



**BOARD OF NURSING**

**STATE OF HAWAII  
PROFESSIONAL AND VOCATIONAL LICENSING DIVISION  
DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS**

**CONTINUING COMPETENCY  
GUIDANCE and INFORMATION  
BOOKLET**

**For**

**NURSES, EMPLOYERS AND FACILITIES**

Prepared for the Hawaii State Board of Nursing

April 2017



## **BOARD OF NURSING**

**STATE OF HAWAII**

### **Preamble and Acknowledgement**

April 2017

To: All Hawaii Licensed Nurses

From: The Hawaii State Board of Nursing

As you may know by now, Act 127, SLH 2015, was signed into law on June 19, 2015 by Governor Ige. Act 127 entitled Relating to Nurses would require continuing competency requirements for the renewal of a Hawaii nurse license.

The Legislature found that the requirement of all candidates for an initial nurse license to pass a national examination has resulted in the consistent practice of quality health care services administered to the public. This examination safeguards the quality of health care practices by ensuring that each candidate possesses the minimum competencies necessary for a newly licensed, entry-level registered or practical nurse to perform work safely and effectively.

Despite the clear benefits of this safeguard, continuing competency requirements are not currently instituted for nurse licensure renewal applications in the State.

The Legislature also found that in today's health care environment, knowledge of the latest developments in the profession is a crucial means by which nursing duties are safely and effectively fulfilled. New health care systems are emerging and redoubling the challenge of licensure boards to assure consumers that licensed nurses shall remain competent for the duration of their practice.

Consequently, the Legislature found that the most efficient means to ensure patient safety is to require nurses to complete continuing competency requirements.

Accordingly, the purpose of Act 127 is to require all non-exempt licensed registered nurses and licensed practical nurses to complete continuing competency requirements prior to the submission of an application for license renewal, restoration, reactivation or reinstatement **beginning on July 1, 2017**.

Upon the passage of this legislation, the Hawaii State Board of Nursing (“Board”) anticipated the various questions from nurses. With the research of information by Ms. Joanna Smith, DNP-C, the Board is pleased to present this Guidance Document to inform the nurses of the new requirement and to provide as much information as possible so that nurses are able to satisfy the continuing competency requirement for the **2019** renewal.

The Board would like to give a big MAHALO to Ms. Smith for her contribution of hours of research and development of the information contained in this document.

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## Definitions

The following terms are referred to throughout this Guidance Document. The definition for these terms are provided for your information.

"Accredited" means certification by the appropriate board of nursing that the nursing program meets established nursing education standards. (*Definition of "Accredited" in HAR 16-89-2*)

"Approved provider" means a local, state or national agency, institution, organization, or agency responsible for the development, implementation, evaluation, financing, record-keeping, and maintenance of a continuing education offering program or a total continuing education curriculum which may be delivered in a variety of formats, including electronic, journal, and lecture/seminar, as recognized by the board. (*Definition of "Approved provider" in HAR 16-89-2*)

"Certification" means a form of specialized credentialing, under sponsorship of a recognized national certifying body that has verified an applicant's advanced knowledge, skills, and abilities in defined areas of nurse practice specialties as listed in section 16-89-85. (*Definition of "Certification" in HAR 16-89-2*)

"Competency" means the ability of a nurse to integrate knowledge, skills, judgment and personal attributes to practice safely and ethically in the professional nursing position and in accordance with the scope of nationally recognized nursing practices. (*Definition of "Competency" in HRS 457-2*)

"Contact hour" means a minimum of sixty minutes of actual organized instruction. Academic credit will be converted to contact hours as follows:

- (1) One quarter academic credit equals 12.5 contact hours; and
- (2) One semester academic credit equals 15 contact hours.

Contact hour equivalencies shall be as follows: 1 continuing education unit = 10 contact hours; 1 continuing medical education credit = 60 minutes; 1 American Medical Association credit = 60 minutes. (*Definition of "Contact hour" in HAR §16-89-2*)

"Continuing competency" means the long-term educational and professional process by which an individual undertakes and documents with verifiable evidence a personal learning plan that encompasses a periodic self-assessment of personal strengths and weaknesses as present in the individuals practice as a nurse as well as a commitment to furthering the individual's professional knowledge relating to the nursing field. (*Definition of "Continuing competency" in HRS 457-2*)

“Learning activity options” for continuing competency:

- National certification of recertification related to the nurse’s practice role;
- Thirty contact hours of continuing education activities;
- Completion of a board approved refresher course;
- Completion of a minimum of two semester credits of post-licensure academic education related to nursing practice from an accredited nursing program;
- Participation as a preceptor, for at least one nursing student or employee transitioning into new clinical practice areas for at least one hundred twenty hours, in a one-to-one relationship as part of an organized preceptorship program; provided that the licensee may precept more than one student or employee during the one hundred twenty hours and shall be evidenced by documentation of hours completed and objectives of the preceptorship by the institution supervising the student;
- Completion as principal or co-principal investigator of a nursing research project that is an institution review board project or evidence-based practice project that has been preapproved by the board;
- Authoring or coauthoring a peer reviewed published nursing or health-related article, book, or book chapter;
- Developing and conducting a nursing education presentation or presentations totaling a minimum of five contact hours of actual organized instruction that qualifies as continuing education;
- Completion of a board-recognized nurse residency program; or
- A similar type of learning activity option; provided that the type of activity shall be recognized by the Board. (*Language pertaining to learning activity options in 457-9.3*)

“National Council” means the National Council of State Boards of Nursing, Inc. or NCSBN. (*Definition of “National Council” in HAR §16-89-2*)

“Recognized national certifying body” means nurse credentialing agencies accredited National Commission for Certifying Agencies (NCCA) or the American Board of Nursing Specialties (ABNS) and recognized by the Board which include, but is not limited to:

- The American Nurses Credentialing Center;
- The Pediatric Nursing Certification Board;
- The National Certification Corporation for Obstetric;
- The Gynecologic and Neonatal Nursing Specialties;
- The Council on Certification of the American College of Nurse Midwives;
- The American Academy of Nurse Practitioners;

- The Council on Certification of the American Association of Nurse Anesthetists;
- Or any new national certifying body or a national certifying body which is a successor to any body accredited by the NCCA or ABNS and recognized by the Board. Any modifications by the national certifying bodies, the NCCA, or the ABNS shall apply unless otherwise provided in the Board's policy and Board's rules. (*Definition of "Recognized national certifying body" in HAR §16-89-2*)

