

Registration

Annual Membership Renewal

Every year, all members of the College of Nurses of Ontario (the College) must complete their Annual Membership Renewal (AMR) in order to continue practising as a nurse in Ontario. Members who fail to pay any of the required fees will have their membership suspended for non-payment of fees.

Supporting self-regulation

The online AMR process includes questions about your employment status, areas of practice and education. By completing it, you contribute to effective self-regulation in two important ways:

1. You help the College ensure that everyone practising as a nurse in Ontario is registered with the College and that your information is accurate and up to date. This helps the College identify individuals who attempt to practise, or are practising, illegally.
2. The information you provide is collected and analyzed by the College. It's then shared in aggregate form with the government, the media and other stakeholders who need a realistic picture of the size, distribution and areas of practice of the province's nurse population.

Completing renewal

Information about completing your AMR can be found on the College's website (www.cno.org) under the "Maintain Your Membership" section of the website.

The deadline for submitting your renewal fee is December 31. If payment is received after that date, additional fees will apply. The deadline for completing your online AMR is January 31; renewals submitted after that date will incur an administrative fee.

Checking your renewal status

After you have submitted your information and payment, there are two ways to check the status of your renewal:

1. By using the College's website; or
2. By speaking to a customer service representative, who

is available by calling the College's general number during office hours between 0830 and 1700 hrs.

Suspension

Failing to renew your membership each year could result in suspension of your membership. Members who do not submit their payment will receive a Notice of Intent to Suspend, and will be given 30 days to pay the required fees. Members who fail to pay the outstanding fees by the deadline are suspended for non-payment of fees and are not entitled to practise nursing in Ontario.

Practising while under suspension is a serious offence. To reinstate your membership and resume your nursing practice, you must complete the reinstatement forms and pay additional fees.

Suspended members are prohibited from practising nursing in Ontario and from using the titles "Registered Nurse," "Registered Practical Nurse," "Nurse Practitioner" or "nurse" without a current registration with the College. If you have been suspended for non-payment of fees speak to your employer(s) and stop practising immediately. Financial and professional consequences may result if you do not.

Fees

All membership renewal fees, including the annual membership fee and administrative fees for late payments, are available at www.cno.org/fees.

For more information

Contact the College of Nurses of Ontario at:

E-mail: cno@cnomail.org

Tel.: 416 928-0900

Toll-free in Ontario: 1 800 387-5526

Fax: 416 928-6507

Website: www.cno.org