

## NSCN Education Program Approval Committee Terms of Reference



In accordance with the requirements of the *Nursing Act*, S.N.S. 2019, c.8, and the by-laws made thereunder, the NSCN Board shall appoint an Education Program Approval Committee composed of:

- At least one (1) public representative; and
- Such other number of registrants and public representatives as the Board determines.

### **Committee Membership\***

- Committee composition will be at least (11) members, including a minimum of:
  - Two (2) licensed practical nurses;
  - Three (3) registered nurses;
  - Three (3) nurse practitioners; and
  - Three (3) public representatives.
- The Board shall appoint a Chair, and may appoint a Vice Chair of the Education Approval Committee.

### **Term of Office**

Committee members hold office for one (1), two (2) or three (3) year terms as directed by the Board, and are eligible for reappointment.

Registrant members who have a complaint filed against them shall recuse their membership on the Committee unless the Chair determines otherwise.

### **Quorum**

Pursuant to the *Nursing Act*, a quorum of the committee shall consist of three (3) members who must include:

- one (1) public representative
- two (2) nursing representatives

All decisions require the vote of the majority of committee members present.

### **Mandate**

The Education Program Approval Committee is established by the *Nursing Act* to exercise the powers and functions as provided for in the Act, Regulations and By-laws, including without limitation the following activities:

- advise and make recommendations to the Board with respect to

- establishing standards for education programs<sup>1</sup> offered in the Province to meet in order to become approved education programs,
- establishing standards for re-entry programs,
- approving or conditionally approving education programs in the Province as approved education programs or re-entry programs for the purpose of this Act, and
- denying or withdrawing approval of approved education programs and re-entry programs that do not meet the standards approved by the Board;
- ensure that approved education programs and re-entry programs in the Province are assessed for compliance with Board standards at times approved by Board; and
- perform such other functions as directed by the Board.

In addition the Committee Chair, or Vice-Chair acting as chair in the absence of the Chair is responsible for chairing meetings, and ensuring the written recommendations are complete, reviewed by all members of the Committee and forwarded to the Board.

### **Criteria for Membership**

- For the initial Committee formed at the time of the proclamation of the *Nursing Act*, members must have been a member of a regulatory committee, board or council of the CLPNNS or CRNNS at the time of proclamation.
- No committee member may be a member of the NSCN Board or an employee of NSCN.

### *\*Additional Criteria for Registrant Members\*:*

- A registrant must hold a licence at the time of initial appointment to the Committee (the time they are first appointed to the Committee, not including any reappointments).
- Registrants whose licences expire while serving on the Committee, who do not renew those licences, remain eligible to serve on the Committee until the expiry of their term.
- Such registrants may be eligible for reappointment if the overall composition of the Committee ensures sufficient numbers of licensed registrants are available to meet the requirements of the By-laws.
- Generally, a registrant who has not held a licence for a period of five years, will not be eligible for reappointment.

### *Additional Skills for Chair and Vice Chair:*

- The Chair and Vice-Chair must have experience conducting meetings.

Approved: June 5, 2019  
Revised: June 20, 2020

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<sup>1</sup> Education programs refer to entry level nursing and nurse practitioner programs.

