

APRN Licensure - Frequently Asked Questions

Do I need to apply for my RN license first?

Yes, you must have an active Nevada RN license OR have submitted your Nevada RN application before you can apply for an APRN license. Once granted, your APRN license will always expire on the same day that your RN expires, this also includes temporary licenses.

What is my role?

The Board will issue a license to practice as an advanced practice registered nurse authorizing the licensee to practice in a role as:

1. CNP – Certified Nurse Practitioner
2. CNM – Certified Nurse Midwife
3. CNS – Clinical Nurse Specialist

What is my population of focus?

The Board currently recognizes the following populations of focus:

1. Women’s health or gender-specific health;
2. Family health and caring for a patient across the life span of the patient;
3. Mental health;
4. Adult health;
5. Gerontology;
6. Pediatrics;
7. Neonatal.

Can I have more than one population focus?

You must apply for initial licensure with only one population focus and then you can apply for dual certification by logging into your nurse portal account and clicking on “Add Population Foci”. You must meet all licensure requirements for the additional population focus, including minimum education and national certification requirements. To review the requirements please see the APRN application instructions on our website under the forms tab.

Do I need a collaborating agreement?

If you wish to prescribe Schedule II controlled substances and you have not practiced at least 2 years or 2,000 hours as an APRN in any state then you are required to submit a protocol for the prescription of schedule II controlled substances. A sample of this protocol can be found on our website under the forms tab (we do not need a copy of the Board of Medical Examiners collaborative agreement form).

OR

If you graduated more than 2 years ago and you have not practiced at least 1,000 hours as an APRN then you are required to submit an agreement with a collaborating physician for the supervision of 1,000 hours without prescribing privileges. A sample of this agreement can be found on our website under the forms tab (we do not need a copy of the Board of Medical Examiners collaborative agreement form).

I have completed my 1,000 hours of supervised practice OR have now practiced more than 2 years or 2,000 hours do I need provide this information to the Board?

Yes, please submit a letter on letterhead from your employer confirming the hours that you have practiced. We will update your account and remove any requirement for collaboration with a physician for prescribing privileges. If also wish to terminate your collaboration you must also indicate that on your documentation. If you have completed

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1,000 hours of supervised practice and wish to apply for prescribing privileges, you must complete the prescribing privileges application which is available on our website under the forms tab. You can send this information to the Board via the message center in your nurse portal account.

How do I apply for prescribing privileges for schedule 3-5 controlled substances?

During the application mark “yes” to the question that asks if you would like to apply for prescribing privileges and indicate the level of prescribing you are requesting. You are not required to submit a protocol or proof that you have worked as an APRN. Once all requirements are completed and your permanent license is issued, you will be granted the privilege to prescribe BUT ***you must complete the application process with the Board of Pharmacy and DEA before you can prescribe.***

How do I apply for prescribing privileges for schedule 2 controlled substances?

During the application mark “yes” to the question that asks if you would like to apply for prescribing privileges and indicate the level of prescribing you are requesting. You must submit the protocol for prescription of schedule II controlled substances OR proof (letter from your previous employer) that you have practiced at least 2 years or 2,000 hours before we will grant you privilege to prescribe BUT ***you must complete the application process with the Board of Pharmacy and DEA before you can prescribe.***

When I applied for initial licensure I didn't want prescribing privileges but I do now.

Please complete a separate application for prescribing privileges which can be found on our website under the forms tab.

Can I submit proof of employment from multiple employers?

Yes, we will accept proof of your practice hours from any amount of employers.

Can I get prescribing privileges with a temporary APRN license?

No, you must have a permanent APRN license before you can be granted prescribing privileges.

How can I apply for a temporary license?

Permanent licensure may take up to 2-4 months to be issued. The Board will grant a temporary license as a courtesy to applicants that qualify. You are not required to submit a separate application. At a minimum, you must submit an initial application, have your official transcripts sent directly to the Board from your APRN program and for APRNs that are endorsing from another state you must have an active APRN license. Once your education is reviewed and approved by the education department you may be issued a temporary license. This process may take 1-3 weeks to be completed.

How do I know if I was issued a temporary license or what information is missing.

You can verify that your license was issued by logging into your nurse portal account, your license number and expiration date will appear under “Your Licenses with Nevada”. You can also verify your license on our website under license verification or at nursys.com. You can view any outstanding requirements by clicking on “view status” under the submitted license applications section.

Does the Board of Nursing need my practice site information?

Yes, you are required by law to keep your practice site information up to date. You can do this by sending a message to the Board through the message center in your nurse portal account. You must inform the Board whether you are terminating a site and/or adding a site.

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What are requirements for APRN renewal?

APRNs must complete 45 hours of continuing education (CE) directly related to his or her role or population focus, which may include the required 30 hours for the renewal of their RN license for each renewal period. In addition, APRNs that have dispensing OR prescribing privileges must complete a 2 CE course related to the use and misuse of controlled substances also within each renewal period. Finally, APRNs must complete a 2 CE course related to suicide prevention within two years of initial licensure and then again every four years.

The Board conducts random audits to ensure compliance with the renewal requirements. Failure to complete the required continuing education, or failure to produce evidence of CE/training completion when audited, may result in disciplinary action. Retain copies of continuing education/training for four years in case of an audit.

What is an APRN Portfolio?

APRNs are required by law to maintain a professional portfolio. Upon audit the Board will require that you submit a copy of your portfolio that includes the following items:

1. A copy of each license relating to nursing that the advanced practice registered nurse holds;
2. A copy of the license issued by the Board pursuant to NAC 632.2595, if applicable;
3. A copy of current DEA certification, if applicable;
4. A copy of the policy of professional liability insurance;
5. A list of all locations at which the advanced practice registered nurse:
 - (a) Currently practices; and
 - (b) Has practiced within the 2 years immediately preceding his or her most recent application for a license or renewal of a license to practice as an advanced practice registered nurse;
6. Evidence of any national certifications or other certifications relating to nursing which the advanced practice registered nurse has received;
7. The protocol required by paragraph (b) of subsection 3 of NRS 632.237, if the advanced practice registered nurse prescribes a controlled substance listed in schedule II and does not have the experience described in paragraph (a) of subsection 3 of NRS 632.237;
8. Proof of the hours of continuing education that the advanced practice registered nurse has completed in the 4 years immediately preceding his or her most recent application for a license or renewal of a license to practice as an advanced practice registered nurse;
9. Copies of the transcripts from the program completed by the advanced practice registered nurse as required pursuant to NAC 632.260 and from any other institution of higher education attended by the advanced practice registered nurse;
10. An attestation which states that the advanced practice registered nurse will not practice outside the scope of his or her education, role or population of focus; and
11. If the APRN has prescribing privileges for controlled substances listed in the schedule II, III, or IV category, proof of enrollment with the Nevada State Board of Pharmacy Prescription Monitoring Program.

Resources that can be found on the Board's website under the forms tab:

- APRN Application Instructions
- APRN Professional Portfolio Instructions
- Sample APRN Protocol for Prescribing Schedule II Controlled Substances
- APRN Prescribing and Dispensing Applications