

# Appendix

## How to Order and Update the *Compendium*



COLLEGE OF NURSES  
OF ONTARIO  
ORDRE DES INFIRMIÈRES  
ET INFIRMIERS DE L'ONTARIO

THE STANDARD OF CARE.

### Introduction

The *Compendium of Standards of Practice for Nurses in Ontario* is a comprehensive resource on nursing self-regulation in Ontario. It contains all of the expectations for nursing practice and conduct in a single binder. Included in the *Compendium* are the major practice standards and guidelines, explanations of the *Regulated Health Professions Act, 1991*, and *Nursing Act, 1991*, information on the Quality Assurance Program and College resources, as well as fact sheets and documents on the role of the College.

The second edition of the *Compendium of Standards* was published in 2004.

### Ordering the *Compendium*

You can purchase a copy of the *Compendium* and its binder for \$75 by phoning the Customer Service Centre at 416 928-0900 or toll-free in Ontario at 1 800 387-5526, or by sending an e-mail to [publications@cnomail.org](mailto:publications@cnomail.org).

There is a \$5 (includes GST) shipping-and-handling charge within Ontario. Shipping charges vary for bulk orders and for materials sent outside of Ontario. For more information, contact Customer Service.

The *Compendium* can be purchased by Visa, MasterCard, American Express, cheque or money order. If paying by cheque, identify that payment is for the *Compendium*. Cheques and money orders should be made payable to College of Nurses of Ontario and mailed to:

College of Nurses of Ontario  
101 Davenport Rd.  
Toronto, ON  
M5R 3P1

### Free copies

To ensure that College documents are accessible to all members, the *Compendium* contents are available on the College's Web site, [www.cno.org](http://www.cno.org). You can download individual documents or the entire *Compendium*. You need Adobe Acrobat Reader to view these files.

### Updating your *Compendium*

Keeping your *Compendium* up-to-date helps you stay current on the new and changing practice standards and guidelines. To manage the cost of the *Compendium*, the College no longer provides free updates to all purchasers. However, there are a number of options available to keep your *Compendium* current.

### To update the first edition

Visit *Updating your First Edition Compendium* on the College's Web site. This guide provides a detailed list of documents that you need to add or remove from your first edition to make it comparable to the second edition. All documents are provided free on the Web site, or they can be ordered from the College.

### To update the second edition

As practice standards and guidelines are revised, you will be notified through the College's quarterly magazine, *The Standard*. Updates will also be provided on the Web site.

- Most new and revised practice standards will be mailed to members of the College with *The Standard*. Non-members who do not receive *The Standard* can subscribe to it by phoning Customer Service or e-mailing [publications@cnomail.org](mailto:publications@cnomail.org). If a new *Compendium* document is not included with the magazine, there will be a Document Order Card that you can return for a free copy.

- The College's Web site has information on new and revised practice standards, guidelines and fact sheets. All documents can be downloaded free of charge.
- You can order documents by contacting Customer Service at 416 928-0900 or toll-free in Ontario at 1 800 387-5526. Some documents incur a \$3.50 charge as well as a \$3.50 shipping-and-handling charge.
- Visit the *Updating Your Compendium* guide on the Web site for the latest content list.

### **For more information**

To learn more, contact the College of Nurses of Ontario at:

E-mail: [cno@cnomail.org](mailto:cno@cnomail.org)

Tel.: 416 928-0900

Toll-free in Ontario: 1 800 387-5526

Fax: 416 928-6507

Website: [www.cno.org](http://www.cno.org)