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# 2018/19 Nursing Graduate Guarantee Webinar

# Purpose

- The purpose of this webinar is to inform new and existing employers about the 2018/19 Nursing Graduate Guarantee (NGG) program.

# What is the NGG?

- Established in 2007, the NGG provides eligible Canadian new graduate nurses and internationally educated nurses (IENs) with temporary employment that is above staffing complement, to support their transition into practice, and into permanent full-time positions.
- The NGG is funded by the Ministry of Health and Long-Term Care (the ministry). Implementation of the program is supported by the HealthForceOntario Marketing and Recruitment Agency (HFO MRA).
- The NGG aims to:
  - ✓ Support new nurses in Ontario as they transition into practice
  - ✓ Improve the integration of new nurses into the workforce
  - ✓ Promote the availability of full-time positions for new nurses
  - ✓ Promote health workforce planning at the organizational level



**2018/19 NGG Program**  
*Effective April 1, 2018*



# Overview of 2018/19 Program Changes

	Current Requirement	Flexibility
<b>Transition Time</b>	<u>12 months</u> to transition new nurse into a permanent, full-time (FT) position.	Within <u>12 months</u> , must transition nurse into FT employment <u>or</u> provide equivalent of FT hours
<b>20 weeks of Funding</b>	12 weeks of funding for new nurse; and 8 weeks of reinvestment funding for frontline nurses.	Organizations may use reinvestment funding to extend the transition period, but must obtain approval from the ministry prior to doing so. However, organizations must remain within the 20 week maximum. For example, an organization may extend the transition period to 14 weeks and reduce the reinvestment period to 6 weeks, for a total of 20 weeks.

# Overview of 2018/19 NGG Program Requirements

Program Component	2018/19 NGG
<b>Program Name</b>	The NGG Initiative and Nursing Career OrIENTation Initiative is referred to and implemented as the “NGG”.
<b>Eligibility for Nurses</b>	The NGG is open to Canadian new graduate nurses and IENs within 12 months of registering with the CNO.
<b>Eligibility for Employers</b>	Employers must demonstrate upfront that they have the capacity and a plan to transition NGG nurses into full-time positions or provide the equivalent of full-time hours within one year.
<b>Transition to Practice Funding</b>	Employers will receive 12 weeks of ministry funding.
<b>Reinvestment Funding</b>	Employers will receive 8 weeks of ministry funding.
<b>Transition to Practice Requirements</b>	These requirements better ensure that new nurses seeking full-time employment will transition into an available position.

# Overview of Operational Requirements

<b>Program Component</b>	<b>2018/19 NGG</b>
<b>Matching</b>	Employers must match with new nurses on the online portal between September 12 <sup>th</sup> and December 14 <sup>th</sup> .
<b>Budget Requests</b>	Budget requests will be: <ul style="list-style-type: none"><li>• Accepted between September 12<sup>th</sup> and December 14<sup>th</sup> and cover the period from April 1, 2018 to March 31, 2019.</li><li>• Reviewed monthly by the ministry.</li><li>• Submitted for Minister's approval at two pre-determined periods: October and January.</li></ul>
<b>New Nurse Start Dates</b>	New nurses must start in their supernumerary positions between April 1 <sup>st</sup> and December 31 <sup>st</sup> .
<b>Expenditure of Funds</b>	Employers must spend NGG funding (transition to practice + reinvestment) by March 31 <sup>st</sup> .
<b>Reporting</b>	Employers must submit final financial and reinvestment reports by June 28 <sup>th</sup> for each NGG nurse and program reports within one year of the nurse's start date.

# Eligibility for Nurses and Employers

## NURSES

### New Graduate Nurses

- ✓ Must have graduated from a recognized Canadian nursing program
- ✓ Must “match” with an employer on the online portal within 12 months of registering with the CNO
- ✓ Must commit to accepting full-time employment or the equivalent of full time hours with their NGG employer