"Refresher course" a refresher course shall consist of at least sixty (60) hours of didactic and sixty (60) hours of clinical practice by an approved provider and designed for the practical nurse or registered nurse who is returning to practice after more than five years of absence from nursing practice. (*Language pertaining to refresher course requirements in HAR §16-89-132(b)(3)*)

"Semester credit" means a minimum of fifteen hours of classroom instruction or a minimum of thirty hours of laboratory or clinical instruction, or equivalent quarter hours which means a minimum of ten hours of classroom instruction or a minimum of twenty hours of laboratory or clinical instruction. (*Definition of "Semester credit" in HAR §16-89-2*)

**IMPORTANT FACTS YOU SHOULD KNOW ABOUT THE CONTINUING  
COMPETENCY REQUIREMENT...**

1. Any learning activity option taken prior to July 1, 2017, will not count!
2. By June 30, **2019**, you must have completed at least one (1) of the following learning activities.
3. Continuing education approved by another State Board of Nursing is **not** acceptable.
4. You may **NOT** complete a **combination** of more than one (1) learning activity, (i.e. if you choose the continuing education learning activity, you must complete at least thirty (30) hours of continuing education) and not 15 hours of continuing education and 15 hours of another learning activity.
5. **ONLY** learning activities completed **within** the prior biennium will be accepted (i.e. if you start taking continuing education before July 1, 2017, those courses will not be counted towards the continuing education learning activity for the 2019 renewal).



## EXEMPTIONS

The following nurses shall be **exempt** from the continuing competency requirements:

**APRNs:** Registered nurses licensed in this State who also maintain active advanced practice registered nurse licenses in accordance with this chapter and have a current national certification approved by the board;

**National Certification:** Registered nurses and practical nurses licensed in this State who also maintain current national certification (*see list of national certifying organizations and certifications below*), approved by the board, in their practice role; or

**Nursing Students/Recent Graduates:** A licensee who graduated or completed pre-licensure requirements from an accredited nursing program recognized by the board within twelve months prior to the renewal date of the licensee's first license renewal period.

If a licensee graduated or completed pre-licensure requirements from an accredited nursing program more than twelve months but less than two years prior to the renewal date, the registered nurse or practical nurse licensee shall be required to obtain or complete one of the following prior to the first renewal period:

- Fifteen contact hours of continuing education;
- One semester credit of post-licensure academic education related to nursing practice from an accredited nursing program;
- Completion of a board-recognized nurse residency program; or
- Other learning activity options from an approved provider recognized by the board.

### List of National Certifying Organizations and Certifications

At the time you renew your nurse license, if you **currently** hold a national certification from one of the certifying organizations listed below in one of the certification programs, you may use your national certification as an exemption from completing one of the learning activity options.

*\*\*\*\*\*Disclaimer: Though every effort has been made to compile complete and accurate information for this directory, neither the Hawaii Board of Nursing (Board) nor its employees or members, will be responsible for errors or omissions. The information contained herein lists individual certification programs that have been endorsed and/or accredited by the either AANPCB, ABSNC, ANCC, ICE, NCCA, or NCSBN but should not be construed as an endorsement of the program, entire parent organization, individuals, or the products/services they provide. Furthermore, the Board recognizes that certifications may be retired by the associated agency. In addition, agencies may allow their accreditation status to lapse or expire at any time. Thus, it is ultimately the responsibility of the learner to ensure that the selected activity meets the most current criteria for State of Hawaii (State) continuing competency requirements\*\*\*\*\**

Name of Certifying Organization	Accredited Certification Program(s)	Accreditation Expiration Date
AACN (American Association of Critical-Care Nurses) <a href="https://www.aacn.org/about-aacn/contact-us">https://www.aacn.org/about-aacn/contact-us</a> Email: <a href="mailto:certcorp@AACN.org">certcorp@AACN.org</a> Phone: (800) 809-CARE (2273) Toll free: (800) 899-AACN (226)	CCRN® (Adult)	3/31/2020
	CCRN® (Pediatric)	3/31/2020
	CCRN® (Neonatal)	3/31/2020
	CCRN-ETM (Adult)	3/31/2020
	PCCN®	3/31/2020
	CMC®	8/31/2017
	CSC®	8/31/2017
	ACCNS-AG®	3/31/2020
ACCNS-P®	3/31/2020	
ACCNS-N®	3/31/2020	
ACNPC-AG®	3/31/2020	
AADE (American Association of Diabetes Educators) Email: <a href="mailto:info@ncbde.org">info@ncbde.org</a> Phone: (800) 338-3633 Fax: (847) 228-8469	BC-ADM — Board Certified-Advanced Diabetes Management	No expiration date provided
AAHFN (American Association of Heart Failure Nurses) Email: <a href="mailto:information@aaahn.org">information@aaahn.org</a> Phone: 1-888-45-AAHFN (1-888-452-2436) Fax: (856) 439-0525	CHFN — Certified Heart Failure Nurse CHFN-K — Non-Clinical Certified Heart Failure Nurse	No expiration date provided
AANPCB (American Academy of Nurse Practitioners Certification Board) Email: <a href="mailto:Certification@aanpcert.org">Certification@aanpcert.org</a> Phone: (512) 637-0500 Toll free: (855) 822-6727 Fax: (512) 637-0540	ANP – Adult Nurse Practitioner FNP – Family Nurse Practitioner A-GNP – Adult-Gero Primary Nurse Practitioner	October 2017 October 2017 December 2018
ABCGN (American Board for Certification of Gastroenterology Nurses) Email: <a href="mailto:info@abcbgn.org">info@abcbgn.org</a> Phone: (855) 252-2246 Fax: (312) 673-6723	CGRN	February 2018
ABMCN (American Board of Managed Care Nursing) Phone: (804) 747-1905 Fax: (804) 747-5316	CMCN — Certification in Managed Care Nursing	No expiration date provided
ABNN (American Board of Neuroscience Nursing) Email: <a href="mailto:info@abnncertification.org">info@abnncertification.org</a> Phone: 1-888-557-2266 Fax: (847) 375-6430	CNRN® SCR�N®	July 2017 July 2019

