

College of Nurses of the Northwest Territories and Nunavut



Category: Newsletter

POLICY NAME	Content Objectives		POLICY NO.	N2	
EFFECTIVE DATE	December 11, 2024	DATE OF LAST REVISION	January, 2022	VERSION NO.	4
APPLIES TO Apply group names to define applicable areas of staff.					
All CNNN registrants and employees					

VERSION HISTORY				
VERSION	APPROVED BY	REVISION DATE	DESCRIPTION OF CHANGE	AUTHOR
1	Board of Directors	1999	Creation	Executive Director
2	Board of Directors	2020	Revision	Executive Director
3	Board of Directors	January, 2022	Revision	Executive Director
4	Board of Directors	October 23, 2024	Revision – new format, updated policy content for newsletter standing items	Executive Director, Megan Wood

PURPOSE

Describe to what and to whom this policy applies.

To provide guidance in developing content for the CNNN newsletter.

POLICY

- The CNNN newsletter will primarily be a communication mechanism between the college and its registrants. It is intended to:
 - To provide a medium through which CNNN registrants and others are informed about the policies, objectives and activities of CNNN.
 - To be a reliable source of information on trends and issues facing the nursing profession and health care at a community, jurisdictional and national level.
 - To serve as a vehicle for individual nurses or groups to express their ideas and opinions on issues facing the nursing profession.
- Standing items for all newsletter editions include the following:
 - ED Message
 - Divisional Updates

- Educational opportunities
- CANN career opportunities

3. Items in the newsletter do not imply endorsement or approval by CANN.

4. The editor will collaborate with the Executive Director or designated alternate prior to finalizing newsletter content.

PROCEDURES

n/a

TERMS AND DEFINITIONS

Define any acronyms, jargon, or terms that might have multiple meanings.

TERM	DEFINITION
N/A	N/A

CONDITIONS AND EXCEPTIONS

Describe exceptions here.

None

AUTHORITY AND ACCOUNTABILITY

Governed by NT Nursing Profession Act (2023) S.21(3), NU Nursing Profession Act (2023) S. 17(3) and CANN Bylaw 15.

The Board of Directors has the authority to revise this Policy as required.

ROLE	RESPONSIBILITY
Executive Director	The Executive Director is accountable to the Board of Directors for the implementation of this policy and may delegate any related administrative tasks.