

Announcement: Temporary Emergency Registration for Nursing Students ends January 31, 2024

Announcement Date: October 10, 2023

In spring 2020 to assist with COVID-19 pandemic efforts, the BC Care Aide & Community Health Worker Registry (the Registry) established temporary emergency registration (TER) for nursing students to register as Health Care Assistants (HCAs). **The TER registration category will end on January 31, 2024.**

TER was offered to nursing students so they could register and work as Health Care Assistants (HCAs) before they had completed all of the [standard required nursing coursework](#) for full HCA registration. Nursing students who complete the [standard required nursing coursework](#) remain eligible for full HCA registration.

Temporary emergency registrants have played a valuable role in providing care throughout the pandemic, and the Registry is very thankful for their enormous contribution. With direction from the Ministry of Health, the Registry will end the TER registration category for nursing students on January 31, 2024.

To support a smooth transition, there are **two (2) Options** to move to full registration status (dependent on registrant's individual circumstances) before January 31, 2024. There is no cost for either Option. The Registry will work directly with TER who wish to move to full, active registration before the January 31, 2024, deadline.

Those with TER (*assigned a temporary (TEMP) registration number*) who have not yet met the [standard nursing coursework requirements for full HCA registration](#) will be provided with an opportunity to transition to full HCA registration through a one-time alternate registration process. Individuals with TER must initiate this time-limited process, however with Option 2, the employer will also have a role.

After January 31, 2024, any TER nursing students holding temporary emergency registration, who have not moved to full registration, will be moved to inactive status and will no longer be eligible to work as an HCA in any publicly funded health care setting in BC.

In preparation for this change, the Registry will not approve new TER applications from nursing students received after October 15, 2023.

TER nursing student registrants who wish to transition to full registration should **NOT** reapply or create a new application. Once qualified for full registration, the assigned Registry number will stay the same and the word TEMP will be removed (e.g., from Registry # TEMP6789 to Registry #6789).

There are **two (2) Options** to move to full registration status (dependent on registrant's individual circumstances) before January 31, 2024.

Option 1 – for TER nursing students who have completed the standard required coursework for full registration. Refer to [Appendix 1 Nursing Student Programs – Coursework for Full HCA Registration](#)

- 1) Submission of an updated nursing program transcript. Either an official or unofficial transcript will be accepted. It must show full name, name of the post-secondary institution, name of the nursing education program, and completed nursing program coursework. The transcript must be clear and legible (phone screenshots not accepted). It can be submitted as an attachment in the 'Contact Us' section of the registrant account.

Login here: [BC Care Aide & Community - Login \(cachwr.bc.ca\)](https://cachwr.bc.ca)

Submission deadline date: January 15, 2024

Option 2 – for TER nursing students that have **not yet** met the requirements for full registration but have been employed as a TER HCA in the last six months and have worked more than 270 hours. There is a **one-time**, time-limited alternate process, with steps shown below:

- 1) TER nursing student - completes of Part A of the [TER Alternate Process Form](#) and provides to the employer for completion. See [Option 2 Full Instructions](#).
- 2) The employer of the nursing student, working as TER HCA, must complete of Part B of the **TER Alternate Process Form** and email the completed form (Part A & B) to TERsupport@cachwr.bc.ca
- 3) The TER nursing student – must complete of all modules in the [Health Care Assistant \(HCA\) Standardized Orientation Program](#) [In the Learning Hub – course code 22830] and submit of the *Learning History Transcript* to the Registry. The transcript can be submitted as an attachment in the 'Contact Us' section of the registrant account.

Login here: [BC Care Aide & Community - Login \(cachwr.bc.ca\)](https://cachwr.bc.ca)

Submission deadline date: January 15, 2024

NOTE: If neither Option 1 nor Option 2 requirements are met by the January 15, 2024 deadline date, the TER nursing student's Registry account will be inactivated on January 31, 2024.

Unregistered HCAs are not eligible for employment in any publicly funded health care setting in BC.

It is important that employers understand their obligation to:

- Where requested, support the TER nursing student employee by completing and submitting the TER Alternate Process Form on their behalf on or before January 15, 2024.
- Ensure that after January 31, 2024, each HCA employee holds active registration status to continue HCA employment.

If you have any questions, please contact TERsupport@cachwr.bc.ca

FREQUENTLY ASKED QUESTIONS

1. I worked as an HCA for my summer job. Can I continue to work as an HCA in fall 2023 with temporary registration status?

If you wish to work beyond January 31, 2024, you will need to choose either Option 1 or Option 2 (as outlined above) to maintain active HCA registration and be eligible for HCA employment. There is no cost for either Option.

2. I have already completed the Student Practice Education Core Orientation (SPECO) in the LearningHub and have done many of the required modules. Do I have to do them again?

No, you do not need to repeat any previously completed Learning Hub modules. Complete any remaining modules in the [HCA Standardized Orientation Program](#) and submit a copy of your *Learning History Transcript* which will show all the modules you have completed.

3. I have a TEMP HCA Registration number but have not completed 270 hours of employment as a registered HCA. Do I qualify for full registration?

Unless you have completed the standard required coursework; you will not qualify. Please refer to [Appendix 1 Nursing Student Programs – Coursework for Full HCA Registration](#).

4. What happens if I do not meet the requirements for Option 1 or 2 by January 15, 2024? Can I still qualify for full registration in the future?

Yes. Do **NOT** reapply or create a new application. To reactivate your Registry account, you will need to provide evidence of completion of the standard required nursing coursework for full HCA registration. Refer to [Appendix 1 Nursing Student Programs – Coursework for Full HCA Registration](#). Transcripts can be submitted as an attachment in the 'Contact Us' section of the registrant account. Login here: [BC Care Aide & Community - Login \(cachwr.bc.ca\)](#)

5. I started the TER Alternate process (Option 2) on or before January 15, 2024 but my employer missed the submission deadline. What happens?

Please contact the Registry at TERsupport@cachwr.bc.ca

6. I am an out of province nursing student, am I still eligible for the TER Alternate process?

Yes, if you have TER status currently and wish to work as an HCA in BC, you will need to complete the TER Alternate process (either Option 1 or 2).

7. Is there a cost for either Option 1 or 2?

There is no cost for either Option.

8. I am an out of province nursing student. I do not have a Learning Hub account. How do I complete the HCA Standardized Orientation Program?

Watch video [here](#) for instructions on Learning Hub account set-up.

9. Can I keep my full HCA registration status even after completing my nursing program?

Yes, but you are required to update your Registry account annually to maintain active status.

For further information, please view:

[Registry TER to Full Registration – Option 2 Alternate Process Instructions](#)

[Option 2 TER Alternate Process Form](#)