American Board of Neuroscience Nursing Email: <a href="mailto:info@abnncertification.org">info@abnncertification.org</a> Phone: (888) 557-2266 or (847) 375-4733 Fax: (847) 375-6430	CGRN	No expiration date provided
American Board for Occupational Health Nurses Email: <a href="mailto:info@abohn.org">info@abohn.org</a> Phone: (630) 789-5799 Toll free: (888) 842-2646 Fax: (630) 789-8901	COHN COHN-SI CM	8/31/2018 8/31/2018 8/31/2018
ABPANC, Inc. (American Board of Perianesthesia Nursing Certification, Inc.) Email: <a href="mailto:abpanc@proexam.org">abpanc@proexam.org</a> Phone: (800) 6ABPANC Fax: (212) 367-4256	CPAN® CAPA®	April 2019
American Hospital Association Phone: (800) 424-4301 Email: <a href="http://www.aha.org/certifcenter/contact-us.shtml">http://www.aha.org/certifcenter/contact-us.shtml</a>	CPHRM – Certified Professional in Healthcare Risk Management	No expiration date provided
AHNCC (American Holistic Nurses Credentialing Center) Email: <a href="mailto:ahncc@ptcny.com">ahncc@ptcny.com</a> Phone: (212) 356-0660	HNB-BC AHN-BC APHN-BC NC-BC HN-BC	October 2019
ALNCCB (American Legal Nurse Consultant Certification Board) Email: <a href="mailto:info@lncertified.org">info@lncertified.org</a> Phone: (877) 402-2562 Fax: (312) 673-6655	LNCC®	August 2019
ANCC (American Nurses Credentialing Center) Email: <a href="mailto:apmvalidation@ana.org">apmvalidation@ana.org</a> Phone: 1-800-284-2378	ANP-BC Adult Nurse Practitioner FNP-BC Family Nurse Practitioner PNP-BC Pediatric Nurse Practitioner ACNP-BC Acute Care Nurse Practitioner GNP – BC Gerontological Nurse Practitioner PMHNP-BC Adult Psychiatric and Mental Health Nurse Practitioner PMHNP-BC Family Psychiatric and	January 2017

	Mental Health Nurse Practitioner	
	AGPCNP-BC Adult-Gerontological Primary Care Nurse Practitioner	June 2019
	AGACNP-BC Adult-Gerontological Acute Care Nurse Practitioner	March 2019
	PMHCNS-BC Psychiatric-Adult CNS	
	PMHCNS-BC Child/Adolescent Psychiatric Mental Health CNS	November 2017
	ACNS-BC Adult Health	
	PCNS-BC Pediatric CNS	
	RN-BC: Nursing Case Management Ambulatory Care Nurse Pain Management	December 2018
	RN-BC: Medical-Surgical Nurse Pediatric Nurse Gerontological Nurse Psychiatric Mental Health Nurse Cardiac/Vascular Nurse	January 2019
	RN-BC – Informatics Nurse	
	NE-BC – Nurse Executive	
	NEA-BC – Nurse Executive, Advanced	April 2019
	RN-BC Nursing Professional Development	
American Organization of Nurse Executives Email: <a href="mailto:mmeadows@aha.org">mmeadows@aha.org</a> Phone: (312) 422-2807	CENP – Certified in Executive Nursing Practice	3/31/2021
	CNML – Certified Nurse Manager and Leader	3/31/2021

Association of Clinical Research Professionals Email: <a href="mailto:certification@acrpnet.org">certification@acrpnet.org</a> Phone: (703) 253-6275 Fax: (703) 254-8101	CCRC — Certified Clinical Research Coordinator CCRA — Certified Clinical Research Associate	No expiration date provided
BCEN (Board of Certification for Emergency Nursing) Email: <a href="mailto:bcen@bcencertifications.org">bcen@bcencertifications.org</a> Phone: (877) 302-BCEN Fax: (630) 596-8250	CEN® CFRN® CPEN®	February 2022 September 2017 May 2020
Certification Board of Infection Control and Epidemiology, Inc. Email: <a href="mailto:info@cbic.org">info@cbic.org</a> Phone: (414) 918-9796 Fax: (414) 276-3349	CIC — Certified in Infection Control	No expiration date provided
Certification Board for Urologic Nurses and Associates Phone: (856) 256-2351 Email: <a href="mailto:cbuna@ajj.com">cbuna@ajj.com</a>	CUNP – Certified Urologic Nurse Practitioner CURN – Certified Urologic Registered Nurse CUA – Urologic Associate	No expiration date provided
CCI (Competency & Credentialing Institute) Email: <a href="mailto:info@cc-institute.org">info@cc-institute.org</a> Phone: (303) 369-9566 or (888) 257-2667 Fax: (303) 695-8464	CNOR® CRNFA® CNS-CP®	March 2021
Commission on Nurse Certification Email: <a href="mailto:info@aacn.nche.edu">info@aacn.nche.edu</a> Phone: (202) 463-6930 Fax: (202) 785-8320	CNL – Clinical Nurse Leader	1/31/2019
Dermatology Nursing Certification Board Email: <a href="mailto:dna@dnanurse.org">dna@dnanurse.org</a> Phone: (800) 454-4362 Fax: (910) 246-2361	DNC – Dermatology Nurse Certified DCNP – Dermatology Certified Nurse Practitioner	No expiration date provided
ENA (Emergency Nurses Association) Course Operations Email: <a href="mailto:courseops@ena.org">courseops@ena.org</a> Phone: 800.942.0011	Certified Transport Registered Nurse (CTRN®) Trauma Certified Registered Nurse (TCRN™)	No expiration date provided