### IENs

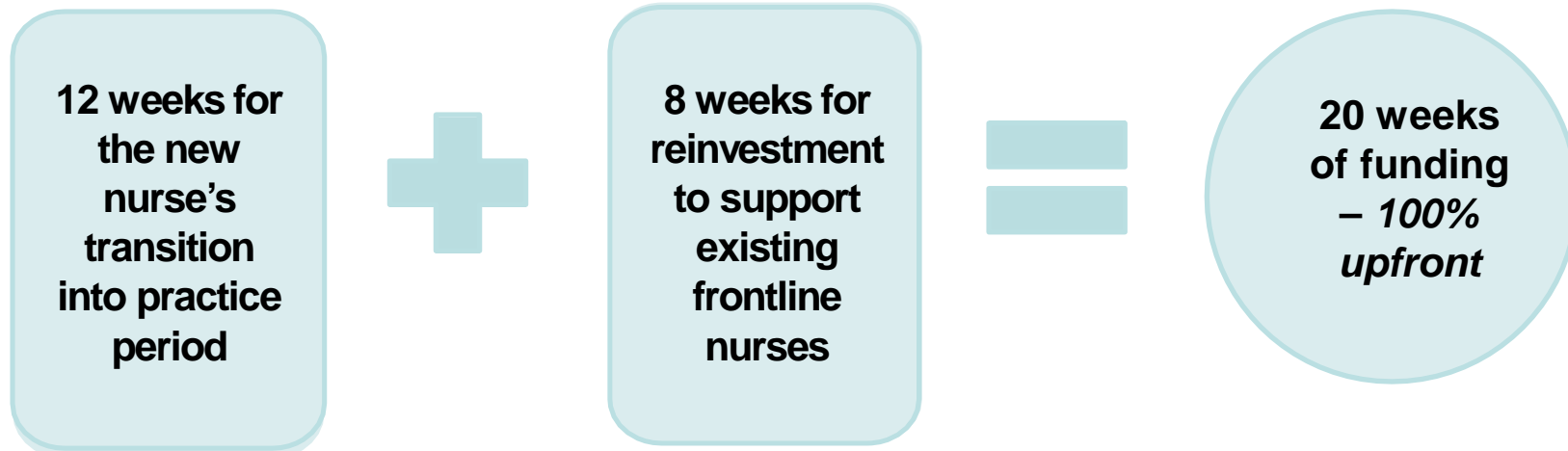
- ✓ Must have completed a nursing education program outside of Canada
- ✓ Must “match” with an employer on the online portal within 12 months of registering with the CNO
- ✓ Must commit to accepting full-time employment or the equivalent of full time hours with their NGG employer

## EMPLOYERS

- ✓ Health care organization that employs nurses
- ✓ Funded by the province to provide nursing services
- ✓ Has the infrastructure to support successful implementation of the program
- ✓ Has the capacity to transition new nurses into full-time employment or the equivalent of full time hours within one year



# Funding



- ✓ Funding will be calculated based on the new nurse's salary and benefits for up to 40 hours a week (depending on the employer's full-time hours) as indicated in the budget request submitted to the ministry.
- ✓ Employers must spend NGG funding by March 31<sup>st</sup> of the fiscal year.

# Transition to Practice Requirements

Requirement	Description
<b>General Orientation</b>	<ul style="list-style-type: none"><li>• Provide the new nurse with a minimum of 3 to 6 days of general orientation to the organization, allowing the new nurse to gain consistent knowledge on organizational practices, policies, and standards.</li></ul>
<b>Mentor(s)</b>	<ul style="list-style-type: none"><li>• Ensure that a mentor(s) is available to work with the new nurse and that there is a designated transition into practice leader who is accountable for implementing the NGG and tracking the progress with the new nurse and mentor(s).</li></ul>
<b>Definition of Roles</b>	<ul style="list-style-type: none"><li>• Define the roles of the new nurse, mentor(s) and designated transition into practice leader.</li></ul>
<b>Learning Plan</b>	<ul style="list-style-type: none"><li>• Ensure that a learning plan is developed by the new nurse and mentor, with input from the designated transition into practice leader. The learning plan should be used to monitor the new nurse's progress</li><li>• Meet the goals of the learning plan by including a variety of teaching strategies and delivery methods to educate on competencies, as it relates to the area/unit of employment of the new nurse.</li></ul>

# Reinvestment Fund

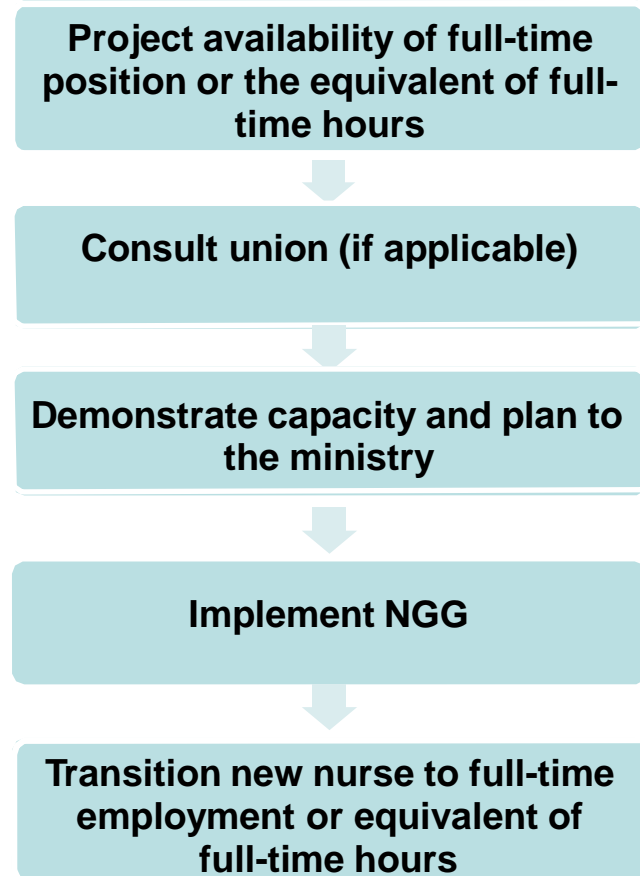
- The reinvestment fund (maximum of 8 weeks) must be used to support existing frontline nurses and their professional development in one of the following eligible categories:

