



College of  
Registered Nurses  
of Manitoba

## Self-Employed Worksheet

Activity	Date Completed
Identify and document what the purpose of the business is.	
Review the <i>RN Practice Expectations</i> , <i>Scope of Practice</i> and <i>2017 Code of Ethics</i> to determine if the purpose and work of the business aligns with the information in the documents.	
Consult with the Government of Manitoba/Independent Contractor or CNPS to help confirm that you will actually be engaging in self-employed practice.	
Review Self-Employed resources on website.	
Consult with independent person and determine process to verify RN practice hours (i.e. Lawyer/Accountant).	
Create position description- use CRNM template as reference.	
Develop written PHIA policy that includes: client record security, provisions for recording of security breaches, corrective actions and provisions regarding retention and destruction of client records.	
Review all relevant legislation (i.e. PHIA, RHPA and Mental Health Act).	
Identify support structures and referral systems.	
Identify any resources that will be required for you to perform safely and competently.	
Develop resources for public (i.e. web page, written client education material).	
Identify quality metrics including: reporting/trends (i.e. client satisfaction surveys).	
Will you be performing reserved acts requiring additional education? If so, you will need to provide information to CRNM describing how the education you received meets college approved criteria.	
Submit <i>Recognition of Nursing Practice</i> and Position Description to the CRNM Self-employed team for review.	
<i>Recognition of Nursing Practice</i> and Position Description Approved by CRNM.	