

# **GOA NURSING COUNCIL**

## **Continuing Nursing Education (CNE)**

### **Definition**

Continuing Nursing Education (CNE): In this context it means improve and updating increasing Knowledge, skills, and developing quality nursing care by attending workshop seminars, conferences and training programmes online or offline, approved by Goa Nursing Council (Sub Section (1) of section 16 of the Indian Nursing Council Act, 1947 (XL VIII of 1947)

### **Continuing Nursing Education attendee/participants:**

All nursing personnel includes nursing service and academics, Registered Nurse, Registered Midwives, Registered Psychiatric Nurse, Registered ANM, LHV, Ward in charge nurses, Matrons, Assistant Matron, Nurse educators (tutors assistant professors, Associate professors, professors, principals, vice principals) Clinical instructor/ supervisors, Administrator (Nursing Directors Joint directors, Deputy director) Chief Nursing officer, Nursing Superintendent, Nursing consultants.

All Nursing personnel in public and private sectors and those registered in Goa and working in the India and abroad.

### **Continuing Nursing Education providers:**

An organizer approved by Goa Nursing Council and will provide quality nursing programs. This includes. Nursing institutions recognized by Goa Nursing Council, Government hospitals, Private hospitals, semi Government hospitals, Private agency/organization expert nurses specialized in field of Practice, Nurse Educators.

### **Credit hours: as per Indian Nursing Council, CNE required are-**

For all Nursing personnel shall upload the Continuing Nursing Education details in the NRTS. Upon verification by SNRC as per Indian Nursing Council guidelines renewal of license can be issued.

All Continuing Nursing Education program be approved by Goa Nursing Council. This is mandatory requirement for renewal of registration and license of nurses and midwives every five years (before next renewal i.e. 2026).

### Summary Points

1 credit=5 hours

3 credits =15 hours (six months)

6 credits =30 hours (one year)

30 credits=150 hours (Five years)

### **Scope:**

1. The CNE approved by & provided by Goa Nursing Council will be applicable in the state of Goa
2. CNE's conducted by other organization as per the guidelines and policies of Indian Nursing Council, are accepted only.
3. CNE conducted will be in interest of safe practice of Nursing & staff development programs.
4. To maintain a register of Nursing Personnel allowed to practice safely in Goa.

### **Purpose:**

1. To renew registration process of Goa Nursing Council.
2. To update knowledge and practice safely nursing skills.
3. Right attitude of commitment of service to the public and protect the public.
4. To accomplish standard uniform system of CNE across the country.
5. To recognize the code of ethic for Nurses.
6. To enhance knowledge.
7. To acquire safe and best practices in patient care.

### **Benefits:**

1. To personal development of all Nursing Personnel in the state.
2. To complete CNE credit points requirement of Goa Nursing Council, and Indian Nursing Council.
3. Bridge the Gap of Theory and practice and update gap in knowledge.
4. Create a unity in the Nursing Profession for the service of the patients care.

### **Types of Continuing Nursing Education:**

1. Knowledge based CNE, approved by Goa Nursing Council:

Deals with theory knowledge in form of lectures/discussions Clinical case presentation by either offline or online mode of education –approval by Goa Nursing Council.

2. Skill based CNE, approved by Goa Nursing Council:

Deals with training of a nursing skills useful for clinical practice with emphasis on hands on practice/ training in form of OSCE and/or demonstration online or offline mode of education approved by Goa Nursing Council.

3. Online CNE approved by Goa Nursing Council:

Activities allowed or eligible:

1. Academic Activities:

- Registered professional associations.
- Central/State Government nursing educational institutions.
- Nursing educational institutions found suitable by Goa Nursing council.
- Autonomous institutions found suitable by Goa Nursing council.
- Central/State government hospitals/ training centers under Ministry of Health & Family Welfare/ Armed Forces Medical Services hospitals.
- Multispecialty hospitals that run medical college.
- Government (State/Central)/ UGC recognized university included.
- Nursing examination boards.

ANY OTHER PRIVATE/CORPORATE HOSPITAL/ORGANIZATION/ASSOCIATION/AGENCY ASSOCIATED WITH HEALTHCARE WILL BE SEEKING FOR PRIOR APPROVAL BY GOA NURSING COUNCIL

