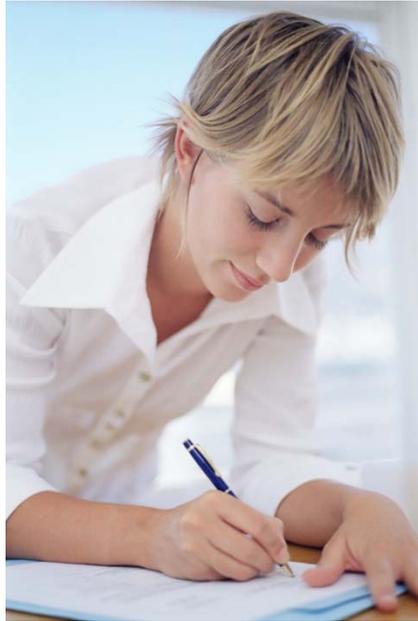


# Beginning Nursing 2013



Purpose of the Arizona State Board of  
Nursing  
The Application Process  
Case Histories



# Objectives

- Explicate the legal authority and role of the Board of Nursing
- List the steps and time-frames in the application process



# Objectives

- Define the “felony bar” and its implication in select situations
- Discuss relevant components of the statutory definition of unprofessional conduct
- Apply knowledge of unprofessional conduct to applicant and nursing care situations

# Arizona Revised Statutes

## Chapter 15- Nursing

- Creates the board of nursing which
- Has the legal authority and responsibility to assure that all RNs, LPNs and CNAs are competent and qualified.



# Board of Nursing

- Governor Appoints 11 Board Members
  - 5 RN, 1APRN, 2 LPN, 2 Public, 1 CNA
- Board hires Executive Director
  - Joey Ridenour RN, MS, FAAN
- Executive Director Hires Staff
  - Support
    - IT, Receptionists, Mail Room
  - Investigations
    - Hearings, Monitoring, CANDO, Triage
  - Education
    - RN, LPN, APRN, CNA, CMA
  - Licensing
    - RN, LPN, APRN, CNA, CMA

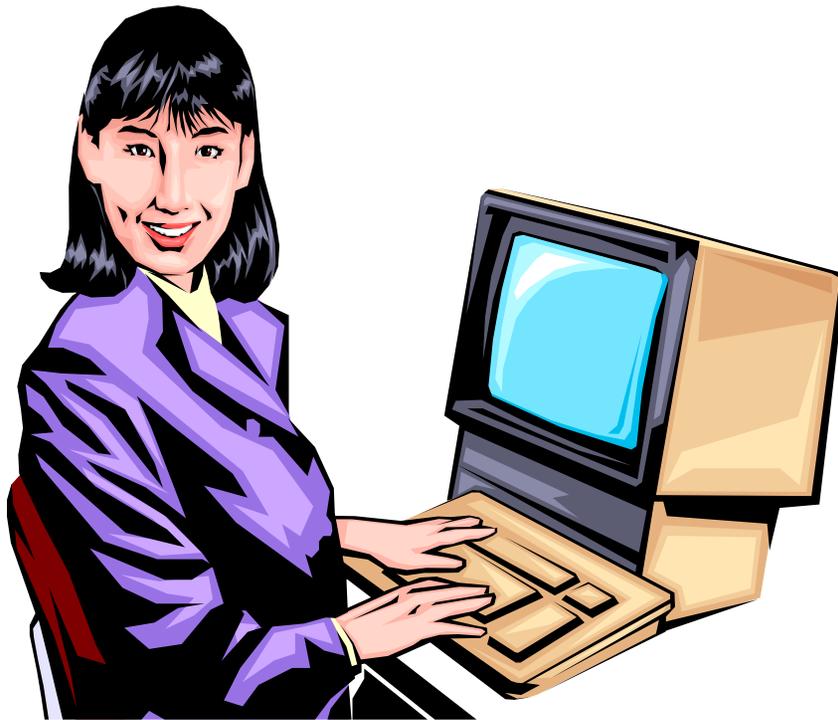


# Application Elements

- Board Application
- Proof of graduation
- Fees
- Fingerprints
- Citizenship documents
- Application to test
  - NCLEX®



