SALPN Regulatory Bylaws
Office Consolidation as of March 31, 2025

NOTE:
This consolidation includes *The LPN Regulatory Bylaws, 2024* Gazetted on March 1, 2024, and the amendments to those bylaws Gazetted on March 7, 2025.

This consolidation is not official but is prepared for convenience of reference. Amendments to *The LPN Regulatory Bylaws, 2024* have been incorporated into the original bylaw for convenience of reference. Technically, the original bylaw and the amendments to it, as each of them is published in *The Saskatchewan Gazette*, should be consulted for all purposes of interpretation and application of the law. In order to preserve the integrity of the original documents, errors that may have appeared are reproduced in this consolidation. The notes following each section of the bylaws indicate where the official published version of the bylaws may be found.

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Table 1

Title

1 These bylaws may be cited as *The LPN Regulatory Bylaws, 2024*.

Gazette March 1, 2024, s. 1

Definitions

2 In these bylaws:

(a) "Act" means *The Licensed Practical Nurses Act, 2000*;

(b) "approved supervised practice experience" means a period of supervised practice approved by council;

(c) "authorized professional" means a member of a regulated profession who is authorized to issue a prescription or order;

(d) "College" means the Saskatchewan Association of Licensed Practical Nurses operating as the college of Licensed Practical Nurses of Saskatchewan;

(e) "independent practice" means independent practice as described in section 23;

(f) "prescribed examination" means the Canadian Practical Nurse Registration Examination, or an equivalent examination recognized by the council;

(g) "prescribed fee" means the fee prescribed in the college's administrative bylaws relating to fees;

(h) "recognized practical nurse education program" means a program recognized by the council pursuant to clause 19(1)(c) of the Act or an equivalent program;

(i) "regulated profession" means a profession that is regulated pursuant to an Act of the Legislature.

Gazette March 1, 2024, s. 2; amended Gazette March 7, 2024, s. 3

MEMBERSHIP AND REGISTRATION

Categories of membership

3 The following categories of membership are established:

(a) licensed practical nurse;

(b) secondary jurisdiction licensed practical nurse;

(c) graduate licensed practical nurse.

Gazette March 1, 2024, s. 3

General requirements

4(1) All applications for registration in any category of membership must be made on a form provided by the college for the purpose.

(2) All applicants for admission to membership as a licensed practical nurse, secondary jurisdiction licensed practical nurse, or a graduate licensed practical nurse must:

(a) submit a satisfactory criminal record check; and

(b) meet the English language requirement set by the council.

(3) An applicant may only write the prescribed examination a maximum of four times.

Gazette March 1, 2024, s. 4

Licensed practical nurse

5(1) A person applying for membership and initial licensure as a licensed practical nurse pursuant to subsection 19(1) of the Act must, in addition to meeting the requirements of that provision:

(a) pass the prescribed examination;

(b) apply within three years of successful completion of a recognized practical nurse education program or, in the case of an applicant who has completed an equivalent program, within three years of being granted eligibility to write the prescribed examination or successfully complete an approved supervised practice experience; and

(c) in the case of an applicant who has completed an educational program that is alleged to be equivalent to a recognized nurse education program:

(i.) provide proof of equivalency acceptable to council; and

(ii.) proof that the applicant will qualify for an annual licence in accordance with clause 11(1)(a).

(2) A person applying for membership and initial licensure as a licensed practical nurse pursuant to subsection 19(1.1) of the Act must meet the requirements of that provision and provide information on any practice restriction, limitation or condition imposed on the applicant in the province or territory where the applicant is currently registered.

(3) A licensed practical nurse is entitled, while licensed, to practice in person and virtually in respect of patients physically located in Saskatchewan.

(4) A licensed practical nurse is entitled to the following privileges of membership:

(a) to attend, participate in and vote at all meetings of the college;

(b) to be eligible for appointment to committees of the college and to be appointed to

office; and

(c) to receive any notices and newsletters from the college.

