

## **CRPNBC RECOGNITION PROCESS FOR PSYCHIATRIC NURSING EDUCATIONAL PROGRAMS**

This document should be read in conjunction with the *Standards & Indicators for Recognition of Psychiatric Nursing Educational Programs*.

The primary purpose of an external review of psychiatric nursing education programs is to ensure that programs meet the standards for recognition of psychiatric nursing educational programs. Graduates of programs that are recognized by CRPNBC are eligible to sit the national psychiatric nursing examination and apply to become registered as a Registered Psychiatric Nurse. An external evaluator validates that the psychiatric nursing education program meets the standards and recommends recognition of the program to the CRPNBC.

### **RECOGNITION PROCESS**

The recognition process includes the following steps:

- 1) CRPNBC will provide the psychiatric nursing education program with reasonable notice in writing that a program recognition evaluation will occur.
- 2) CRPNBC will identify the dates for the site visit and the names of the external evaluator to the psychiatric nursing education program at least three (3) months prior to the site visit, unless a shorter notice period has been mutually agreed to.
- 3) The psychiatric nursing education program will submit all required documents, including a self-assessment based on the standards and indicators, to the external evaluator thirty (30) days prior to the site visit evaluation<sup>1</sup>.
- 4) Within thirty (30) days of the site visit evaluation, the external evaluator will submit a report<sup>2</sup> to the CRPNBC Registration Committee, followed by a presentation to the committee at its next scheduled meeting.
- 5) The Registration Committee will review the report and make a recommendation to the Board.
- 6) The CRPNBC Board will review the recommendation and determine the recognition status of the psychiatric nursing education program.
- 7) The final report of CRPNBC will then be sent to the psychiatric nursing education program noting the awarded program recognition status.
- 8) The outcome of the review and an executive summary will be provided to the other RPN regulators in Canada.

When granting program recognition CRPNBC shall consider the following guidelines:

**Five-Year Recognition:** Programs that have met or exceeded 85% of indicators for each of the standards 1 through 5 will be recognized for five years. Re-evaluation will take place within the fifth year.

**Four-Year Recognition:** Programs that have met between 75-84% of indicators for each of the standards 1 through 5 will be recognized for four years with terms and conditions. Re-evaluation will take place within the fourth year.

**Three-Year Recognition:** Programs that have met between 65-74% of indicators for each of the standards 1 through 5 will be recognized for three years with terms and conditions. Re-evaluation will take place within the third year.

**Conditional Recognition (One or Two Year Recognition):** Programs that have met less than 65% of indicators for each of the standards 1 through 5 but are close to achieving each standard may be granted conditional program recognition with terms and conditions.

**Non-Recognition:** Programs that have met substantially less than 65% of indicators for each of the standards 1 through 5 will not be recognized.

### **CONFIDENTIALITY**

The external evaluator will sign a confidentiality agreement with the regulatory authority before commencing the recognition process.

All reports and materials related to the recognition process shall be retained in CRPNBC files and shall remain the property of the CRPNBC.

Additional details about the recognition process may be obtained from the CRPNBC office.

<sup>1</sup> The site visit evaluation will include an orientation to the physical environment, interviews with personnel and students, a review of documents, and a summation conference.

<sup>2</sup> The report submitted by the evaluator will be based on the standards and indicators and include an executive summary, findings of the review, and any recommendations.