# Application



- Download and complete application at [www.azbn.gov](http://www.azbn.gov)
- Send proof of legal presence in the US
- Board will send fingerprint card with the deficiency notice
- Download NCLEX Candidate Bulletin at [www.ncsbn.org](http://www.ncsbn.org)
- Register for NCLEX on-line [www.pearsonvue.com](http://www.pearsonvue.com)



# Legal Presence

- U.S. and state laws require Board to verify legal presence in United States
- Most commonly
  - Passport—expired OK
  - U.S Birth Certificate + government issued picture ID
  - AZ drivers license

# Authorization to Test (ATT)



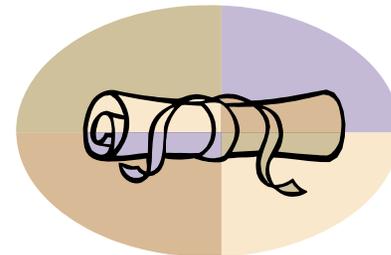
- Include your e-mail on your application to receive Authorization to Test earliest
- If only a home address; ATT will be mailed regular post.
- ATT is NOT sent by the Board; comes from PearsonVue.

# What Happens to My RN/PN Application?

- Application is received by the Board
- Deficiency notice sent to applicant with fingerprint card—unless fingerprint card is included in the application
- Fingerprints sent to DPS/FBI
- Information received from program that applicant successfully completed/graduated—must hold degree/diploma/certificate
- Authorized to test by Board if you meet requirements
- Pearson/Vue issues authorization to test (ATT)
- Pass test; negative criminal background, proof of legal presence in U.S.=license

# License Requirements

- Complete or graduate from an approved nursing program—hold a degree for RN
- Pass criminal history/fingerprint background check
- Legally present in U.S.
- Pass NCLEX



# Verification Data—3 slides

**Full Name:**AMY SMITH

**Applicant/License/Certificate Type:** PN

Applicant

**License/Certificate No:**

**Original License Date:**

**License Renewal Date:**

# Board Actions/Application Status

**Board Actions:** There has been no Board Action taken against this person within the past 10 years, the timeframe we maintain records.

**License Status:** Pending - Testing,  
Pending - FBI Prints,  
Application/Def. Notice Sent

**Fingerprints:** Yes

**Fingerprints Date:** 04/03/2003

# NCLEX RESULTS PUBLIC

JANE DOE LIC PRACTICAL NURSE

**Original License Date:**   **License Valid Until:**

**License Status:**2/15/2008 - APPLICANT: FAILED NCLEX EXAM,  
10/24/2008 - APPLICATION WITHDRAWN,  
12/10/2008 – APPLICANT FAILED NCLEX EXAM

**Fingerprints:YES   Fingerprints Date:**1/28/2008

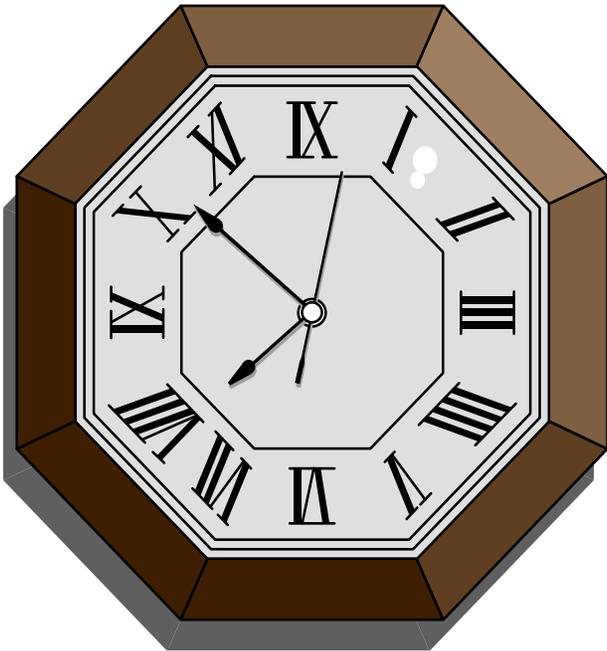
The Arizona State Board of Nursing's Online Verification system is a free service provided to licensees, employers and the public. Online verification should not be the sole source of verification and the original license, drivers license or social security card should be requested to determine validity. Do not accept a photo copy of the license as a reliable verification that the person is licensed.

