

Nursing Graduate Guarantee: Frequently Asked Questions

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General:

- **What is the Nursing Graduate Guarantee?**

The NGG was created in 2007 to provide new graduate nurses in Ontario with temporary full-time employment, above staffing complement, to support their successful transition to practice and to full-time employment or the equivalent of full-time hours. In April 2014, the NGG expanded its eligibility to include new graduate nurses from other provinces and territories in Canada and internationally educated nurses.

(IENs) newly registered in Canada. As of April 1, 2017, the Ministry of Health and Long-Term care has implemented changes to the NGG to ensure that, in addition to gaining valuable work experience, participating nurses will indeed be transitioned into full-time employment or the equivalent of full-time hours.

- **Are graduates from out-of-province (e.g., outside Ontario) nursing programs eligible to participate in the NGG?**

As of April 1, 2014, Canadian new graduate nurses and IENs who chose to live and work in Ontario are eligible to participate in the NGG.

- **How long will the NGG positions last?**

Eligible employers receive a total of 20 weeks of funding per new nurse participating in the NGG. This includes 12 weeks for the new nurse's transition into practice period and 8 weeks for the reinvestment fund to support exiting frontline nurses and their professional development.

- **How does participating in the NGG help me transition to full-time employment?**

The NGG supports new nurses in transitioning to full-time employment, which is either full-time employment or the equivalent of full-time hours, by helping them develop the skills required to deliver safe, high quality, patient-centred care. Additionally participating NGG employers are expected to transition new nurses into full-time employment or the equivalent of full-time hours within one year of starting the NGG program.

Employer

- **How does my organization participate in the NGG?**

Employers must complete the following requirements to participate:

1. Project the availability of full-time positions or the equivalent of full-time hours within the organization based on an analysis of staffing and operational needs. The Ministry requires that employers obtain union support (if applicable) prior to participating in the program.
2. Register and post NGG positions on the [NGG Online Portal](#).
3. Interview new nurses considered for a NGG position (following the employer's regular interview process).
4. Use the [NGG Online Portal](#) to provide selected new nurses with an offer of employment in the program.
5. Submit an budget request to the Ministry through the [NGG Online Portal](#), prior to the NGG start date, confirming:
 - a) The details of the offer;
 - b) That the union has been consulted (if applicable); and
 - c) The organization's capacity and plan to transition the new nurse into full-time employment or the equivalent of full-time hours.
6. Enter into a funding agreement with the Ministry.
7. Provide the new nurse with a transition into practice period (12 weeks) in a full-time position that is above staffing complement in a clinical setting.
8. Offer the new nurse a full-time position or the equivalent of full-time hours within one year of the new nurse's start date in the NGG or these funds will be subject to recovery by the Ministry.
9. Spend the reinvestment funds by March 31st of the funding year for which they were allocated or these funds will be subject to recovery by the Ministry.
10. Submit final reports online, including financial, program and reinvestment reports and an Annual Reconciliation Report Certificate (ARRC).

- **Which health care employers are eligible to participate in the NGG?**

The NGG is open to health care employers from all sectors, including acute care, long-term care, home care, community care, mental health, public health, and primary care, provided they register on the [NGG Online Portal](#).

To be eligible, an employer must:

- Be a health care organization that employs nurses and is funded by the government of Ontario for the provision of nursing services;
- Have the infrastructure to support successful implementation of the program (e.g., physical infrastructure, nursing education or professional development and management supports); and

- Commit to transitioning new nurses into full-time employment or the equivalent of full-time hours within one year of the new nurses' start dates.

- **How will the new nurses be compensated?**

New nurses will be paid sector-appropriate wages based on the rates negotiated between the employer and the bargaining unit (if applicable). Wages for Canadian new graduate nurses will be based on the starting salary at the employer's organization, whereas IENs can be paid according to their experience level, as applicable. Funding requests will include benefits (up to 24%).

- **How will the NGG funding be released to my organization?**

For all approved budget requests, 100% of the applicable funds will be provided to the eligible employer by direct deposit following Ministry receipt of the executed funding agreement. The eligible employer will receive one amount, for each approved new nurse, within the funding year to account for the transition into practice period and reinvestment fund.

- **Does my organization have to guarantee the NGG nurse a full-time position after the NGG?**

Beginning on April 1, 2017, the Ministry will be asking employers, as part of the application process, to demonstrate upfront that they have the capacity and a plan to transition the NGG nurse into full-time employment or provide the equivalent of full-time hours within one year of the new nurse's start date.

- **What happens if an employer cannot transition the NGG nurse into a full-time position at the end of the program?**

The employer is expected to transition the NGG nurse into full-time employment or provide the equivalent of full-time hours at the end of the program. Employers will have one year from the new nurse's start date to transition her/him into a full-time position or provide the equivalent of full-time hours.

Funding will be recovered should the new nurse not transition into full-time employment or provided the equivalent of full-time hours at the end of the 12 month period, unless there were extenuating circumstances where this was not possible.

