



DAVID Y. IGE
GOVERNOR

CATHERINE P. AWAKUNI COLÓN
DIRECTOR

SHAN TSUTSUI
LIEUTENANT GOVERNOR

CELIA C. SUZUKI
LICENSING ADMINISTRATOR

BOARD OF NURSING

STATE OF HAWAII
PROFESSIONAL AND VOCATIONAL LICENSING DIVISION
DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS
P.O. BOX 3469
HONOLULU, HAWAII 96801
cca.hawaii.gov/pvl

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ADVANCED PRACTICE REGISTERED NURSES (“APRN”) PRESCRIPTIVE AUTHORITY – RENEWAL REQUIREMENTS

If you are renewing your prescriptive authority for the next biennium, July 1, 2017 – June 30, 2019, you are required to complete and submit the following **PRIOR** to the renewal of your APRN license since your prescriptive authority is now a special privilege under your APRN license. Hawaii Administrative Rules §16-89-123 requires that in order to “renew” your prescriptive authority you must **submit** the following:

National Certification

Evidence of your **current** certification in the nursing practice specialty by a board-recognized national certifying body i.e. Family Nurse Practitioner from the ANCC. You may submit a copy of your pocket card or any other document from the national certifying body that indicates your **current** national certification. If you have more than one national certification, you must submit evidence of **all** your **current** national certifications for prescriptive authority or that practice specialty will be removed and will no longer be reflected as your practice specialty.

Continuing Education (“CE”)

Documentation of successful completion of thirty (30) contact hours of appropriate CE that was completed in the prior biennium, July 1, 2015 – June 30, 2017, of which eight (8) hours are in pharmacology related to your clinical practice specialty area and approved by a board-recognized certifying body. Regardless of when you obtained your prescriptive authority, you must comply with the renewal requirements which may include additional CE in order to meet the renewal requirements.

Submission of Documents

Upon renewal, either online or hard copy, you must submit proof of your current national certification and CE completion certificates (or summary CME Tracker from your national certifying body that indicates the time period covering the report i.e. July 1, 2015 – June 30, 2017 and distinguishes pharmacology hours). You may submit your documents as follows:

Mail: Board of Nursing – APRN RX Renewal Requirements
P. O. Box 3469
Honolulu, Hawaii 96801

Fax: Board of Nursing – APRN RX Renewal Requirements
(808) 586-2689

Email: nursing@dcca.hawaii.gov

Please allow at least two (2) weeks for processing. Upon review of your documents, we will either send you a "compliance" letter if you met the renewal requirements or a "deficiency" letter if additional information is required.

Failure to submit the documents to substantiate your compliance with the renewal requirement will result in the removal of your prescriptive authority.

If you have any questions, you may call the Board's office at (808) 586-2695.