HIV/AIDS Nursing Certification Board Phone: (800) 260-6780 Fax: (330) 670-0109	ACRN – HIV/AIDS Certified Registered Nurse AACRN – Advanced HIV/AIDS Certified Registered Nurse	No expiration date provided
HPCC (Hospice and Palliative Credentialing Center) Email: <a href="mailto:nbchpn@nbchpn.org">nbchpn@nbchpn.org</a> Phone: (412) 787-1057 Fax: (412) 787-9305	CHPN® ACHPN® CHPPN® CHPLN® CHPCA®	February 2017 February 2017
INCC (Infusion Nurses Certification Corporation) Email: <a href="mailto:incc@incc1.org">incc@incc1.org</a> Phone: (800) 434-4622 Fax: (781) 440-9409	CRNI®	October 2021
International Association of Forensic Nurses Email: <a href="mailto:info@forensicnurses.org">info@forensicnurses.org</a> Phone:(410) 626-7805 Fax:(410) 626-7804	SANE-A — Sexual Assault Nurse Examiner- Adult/Adolescent SANE-P — Sexual Assault Nurse Examiner-Pediatric AFN-BC — Advanced Forensic Nursing	No expiration date provided
MSNCB (Medical Surgical Nursing Certification Board) Email: <a href="https://msncb.org/contact">https://msncb.org/contact</a> Phone: (866) 877-2676 Fax: (856) 589-7463	CMSRN® CCCTM®	January 2019
National Asthma Education Certification Board Phone: (800) 408-0072 Email: <a href="mailto:info@naecb.org">info@naecb.org</a>	AE-C – Certified Asthma Educator	No expiration date provided
National Association for Healthcare Quality Phone: (800) 966-9392 Email: <a href="mailto:info@cphq.org">info@cphq.org</a>	CPHQ – Certified Professional in Healthcare Quality	No expiration date provided
NBCRNA (National Board of Certification and Recertification for Nurse Anesthetists) Email: For certification inquiries, <a href="mailto:certification@nbcrna.com">certification@nbcrna.com</a> For recertification inquiries, <a href="mailto:recertification@nbcrna.com">recertification@nbcrna.com</a> Phone: (855) 285-4658 Fax: (708) 669-7636	CRNA	July 2017

NBCSN (National Board of Certification of School Nurses) Email: <a href="mailto:certification@nbcns.org">certification@nbcns.org</a> Phone: (844) 808-6276	NCSN®	May 2018
National Certification Board for Diabetes Educators Email: <a href="mailto:info@ncbde.org">info@ncbde.org</a> Phone: (847) 228-9795 Fax: (847) 228-8469	CDE — Certified Diabetes Educator	3/31/2021
NCC (National Certification Corporation) Email: <a href="https://www.nccwebsite.org/contact.aspx">https://www.nccwebsite.org/contact.aspx</a> Phone: (312) 951-0207	RNC-OB RNC-MNN RNC-LRN RNC-NIC NNP – Neonatal Nurse Practitioner WHCNP – Women's Health Care Nurse Practitioner	October 2021
National Certifying Board for Ophthalmic Registered Nurses Email: <a href="mailto:ncborn@aao.org">ncborn@aao.org</a> Phone: (415) 561-8513 Fax: (415) 561-8531	CRNO — Certification for Registered Nurses of Ophthalmology	No expiration date provided
National Certifying Board of Otorhinolaryngology and Head-Neck Nurse Email: <a href="mailto:info@sohnnurse.com">info@sohnnurse.com</a> Phone: (386) 428-1695 Fax: (386) 423-7566	CORLN — Certified Otorhinolaryngology Nurse	No expiration date provided
National League for Nursing Email: <a href="http://www.nln.org/contact-us">http://www.nln.org/contact-us</a> Phone: (800) 669-1656	CNE — Certified Nurse Educator	3/31/2019
NNCC (Nephrology Nursing Certification Commission) Email: <a href="mailto:nncc@nncc-exam.org">nncc@nncc-exam.org</a> Phone: (888) 884-NNCC	CNN CDN CCHT	January 2021 January 2021 November 2021
ONCB® Orthopaedic Nurses Certification Board Email: <a href="mailto:oncb@oncb.org">oncb@oncb.org</a> Phone: (888) 561-6622 Fax: (312) 673-6079	ONC® ONP-C® OCNS-C®	July 2018 January 2018 January 2018
Oncology Nursing Certification Corporation Email: <a href="mailto:oncc@oncc.org">oncc@oncc.org</a> Phone: (877) 769-ONCC Fax number: (412) 859-6168	AOCN — Advanced Oncology Certified Nurse CPON — Certified Pediatric Oncology Nurse OCN — Oncology Certified Nurse AOCNP – Advanced	4/30/2020

	Oncology Certified Nurse Practitioner AOCNS – Advanced Oncology Certified Clinical Nurse Specialist CPHON – Certified Pediatric Hematology Oncology Nurse CBCN – Certified Breast Care Nurse BMTCN – Blood & Marrow Transplant Certified Nurse	
PNCB (Pediatric Nursing Certification Board) Email: <a href="mailto:service@pncb.org">service@pncb.org</a> Phone: (888) 641-2767 Fax: (301) 330-1504	CPN – Certified Pediatric Nurse CPEN – Certified Pediatric Emergency Nurse CPNP-PC – Certified Pediatric Nurse Practitioner-Primary Care CPP-AC – Certified Pediatric Nurse Practitioner-Acute Care PMHS – Pediatric Primary Care Mental Health Specialist	1/31/2022
Plastic Surgical Nursing Certification Board Email: <a href="http://www.psncb.org/contact.cgi">http://www.psncb.org/contact.cgi</a> Phone: (877) 337-9315 Fax: (978) 524-0498	CPSN — Certified Plastic Surgical Nurse CANS – Certified Aesthetic Nurse Specialist	No expiration date provided
RNCB (Radiologic Nursing Certification Board) Email: <a href="mailto:RNCB@internationalamc.com">RNCB@internationalamc.com</a> Phone: (855) 871-6681 Fax: (703) 884-2229	CRN®	July 2018
RNCB (Rehabilitation Nursing Certification Board) Email: <a href="mailto:info@rehabnurse.org">info@rehabnurse.org</a> Phone: (800) 229-7530	CRRN®	August 2017
Society for Clinical Research Excellence Email: <a href="http://www.socra.org/contact-socra/contact-us/">http://www.socra.org/contact-socra/contact-us/</a> Phone: (215) 822-8644 or (800) 762-7292	CCRP — Certified Clinical Research Professional	No expiration date provided



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WOCNCB  
Email: [info@wocncb.org](mailto:info@wocncb.org)  
Phone: (888) 496-2622  
Fax: (414) 276-2146  
(Wound, Ostomy, Continence Nursing  
Certification Board)

CWOCN®  
CWCN®  
COCN®  
CCCN®  
CWON®

Advanced Practice  
CCCN-AP®  
COCN-AP®  
CWCN-AP®  
CWOCN-AP®  
CWON-AP®

March 2021

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A list of the most current certificate education programs approved by the American Board for Specialty Nursing Certification (ABSNC) is available at the website <http://www.nursingcertification.org/absnc/programs>.

