



ANBLPN

Association of New Brunswick Licensed
Practical Nurses

AIAANB

L'Association des Infirmier(ère)s Auxiliaires
Autorisé(e)s du Nouveau-Brunswick

FAQ: Continuing Competence Program

How do I know if my learning goals are appropriate?

Each year leading up to the annual registration, members continue to have questions regarding the Continuing Competence Program. Most notably, LPNs seek clarification as to what “counts” as appropriate learning goals. In response, we have created this short decision-tree and FAQ to help you determine if your learning goals are appropriate.

Q1: Have your learning goals been **completed** during the previous licensing year?

(Example: For the 2023 licensing year your learning goals had to have been completed during the 2022 licensing year)

YES

NO

Q2: Is the knowledge you obtained **new** knowledge to you?

(Example: You have never learned this before)

YES

NO

Q3: Does this new knowledge pertain to **your** practice environment?

*(Example: If you work in maternity and decide to take dementia education, this is **not** pertinent to your practice environment)*

YES

NO

Q4: Is your learning goal based on something you **personally** wanted to gain knowledge in?

(Example: You want to learn more about best practices to prevent pressure injuries due to an increase in incidents with your clients)

YES

NO

Q5: Are you able to state how this new knowledge has positively impacted **your practice** and **client outcomes**?

YES

NO

If you answered **YES** to every question –
Congratulations! You have an appropriate learning goal!

Still have questions? Check out these Frequently Asked Questions!

Q: Where do I record my learning goals?

A: Please visit our website at www.anblpn.ca and look under the [Continuing Competence Program](#) tab. Here you will find the link to the [Record of Professional Learning Plan](#). This is where you will record all the information related to your learning goal. The document is form-fillable so you can type your responses into the document and save it to your computer for later. If you are chosen for the annual audit, this is the document we will request from you.

Q: Can I use learning goals that I have completed a few years ago?

A: No, your learning goals had to have been completed during the previous licensing year only. *(Please refer to question 1 of the decision-tree.)*

Q: Can I use employer-mandated education for my learning goals?

A: No, your learning goals must be based on something you have assessed as a knowledge gap for you, and you want to personally learn more about. You cannot use employer-mandated education such as CPR/First Aid, Hand Hygiene Modules, WHIMIS, Fire Safety etc. *(Please refer to question 4 of the decision-tree)*

Q: I found an older webinar that I had not seen before, could I still use this information towards my learning goals?

A: Yes! If you were unable to view the webinar in the past but the information in it would be new knowledge to you, then you can use this towards your learning goal.

Q: ANBLPN offers a lot of webinars, but I am never available to watch them live due to my work schedule. If I go back and watch the recording, can it still be used towards my learning goals?

A: Yes! We understand that due to shift work, it is not always possible to attend our live webinars. We always record our webinars for this reason so that LPNs can view them at their convenience and to ensure that the information is accessible to everyone.

Q: I couldn't complete my learning goal due to a course cancellation/COVID etc. Can I still use it towards my learning goals?

A: No, your learning goals must be completed to be valid. If the course had to be cancelled, you will need to complete a different learning goal. You also cannot state "ongoing" as your date of completion; it must be a completed goal.

Q: I had an active license last year, but I actually didn't work. Do I still have to do my CCP?

A: Yes! If you held an active license, then you are eligible for the annual CCP audit and cannot be exempt.

Q: “I only work casual” ...OR “I only do foot care” ... OR “I only have a few clients” ...do I still have to comply with the Continuing Competence Program (CCP)?

A: Yes! If you hold an actively practicing license, you must comply with CCP. Participation is not based on how many hours you work or where you work. It is based on your licensure status so if you held an active license, you must comply with the CCP and cannot be exempt.

Q: Can I just send you a copy of all the education I did in the past year?

A: No, you must submit the [Record of Professional Learning Plan](#) only. Submitting a list of courses does not reflect your learning. The most important piece of the Record of Professional Learning Plan pertains to the specific new knowledge that you learned through completion of the goal **and** being able to state how this new knowledge has positively impacted your practice and client outcomes.

Q: I didn't know that I was chosen for the audit because I did not check my email. Can I get an extension?

A: No, it is clearly stated on the annual registration form that ANBLPN uses email as their primary tool for communication. Members are responsible to stay up to date on communications and obligations as self-regulated professionals. Extensions are not possible.

Q: I've been busy and did not get my documents submitted in time. Can I get an extension?

A: No, every LPN declares on their annual registration form that they understand CCP is an annual, mandatory requirement and that they have complied. Therefore, you should not need more time because it should already be done. Submitting your documents should not be “more work” for you. It is simply a matter of uploading your learning goals, which takes less than 5 minutes. Extensions are not possible.

Q: My employer doesn't offer education sessions so how am I supposed to achieve my learning goals?

A: It is not the responsibility of your employer to arrange your education for you. As a self-regulating professional, you are responsible for participating in continuous learning and seeking out learning opportunities as per the Standards of Practice and Code of Ethics for LPNs.

Q: The price of everything has increased, and I cannot afford to take a course. How will I achieve my learning goals?

A: Participation in CCP does not require you to spend a lot of money. There are numerous **free** learning opportunities that you can participate in such as webinars, in-services, reading reputable health care articles, completing independent research, mentoring with an experienced colleague on a new skill etc.

Please review the various supports we have created on our website to guide you through the CCP process: [Continuing Competence Program](#). Here you will find an example/template, webinar, video, instruction book and more! If you still have questions, please reach out to ANBLPNs Practice Department at 506-453-0747