# Fingerprints

- Fingerprints required for new applications
- Fingerprints are valid for 2 years
- Results take an average of 14-21 days to receive
- Fingerprints not required for renewal



# Timeframe Rules



- **30** days for administrative review
- **270** days to correct deficiencies--pass exam and fingerprints
- **120** days substantive review if negative criminal history
- **270** days substantive review if investigation required

# When to Apply

- 1-2 months before graduation submit application to the Board
- Register for NCLEX  
[www.pearsonvue.com/nclex](http://www.pearsonvue.com/nclex)
- Apply only if you will actually graduate
  - Complete all grad requirements
  - Apply to graduate



# Accommodation



**Notify the Board 3-4 months before graduation ideally**

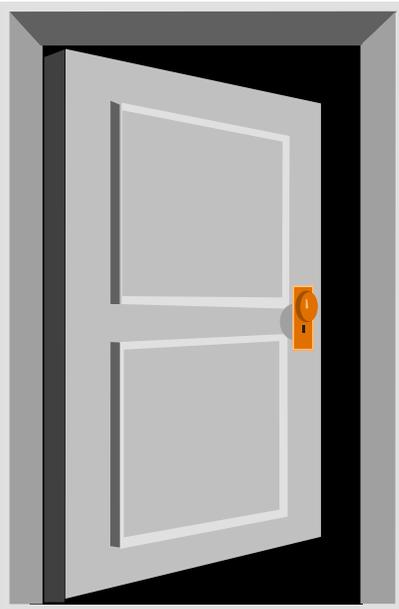
- Qualify if:
  - Have a disability diagnosed by a qualified professional using recognized psychometric tests
  - Disability must limit one or more major life activities: eating, seeing, hearing, walking, learning etc.
  - NOTE: ESL and test anxiety are not ADA disabilities
  - Accommodation Policy available at [www.azbn.gov](http://www.azbn.gov) under Resources/NCLEX

# Current Fees--2012

- \$300 for 4 year license
- \$50 for fingerprint background check
- \$50 for temporary license—rarely needed
- \$200 to take NCLEX

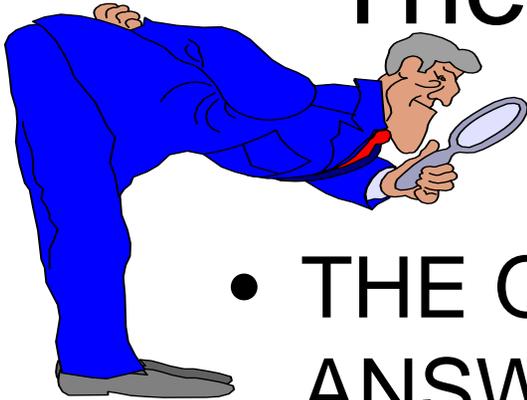


# Temporary LICENSE/CERTIFICATE



- Negative state criminal history
- Answer NO to four questions on background
- Pass the appropriate exam
- VALID FOR 6 MONTHS
- FEES NONREFUNDABLE
- **Current processing times make this unnecessary for most applicants**

