



Learning Plan Submission Check List 2018

Click on blue words to be linked directly to the resource.

To help ensure learning plan approval, please complete this checklist before submitting.

Plan Requirement	Met
Two learning objectives are identified.	
Each learning objective states the month and year when you plan to achieve it. Date needs to be between July 1, 2018 and October 31, 2019.	
Each learning objective indicates what you are going to learn.	
The learning objectives are linked to the indicator(s) being addressed from the RN or NP Standards of Practice.	
A specific indicator from the RN or NP Standards of Practice is included for each objective.*	
At least 2 learning activities are listed to achieve each of the objectives identified.	
The activities are specific and clearly indicate a learning activity.	
The activities will occur between July 1, 2018 and October 31, 2019.	
The activities listed will help you meet your objectives.	
The learning activities are not tasks that are part of your job.	
The evaluation plan demonstrates how learning will be applied to your practice.	
The evaluation indicates the anticipated outcomes of the learning.	
The evaluation outlines how you will know when you have met your learning objectives.	

*The [RN Self Assessment](#) and/or [NP Self-Assessment](#) guides outlines the process to self-evaluate your practice against the Standards' indicators.

Additional Tips:

- Review the learning module *How to Build a Learning Plan* if you have questions before or during your learning plan development.
- The submitted learning plan should be between 2 to 4 pages in length but no more than six.
- Ensure your learning plan does not describe how you plan to educate others or a work initiative to improve client care **unless** it is clear how you will personally learn from this work.

If you have questions about your learning plan, please contact us at practice@crnns.ca.

To submit your learning plan:

Email your attached learning plan to ccp@crnns.ca or complete the [online submission form](#).