S. No	Academic Activity	INC Guidelines
2.	Participation at conference/ workshop/ seminar/ symposium etc	One day CNE=5 hours=one credit ×number of days Minimum 5 hours of scientific deliberation (Maximum hours that can be awarded in 30 hours).
3.	Participation at clinical skill update workshops (Individual hands on experience e.g. BCLS/ACLS)	One day = 10 hours = two credits × number of days (Maximum hours that can be awarded is 30 hours)
4.	Speaker/oral or poster presenter at conference, workshop, seminar, symposium.	10 hours (2 credits) (The hours are awarded only once for the same topic of presentation)
5.	Participation at Continuing Nursing Education/Scientific session as part of official meetings of professional association/organization.	One day CNE = 5 hours = one credit (Minimum 5 hours of scientific deliberation)
6.	Chairperson/Moderator of scientific session/ plenary session at a State/ National/ International conference/workshop seminar/symposium.	5 hours (1 credit)/session Maximum 2 credits/day
7.	Organizing secretary/chairperson of State/National/International conference/workshop/seminar/symposium/scientific committee.	10 hours (2 credits)/conference or workshop or seminar or symposium
8.	Publication in indexed State/National/International journal as author or co-author (Original article, case report, book review). - 3 rd author onwards	Original article/case report – 10 hours (2 credits) Book review – 5 hours (1 credit)  5 hours (1 credit)
9.	Authorship of a text book (author/co-author). -3 rd author onwards	25 hours (5 credits)  5 hours (1 credit)
10.	Authorship in a chapter of a book. - 3 rd author onwards	10 hours (2 credits)  5 hours (1 credit)
11.	Authorship in revising a book written by professional organizations/ associations (author/co-author) - 3 rd author onwards	10 hours (2 credits)   5 hours (1 credit)
12.	Chief –editor of an indexed journal (excluding ex-officio).	10 hours (2 credits)/issue

13.	Executive/Contributory editor of an indexed journal.	5 hours (1 credit)/issue
14.	Taking Videoconferencing lectures (Scientific and research related e.g. Ph.D. consortium)/Teleconferencing lectures. – Virtual training Moderator Organizer Presenter – Minimum 30 minutes Participant	Per session = 10 hours = 2 credits  2.5 hours (0.5 credit) Maximum 5 hours (1 credit) 5 hours (1 credit) Maximum 10 hours (2 credit) 5 hours (1 credit) Maximum 10 hours (2 credit) 2.5 hours (0.5 credit) Maximum 5 hours (1 credit)
15.	Online Continuing Nursing Education modules/courses (undergoing).  Developing online modules	One Module up to 5 hours = one credit OR Credits prescribed as per course curriculum (International Standard) One module = 3 credits/15 hours
16.	Pursuing higher studies-Ph.D./Postgraduate/Post Basic B.Sc./ Post Basic Diploma/NP Programs recognized by Council (One year and above).  a. Online/distance mode without contact sessions – 1 year and above diploma nursing program b. Online/distance mode with contact sessions (40 hours/week) – 1 year and above diploma program c. Online – 1 year and above certificate program	150 hours = 30 credits  75 hours/15 credits (half weightage)  100 hours/20 credits (25 hours added to ‘b’ category for contact sessions) 50 hours/10 credits (25 hours reduced from ‘c’ category)
17.	Short term training courses (3-6 months). a. Regular 3-6 months courses in nursing/health related Up to 3 months Up to 6 months b. Online 3-6 months certificate courses in nursing/health related without contact sessions Up to 3 months  Up to 6 months c. Online certificate nursing and health related	30 hours/6 credits  60 hours/12 credits  15 hours/3 credits 30 hours/6 credits (half weightage)

	courses with contact sessions	40 hours/8 credits
	Up to 3 months	55 hours/11 credits
	Up to 6 months	(25 hours added in place of contact sessions)

In general Goa Nursing Council will accreditate the credit points based on the number of hours for all sessions attended online and offline, as per Indian Nursing Council and as per the decision of the CNE committee member.

**Types of Continuing Nursing Education not allowed for accreditation:**

1. Public directed activities.
2. Software skills training.
3. Induction, orientation programs.
4. Products training or medical representative's advertisements training.
5. Community awareness sessions or camps organized for patient training.
6. Departmental internal meetings and discussion.

**Guidelines for CNE program and approval:**

1. CNE providers has to apply for approval
2. The CNE proposal along with application needs to be forwarded to Goa Nursing Council for its approval by Goa Nursing Council.
3. The proposal should be developed by qualified subject matter expert and consist of the topic, aims and objectives to enhance knowledge and skills with adult learning principles. The content should be appropriate with current knowledge and evidence based practice and related to Health, Nursing Personnel and their development.
4. The duration of the lectures should not be less than one hour.
5. The time taken for introduction, valedictory, pretest posttest, breaks and unstructured discussion will not be considered.
6. The qualification of the CNE speakers/presenters should be of professionals that are relevant to nursing with adequate teaching or working experience in area of expertise.
7. The CNE provider should be expert in the field of Nursing or other professional relevant to nursing.

8. CNE providers must have no influence by commercial sponsors, potential conflicts of interest or support that might cause bias in their presentation.
9. The application with proposal should be submitted with the necessary documents at least 1 months before the start of the program.

**1. Documents required:**

- Application.
  - Proposal along with the title, content, durations of the topics.
  - Brochure/flyer/initiations if any.
  - Sample attendees certificate with credit hours declared.
  - Organization letters/approvals.
  - Any other documentary proofs of the origination.
2. State Nursing Registration Council has the right to monitor the implementation of CNE and also to reject if any failure to compliance of guidelines and beyond the scope or inappropriate content. The inspector/observer for CNE program will be the Council member.
  3. On approval for the private organizers the fees will be decided on case to case basis by the CNE committee. If required the additional information or inspection of the site and verification of physical facility and the manpower will be conducted, & fees will be discussed by CNE committee.
  4. Contacting the participants is the responsibility of the CNE provider.
  5. Post CNE, attendance and activity report with pre/post test summary should be submitted to Goa Nursing Council for documentation purpose.

