



Continuing Competence Program (CCP)



Where to find the CCP components in 'My Profile'



Overview of CCP steps in 'My Profile'

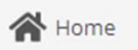

* Suggested timeline to assist with planning your annual CCP activities: [The Four Steps to Meeting your CCP Requirements](#)


Step 1- Self-Assessment

* **DECEMBER**

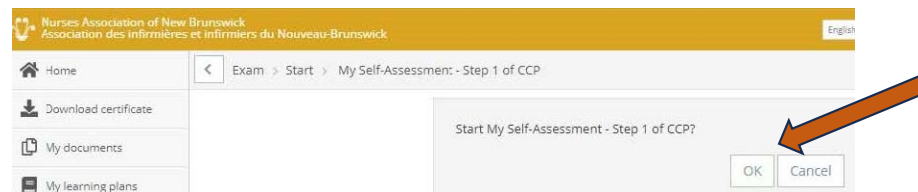
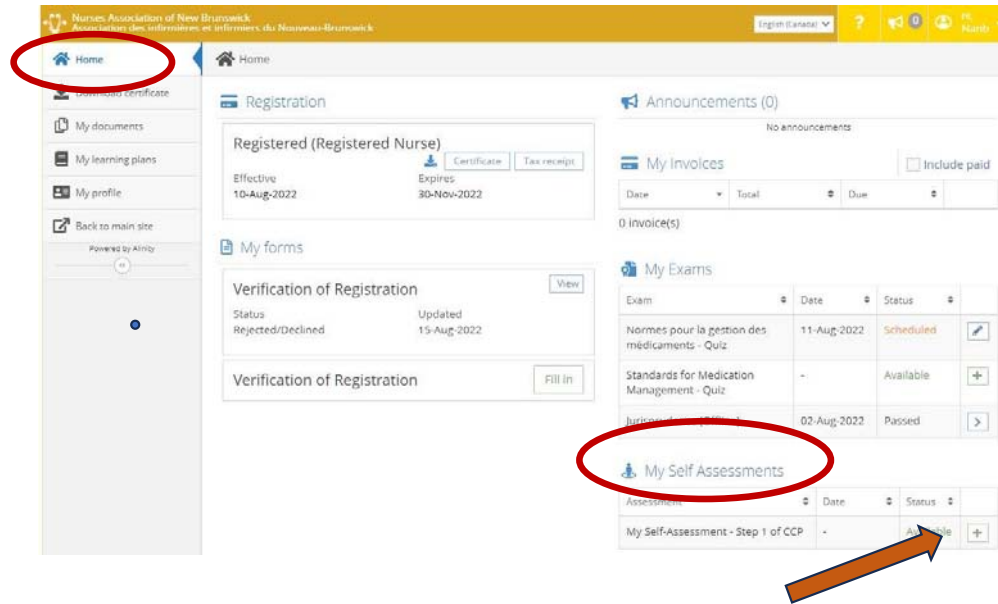
- Complete your self-assessment and choose indicators that you would like to focus on in the coming year.
- You must choose at least one indicator.

- Access your 'My Profile' account

- On your  Home page, go to  My Self Assessments

- Click on the  to begin

- On the next screen, click "OK" to confirm that you wish to start your CCP



Step 1 - Self-Assessment (continued)

- Complete your self-assessment by rating your level of consistency in meeting each practice indicator
- Once you have rated all the indicators, submit your self-assessment

Question 37 of 37 RN-4.9

4.9 I advocate for and contribute to quality professional practice environments.

1 = Not at all

2 = Sometimes

3 = Most of the time

4 = Always

N/A = Not Applicable



- Once you have identified which indicator(s) you may not be meeting consistently or on which you would like to focus, select at least one indicator to focus on.

The indicator(s) selected will be imported in your CCP Learning Plan

Learning Goals

2022/2023 - Started (not submitted)

Please select at least 1 indicator(s) for your learning plan.

Show Recommended All

* RN Indicator 4.9 Professional Relationships and Lead
4.9 I advocate for and contribute to quality professional practice environments.

* RN Indicator 4.8 Professional Relationships and Lead
4.8 I understand and communicate the role of registered nurses to members of the health care team, clients and the public.

* RN Indicator 4.7 Professional Relationships and Lead
4.7 I practise both independently and in collaboration with members of the health care team while understanding and respecting other team members' scope of practice and contributions in the delivery of safe, competent, compassionate and ethical care.


* RN Indicator 4.6 Professional Relationships and Lead
4.6 I participate in the advancement of the profession of nursing in the interest of public safety.

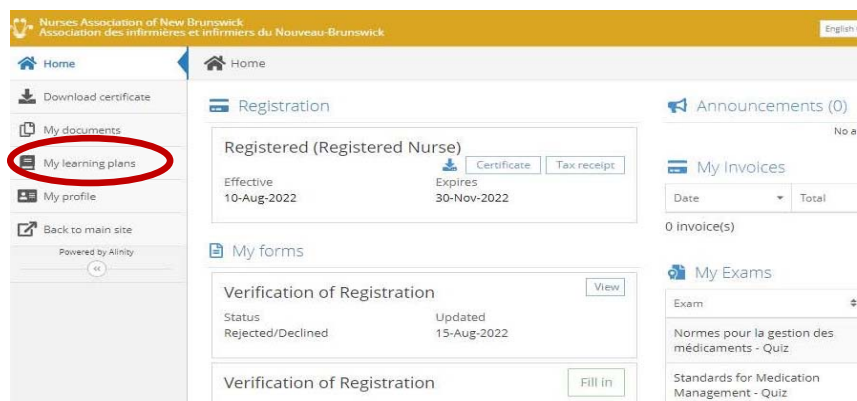
* RN Indicator 4.5 Professional Relationships and Lead
4.5 I contribute to and support initiatives that improve the health system and population health.