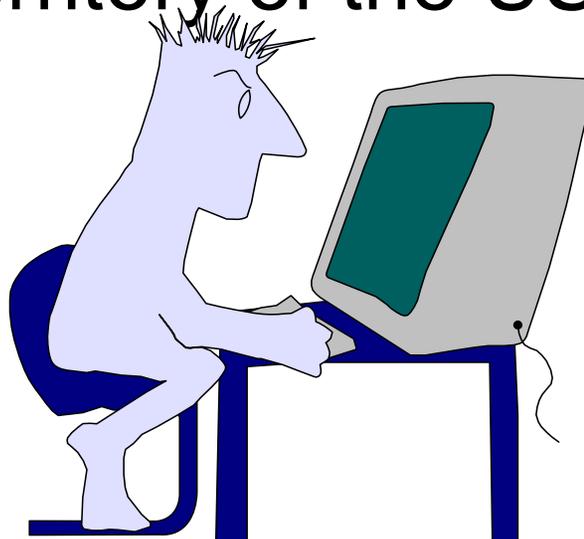
# The Application Questions



- THE QUESTIONS MUST BE ANSWERED YES OR NO!
- If Yes, all pertinent documents must be submitted with the application as well as a detailed explanation of what occurred.
- Investigation, if needed, before licensure

# Question Number One

- Question :Are you currently under investigation or is disciplinary action pending against your nursing license or CNA certificate in any state other than Arizona or territory of the USA?



# Question Number Two

- Are you a participant in a state board/designee monitoring program including but not limited to, alternative to discipline, diversion or peer assistance program?



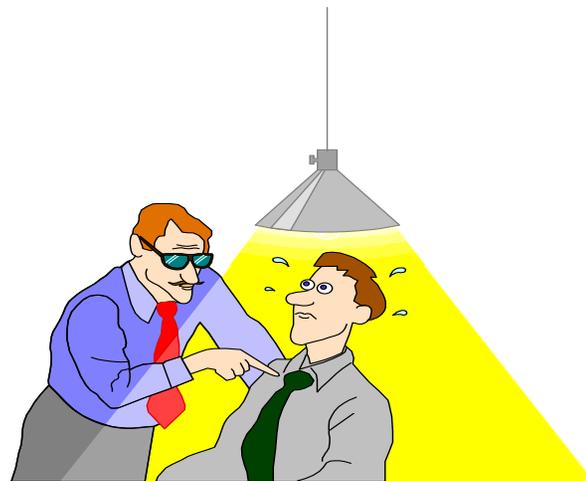
# Question Number Three

- Have you ever been terminated from an alternative to discipline, diversion, or a peer assistance program?



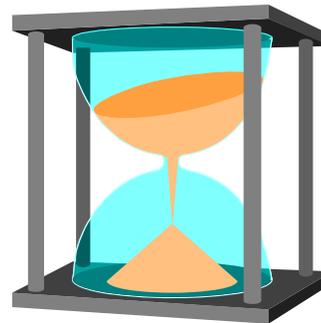
# Question Number Four

- Have you ever been convicted, entered a plea of guilty, nolo contendere or no contest, or have you ever been sentenced, served time in jail or prison, or had probation or sentence deferred in any FELONY or undesignated offense?



# Absolute Date of Discharge

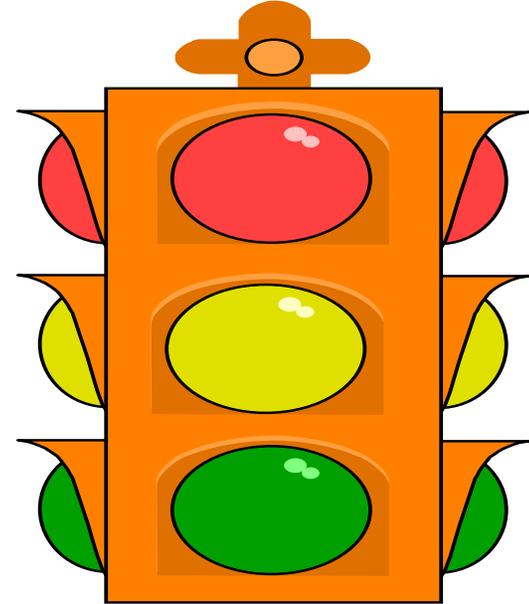
- If yes to question number four an explanation must be provided that includes all information about sentencing and the date of ABSOLUTE DISCHARGE from the sentences for ALL felony convictions.