Before any funds are recovered, the Ministry will engage in discussions with those organizations that have not transitioned NGG nurses into full-time employment or provided the equivalent of full-time hours at the end of 12 months to determine if a longer period of time is warranted.

- **What advantages does the NGG offer to my organization?**

Through the NGG, eligible employers will receive 20 weeks of funding to support a new nurse's transition into practice and existing frontline nurses and their professional development. The NGG also promotes health workforce planning at the organizational level by encouraging employers to project the availability of, and create full-time positions, based on an analysis of staffing and operational needs.

- **We're located in a remote area that's hard to "sell" to new nurses. How will the NGG help us?**

The NGG helps employers in rural and remote areas by providing access to a large pool of Canadian new graduate nurses and IENs through the [NGG Online Portal](#). The portal provides potential employers with an ability to connect with a broader range of new nurses to promote their organization. The portal can be accessed through the following link: <http://www.nursescareerstart.health.gov.on.ca>.

- **How does the reinvestment fund work?**

Reinvestment funds will be provided to all participating employers to support existing frontline nurses and their professional development. Reinvestment funds may be used for mentorship programs, professional development opportunities, internships in a specialty area and initiatives to support existing frontline IENs working within the organization.

- **What are the different types of reinvestment initiatives?**

Participating employers can use the reinvestment funds to support frontline nurses by spending the funds in the following categories:

- **Mentorship Programs:** Funding may be used for nurse to nurse mentorship education programs.
 - **80/20 For Staff Nurses:** Funding may be used to back-fill staff nurses, allowing them to spend 20% of their time on professional development opportunities (e.g., nursing councils, patient teaching, research, education). The remaining 80% of their time would be spent in clinical practice.
 - **Internships for Experienced Nurses in Specialty Areas:** Funding may be used to allow more experienced nurses to spend time in an internship in a specialty area, above staffing complement, to assist them in gaining the knowledge and skills required to fill existing and potential vacancies.
 - **Initiatives to Support IENs:** Funding may be used to help existing frontline IENs working within the organization.
- **I heard that the Ministry of Health and Long-Term Care was conducting a review of the Nursing Graduate Guarantee (NGG), what were the results of the review?**

The Ministry conducted a strategic review of the NGG to assess its efficacy. The NGG has been in place for a number of years and annual evaluations suggested that there were opportunities for improvement. The Ministry completed its review of the NGG in 2016 and implemented the changes on April 1, 2017. The changes to the program will ensure that in addition to gaining valuable work experience, participating nurses will indeed be transitioned into full-time positions. In many cases nurses weren't being offered full-time positions at the end of the program, which always was and still is the intent of the program.

- **What happened to the Nursing Career Orientation Initiative?**

Effective April 1, 2017, the NGG Initiative and Nursing Career Orientation Initiative will be referred to and implemented as the "NGG".

- **Is a request for NGG funding 100 percent guaranteed?**

No, a request for NGG funding is not 100 percent guaranteed. The Ministry will review budget requests monthly to determine if they meet the NGG eligibility criteria. Healthcare organizations will be informed through the [NGG Online Portal](#) if their budget requests are declined or recommended for Minister's approval.

- **I work for an organization that has several sites. If I hire a new nurse into a full-time position at a different site from the one where the new nurse participated in the transition to practice period, would I meet the requirement of providing a full-time position?**

The Ministry supports organizations that may offer a full-time position or the equivalent of full-time hours to a new nurse within another site of the organization. However, there should be a formal relationship between the site where the new nurse participates in the transition to practice period and the site where the new nurse transitions into full-time employment or be provided the equivalent of full-time hours (e.g., legal relationship). If there is uncertainty, organizations should check with the Ministry prior to beginning the NGG.

- **Why can't employers submit budget requests between December 15th and March 31st of each fiscal year? Can nurses start in the program between January and March?**

New nurses can start the NGG between April 1st and December 31st of the applicable fiscal year. Between December 15th and March 31st, the [NGG Online Portal](#) will be closed for matching or to submit budget requests to the Ministry. The Ministry is implementing this change to support employers in spending NGG funds within the fiscal year, which is a requirement of the Ministry's Transfer Payment Agreement Directive.

- **Does the one year period to transition new nurses to full-time employment begin when they start their transition to practice period or when they have completed the 12 weeks?**

The one year period begins when the new nurse starts her/his transition to practice period.

- **What happens in a situation where there is a full time position available for the new nurse, but the new nurse chooses not to accept it?**

Effective April 1, 2017, new nurses must commit to accepting full-time employment or the equivalent of full-time hours with their NGG employer in order to be eligible for the NGG.

- **Who can I contact if I have technical questions or problems related to the NGG portal?**

All technical support questions should be directed to HealthForceOntario:

E-mail: ngg@healthforceontario.ca

Tel: 416-862-2200 ext. 6

North America: 1-800-596-4046 ext. 6