### **Continuing Nursing Education Fees:**

1. CNE providers will not be charged any fees if CNE topics are sponsored by the organizations/NPO (non-profit organizations) Public/Government: Nursing Division.
2. Council shall not be responsible for payment of any CNE organizers/providers. No physical, financial facilities will be provided by Goa Nursing Council for the conduct of CNE.
3. . The Application received from various private organizers/providers will be processed with payment as per the duration of the course, i.e. Rs.1500 per day.
4. The online mode or virtual programs could be free and changes will be as per the decision of the CNE committee of the Goa Nursing Council, and approval.
5. General payment as per participants (of the fee) will be charged in favour of Goa Nursing Council, as per the decision of CNE committee and private organizers.
6. All payment to be received by Demand Draft (DD) in favour of Goa Nursing Council.
7. Continuing Nursing Education organizers will not be allowed to charge the fee from participants without approval of Goa Nursing Council.

### **Quality of the program:**

1. CNE providers should ensure the conduct of activities is beneficial to the nursing profession.
2. CNE providers should have qualified and experienced speakers.
3. Display materials should have clear objectives, beneficial audience of nursing personnel content, cost of the program, credit hours and dates of the program attendant.
4. CNE provider content should have useful quality knowledge and skills to demonstrate, to update with current changes and to benefit the nursing personnel.
5. Representative/observer from the Goa Nursing Council will be appointed for random inspection for CNE and the CNE provider will be informed about the presence.
6. The CNE committee has the right to control on the quality of the program in form of Rejection if the Quality is not maintained, if the topic is repeated and if no attendees for the program.



### **Certificate Content:**

Certificate should content:

1. GNC Logo
2. Title of the CNE
3. Name of the attendee.
4. Date/duration/time.
5. Location/venue of the program.
6. GNC Credit points allotted as per hours for attendee/speaker/hours of attendance.
7. Organizers details.
8. Signature -logo/course-director/organizer as applicable an approved by the Goa Nursing Council.

### **Procedure for Continuing Nursing Education organizer:**

1. Apply on Application form(Annexure I)
2. Submit CNE Declaration(Annexure II)
3. Submit other documents(Advertisement to the departments, Brochure, Content, any Other details)
4. Approval letter from Goa Nursing Council.
5. Payment of fees ( if any).
6. Notice of the program to various departments (government and private)
7. Conduct of CNE.
8. Proof in form of photographs/snapshots of CNE.
9. Evaluation documents submit to Goa Nursing Council.
  - Participants attendance sheet
  - Activities report
  - Evaluation summary.
  - Certificates accrediting with the credit points.

**For approval of the CNE will analyze by the Registrar and the Council members Goa Nursing Council.**

# Annexure I

  
**GOA NURSING COUNCIL**  
**BAMBOLIM GOA - 403 202**

Ph. No: 9021058858

Email: registrar-gnc.goa@nic.in

## Application Form for Accreditation of CNE

### Program Details:

Program Title:		
Program Date:		
Program Timings:	From:	To:
Program Venue & address		
Description of the Program in short with benefits (Please attach copy of the program)		
Target Audience:		
Field of specialty or subject area:		
Aim(s) and learning outcome(s) of the program:		
Applicants detail:		
Organization seeking accreditation:		
Activity Contact Person:	Telephone #:	
	Mobile #:	
Designation:	Fax:	
	Email:	

## Annexure II

### CNE DECLARATION

To,  
**The Registrar,  
Goa Nursing Council,  
Bambolim Goa.**

Name of the organization or Institution : .....  
: .....  
Address : .....  
: .....  
: .....  
Name of the Organizing Secretary : .....  
Mobile/Phone No. : .....  
Fax Number : .....  
Email : .....

1. We shall abide by the rules and regulations laid down by the Indian Nursing Council/ Goa Nursing Council and maintain a complete register of the proceedings of all CNE's for future reference.
2. We will send a copy of every CNE to be conducted by our Organization to the Goa Nursing Council in advance and we have No Objection for surprise verification of the CNE's by an authorized person from Goa Nursing Council.
3. We shall issue an attendance certificates to all the participants.
4. After each CNE program, we shall send the list of the Nurses participated to the Goa Nursing Council within 10 days by Registered post.
5. After each CNE program, Education Activity Evaluation Summary to be completed and submitted by the Organization/Institution within 10 days.
6. The information submitted to the Goa Nursing Council is true.

We request you to register our Organization/Institution, authorizing to conduct the CNE program and issue CNE credit hours to the program for the purpose of re-registration (Renewal of License)

I request to issue approval for (Title) \_\_\_\_\_ CNE program.

**Signature/date of the CNE Organizing Secretary**