# Felony Bar

## ARS §32-1606 (B)(17)

- If less than FIVE YEARS since absolute discharge, applicant is ineligible to apply for a certificate or license.



# What About Misdemeanors?



Discovered through fingerprints

Viewed on a case-by-case basis

May or may not initiate a formal investigation

May result in denial or limited/disciplined license

# Juvenile Offenses

- Cannot use the conviction for discipline
- Can consider the conduct



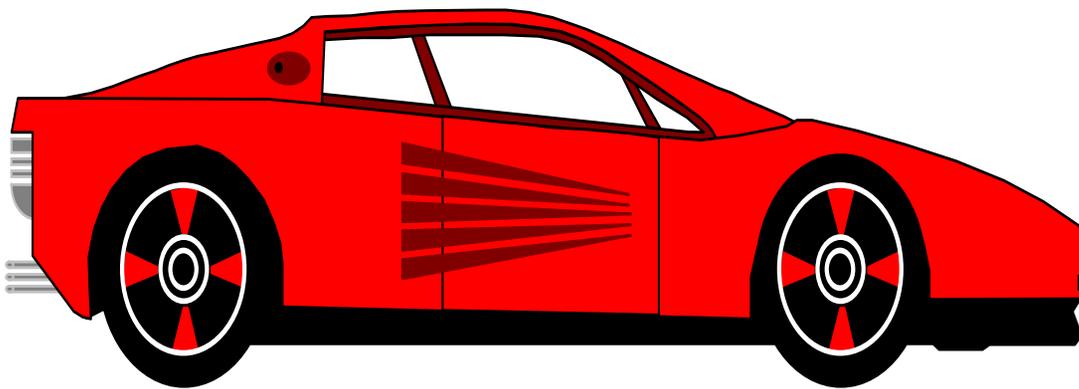
# ARS§ 32-1663 Section A

- The Board may DENY any license applied for under this chapter if the applicant commits an act of unprofessional conduct.



# Unprofessional Conduct

- Any conduct or practice that is or might be harmful or dangerous to the health of a patient or the public.