Use of Funds	Description
<b>Mentorship Programs</b>	Funding may be used for nurse to nurse mentorship education programs.
<b>80/20 for Staff Nurses</b>	Funding may be used to back-fill staff nurses, allowing them to spend 20% of their time on professional development opportunities. The remaining 80% of their time would be spent in clinical practice.
<b>Internships for Experienced Nurses in Specialty Areas</b>	Funding may be used to allow more experienced nurses to spend time in an internship, in a specialty area, to assist them in gaining the knowledge and skills required to fill existing and potential vacancies.
<b>Initiatives to Support IENs</b>	Funding may be used to help existing frontline IENs working within the organization.

Note: Organizations may use reinvestment funding to extend the transition period, but must obtain approval from the ministry prior to doing so (see slide 5 for details).

# Transition to Full-Time Employment or the Equivalent of Full-Time Hours

- The ministry has introduced some flexibilities while remaining true to the program's original policy intent – that is, to transition new nurses to full-time employment.
- Through the application process, we are asking employers to demonstrate upfront that they have capacity (forecasted and potential positions) and a plan (a path and set of actions) to transition NGG nurses to full-time positions or the equivalent of full-time hours.



# Process to Participate

- 1** Project the availability of full-time positions or the equivalent of full-time hours for prospective NGG nurses.
- 2** Consult your union to ensure employment requirements are met prior to posting (if applicable).
- 3** Register and post NGG positions on the online portal ([www.nursescareerstart.health.gov.on.ca](http://www.nursescareerstart.health.gov.on.ca)).
- 4** Ensure you have the capacity and a plan in place to transition the new nurse as required within one year of their NGG start dates. Conduct interviews and offer positions.
- 5** Submit an online budget request to the ministry [must include union (if applicable) and senior nursing leader e-sign-off]. The ministry will review budget requests once a month.
- 6** Execute the NGG Transfer Payment Agreement via e-sign-off (you will be prompted following Minister's approval of funding).
- 7** Provide each new nurse hire with a 12 week transition into practice period in a clinical setting. This must be in a supernumerary position.
- 8** Transition each new nurse hire into a full-time position or provide the equivalent of full-time hours within one year of the new nurse's start date.
- 9** Submit required reports through the online portal.

# NGG Reporting Requirements

- Employers who receive NGG funding will be required to demonstrate accountability for use of the funds **within 1 year** of the new nurse's start date.
- Reporting requirements will include:
  - ✓ **Financial Reports:** to provide actual expenditures related to the 12-week transition into practice period
  - ✓ **Reinvestment Reports:** to provide actual expenditures related to the reinvestment fund
  - ✓ **Program Reports:** to provide information on program outcomes
  - ✓ **Annual Reconciliation Report Certificate:** attestation that reported numbers agree with the audited financial statements of the organization
- Reports will require verification of the employer's executive, senior nursing leader, and the union representative (if applicable).

# Important Dates



<b>2018/19 Key Dates</b>	<b>Activity</b>
September 12 <sup>th</sup> of the funding year	NGG online portal is open for matching and budget requests
December 14 <sup>th</sup> of the funding year	Last day to submit budget requests for the funding year
December 15 <sup>th</sup> of the funding year	NGG online portal is closed for matching and budget requests
December 31 <sup>st</sup> of the funding year	Last day for new nurses to start their transition into practice period
March 31 <sup>st</sup> of the funding year	Last day for new nurses to complete their transition into practice period and spend the reinvestment fund

# Need Help?

**For technical support and general inquiries, contact HealthForceOntario, HFOJobs Support Office:**

- [www.healthforceontario.ca](http://www.healthforceontario.ca)
- 1-416-862-2200 / 1-800-463-1270 (Press 6)
- [ngg@healthforceontario.ca](mailto:ngg@healthforceontario.ca)

**For policy-related inquiries, contact the Health Workforce Planning Branch, Ministry of Health and Long-Term Care:**

- [www.health.gov.on.ca](http://www.health.gov.on.ca)
- 1-416-327-9595
- [nggmohltc@ontario.ca](mailto:nggmohltc@ontario.ca)

**To obtain registration information, contact the College of Nurses of Ontario:**

- [www.cno.org](http://www.cno.org)
- 1-416-928-0900 / 1-800-387-5526





**THANK YOU!**

**Questions and Answers**