

CARNA Registration Renewal for UNA Employees

A CARNA practice permit is required to legally practice as a registered nurse in Alberta. Nursing Practice Hours are reported to CARNA to meet the currency of practice requirements for regulated members.

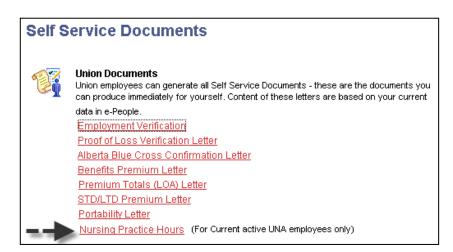
In order to assist and provide an efficient method of identifying Nursing Practice Hours for the purpose of renewal, a new module has been developed in e-People Employee Self Service.

What's New?

Effective August 25, 2014, this new functionality in Employee Self Service will allow UNA (AHS) members to access practice (worked) hours for their CARNA registration.

The module is set up to pull all UNA hours worked per registration year, beginning in the 2013 CARNA year (October 1, 2012 – September 30, 2013) and report a total of these hours.

Navigation: Employee Home > Self Service Documents > Nursing Practice Hours



Click "Run Now" to produce the "Nursing Practice Hours" report



Sample of Output

```
Nursing Practice Hours
Registration Renewal Year: 2014 (October 01, 2013 to September 30, 2014)

Employee : 01062014 - Evelyn Grand

Classification: Grad Nurse Temp Permit
Empl Rcd : 0
Practice hours: 635.50 hours

Grand Total
Practice hours: 635.50 hours
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Please note: This link will only be available to UNA members. If an employee is a <u>NON UNA employee</u>, the "Self Service Documents" page will have the "Nursing Practice Hours" link disabled.

If you have questions, please do not reply to this email, contact the HR Contact Centre by calling 1-877-511-4455 or email HRContactCentre@albertahealthservices.ca

Sincerely,

HR Shared Services