

Nevada State Board of NURSING

APRN Renewal FAQs

How do I submit my renewal application? You must login to your Nevada Nurse Portal account and click on the “Start your renewal application” or “Apply for Renewal” link. You must submit your RN renewal before you will be eligible to submit your APRN renewal.

The screenshot shows a notification bar at the top with a red triangle icon and the text: "Your Nevada RN License [redacted] is up for renewal". To the right of this text is a blue button labeled "Start your renewal application", which is circled in red. Below the notification bar is a section titled "Your Licenses with Nevada". On the right side of this section are two buttons: "Inactivate your License" and "Apply for License". Below these buttons is a table with the following columns: License Number, License Type, License Granted Date, License Expiration Date, and License Status. The table contains one row with the following data: License Number [redacted], License Type RN, License Granted Date Jun 08, 2020, License Expiration Date Aug 01, 2020, and License Status Active. To the right of the "Active" status is a blue button labeled "Apply for Renewal", which is also circled in red.

When can I submit my renewal? Renewal applications can be submitted online within 60 days from your current expiration date. If you login to your account beyond the 60-day eligibility period you will not see the renewal links.

What is the renewal fee? The APRN renewal fee is \$200.

What are the renewal requirements? In addition to complying with RN renewal requirements, the Nevada Nurse Practice Act requires APRNs to take an additional 15 CEs directly related to their specialties to include a 2-hour suicide prevention course completed every 4 years, a 2-hour substance use and abuse course completed every renewal cycle and maintain a portfolio pursuant to NAC 632.2563. Instructions for the portfolio can be found on our website here:

<https://nevadanursingboard.org/wp-content/uploads/2019/10/APRN-Professional-Portfolio-Instructions.pdf>. APRN must have also practiced at least 1,000 hours as an APRN within the previous five years and if the APRN completed their education after July 1, 2014, they must maintain national certification.

What if I have not practiced 1,000 hours as an APRN within the previous five years? Per NAC 632.293 If an advanced practice registered nurse has not engaged in at least 1,000 hours of practice during the previous five years (and graduated from their APRN program greater than 2 years from the date they submitted their application), or wishes to return from inactive to active status, the advanced practice registered nurse must submit to the Board an application to renew his or her practice which includes evidence that:

1. He or she has satisfactorily completed the continuing education required for that period; and
2. He or she has entered into an agreement with a physician or an advanced practice registered nurse which provides that the practice of the applicant will be closely supervised by that physician or advanced practice registered nurse for a period of at least 1,000 hours.

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How many CEs are required for renewal? In addition to complying with the RN renewal requirements, the Nevada Nurse Practice Act requires APRNs to take an additional 15 CEs directly related to their specialties to include a 2-hour suicide prevention course completed every 4 years, a 2-hour substance use and abuse course completed every renewal cycle.

How do I submit my CEs to the Board? Rather than requiring nurses to submit their continuing education/training certificates at the time of renewal, the renewal application asks applicants to affirm (swear) they are in compliance with the continuing education/training requirement and reminds them to retain copies of their certificates for four years in case of an audit. Then, the Board conducts random audits to ensure compliance. Failure to complete the continuing education within the renewal period, or failure to produce evidence of CE/training completion when audited, may result in disciplinary action. Please refer to the article in the [September 2019 Nursing News](#).

What are approved continuing education/training providers? If a continuing education provider is an academic institution, has a Nevada continuing education provider number, is approved by another state nursing board or health-related board (includes Boards of Medical Examiners, Pharmacy, and social workers), or is recognized by one of the organizations below, it is accepted by the Nevada State Board of Nursing.

- American Association of Critical Care Nurses
- American Association of Nurse Anesthetists
- American Nurse Credentialing Center Commission on Accreditation
- National Association of Pediatric Nurse Associates and Practitioners
- National League for Nursing

What continuing education/training courses can I take? Check with your human resources/staff development office, or try a web search, using key words like “APRN continuing education.”

What kind of courses should I take? A course which is designed to increase or improve an APRN’s knowledge, skill or ability related to the authorized scope of practice of the APRN.

How many CEs hours does a course equal?

- 60 minutes of participation in CE equals one contact hour
- College credit (if taken as part of education program to obtain higher nursing degree; includes prerequisites) – one credit (semester) equals 15 contact hours, one credit (quarter) equals 10 contact hours

How will I know if I am selected for an audit? The Board conducts random audits the first of each month. If you are selected for an audit the Board will send a message to your Nevada Nurse Portal account and email address, the month after you submitted your renewal application to inform you that you have been selected for an audit. This notice will provide you will comprehensive instructions regarding completing your audit.

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I forgot to submit my renewal application prior to my expiration date, can I still renew? Yes, you can renew at any time but will be required to comply with all renewal requirements before your renewal may be issued.

I submitted my renewal application, but I have changed my mind and want to cancel my renewal, can I get a refund? No, once your renewal application is submitted you cannot cancel your application or get a refund. Your application will remain valid for one year should you choose to complete all renewal requirements.

How will I know if my renewal was issued? Once you have submitted your application, return to your Nevada Nurse Portal dashboard to verify your new expiration date. It may take up to 72 hours to see your new expiration date. If your expiration date has not been updated after 72 hours, please check for messages in your nurse portal account as you may need to provide additional information to complete your renewal.

How will I know if I am required to fingerprint for my renewal? A notification will be sent to you via the message center in your Nevada Nurse Portal account within 24 hours from the date your renewal application is received. Please check your Nevada Nurse Portal account one business day after your application is submitted; if you are required to fingerprint you will receive a six-month renewal and have a fingerprints required notice in your message center. If you received a full renewal and do not have a message in your Nevada Nurse Portal account, you are NOT required to fingerprint. For additional information please see our Fingerprint on Renewal FAQs here: <https://nevadanursingboard.org/wp-content/uploads/2019/10/Fingerprint-FAQ.pdf>.