Gazette March 1, 2024, s. 5

Secondary jurisdiction licensed practical nurse

6(1) A person applying for membership and initial licensure as a secondary jurisdiction licensed practical nurse must meet the requirements of subsection 19(1.1) of the Act and provide information on any practice restriction, limitation or condition imposed on the applicant in the province or territory where the applicant is currently registered.

(2) A secondary jurisdiction licensed practical nurse is entitled, while licensed, to practice in person and virtually in respect of patients physically located in Saskatchewan and to provide routine support or care while transporting patients across provincial or territorial borders.

(3) A secondary jurisdiction licensed practical nurse is entitled to receive any notices and newsletters from the college.

Gazette March 1, 2024, s. 6

Graduate licensed practical nurse

7(1) To qualify for admission to membership and initial licensure as a graduate licensed practical nurse, a person must:

(a) comply with the requirements set out in clauses 19(1)(a), (b) and (c) of the Act; and

(b) unless the registrar has given written permission to defer the writing of the prescribed examination, write the prescribed examination;

(i.) at the first writing of the examination after becoming eligible to write it; and

(ii.) in the event of a failure to pass the examination, at the next available writing.

(2) Where an applicant for admission under subsection (1) has completed an educational program that is alleged to be equivalent to a recognized practical nurse education program, the applicant must provide proof of equivalency acceptable to council.

(3) Registration as a graduate practical nurse is only available for the period of time commencing on completion of the practical nurse education program or the determination by council that the educational program completed by the applicant is equivalent to a recognized nurse education program and ending on successful completion of the prescribed examination or on a fourth failure of that examination.

(4) A graduate licensed practical nurse is entitled to practice, while licensed, only under the direct supervision of a person licensed to practice as a licensed practical nurse, a registered nurse, or a registered psychiatric nurse.

(5) A graduate licensed practical nurse is entitled to the following privileges of membership:

(a) to attend, participate in and vote at all meetings of the college; and

(b) to receive any notices and newsletters from the college.

Gazette March 1, 2024, s. 7

Resignation on medical or other grounds

8(1) The council may, on the recommendation of the registrar, accept the resignation of a member who wishes to resign their membership in the college for medical or other reasons acceptable to the council.

(2) Where the resignation of a member is accepted by the council, the registrar shall note in the register the reasons for which the member has resigned, and that notation shall be provided to any person who inquires as to the former member's membership status.

(3) A member whose resignation is accepted by the council may apply to be reinstated as a member and shall, in addition to meeting all other requirements for registration as a member pursuant to the Act and the bylaws, demonstrate to the satisfaction of the council that the reasons that resulted in the resignation from the college no longer exist.

Gazette March 1, 2024, s. 8

Termination of membership

9 A member who is not eligible to obtain a licence to practise ceases to be a member.

Gazette March 1, 2024, s. 9

LICENCES

Licence required to work

10(1) Every licence to practise expires on December 31 of the year in respect of which it is issued, or on any earlier date specified on the licence.

(2) Every licensed practical nurse, secondary jurisdiction licensed practical nurse, and graduate licensed practical nurse must obtain a licence in each year in order to practise by submitting the completed application form provided by the college, together with the prescribed fee for the licence and any other fees or charges owing to the college for any reason, on or before December 1 in each year.

(3) A licensed practical nurse, secondary jurisdiction licensed practical nurse, or graduate licensed practical nurse who does not obtain an annual licence ceases to be licensed and is not entitled to practise as at January 1 of the year for which the licence is required, and is noted as an inactive member in the register.

Gazette March 1, 2024, s. 10

Eligibility for annual licence

11(1) In order to be eligible to obtain an annual licence to practise, a member who is a licensed practical nurse must:

(a) demonstrate currency of practice by providing proof of:

(i.) successful completion within the previous three years of:
(A.) a recognized practical nurse educational program;
(B.) a refresher program acceptable to council;
(C.) a competency-based assessment, including any required coursework, acceptable to council;
(D.) an approved supervised practice experience; or
(E.) the prescribed examination; or
(ii.) have worked in licensed practical nurse activities approved by the council for at least:
(A.) 1125 reported practising hours during the previous five years; or
(B.) 450 reported practising hours during the previous two years;
or such longer period that the registrar may approve in writing;

(b) in the case of a member who is registered with the college as qualified to provide practical nursing care in a specialized area of LPN practice pursuant to section 21 or 22 or who is engaged in an independent practice as described in section 23, report the number of practising hours completed in the specialized area or independent practice;

(c) in accordance with section 16, obtain and report the required minimum number of continuing education hours as set out in Table 1;

(d) where the member is engaged in independent practice as described in section 23, provide proof of insurance as required by that section;

(e) where the member has been convicted of a criminal offence in the previous 12 months, submit a satisfactory criminal record check; and

(f) pay the prescribed fee.

