Registered Nurses' Association of Ontario (RNAO) give any guarantee as to the accuracy of the information contained in them nor accept any liability, with respect to loss, damage, injury, or expense arising from any such errors or omission in the contents of this work.

Appendix to the Resource Letter: College of Nurses (CNO) Practice Standard Professional Standard 2: Continuing Competence

Each nurse maintains and continually improves her/his competence by participating in the College of Nurses of Ontario's Quality Assurance (QA) Program.

Indicators:

A nurse demonstrates the standard by:

- assuming responsibility for her/his own professional development and for sharing knowledge with others
- investing time, effort, and other resources to improve knowledge, skills and judgment
- engaging in a learning process to enhance her/his practice
- participating in the College's QA Program
- keeping records of participation in QA Program activities
- providing colleagues with feedback that encourages professional growth
- participating in Practice Assessment when selected
- advocating for quality practice improvements in the workplace*
- working together to create quality practice settings that promote continuing competence*

Source: CNO. Professional Standards, Revised 2002
https://www.cno.org/globalassets/docs/prac/41006_profstds.pdf