

Program Guidelines

Health and Social Services Post-Graduate Certificate in Remote Nursing

1. Program Description

The foundation of this program is the development of expertise in expanded nursing practices. This prepares the Registered Nurse (RN) to deal with common health care concerns as well as to provide initial emergency care. Consideration of culture, community and the unique aspects of care delivered in geographical isolation are underlying themes throughout all courses.

2. Program Objectives

The Post-Graduate Certificate in Remote Nursing is intended to prepare new graduate nurses or Registered Nurses (RNs) with limited experience directly related to community health nursing to function in an expanded practice role in a community health centre. Program participants learn the nursing competencies required to work in a Northwest Territories community health centre.

3. Program Eligibility

Aurora College Eligibility

All applicants must be registered with the Registered Nurses Association of the Northwest Territories and Nunavut (RNANT/NU).

Aurora College Acceptance

Priority acceptance is provided to Northern residents of a northern nursing program (Aurora College, Nunavut Arctic College), Northern residents of a southern accredited nursing program, and to current HSS system employees.

Please refer to the Aurora College website for more information on applying to the program.

HSS System Eligibility

Any registered nurse may apply for support from their authority to take the program. New graduate nurses or Registered Nurses with limited experience directly related to community health nursing are the priority.

HSS System Approval

Approval from the COO or applicable CEO is based on a number of factors including; current position, number of years of experience directly related to community health nursing, and available funding.

4. Program Length

This program is 10 – 12 months in length.

5. Program Support for HSS System Employee

Tuition will be paid for HSS system employees accepted by the college. Tuition payment will be coordinated between System Human Resource Planning (SHRP) and Aurora College.

HSS employees must fill out a form requesting support from their COO/CEO/Deputy Minister (DM) to participate in the program.

The COO/CEO/DM will advise the employee through a letter if their request is approved. If approved, the letter will outline the specific level of support that is approved.

Should a HSS system employee wish to pursue the Remote Nursing program without an approved level of support from their COO/CEO he/she will be required to submit an Outside Employment/Activity Request Form and explain how they will be able to participate in all aspects of the program without impacting their ability to perform the duties of their position.

Please refer to the document, “Information for Applicants”, for further details.

6. Program Capacity

Please refer to the Aurora College website for information.

7. Program Deadline

Please refer to the Aurora College website for information.

Apply to your COO/CEO/DM by October 1st.

8. Application Process

Aurora College

Applicants are responsible for completing and submitting an Aurora College application form and accompanying documentation that includes:

- Proof of current RNANT/NU registration; and
- Criminal records check.

HSS System

HSS employees must fill out a form requesting support from their COO/CEO/Deputy Minister (DM) to participate in the program.

Should a HSS system employee wish to pursue the Remote Nursing program without an approved level of support from their COO/CEO, he/she will be required to submit an Outside Employment/Activity Request Form and explain how they will be able to participate in all aspects of the program without impacting their ability to perform the duties of their position.

Please refer to the document “Information for Applicants” for further details.

9. Selection Process

Aurora College

The acceptance of students to the program is determined by Aurora College.

HSS System Approval Process

The COO or applicable CEO will determine if the HSS system employee is approved to participate in the program.

10. Funding Process

The COO/CEO/DM will advise the employee through a letter if their request is approved. If approved, the letter will outline the specific level of support that is approved.

Depending on the level of support, the HSS system employee may be required to complete a Return of Service Agreement (ROS).

HSS system employees may withdraw from the program at any time, with approval

from the COO, applicable CEO or the Deputy Minister.

Should a HSS system employee fail to complete the program, the employee will be required to repay some or all of the monies provided to the employee for support.

11. Components

The components to this program are :

- Winter Semester
 - 2 distance courses (2 hours per class per course) twice per week;
 - Practicum; and
 - A 3 week on-site component.
- Fall Semester
 - 2 distance courses (2 hours per class per course) each with 1 class per week; and
 - Final practicum.

All of the courses are sequential (that is, delivered one at a time). The program can be taken part-time. Part-time students must work with Aurora College to determine a course schedule.

12. Decision Review Process

If you are not satisfied with the decision regarding your application, please fill out the Decision Review Request form and submit to:

DecisionReviewRequest@gov.nt.ca

The form should be completed and submitted within 30 days of receiving the decision.

13. Roles and Responsibilities

System Human Resource Planning Division

- Provides funding, coordination and administration for the Graduate Certificate in Remote Nursing Program; and
- Monitors, evaluates and reports on program outcomes, budget expenditures and other program reports, statistics, etc. that may be required.

HSS System

- Reviews requests from employees; and

- Ensures operational coverage (including compensation and benefits associated with provisions for any back fill required) and, depending on the level of support approved, may be responsible for compensation and benefit of the participant while in the Program.

Aurora College

- Reviews all applications to the program and admits applicants based on predetermined criteria; and
- Sets the program/application deadline and for responding to all inquiries that relate to the program content and/or admission requirements.

For More Information

Please contact the System Human Resource Planning Division at HSSPrograms@gov.nt.ca