(2) In order to be eligible to obtain an annual licence to practise, a secondary jurisdiction licensed practical nurse must be currently licensed in the other Canadian jurisdiction in which they are primarily registered.

(3) A person who is approved to complete an approved supervised practice experience may obtain a licence to do so for the period of time required to complete it**.**

(4) A member who is a graduate licensed practical nurse is eligible to obtain a conditional licence for the period of time during which the member is registered in the graduate licensed practical nurse membership category.

Gazette March 1, 2024, s. 11

Licence revocation

12 The registrar may immediately suspend the licence of a member where the registrar determines that the member was not eligible for the licence when it was obtained, and the registrar shall refer the issue to the Counselling and Investigation Committee as a complaint.

Gazette March 1, 2024, s. 12

Non-practising certificate

13 A licensed practical nurse who is eligible for licensure but is not currently practising as a licensed practical nurse in Saskatchewan or working in licensed practical nurse activities described in clause 11(1)(a), may obtain a non-practising certificate on payment of the prescribed fee.

Gazette March 1, 2024, s. 13

Emergency registration and licensure
14 Notwithstanding any other provision of these bylaws, in an emergency the registrar may, under any terms, conditions or restrictions that the registrar considers appropriate, register as a licensed practical nurse and issue a practising licence to:

(a) a person who is currently or has been licensed to practice as a licensed practical nurse in Canada; or

(b) a person who is a graduate of or a student in a recognized practical nurse education or equivalent nurse education program.

Gazette March 1, 2024, s. 14

Use of title
15(1) A member who is not licensed is not entitled to use the title "licensed practical nurse" or "LPN".

(2) A member who has a non-practising certificate may use the title "licensed practical nurse (non-practising)" or "LPN (non-practising)".

Gazette March 1, 2024, s. 15

CONTINUING EDUCATION

Accumulation of continuing education hours
16(1) For the purposes of clause 11(1)(c), a member is required to accumulate the required number of continuing education hours during the period commencing on December 2 of the year prior to the date of application for an annual licence.

(2) A member who accumulates more than the required number of hours during the period commencing on December 2 of the year prior to the date of application for an annual licence may carry those additional hours forward to be counted in relation to the member's application for an annual licence in the next year, to a maximum of eight hours in the section identified in Table 1 in which the carry-over is obtained.

Gazette March 1, 2024, s. 16

PROFESSIONAL CONDUCT

Generally
17 All members shall ensure that they work within their educational preparation, level of competence, and professional scope of practice.

Gazette March 1, 2024, s. 17

Standards of practice

18 All members shall comply with the standards of practice set out in the most recent version of the *Standards of Practice for Licensed Practical Nurses* approved and adopted by the Canadian Council for Practical Nurse Regulators as amended or revised from time to time.

Gazette March 1, 2024, s. 18

Code of Ethics

19 All members shall conduct themselves in an honourable and ethical manner, upholding the values of truth, honesty and trustworthiness, and shall observe the standards of conduct set out in the most recent version of the *Code of Ethics for Licensed Practical Nurses* approved and adopted by the Canadian Council for Practical Nurse Regulators as amended or revised from time to time.

Gazette March 1, 2024, s. 19

Reporting criminal charges and convictions

20 A member who is charged with or convicted of an offence pursuant to the *Criminal Code* (Canada) or the *Controlled Drugs and Substances Act* (Canada) shall report the charge or conviction to the Registrar within 30 days.