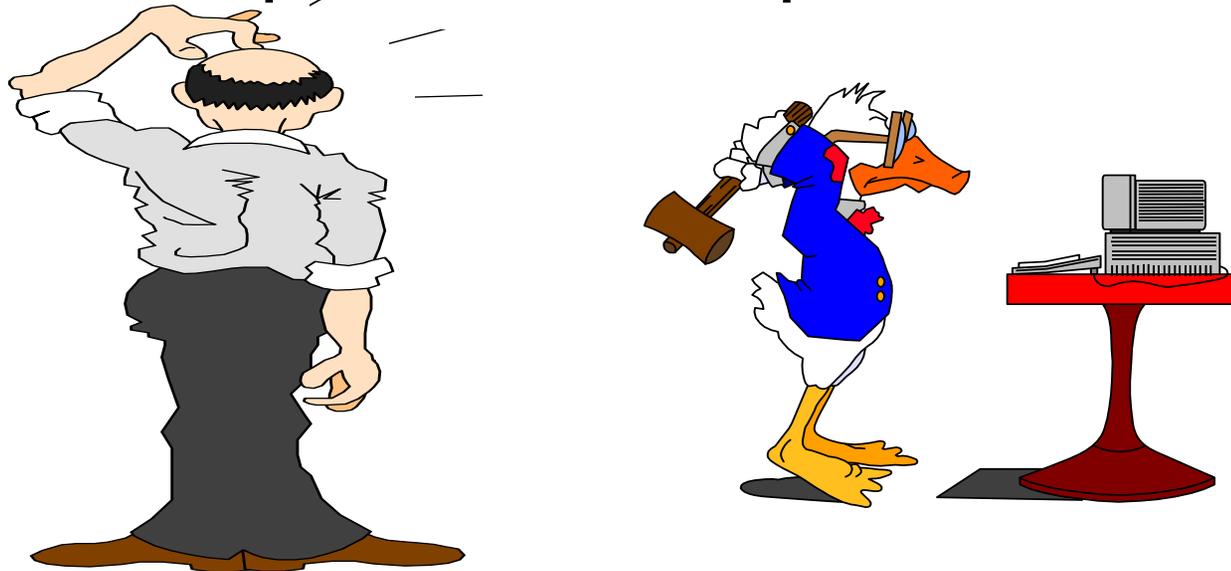
# Unprofessional Conduct

## ARS § 32-1601(16)

- Committing fraud or deceit in obtaining, attempting to obtain or renewing a license or a certificate.
- Committing a felony, whether or not involving moral turpitude, or a misdemeanor involving moral turpitude.

# Unprofessional Conduct

- Being mentally incompetent or physically unsafe to a degree that is or might be harmful or dangerous to the health of a patient or the public.



# Unprofessional Conduct

- Committing an act that deceives, defrauds or harms the public.



# Unprofessional Conduct

- Violating a rule that is adopted by the board pursuant to this chapter.



# Failing to Report



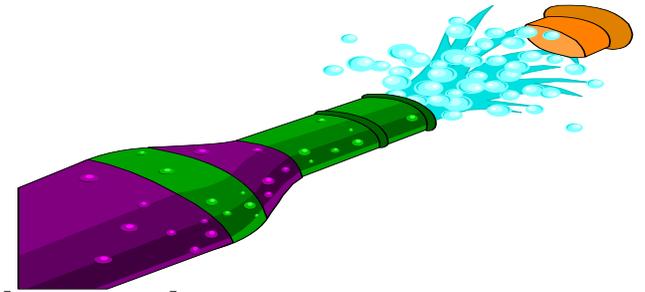
- Incompetent practice
- Unprofessional conduct
- Mental/physical impairment and unsafe to practice
- **SELF REPORT**
  - Felony conviction, charge,
  - or misdemeanor charge involving moral turpitude  
**OR POTENTIAL HARM TO THE PUBLIC**

# Case # 1 Felony Conviction

- Ann entered a nursing program in September 2011.
- Ann was convicted of a felony drug offense in March 2012 received 3 years probation. She did not tell her program director.
- Ann applies for licensure in 2013
- Ann's application will be \_\_\_\_\_?

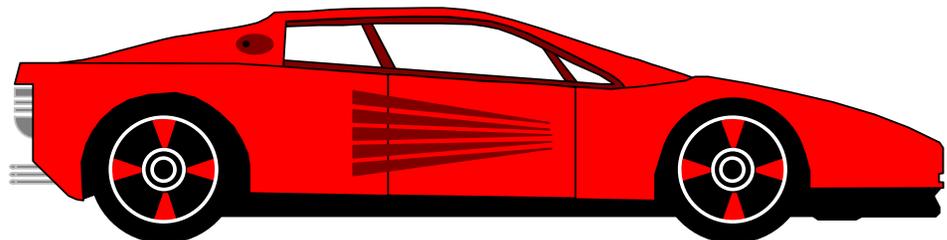
# Case # 2 Alcohol

- Nancy has no felony convictions
- Undesignated offense DUI and assault
- High blood alcohol content
- Recent conviction
- **BOARD OPTIONS:**
  - Evaluations, CANDO, Probation, deny licensure



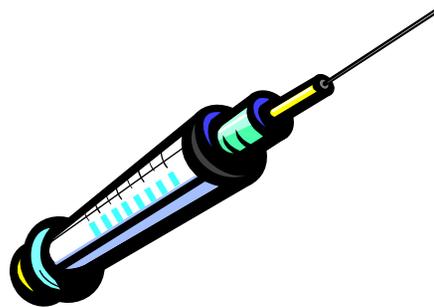
# Case # 3

- John misdemeanor DUI
- Happened 25 years ago
- Spotless record
- Low level of blood alcohol
- **BOARD OPTIONS:**
  - Case not opened or Dismiss



