

*Arizona State Board of Nursing*

4747 North 7<sup>th</sup> Street, Suite 200

Phoenix, AZ 85014-3653

Phone (602) 771-7803 Fax (602) 771-7888

E-Mail: prandolph@azbn.gov

Web Page/www.azbn.gov

**APPLICATION FOR APPROVAL  
ADVANCED PRACTICE NURSING PROGRAM**

This application and the accompanying information is intended to assist your program in the approval process.

University: _____	Category (NP/CNS): _____
	Specialty area: _____
Address: _____	Phone: _____
_____	
Accreditation status: _____	Fax: _____
Contact person: _____	E-mail: _____
Program administrator: _____	
Lead Faculty and qualifications: _____	
_____	
Certifying Exam that the graduate is eligible for: _____	
_____	

\_\_\_\_\_  
Director of Program (Signature)                      Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Administrator of Parent Institution (Signature)                      Date

\_\_\_\_\_  
Print Name

## **GUIDELINES FOR THE SELF APPLICATION:**

The administrator shall submit one electronic copy and 2 paper copies all materials to the Board of Nursing Education Department according to the Board policy on *Submission of Materials to the Education Committee*. The materials should be single-sided, on letter size white paper, consecutively numbered and stapled, or bound. Please do not include folders, notebooks, or bulky materials, as they are difficult to file. You must include the following items:

1. Title page with program name, address of program site, phone of parent institution/administrator, e-mail address, fax number, classification of advanced practice nursing program by both category (NP/CNS), specialty area, degree (masters, doctorate, certificate)) and accreditation status.
2. Complete the accompanying worksheet which should address each and every rule with an accompanying narrative analyzing the extent to which the program complies with the rule (Must do this within the self-study worksheet).
3. An appendix to include supporting documents such as charts, comparison graphs, and other relevant documents (as described in the self-study guidelines).
4. Copy of the curriculum (according to guidelines).

## **APPLICAPABLE RULES**

C. The Board shall determine whether a certification or exam meets the requirements of this Section. The following specialty area certifications and exams meet the requirements of this Section as of the effective date of this rulemaking:

1. For RNP:
  - a. American Academy of Nurse Practitioner certification in the specialties of:
    - i. Adult nurse practitioner,
    - ii. Family nurse practitioner,
  - b. American Nurses Credentialing Center certification in the specialties of:
    - i. Acute care nurse practitioner,
    - ii. Adult nurse practitioner,
    - iii. Family nurse practitioner,
    - iv. Gerontological nurse practitioner,
    - v. Pediatric nurse practitioner,
    - vi. Adult psychiatric and mental health nurse practitioner,
    - vii. Family psychiatric and mental health nurse practitioner,
  - c. Pediatric Nursing Certification Board certification in the specialty of pediatric nurse practitioner,
  - d. National Certification Corporation for Obstetric, Gynecological, and Neonatal Nursing Specialties certification in the specialties of:
    - i. Women's health nurse practitioner,
    - ii. Neonatal nurse practitioner,
  - e. American College of Nurse Midwives Certification Council certification in the specialty of nurse midwife,
2. For CNS:
  - a. American Association of Critical Care Nurses certification in the specialties of:
    - i. Adult critical care CNS,
    - ii. Pediatric critical care CNS,
    - iii. Neonatal critical care CNS,
  - b. American Nurses Credentialing Center certification in the specialties of:
    - i. Adult psych/mental health going across the life span CNS,
    - ii. Child/adolescent psych mental health CNS,
    - iii. Community health CNS,
    - iv. Gerontological CNS,
    - v. Home health CNS,
    - vi. Medical-surgical CNS,
    - vii. Pediatric CNS.

D. The Board shall approve a specialty area that meets the criteria established in this Section. An entity that seeks approval of a specialty area and is denied approval may request a hearing by filing a written request with the Board within 30 days of service of the Board's order denying the approval. Hearings shall be conducted in accordance with A.R.S. Title 41, Chapter 6, Article 10.