## **EXTENSIONS FOR COMPLIANCE WITH THE CONTINUING COMPETENCY REQUIREMENT**

The board may extend the deadline for compliance with the continuing competency requirements and shall consider each case on an individual basis. **Prior to the expiration of the license**, a nurse licensee may submit a written request for an extension and any documentation requested by the board to substantiate the reason for the extension of the deadline for compliance with the continuing competency requirements of this section, based on the following circumstances:

- (1) Illness, as certified by a physician or osteopathic physician licensed under chapter **453** or advanced practice registered nurse licensed under chapter 457 in the jurisdiction in which the licensee was treated; or
- (2) Military service under extended active duty with the armed forces of the United States.

All requests and documentation for an extension shall be submitted to the Board prior to the expiration of the license. We recommend submitting your request and all documents to the Board's office several months prior to the expiration of your license for the Board's consideration at one of their monthly meetings. However, in cases where the Board cancels a meeting or if your request is denied, make sure you have sufficient time to complete one of the learning activity options.

If you submit your request and it is not approved by the Board, you will be required to complete one of the learning activity options in order to renew your license.

If you do not submit your request prior to the expiration of your license and you do not renew your license, your license will be forfeited and you will have two (2) years to complete one of the learning activity options in order to restore your license.

## **LEARNING ACTIVITY OPTIONS**

Prior to the renewal of your nurse license in **2019**, so starting on July 1, 2017, you may select and start one of the learning activity options to meet the continuing competency requirement. You must complete at least one (1) of the learning activity options listed on the following pages by June 30, 2019 in order to meet the continuing competency requirement to renew your nurse license in **2019**.

Please make sure you read through all the learning activity options to see which activity you are interested in and able to complete.

Only one (1) activity option may be completed in a biennium.

You may **NOT** combine any of the learning activity options.

**Only** learning activity options taken on or after **July 1, 2017** will be credited for the **2019** renewal.

## LEARNING ACTIVITY OPTIONS

### Continuing Education (CE)

CE Hours: If you choose this learning activity option, you must complete at least thirty (30) hours of continuing education courses completed within the biennium prior to the renewal of your license (i.e. July 1, 2017 – June 30, 2019). Courses completed before July 1, 2017 will not count for the June 2019 renewal cycle.

CE Providers: The following providers of continuing education courses are acceptable:

a. Nationally accredited nursing schools such as those recognized by **but not limited to**, the Commission on Collegiate Nursing Education (CCNE) at:  
<http://directory.ccnecommunity.org/reports/rptAccreditedProgramsNew.asp?sort=institution>

b. National certifying body

Recognized national certifying body means nurse credentialing agencies accredited by one of the following:

- 1) American Academy of Nurse Practitioners Certification Board (AANPCB)
- 2) American Board for Specialty Nursing Certification (ABSNC)
- 3) American Nurses Credentialing Center (ANCC)
- 4) Institute for Credentialing Excellence (ICE)
- 5) National Commission for Certifying Agencies (NCCA)
- 6) National Council of State Boards of Nursing (NCSBN)

c. And organizations recognized by the board which include, but limited to:

- 1) Council on Certification of the National Board of Certification and Recertification for Nurse Anesthetists
- 2) Council on Certification of the American College of Nurse Midwives
- 3) Gynecologic and Neonatal Nursing Specialties
- 4) National Certification Corporation for Obstetric

### 5) Pediatric Nursing Certification Board

- d. Or any new national certifying body or a national certifying body which is a successor to any organization accredited by the NCCA or ABSNC and recognized by the board. Any modifications by the national certifying bodies, the NCCA, or ABSNC shall apply unless otherwise provided in the board's policy and board's rules.
- e. Local and National nursing or other professional associations recognized by the Board that include but is not limited to:
  - 1) Accreditation Council for Continuing Medical Education (ACCME);
  - 2) American Nurses Association (ANA);
  - 3) American Nurses Credentialing Center (ANCC)
  - 4) Accreditation Council for Pharmacy Education (ACPE);
  - 5) Joint Accreditation for Interprofessional Continuing Education™ (IPCE) which is simultaneously endorsed and accredited by ACCME, ACPE, and ANCC.
  - 6) National Council of State Boards of Nursing (NCSBN);

The Board recommends that **facilities that offer training in-house** have the program accredited/approved by a national certifying body or a Board recognized professional association.

***Continuing education approved by another State Board of Nursing is not acceptable.***

College courses which are applied toward nursing degree completion such content offered in basic nursing education programs, can be used to satisfy the requirements of "contact hours." Independent study course work can be applied toward State competency requirements if course work is directly related to healthcare and/or to your area of specialty. Potential courses include but not limited to:

- Adult education or adult learning principles
- Biology, anatomy, physiology, or behavioral science
- Culturally competent care
- Disaster preparedness
- Ethics or legal aspects of nursing
- Evidence-based nursing practice
- Health care compliance
- Health care trends, issues, or policies
- Health informatics

- Health/physical assessment
- Medical terminology for health care providers
- Nursing education or research
- Nursing management/administration
- Pathophysiology

CE Documentation: Upon completion of the CE course, please make sure you receive a completion certificate. No credit will be given for CE courses if the completion certificate does not indicate the name of the course, provider, date completed and CE hours.

You are required to maintain your CE completion certificates for at least two bienniums (four years). If you are audited, you will be required to submit the CE documentation within sixty (60) days upon receipt of the notice. If you moved and failed to notify us of your current address, the Board will proceed with appropriate action (disciplinary action) as if you received the notice but failed to respond.

## **LEARNING ACTIVITY OPTIONS**

### **Refresher Course**

A refresher course shall consist of at least sixty (60) hours of didactic and sixty (60) hours of clinical practice by an approved provider and designed for the practical nurse or registered nurse who is returning to practice after more than five years of absence from nursing practice.

