



Registration Requirements

To practise as a registered nurse in British Columbia, a nurse must be registered with the College of Registered Nurses of British Columbia (CRNBC). Legislation also requires that anyone using the title “nurse” must be a registrant of one of the three nursing regulatory bodies in the province – CRNBC, the College of Registered Psychiatric Nurses of British Columbia, or the College of Licensed Practical Nurses of British Columbia.

REQUIREMENTS

Nurses who have never been registered in British Columbia can apply to CRNBC to have their eligibility for registration assessed. In accordance with the Health Professions Act and CRNBC Bylaws, each application is assessed to determine if the applicant meets the following requirements:

1. Completion of a nursing education program deemed equivalent to a CRNBC-recognized program at the time of assessment for registration.
2. Competence to practise as a nurse, based on nursing education or practice hours in the previous five years, employment references and registration examination results. International applicants must provide a reference from a Canadian employer for whom they have worked as a temporary (supervised) registered nurse.
3. Good character, based on references, no record of outstanding criminal charges or convictions relevant to the practice of nursing or registration with CRNBC, and no dishonesty or misrepresentation on application for registration.
4. Fitness to engage in the practice of nursing, based on registration in good standing in other jurisdictions, no health problems that impair ability to practise, fluency in English and satisfactory employment references.

DOCUMENTS

An application package containing detailed instructions and forms is available from CRNBC. To have an application assessed, all applicants for registration must submit the following:

- the appropriate assessment fee;
- a completed CRNBC **Application for Registration** (Form 16 or 47));
- a completed and notarized CRNBC **Statutory Declaration** (Form 11);

- a **copy of proof of identity** – usually a birth certificate or other legal document showing date of birth and any name(s) used by the applicant;
- a completed **Employment Reference for Nurse Registration** (Form 37) sent directly to CRNBC by an employer for whom you have worked as a registered nurse in the last five years.
- a completed CRNBC **Professional Experience Record** (Form 44), with consent for CRNBC to contact employers;
- a completed CRNBC **Verification of Nurse Registration Form** (Form 25) from each jurisdiction in which previously registered sent directly to CRNBC from the regulatory body (if currently registered and working in another Canadian jurisdiction, all previous verifications may not be required);
- a signed **Consent to a Criminal Record Check** (Form 12), provided by CRNBC, consenting to a criminal record check under the *Criminal Records Review Act*;
- **if educated outside of Canada, transcripts** sent directly to CRNBC by your school of nursing;
- **if first language is not English, passing results of a test of English fluency** accepted by CRNBC. These must be sent directly to CRNBC by the testing centre at the time of application (for information about English fluency requirements, see the *English Tests* fact sheet, pub. 501, available from the CRNBC website www.crnbc.ca or CRNBC Regulatory Services);
- **examination results from the Canadian Nurse Registration Examination** (CRNE) or NLN-SBTPE examination (verification forms from other Canadian jurisdictions or from the United States usually include these results).

QUESTIONS AND ANSWERS

Q. What happens to an application when received by CRNBC?

A. An application goes through several steps before registration is granted to the applicant.

Step 1: Pre-assessment

Documents received by CRNBC, such as verifications or transcripts, are matched with the application and a file is established.

The applicant is notified in writing if there are outstanding documents or problems with the application.

Step 2: Assessment

When all required documents have been received, the application is assessed.

- If the applicant is eligible for registration, CRNBC sends the applicant an initial registration form and notification of the required registration fee.
- If the applicant is not yet eligible, CRNBC notifies him/her in writing of any outstanding requirements.
- If the applicant is required to take the registration examination and has met all other requirements for registration, an examination application is sent. The examination is written several times a year (for dates, see the CRNBC fact sheet *Canadian Registered Nurse Examination*, pub. 604, available from the publications section of the CRNBC website www.crnbc.ca or CRNBC Regulatory Services). If the applicant is successful on the examination, CRNBC will send an initial registration form to the applicant along with notification of the required registration fee.

Step 3: Registration

When the completed initial registration form and fees are received by CRNBC, all information is checked and registration is usually granted provided the criminal record check has been completed.

Q. How long does the process take?

A. The length of time for registration depends on how quickly documents are received by CRNBC.

Applicants with current practising registration in another Canadian province are usually eligible for temporary registration within 2-3 weeks. Canadian applicants are usually eligible for registration within 3-4 months.

Applications for **applicants registering in Canada for the first time** take a minimum of two months to process, provided CRNBC has received all required documents. At that time, an assessment letter outlining any remaining requirements for registration will be sent to the applicant. The time period for an applicant to meet eligibility for registration varies depending on the requirements that must be met.

Q. What usually causes delays in the process?

A. The process can be delayed by any of the following:

- an incomplete application;
- outstanding fees;
- outstanding or incomplete documentation;
- unsatisfactory references;
- discipline in another jurisdiction; or
- a criminal charge or conviction.

Q. Can an applicant work as a nurse while meeting registration requirements?

A. New graduates of Canadian nursing programs may be eligible to practise under temporary registration while awaiting registration, provided they have not previously failed the registration examination. Nurses with current practising registration in another province or territory who meet B.C. requirements for good character, competence, fitness to practise and English fluency may also be eligible for temporary registration with CRNBC.

Nurses from other countries who have met all requirements for registration except provision of a reference from a Canadian employer and the examination, may be eligible to practise nursing under temporary registration provided they have not previously failed the examination and have applied to write the examination.

For further information about temporary registration see the fact sheet *Temporary Registration (Canadian Applicants)* (pub. 454) or *Temporary Registration (International Applicants)* (pub. 565) available from the CRNBC website www.crnbc.ca or CRNBC Regulatory Services.

Q. Can CRNBC assist with immigration matters or with finding employment?

A. CRNBC is not able to assist in these matters. For immigration questions, contact a Canadian consulate or, if in Canada, Citizenship and Immigration Canada. Applicants living in Canada or the U.S can check employer listings in the Canadian hospital and long term care directories available in public libraries.

More information about CRNBC and registration can be found on the CRNBC website www.crnbc.ca