Gazette March 1, 2024, s. 20

SPECIALIZED AREAS OF LPN PRACTICE

Advanced orthopedics

21(1) In this section, "advanced orthopedics" includes the provision of practical nursing care related to orthopedics for the purpose of applying orthopedic devices or casts.

(2) No member shall provide advanced orthopedics unless the member:

(a) has successfully completed post-basic education certificate program, known as the "Advanced Education in Orthopedics for LPNs" program from Norquest College in Edmonton, Alberta, or an equivalent program recognized by council;

(b) is registered with the college as qualified to provide advanced orthopedics; and

(c) practises pursuant to an order of an authorized professional and in collaboration with other members of the health care team, while assisting an authorized professional under their direction with the setting or resetting of a fracture of a bone.

Gazette March 1, 2024, s. 21

Hemodialysis care

22(1) In this section, "hemodialysis care" includes the provision of practical nursing care related to hemodialysis.

(2) No member shall provide hemodialysis care unless the member:

(a) has successfully completed post-basic education acceptable to the registrar;

(b) is registered with the college as qualified to provide hemodialysis care; and

(c) practises pursuant to an order of an authorized professional and in collaboration with other members of the health care team.

Gazette March 1, 2024, s. 22; amended Gazette March 7, 2024, s. 4

Perioperative care

23(1) In this section, "perioperative care" includes the provision of practical nursing care to patients in a perioperative setting and assistance to an authorized professional who is performing surgery in an operating theatre.

(2) No member shall provide perioperative care unless the member:

(a) has successfully completed the formal post-basic education certificate program in perioperative practical nursing, known as the "Perioperative Nursing LPN/Advanced Certificate" from the Saskatchewan Polytechnic, or an equivalent program recognized by council;

(b) is registered with the college as qualified to provide perioperative care; and

(c) practises pursuant to an order of an authorized professional and in collaboration with other members of the health care team.

Gazette March 1, 2024, s. 23

INDEPENDENT PRACTICE

Independent practice

24 A member who engages in the provision of licensed practical nurse services while self-employed or as an employee of an entity that is substantially controlled by the member is required to:

(a) annually report to the registrar the fact that the member is engaged in independent practice and the nature of the services the member is providing;

(b) annually provide to the registrar proof of insurance coverage at all times in an amount not less than $2 million per incident and $2 million per year against general liability with respect to the operation of the independent practice as a business;

(c) provide to the registrar, on request, copies of policies and procedures the member has adopted in relation to:

(i.) physicians' orders;
(ii.) record keeping;
(iii.) patient consents to treatment;
(iv.) infection control;

(v.) referral processes.

Gazette March 1, 2024, s. 24; amended Gazette March 7, 2024, s. 5

PHYSICIAN DELEGATIONS

Physician delegations

25(1) In this section, "physician delegation" means a delegation by a physician to a member of a function or activity pursuant to the Regulatory Bylaws of the college of Physicians and Surgeons of Saskatchewan.

(2) A member shall carry out a physician delegation only where the member practises under the supervision of a duly qualified medical practitioner who has assessed the patient and established a treatment plan and is on site and/or has direct contact by other means and available to assist as necessary.

Gazette March 1, 2024, s. 25

DISCIPLINE

Counselling and Investigation Committee

26(1) The Counselling and Investigation Committee shall:

(a) advise the member that a complaint has been received and of the nature of the complaint and invite comments from the member in reply;

(b) provide the member with a copy of the committee's investigation procedures; and

(c) notify the complainant that the complaints or allegations will be reviewed.

(2) Where a member of the committee declares a conflict of interest, the member shall not thereafter participate in any further consideration of the complaint, and any such withdrawal from the committee does not impair the power of the remaining members of the committee to act.

(3) The chair of the committee may constitute a panel of at least three persons, a majority of whom are practising members, to investigate a complaint.

Gazette March 1, 2024, s. 26

Discipline Committee

27(1) The Discipline Committee shall publish any rules that it adopts in accordance with subsection 28(3) of the Act and shall ensure that the published document is publicly available on request and without charge.