The following may be considered an approved provider for a nurse refresher course:

- a. Nationally accredited nursing schools such as those recognized by but not limited to, the Commission on Collegiate Nursing Education (CCNE) at:  
[http://directory.ccnecommunity.org/reports/rptAccreditedProgramsNew.asp?sort=institution](http://directory.ccnecommunity.org/reports/rptAccreditedProgramsNew.asp?sort=institution;);

## **LEARNING ACTIVITY OPTIONS**

### **Two Semester Credits of Post-licensure Academic Education Related to Nursing Practice**

Completion of a minimum of two semester credits of post-licensure academic education related to nursing practice from an accredited nursing program within the renewal biennium (i.e. July 1, 2017 – June 30, 2019), will satisfy as one of the learning activity options.

Examples:

- LPN to RN
- RN to BSN
- BSN to MSN/DNP
- RN to PhD in Nursing



## LEARNING ACTIVITY OPTIONS

### **120 Hours as a Preceptor for One (1) Nursing Student or Employee Transitioning into New Clinical Practice Area**

During the biennium, if you act as a preceptor for at least one nursing student or employee transitioning into new clinical practice areas for at least one hundred twenty (120) hours, in a one-to-one relationship as part of an organized preceptorship program; provided that the licensee may precept more than one student or employee during the one hundred twenty hours and shall be evidenced by documentation of hours completed and objectives of the preceptorship by the institution supervising the student or employee, this will satisfy as one of the learning activity options.

*Precepting for orientation specific to employment (i.e. computer course, documentation, human resource policies or being oriented/precepted to a position) does **NOT** count.*

## LEARNING ACTIVITY OPTIONS

### **A Nursing Research Study or Evidence-Based Practice (EBP) Project**

Your role must be as principal or co-principal investigator for a nursing research study or lead or co-lead for an EBP project completed within the biennium (i.e. July 1, 2017 to June 30, 2019). A nursing Research Study (see guidelines below) must be IRB-approved. An EBP project must be preapproved by the Board. Submitting a structured abstract and Executive Summary (see guidelines below) will satisfy one of the learning activity options.

If you are considering this learning activity option, and need Board approval, you must allow at least three (3) months from the time you submit your request to the Board.

*If you are unable to complete your EBP research project within the biennium, be sure to complete another learning option prior to the renewal of your nurse license.*

#### Research Study

Abstract (less than 350 words)

Introduction: Background/Problem  
Conceptual Framework  
Literature Review & Synthesis  
Objectives

Methods: Design  
Intervention  
Setting & Sample  
Data Collection

Results: Description of Participants  
Data Analyses  
Findings

Discussion: Interpretation of Results  
Implications  
Limitations

#### Evidence-Based Practice Project

Abstract (less than 350 words)

Introduction: Background/Problem  
Conceptual Framework  
Literature Review & Synthesis  
Innovation/Objectives

Methods: Design  
Practice Change Description  
Setting & Sample  
Data Collection

Results: Description of Participants  
Data Analyses Findings

Discussion: Interpretation of Results  
Implications  
Limitations

#### Executive Summary (2-3 pages)

Introduction: Background/Problem  
Conceptual Framework  
Literature Review & Synthesis  
Objectives

Methods: Design  
Intervention  
Setting & Sample  
Data Collection

Results: Description of Participants  
Data Analysis  
Findings

Discussion: Interpretation of Results  
Implications  
Limitations

#### Executive Summary (2-3 pages)

Introduction: Background/Problem  
Conceptual Framework  
Literature Review & Synthesis  
Innovations/Objectives

Methods: Design  
Practice Change Description  
Setting & Sample  
Data Collection

Results: Description of Participants  
Data Analyses Findings

Discussion: Interpretation of Results  
Implications  
Limitations

## LEARNING ACTIVITY OPTIONS

### **Authoring a Peer Reviewed Published Nursing or Health-related Article, Book or Book Chapter**

Authored or coauthored a peer reviewed published nursing or health-related article, book or book chapter that was published within the biennium (i.e. July 1, 2017 to June 30, 2019), then this will satisfy one of the learning activity options.

*If you are unable to complete (publish) this learning activity option with the biennium, be sure to complete another learning option prior to the renewal of your nurse license. Doing research for your book does **NOT** count towards the learning activity. Your work must be **published** within the biennium for which you are seeking credit for.*

## LEARNING ACTIVITY OPTIONS

### **Developing and Conducting a Nursing Education Presentation or Presentations Totaling a Minimum of Five (5) Contact Hours of Actual Instruction that Qualifies as Continuing Education**

If you develop **and** conduct (present) a nursing education presentation or presentations totaling a minimum of five contact hours of actual organized instruction that qualifies as continuing education within the biennium (i.e. July 1, 2017 to June 30, 2019), then this will satisfy one of the learning activity options.

You must be the primary presenter of a first-time presentation.

The presentations must total at least five contact hours of actual organized instruction.

The presentations are delivered in a structured teaching/learning framework to nurses, other healthcare providers, or the public as part of conferences, grand rounds, in-services, seminars, CD-ROM content, internet-based or other e-learning formats, teleconferences, patient/family teaching, or public education.

Repeat presentations of the same material or modifications of the same material, presentations or lectures that were a required part of your job, or presentations for which you served as a panel moderator will **not** be accepted

If you are audited, you will be required to submit supporting documents such as a copy of the presentation outline, abstract, letter accepting your abstract, or letter inviting you to speak as well as evidence that you actually presented the topic (e.g., a thank-you letter on official letterhead).

## **LEARNING ACTIVITY OPTIONS**

### **Nurse Residency Program**

Completion of a board-recognized nurse residency program.

This includes completion of a “New Grad Residency Academy Evidence-Based Project (EBP)” through a nationally accredited nursing program, employer, or professional organization.

“New Grad Residency Academy Evidence-Based Projects (EBP)” are programs which are typically 5 to 6 months in length plus an EBP project requirement in addition to a 1 year residency. At present, the Hawaii Pacific Health organizations offers 10 academies which include:

1. New Grad Residency (1 year)
2. Pediatric/PICU Resource Academy (1 year)
3. PICU/ED Resource Academy (1 year)
4. ED Academy (5 months plus EBP)
5. Perinatal Academy (5 months plus EBP)
6. Critical Care Academy (5 months plus EBP)
7. Perioperative Academy (6 months plus EBP)
8. NICU Academy (5 months plus EBP)
9. PICU Academy (5 months plus EBP)
10. Pediatric Academy (5 months plus EBP)

Nationally accredited nurse residency programs (NRPs) are required to meet curriculum standards framed by the Vizient Model and is identified in the American Association of Colleges of Nurses (AACN) guidelines. A complete list of AACN approved NRP participants since May 2016 is available at: <http://www.aacn.nche.edu/education-resources/NRP-Participants-by-State.pdf>.