Step 2- Learning Plan

* **DECEMBER/JANUARY**
• Prepare a learning plan for the coming year.

To create your learning plan:

- Click on  My learning plans
- On the next screen, select the learning plan

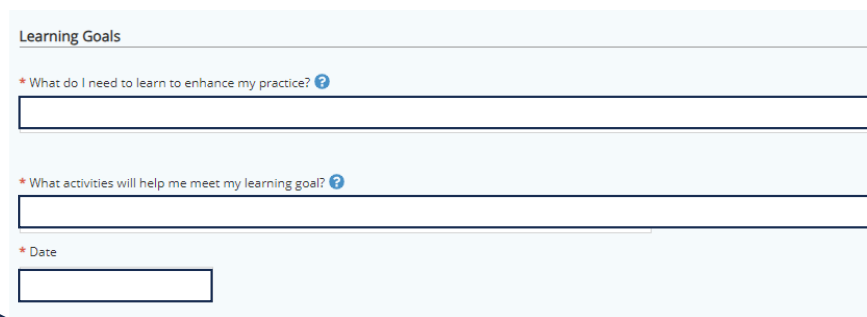


- Based on the indicator(s) you have chosen in step 1:
 1. Develop learning goals
 2. List learning activities

* **JANUARY**
• Begin implementing your learning plan by starting those activities that will allow you to meet your learning goals.

Throughout the practice year, proceed with completing your learning activities.

Add the date of completion of ea. learning activity.



The screenshot shows the 'Learning Goals' form. It contains three input fields with labels: '* What do I need to learn to enhance my practice?', '* What activities will help me meet my learning goal?', and '* Date'. Arrows from the text above point to these fields.

*Always select [Save for later](#) at the bottom of the page to save your entries.

Step 2- Learning Plan (continued)

*

OCTOBER

- Record all completed learning activities.
- Evaluate the impact of the learning plan on your practice.

3. At the end of the practice year, prior to renewal of your registration:

- Assess and document the impact of your learning plan on your practice
- Select on bottom of page

Evaluation of impact on my practice

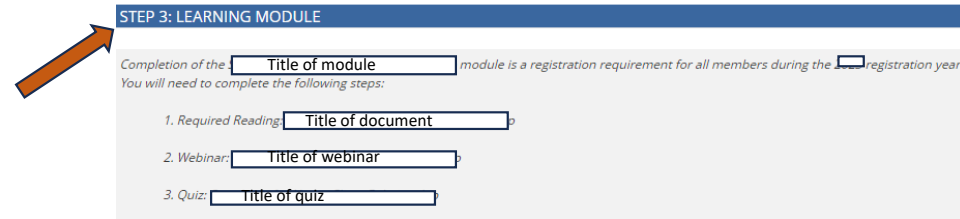
*The final step to the learning plan is the **evaluation of the impact on your practice**. Now that you have completed your learning activities, it is time to consider if you have benefited from these activities. It is important to identify what impact your learning goals and activities had on your nursing practice. Document the impact of your learning in the following section.*

* What did I learn? What impact has my learning Plan had on my practice?

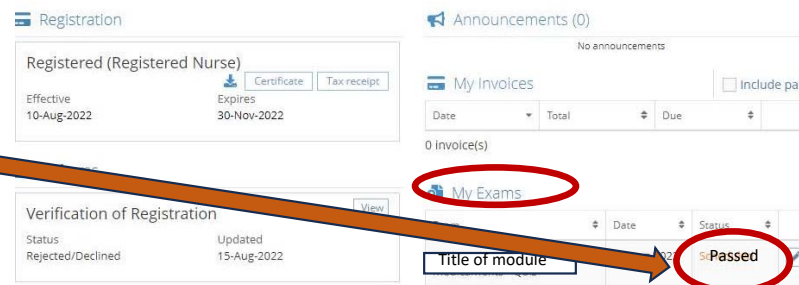


Step 3 - Learning Module * Mandatory

The components of the mandatory learning module are located in STEP 3 of the learning plan; click on each component to complete the module.



Once all 3 components are completed, your status will be updated in the [Learning Modules](#) section of your "My Profile" account



Step 4- Recording of Learning Activities

* This step is optional

- Although optional, you are encouraged to keep a record of your learning activities



STEP 4: RECORD OF LEARNING ACTIVITIES

The learning activities that you add below can be formal activities that you have attended (such as employer provided educational sessions, scheduled conferences or webinars) or informal activities that you have completed through your own initiative (such as reading an article, viewing a webcast, etc.).
Note: completing this record of learning activities is optional.

Add Click here to add additional activities

* Additional Learning Activity

* Name of Provider * Date Complete

*Always select [Save for later](#) at the bottom of the page to save your entries.

Once steps 1 to 3 of the CCP are completed, select  at the bottom of the page to submit your CCP to NANB

Visit the [CCP](#) webpage for general information and guidance on the steps for completing your CCP

If you need assistance with:

- Technical difficulties / Finding the CCP or its components - Send an e-mail to nanbregistration@nanb.nb.ca or call 1-800-442-4417 or 1-506- 458-8731 and select the line 1 for the Registration team.
- Completion of your CCP - Send an e-mail to practiceconsultation@nanb.nb.ca or call 1- 1-800-442-4417 or 1-506- 458-8731 and select the line 2 for the Practice and Education team.