### **R4-19-502. Requirements for Advanced Practice Registered Nursing Programs**

- A. An educational institution or other entity that offers an advanced practice registered nursing program for registered nurse practitioners or clinical nurse specialists shall ensure that the program:
  1. Is offered by or affiliated with a college or university that is accredited under A.R.S. § 32-1644;
  2. Is a formal educational program, that is part of a masters program or a post-masters program in nursing with a concentration in an advanced practice registered nursing category and specialty under R4-19-501;
  3. Is nationally accredited by an approved national nursing accrediting agency as defined in R4-19-101;

4. Offers a curriculum that covers the scope of practice for both the category of advanced practice as specified in A.R.S. § 32-1601 and the specialty area;
  5. Includes a minimum of 500 hours of clinical practice;
  6. Notifies the Board of any changes in hours of clinical practice or accreditation status and responds to Board requests for information;
  7. Has financial resources sufficient to support the educational goals of the program; and
  8. Establishes academic, professional, and conduct standards that determine admission to the program, progression in the program, and graduation from the program that are consistent with sound educational practices and recognized standards of professional conduct.
- B. A faculty member who is educated and nationally certified in the same or a related specialty area and certified as an advanced practice registered nurse by the Board shall coordinate the educational component for the category and specialty in the advanced practice registered nursing program.
- C. The parent institution of an advanced practice registered nursing program shall ensure that a nursing program faculty member is appointed to oversee any advanced practice registered nursing course that includes a clinical experience. The faculty member appointed shall hold:
1. An unencumbered active license in good standing or a multistate privilege to practice as a registered nurse in Arizona, and
  2. A graduate degree with a major in nursing or a clinical specialty.
- D. Other licensed health care professionals may teach a non-clinical course or assist in teaching a clinical course in an advanced practice registered nursing program within their area of licensure and expertise.
- E. The parent institution of an advanced practice nursing program shall ensure that a preceptor supervising a student in clinical practice:
1. Holds an unencumbered active license or multistate privilege to practice as a registered nurse or physician in the state in which the preceptor practices or, if employed by the federal government, holds an unencumbered active RN or physician license in the United States;
  2. Has at least one year clinical experience as a physician or an advanced practice nurse, and
  3. For nurse preceptors, has at least one of the following:
    - a. National certification in the advanced practice category in which the student is enrolled;
    - b. Current Board certification in the advanced practice category in which the student is enrolled; or
    - c. If an advanced practice preceptor cannot be found who meets the requirements of (E)(3)(a) or (b), educational and experiential qualifications that will enable the preceptor to precept students in the program, as determined by the nursing program and verified by the Board.

**R4-19-503. Application for Approval of an Advanced Practice Registered Nursing Program; Approval by Board**

- A. An administrator of an educational institution that proposes to offer an advanced practice registered nursing program shall submit the following to the Board:
1. An application that includes all of the following information:
    - a. Category, specialty area that meets the criteria in R4-19-501(B), and the faculty member coordinating the program under R4-19-502(B);
    - b. Name, address, and accreditation status of the applicant or affiliated educational institution;
    - c. The mission, goals, and objectives of the program consistent with generally accepted standards for advanced practice education;
    - d. List of the required courses, and a description, measurable objectives, and content outline for each required course;
    - e. A proposed time schedule for implementation of the program;
    - f. The total hours allotted for both didactic instruction and supervised clinical practicum in the program;
    - g. List of the names and qualifications of each faculty member; and
    - h. A self-study that provides evidence of compliance with R4-19-502.
- B. The Board shall approve an advanced practice registered nursing program if approval is in the best interest of the public and the program meets the requirements of this Article. The Board may grant approval for a period of two years or less to an advanced practice nursing program where the program meets all the requirements of this Article except for accreditation by a national nursing accrediting agency, based on the program's presentation of evidence that it has applied for accreditation and meets accreditation standards.
- C. An educational institution that is denied approval of an advanced practice registered nursing program may request a hearing by filing a written request with the Board within 30 days of service of the Board's order denying its application for approval. Hearings shall be conducted in accordance with A.R.S. Title 41, Chapter 6, Article 10 and 4 A.A.C. 19, Article 6.
- D. Approval of an advanced practice registered nursing program expires 12 months from the date of approval if a class of students is not admitted within that time.

## Education Committee/Board Meeting

Your application will be considered at the next Education Committee meeting if submitted by the packet deadline. Please plan to have a program representative present at the Education Committee meeting. The recommendations of the Education Committee will be considered at the next regularly scheduled Board meeting. Following the Board meeting you will be notified of the Board action. The most likely options the Board may consider are:

1. Grant approval,
2. Grant approval with conditions,
3. Postpone a decision and request more information or deny approval