

Accommodations for Canadian Practical Nurse Registration Examination

Effective: June 2022

INTRODUCTION

The College of Licensed Practical Nurses and Health Care Aides of Alberta (CLHA) has the authority under the *Health Professions Act* (HPA) to carry out its activities and govern Licensed Practical Nurses (LPNs)* in a manner that protects and serves the public interest.

The *Licensed Practical Nurses and Health Care Aides Profession Regulation* (LPN and HCA Profession Regulation) outlines that applicants and registrants are required to complete the Canadian Practical Nurse Registration Examination (CPNRE) to become fully registered at the CLHA.

In the event that the applicant or an LPN requires exam accommodations, certain eligibility requirements must be met and follow CLHA registration expectations.

PURPOSE

The purpose of this policy is to outline the criteria for requesting exam accommodations and the registration expectations when writing the CPNRE.

POLICY

Applicants who write the CPNRE as part of their application for registration with the CLHA may request exam accommodations. Exam accommodations are modifications to the exam procedures or testing conditions that assist in removing any barriers faced by the applicant in writing the exam due to a physical or mental disability. Examples of exam accommodations may include, but are not limited to:

- additional time,
- an exam reader, or
- a separate or private room to write the exam.

Eligibility for Exam Accommodations

Exam accommodations will only be provided when the request for accommodation is based on a medical diagnosis of disability (or another protected ground set out in the *Alberta Human*

* In this document, "LPN(s)" has the same meaning as "regulated member(s)" in the *Health Professions Act*.

Rights Act). A request for accommodation based on disability must be supported by information from the applicant's medical provider. Applicants must demonstrate how the disability is a barrier to their ability to write the CPNRE and how the accommodation requested will assist in addressing the barrier.

Accommodations must be reasonable and will only be provided to the point of undue hardship for the CLHA. Exam accommodation requests will not be provided in the following instances:

- accommodations that impact the integrity of the CPNRE or exam processes;
- situations that interfere with the ability to reasonably assess the applicant's knowledge of the exam material; or
- other circumstances where accommodation requests cannot be reasonably provided.

Where an applicant's accommodation request cannot be reasonably provided, the applicant will be provided in writing the reasons for the denial of the accommodation request.

Requesting Exam Accommodations

Requests for exam accommodations must be made as soon as possible. This provides the CLHA with sufficient time to assess and consider the request, and if granted, to make arrangements to have the accommodation put in place. Depending on the accommodation requested, the selection of date, time, and location may be limited.

To request an exam accommodation, applicants must complete an Exam Accommodation Request Form. Applicants are responsible for any fees charged by their medical provider for completing the form.

If the applicant has been provided with exam accommodations during their nursing education program within the two years prior to seeking a CPNRE accommodation request, a letter from the applicant's educational institution identifying the accommodations provided may be considered as an alternative to the Exam Accommodation Request Form.

Exam Accommodation Request and Registration with the CLHA

The writing of the CPNRE is part of the process to become registered as an LPN with the CLHA. As such, any information that an applicant provides in support of a request for exam accommodation may be considered as part of the overall application to be registered as an LPN. The CLHA may review the information submitted by the applicant to assess whether the applicant suffers from any physical or mental disability that could affect their ability to safely practice as an LPN.

CONCLUSION

This policy outlines the framework for assessing exam accommodation requests for the CPNRE. Any applicant or LPN who would like to request exam accommodations for the CPNRE should follow the steps outlined in this policy.

Documents are updated frequently. For the most current version and access to related documents and resources, please visit the Knowledge Hub on clha.com.

If after reading this document you have questions, please contact the CLHA's Registration Department via lpnregistration@clha.com or 780-484-8886 or 1-800-661-5877 (toll free in Alberta).