As other organizations not included in the AACNs approved list of NRP participants develop new residency programs, we recommend that you check with the organization prior to your participation in said residency program to assure that your learning activity will meet the NRP standards of AANC as well as the Hawaii Board of Nursing continuing competency criteria for nurse licensure. Current NRP curriculum standards can be found at: <http://www.aacn.nche.edu/education-resources/curriculum-standards>.

Completion of the residency program within the biennium (i.e. July 1, 2017 to June 30, 2019), will satisfy one of the learning activity options.

## **LEARNING ACTIVITY OPTIONS**

### **Similar Type of Learning Activity Option Recognized by the Board**

The Board recommends preapproval for any learning activity option that does not fall under any of the previously mentioned activities. Please provide information on the provider, instructor, course content, objectives, etc. Insufficient information will delay the review process.

## **RECORDKEEPING REQUIREMENTS AND AUDIT BY THE BOARD**

You are required to maintain your continuing competency records for at least four (4) years (or two (2) bienniums).

The Board of Nursing will start conducting audits after the June 30, 2019 renewal period. Should you be selected, you will be notified in writing (***You must ensure that your current mailing address is on file with the Board. If you are selected and have moved and you do not receive the notice, the Board will proceed with the appropriate action as if you received the notice but failed to respond.***)

Upon receipt of the notification, you will have sixty (60) days to submit proof of completion (appropriate documentation) of one of the learning activity options.

**Failure** to comply or provide sufficient documentation to show compliance with the continuing competency requirements by completing one of the learning activity options or providing proof of exemption, will result in **disciplinary** action being taken against your nurse license.

Hawaii Revised Statutes, section 457-12 states in part, "In addition to any other actions authorized by law, the board shall have the power to deny, revoke, limit, or suspend any license to practice nursing as a registered nurse or as a licensed practical nurse applied for or issued by the board, in accordance with this chapter, and to fine or to otherwise discipline a licensee for any cause authorized by law, including but not limited to the following:

- (11) Submitting to or filing with the board any notice, statement, or other document required under this chapter, which is false or untrue or contains any material misstatement of fact, including a false attestation of compliance with continuing competency requirements;"

## Frequently Asked Questions (FAQs):

1. **What is continuing competency?**  
“Continuing competency” means the long-term educational and professional process by which an individual undertakes and documents with verifiable evidence a personal learning plan that encompasses a periodic self-assessment of personal strengths and weaknesses as present in the individual’s practice as a nurse as well as a commitment to furthering the individual’s professional knowledge relating to the nursing field.
2. **Who is required to complete the continuing competency requirements?**  
Unless you fall under one of the exemptions, all LPNs and RNs will be required to complete one of the learning activity options.
3. **Who is exempt from completing the continuing competency requirements?**  
See “Exemptions from the Continuing Competency Requirements:” discussed previously.
4. **What if I need an extension to complete the continuing competency requirement?**  
The Board may extend the deadline for compliance with the continuing competency requirements (completion of a learning activity option) on a case-by-case basis. Prior to the expiration of the license, a nurse licensee may submit a written request for an extension and any documentation to substantiate the reason(s) for the extension based on the following:
  - a) Illness, as certified by a physician or osteopathic physician licensed under chapter 453 or advanced practice registered nurse licensed under chapter 457 in the jurisdiction in which the licensee was treated; or
  - b) Military service under extended active duty with the armed forces of the United States.
5. **When do I have to start taking one of the learning activities? In other words, when does this take effect?**  
Starting on July 1, 2017, all LPNs and RNs may **start** completing one of the learning activity options in order to renew his/her license by June 30, 2019. You will have 2 years to complete the learning activity you choose.
6. **What are the learning activity options I am able to choose from?**  
See “Learning Activity Options” previously discussed.
7. **Can I take more than one type of learning activity option? Can I combine the learning activity options as long as it totals 30 hours?**  
No, you can only complete one type of learning activity option per biennium. You cannot combine hours of more than one type of learning activity option.



8. **Can courses such as BLS, ACLS, PALS, NALS or instructor certifications in the aforementioned learning activities be applied toward my continuing competency education credits?**

No. These types of certifications are a requirement for some practice areas and do not necessarily lead to the enhancement of your practice or improve workforce development.

9. **Are there other specific activities or topics that are NOT eligible for continuing competency credit?**

Yes. Activities **not** eligible for credit includes but is not limited to:

- Clinical practice related to the policies/procedures of the facility where you are providing nursing care.
- Orientation specific to employment i.e. computer course, documentation, human resource policies.
- Orienting an employee or student.
- Being oriented to a position.
- Attendance at business and/or professional meeting unless the activity enhances nursing knowledge, judgment, and skills.
- Duplicate activities reviewed within a reporting period (i.e. annual competencies and retraining).
- Courses which focus upon self-improvement such as changes in attitude, self-therapy, self-awareness, weight loss, and yoga.
- Economic courses for personal financial gain (e.g., investments, retirement, preparing resumes, and techniques for job interviews, etc.).
- Courses designed for lay people.
- Liberal arts courses in music, art, philosophy, and others when unrelated to patient/client care.
- Courses which focus on personal appearance in nursing.
- Certification courses or programs *not* accredited by those noted in 1b of the described learning activities and/or which are not specific to the role of nursing:
  - *Examples:* Certifications which have been endorsed or accredited by the Commission on Certification for Health Informatics and Information Management (CCHIIM) and is offered through an organization like American Health Information Management Association (AHIMA) are not specific to the role of nursing. AHIMA provides educational programs geared toward certification in health information management (HIM) subject matter. Non-nursing professionals are eligible to earn HIM related certifications. Certifications such as Registered Health Information Administrator (RHIA<sup>®</sup>), Registered Health Information Technician (RHIT<sup>®</sup>), Certified Coding Associate (CCA<sup>®</sup>), Certified Coding Specialist (CCS<sup>®</sup>), Certified Coding Specialist-Physician-based (CCS-P<sup>®</sup>), Certified Documentation Improvement Practitioner (CDIP<sup>®</sup>), Certified Health Data Analyst (CHDA<sup>®</sup>), Certified in Healthcare Privacy and Security (CHPS<sup>®</sup>), or Health Information Technology

Professional (HIT-Pro) which are aimed at the development of HIM skills and knowledge are accredited by the NCCA but are NOT nursing specific. Therefore, these types of certifications are *not* eligible for automatic exemption for continuing competency credit.