(2) The chair of the committee may constitute a panel of at least three persons, a majority of whom are practising members and one of whom is a public representative appointed to the council pursuant to section 8 of the Act, to hear and determine a formal complaint.

Gazette March 1, 2024, s. 27

Publication

28(1) Full text versions of the decisions of the Discipline Committee, with the names of and identifying information relating to witnesses and clients or patients removed, are to be posted on the college website.

(2) Summaries of complaints that are resolved in accordance with clauses 26(3)(c) to (h) of the Act are to be made available on the college website.

Gazette March 1, 2024, s. 28

THE REGISTER

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29 The registrar may maintain the register required to be kept pursuant to subsection 18(1) of the Act in an electronic form and shall, in addition to the information required to be included in accordance with that subsection, include the following information with respect to each member:

(a) date of initial registration;

(b) current licensure status and type;

(c) any specialized area of practice in which a member is registered;

(d) if the member is engaged in independent practice, a notation indicating that fact and the nature of the services the member is providing;

(e) any limitations or restrictions on the member's practice for the period of time during which the limitation or restriction is effective;

(f) if a formal complaint has been referred to the Discipline Committee, a notation that a discipline hearing is pending;

(g) if the member participated in a complaint resolution process, a notation indicating the nature of the complaint resolved; and

(h) if the Discipline Committee has made a finding of guilt after a discipline hearing, a notation indicating the nature of the discipline offence found to have been committed by the member.

Gazette March 1, 2024, s. 29

REVIEW OF REGISTRAR'S DECISIONS

Applications to review decisions of the registrar

30(1) For the purposes of subsection 20(4) of the Act, an application to review a decision of the registrar respecting an application for registration or licensure must be made to the council by letter addressed to the council:

(a) within 30 days after a written copy of the decision is served on the applicant;

(b) received in the college office within that time; and

(c) setting out the grounds on which the applicant alleges that the registrar's decision is in error, together with any documentation necessary to support the allegation.

(2) The council shall provide an applicant for review with an opportunity to make a verbal presentation to the council, if desired by the applicant, as soon as possible after the application is received.

Gazette March 1, 2024, s. 30

MISCELLANEOUS

Demand for special meeting

31 The number of members required to demand a special meeting of the college to be held in accordance with subsection 6(2) of the Act is the number equal to 10% of the number of registered members who are licensed to practice.

Gazette March 1, 2024, s. 31

Electronic service of notices

32 Documents that are required or permitted by the Act and the bylaws to be served on or given to a person may be sent to the person at the email address in the records of the college.

Gazette March 1, 2024, s. 32

Recognition of practical nurse education programs

33 The council may recognize practical nurse education programs for registration under clause 19(1)(c) of the Act that in its opinion meet the standards for approval determined by council from time to time.

Gazette March 1, 2024, s. 33

Repeal of former regulatory bylaws

34 All former regulatory bylaws of the college are repealed.

Gazette March 1, 2024, s. 34

Coming into force

35 These bylaws come into force when they are approved by the Minister and published in *The Saskatchewan Gazette.*

Gazette March 1, 2024, s. 35

Table 1

The College CEP Program Education Classification

Section A: Formal Activities	Section B: Informal Activities
1. Completion of a Self-Reflection Module or equivalent 2. Educational activities, including recertifications, related to nursing/healthcare including two or more of the following: a) ends with an exam or quiz b) includes assignment(s), presentation(s), learning package(s), or project(s) c) demonstration of competence/competency d) interactive group work e) results in a credential f) can be passed or failed 3. Educational opportunities that enhance cultural perspective and culturally safe practice	Informal activities include the following: a) preceptorship (8 reportable hours per each week of preceptorship) b) nursing/healthcare committees c) any other educational activity related to nursing/ healthcare not meeting the criteria for formal activities in Section A

The College CEP Program: Hour Requirements

Length of time practicing license was held in the previous licensure period	Minimum number of total hours required for renewal	Minimum number of hours required from Section A: Formal Activities	Carry over hours allowed
Less than 3 months	6	2	8
More than 3 months and less than 7 months	12	4	8
More than 7 months	24	8	8

Gazette March 7, 2025, s. 6