

Approved providers are approved by accredited approvers to plan, implement, and evaluate continuing nursing education activities.

ESTABLISHMENT AS A PROVIDER UNIT

PROVIDER UNIT AUTHORITY. The provider unit must be administratively and operationally responsible for coordinating all aspects of the continuing nursing education activities provided by the organization. A provider unit may be either:

- a) a single-focused organization devoted to offering continuing nursing education; or
- b) a distinct, separately identified unit within a complex, multi-focused organization. For example, the provider unit may be a continuing nursing education division, an organization. Provider units with complex organizations must demonstrate their autonomy for providing continuing nursing education in the written documentation they submit. In other words the provider unit (not the larger organization) must be administratively and operationally responsible for coordinating all aspects of the continuing nursing education activities.

APPROVED PROVIDER CRITERION 1

Mission Statement

The documented beliefs and goals of the provider unit reflect the importance of continuing education for nurses and the needs and characteristics of the provider unit's potential learners. The provider unit is clearly defined and, in multi-focused organizations, supported by the administrative structure.

APPROVED PROVIDER CRITERION 2

Educational Design

The provider unit has a clearly defined process for assessing need, planning, implementing and evaluating continuing nursing education. Continuing nursing education activities are assessed, designed, planned, implemented, and evaluated in accordance with adult learning principles and professional education standards and ethics. The educational design process includes procedures for protecting educational content from bias, providing learners appropriate information and documentation related to their participation, and maintaining records in a secure and confidential manner.

APPROVED PROVIDER CRITERION 3

Unit Operations

The provider unit ensures the quality of continuing nursing education by following an established process involving a qualified Nurse Planner for developing, delivering and evaluating the effectiveness of the educational activities it offers. Adequate resources are provided and utilized to support the provider unit's full range of functions.

APPROVED PROVIDER CRITERION 4

Unit Evaluation

The provider unit engages in an ongoing evaluation process to analyze its overall effectiveness in fulfilling its beliefs, goals, and functions and in providing quality continuing nursing education. Plans and goals for the provider unit's future development in continuing nursing education are identified and re-evaluated on regular basis.