# Common Violations of New Graduates

- Use of protected title, “graduate nurse”
- Administering medications or intravenous therapy without a license
- Deceit in job application



# Common Violations of New Graduates

- Failure to assess/gather pertinent data
- Inappropriate delegation/supervision
- Exceeding scope—PN assessing; IV push drugs; working without RN/physician supervision; prescribing



# Testing News

Item types

Testing Centers

# Alternative Item Types

- Multiple response
- Fill in the blank
- Exhibit
- Drag and Drop
- Hot spot
- Audio
- Graphic Options

# Preparing for NCLEX

- Take the tutorial on the [www.ncsbn.org](http://www.ncsbn.org) website
- Read the candidate bulletin to understand the scoring and test plan
- Read all questions carefully
- **STUDY DILIGENTLY THROUGHOUT YOUR PROGRAM—don't just study for the next exam, study to learn how to give safe, competent care**

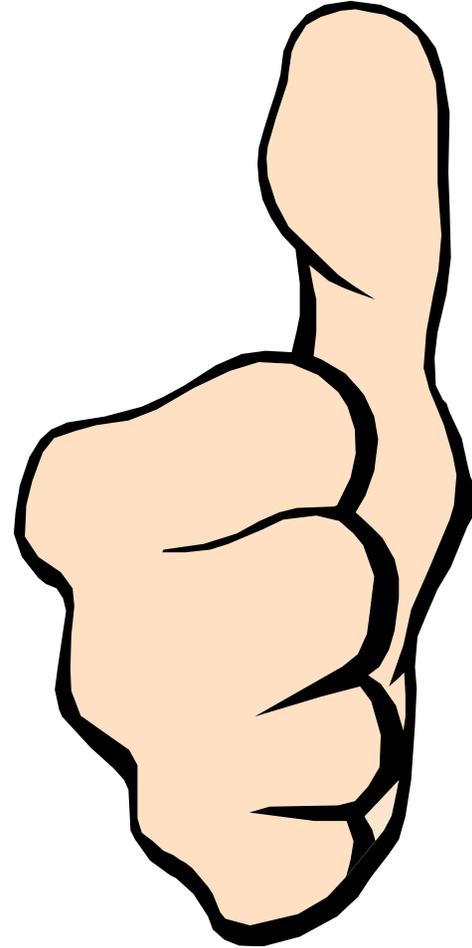
# Test Centers

- Pearson Professional Centers located in Phoenix, Mesa, and Tucson
- Many testing times available
- State of the art



# NCLEX Results

- Verify results on website usually within 48 hours  
[www.azbn.gov](http://www.azbn.gov)



# Summary



- The application process ensures that nurses are competent and qualified
- Nurses are held to high standards of conduct both on and off the job
- The NCLEX exam and nursing program completion establish minimum competency to enter nursing

# Contact The Board



- PHONE: (602) 771-7800
  - Associate Director Education Direct Line 602-771-7803
  - Licensing Tech. 602-771-7830 (DO NOT CALL FOR NCLEX RESULTS OR TO ASK IF WE HAVE RECEIVED YOUR DOCUMENTS)
- FAX: (602)771-7888
- E-MAIL:
  - [prandolph@azbn.gov](mailto:prandolph@azbn.gov)-- Associate Director Education
  - [bmelton@azbn.gov](mailto:bmelton@azbn.gov)- -licensing
- WEBSITES:<http://www.azbn.gov>
  - Azbn.gov
  - Ncsbn.org

# BOARD OFFICE

- Address:
  - 4747 N. 7<sup>th</sup> Street Suite 200
  - Phoenix AZ 85014
  - Front desk 602-771-7800
  - Fax 602-771-7888