

# Nevada State Board of NURSING

## RN/LPN 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.

The screenshot shows a notification bar at the top: "Your Nevada RN License [redacted] is up for renewal" with a red triangle icon and a blue link "Start your renewal application" circled in red. Below this is a section titled "Your Licenses with Nevada" with two buttons: "Inactivate your License" and "Apply for License". A table lists the license details:

License Number	License Type	License Granted Date	License Expiration Date	License Status
[redacted]	RN	Jun 08, 2020	Aug 01, 2020	• Active

Below the table, a blue link "Apply for Renewal" is 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 RN/LPN renewal fee is \$100. There is an additional fee of \$100 for renewals that are submitted after their current expiration date. The Board does not have a grace period and cannot waive any fees.

**What are the renewal requirements?** You must have completed your continuing education (CEs) and have practiced nursing or passed the NCLEX within the previous five years.

**What if I have not practiced nursing or passed the NCLEX within the previous five years\*?** If you have not practiced as a nurse or passed the NLCEX within five years from the date you are submitting your renewal application, you will be required to complete a refresher program or retake and pass the NCLEX before you will be eligible for renewal (step by step information regarding completing this process can be found on our website under the forms tab.)

If you have not practiced nursing within the last five years and your license has been Revoked or Surrendered, please contact the Compliance Coordinator at 775-687-7723 prior to enrolling in a refresher program.

**How many CEs are required for renewal?** The Nevada Nurse Practice Act requires all renewing RNs and LPNs to complete 30 hours of nursing-related continuing education per renewal cycle, including at least two hours of instruction related cultural competency, diversity, equity and inclusion\*. The Nurse Practice Act requires a one-time 4-hour bioterrorism course to be completed. For detailed information regarding continuing education, please visit our website here:

<https://nevadanursingboard.org/continuing-education/>.

According to NAC 632.343, licensees are exempt from the requirement to earn 30 CEs for renewal “for the first biennial period after graduation.” Therefore, new nurses who have earned their degrees within the last two years do not have to earn 30 CEs for their first renewal. For example, if you graduated

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January 1, 2021, and you submit your renewal application before January 1, 2023, you are not required to complete 30 CE's for renewal. If you submit a renewal application beyond two years from your graduation date you MUST complete 30 CE's to qualify for renewal. In addition, all renewal applicants, including new graduates, must complete the one-time, four-hour, bioterrorism CE requirement and the two-hour cultural competency, diversity, equity and inclusion requirement.

\*The two-hour cultural competency, diversity, equity and inclusion CE requirement is effective for all renewal applications submitted on or after January 1, 2022.

**How do I submit my CE's to the Board?** Rather than requiring licensees 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. The audit timeframe will be 2 years from the date of your most recent renewal application. For example; if you renew 7/21/21 your audit timeframe will be 7/21/19 through 7/21/21. 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 "Nurse (or CNA) continuing education."

**What kind of courses should I take?** A course which is designed to increase or improve a nurse's or CNAs knowledge, skill or ability related to the authorized scope of practice of the nurse.

**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 with comprehensive instructions regarding completing your audit.

**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. If your renewal application is submitted after your expiration date you are required to pay a \$100 late fee in addition to the \$100 renewal fee. There is no grace period.

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**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>.