

CRNA

College of Registered
Nurses of Alberta

Renewal & Return to Practice

Permit Requirements Worksheet

Renewal and return to practice applications are for registered nurses (RNs) and nurse practitioners (NPs) who have already held a permit in Alberta.



Renewal & Return to Practice Applicants

Permit Requirements Worksheet

This renewal & return to practice applicant worksheet applies to you if you have previously held an Alberta permit and are seeking to renew or return to practice after an absence.



MANAGE YOUR ACCOUNT

Requirement

Demographic Information
Policy 3.02

Process & Evidence Accepted

- You will need to confirm that the information the CRNA has on file for you is accurate.
- There is no application fee for renewal or return to practice, however the permit fee will still apply.



CONFIRM COMPETENCY

Requirement

Registration Exam
Policy 3.03

Process & Evidence Accepted

This requirement is not applicable for renewing and return to practice.

Requirement

Post-Secondary Education
Policy 3.04

Process & Evidence Accepted

This requirement is not applicable for renewing and return to practice.

Requirement

English Language Proficiency
Policy 3.05

Process & Evidence Accepted

This requirement is not applicable for renewing and return to practice.

If you encounter issues accessing links within this document, try downloading it to your local device or copy and paste the links into your web browser for direct access.

I FORGOT MY LOG IN EMAIL / PASSWORD



If you forgot the email you use to log into your College Connect account, it can be retrieved by filling out this form: connect.nurses.ab.ca/forgotaccount

If you forgot your password, we can send you a six-digit code to confirm your identity and reset it: connect.nurses.ab.ca/resetpassword

Do not create a new account to complete a renewal or return to practice application. If you require further assistance email registration@nurses.ab.ca



DEMONSTRATE YOUR ELIGIBILITY

Requirement

Currency of Practice
Policy 3.06

Process & Evidence Accepted

You will be required to attest that you meet the currency of practice requirement in your application.

There is no cost for this requirement.

Requirement

Continuing Competence
Policy 3.07

Process & Evidence Accepted

You will be required to attest that you meet the continuing competence requirement in your renewal or return to practice application. More details about the continuing competence program can be found here: bit.ly/3C7qHSs

There is no cost for this requirement.

Requirement

Good Character
Policy 3.08

Process & Evidence Accepted

You will be required to attest to questions confirming you meet the good character requirements.

There is no cost for this requirement.

Requirement

Fitness to Practise
Policy 3.09

Process & Evidence Accepted

You will be required to attest to questions in College Connect, confirming you meet the fitness to practise requirements.
· You do not need to submit anything by email for this requirement.

There is no cost for this requirement.

WHAT IS COLLEGE CONNECT?



College Connect is the CRNA's online portal for applicants and registrants. Accessible any time, from any device, College Connect gives you access to a range of services, including:

- The ability to complete and submit initial permit applications and permit renewal.
- Options to update your profile, contact information and password.
- Access to educational resources, news and guideline documents from the CRNA.
- A record of payments and receipts.
- The use of online services including change of name and verification of registration.

connect.nurses.ab.ca



PREPARE FOR PRACTICE IN ALBERTA

Requirement

Jurisprudence
Policy 3.10

Process & Evidence Accepted

This requirement is not applicable for renewing and return to practice.

Requirement

Liability
Insurance
Policy 3.11

Process & Evidence Accepted

You are required to obtain CNPS professional liability protection. There are two options for this purchase:

- Option 1:**
 - Obtain a membership with the Alberta Association of Nurses (AAN) for \$50 | albertanursing.ca
 - You can then obtain CNPS coverage at a discounted rate of \$68. | bit.ly/3oL37kI

- Option 2:**
 - Obtain CNPS coverage directly. The cost of this option is \$88. | cnps.ca/crna-registrants

Proof of purchase of CNPS coverage will be sent directly to the CRNA. You are not required to do anything further.

- \$** The cost of this is payable by the applicant.



PAY AND DECLARE

Process & Evidence Accepted

To complete and submit your application:

- Make payment through one of the convenient options provided.
- Review your application and confirm its accuracy.

- \$** This is when you pay the permit fee. The cost of this is payable by the applicant.

KEEPING YOUR INFORMATION UP TO DATE



Under the *Health Professions Act*, regulated health professionals are required to report any changes to their information to their college within 30 days.

This includes: changes to your name, contact information, academic record, employment status, restricted activities performed and registration(s) with other colleges.

Your contact, employer, education and professional registration information can easily be updated in College Connect, under **My Profile**.

Name changes can be completed through College Connect as well, with the **Change My Name** service in **Registrant Services**. You will need to have already legally changed your name with a government registry and have valid government-issued photo ID to use this service.