However, if the non-nursing certification is accredited by a nationally recognized accrediting body such as those identified on page 20 under “Learning Activity Options – Continuing Education” “b” (i.e. ICE, NCCA, or Joint Accreditation for Interprofessional Continuing Education™ etc.), then the individual course work leading up to the certification can be applied toward credit-for-credit CE or converted into contact hours as defined on page 4 under definition of “Contact hour” (*Definition of “Contact hour” in HAR §16-89-2*) of the learning activity options to be applied toward state competency requirements.

10. **If I have an LPN and RN license, do I have to complete 2 learning activities, one for each license?**

At its November 5, 2015 meeting the Board of Nursing determined that if an individual maintains more than one nurse license, (i.e. LPN and RN, RN and APRN [no national certification]), then the individual must complete one learning activity at the higher license level, (i.e. LPN and RN), individual must complete learning activity for RN level, RN and APRN (no national certification), individual must complete one learning activity for APRN level.

11. **Once I complete my learning activity option what do I need to submit to the Board?**

Upon completion of one of the learning activity options, you must maintain your own copies. The Board may conduct an audit to determine compliance with one of the learning activity options. After the renewal period (June 30, 2019), the Board will be sending out letters to those individuals who were randomly selected. If you are selected, you will be required to submit documentation verifying completion of one of the learning activity options within 60 days of notification by the Board. Failure to do so may result in disciplinary action being taken against your nurse license(s).

12. **What if I’m not selected, do I have to keep my records to show compliance?**  
Yes, you must maintain your records for at least 4 years or 2 previous bienniums as the Board may request your records anytime during this period.

13. **What if I don’t complete one of the learning activity options and did not request an extension, can I still renew my nurse license?**

When you renew your nurse license in June 2019, you will be asked if you completed the continuing competency requirements in order to renew your nurse license. If you did not complete one of the learning activity options, you may not be able to renew your nurse license or you may have to renew “inactive”.

Submitting a false statement (swearing that you completed the continuing competency requirements when you did not) when you renew is grounds for disciplinary action against your nurse license.

14. **Can I still practice nursing with an “inactive” license until I complete the continuing competency requirements?**

No, you may not practice nursing with an “inactive” license. You will have to reactivate your license by submitting a reactivation application, applicable fees and documents verifying your completion of one of the learning activity options.

15. **Is my employer obligated to pay or give me time off to complete the continuing competency requirements?**

No, this was not addressed in the original bill. The reason for continuing competency is to ensure that in today’s health care environment, knowledge of the latest developments in the profession is a crucial means by which nursing duties are safely and effectively fulfilled. New health care systems are emerging and redoubling the challenges of Boards to assure consumers that licensed nurses shall remain competent for the duration of their practice. This is a benefit for the individual nurse as well as the nurse’s employer.

16. **If I am interested in taking a course that is not offered by one of the formally accepted certification programs listed under the “Learning Activity Options,” how can I be sure that the learning activity will be eligible as a learning activity that will meet the state requirements?**

Many health care professionals receive educational opportunities by mail, find brochures through different networks, find offers in various journals or magazines. Be sure to check the “Accreditation Statement” to find which accreditation body has provided the credit designation. See examples:

**Accreditation Statement**

The Northwestern University Feinberg School of Medicine is accredited by the Accreditation Council for Continuing Medical Education (ACCME) to provide continuing medical education for physicians.

**Credit Hour Statement**

The Northwestern University Feinberg School of Medicine designates this live activity for a maximum of 10.75 *AMA PRA Category 1 Credit(s)*. Physicians should claim only the credit commensurate with the extent of their participation in the activity .

The American Academy of Nurse Practitioners and the American Nurses Credentialing Center accept *AMA PRA Category 1 Credit(s)* from organizations accredited by the ACCME.

## Education Credits

### Category 1

Creighton University Health Sciences Continuing Education designates this live activity for a maximum of 8.5 *AMA PRA Category 1 Credit(s)*<sup>™</sup>. Physicians should claim only credit commensurate with the extent of their participation in this activity.

AAPA accepts AMA category 1 credit for the PRA from organizations accredited by ACCME.

### Nurses CE

Creighton University Health Sciences Continuing Education designates this activity for 8.5 contact hours for nurses. Nurses should claim only credit commensurate with the extent of their participation in the activity.

**Nurses licensed in Iowa and California:** This activity was planned and developed in accordance with the continuing education standards of the American Nurses Credentialing Center (ANCC). The Iowa Board of Nursing and the California Board of Nursing will honor ANCC continuing education credits for face-to-face programs held outside Iowa and California, or for ANCC-approved online-recorded courses taken in a self-study format.

### Pharmacy

The *2016 Trauma Symposium* is provided by Creighton University Health Sciences Continuing Education (HSCE). HSCE is accredited by the Accreditation Council for Pharmacy Education (ACPE) as a provider of continuing pharmacy education. This activity is assigned Universal Activity (UAN) # 0839-9999-16-012-L04-P and is accredited for 8.5 hours for attendance of all CE sessions on June 17, 2016. The *2016 Trauma Symposium* is a knowledge-based CE activity.

### EMS

This educational activity has been approved for up to 8.5 continuing education hours for all levels of EMS personnel through Creighton University.

### Accreditation Statement

This activity has been planned and implemented by Creighton University Health Sciences Continuing Education, CHI Health and LifeNet Air Medical Services for the advancement of patient care. Creighton University Health Sciences Continuing Education is accredited by the American Nurses Credentialing Center (ANCC), the Accreditation Council for Pharmacy Education (ACPE), and the Accreditation Council for Continuing Medical Education (ACCME) to provide continuing education for the health care team.

## 17. How can I become a CE provider or approver?

Visit the ANCC website and learn how you or your organization can become a provider of CE or approver of CE by downloading the provider manual at: <http://www.nursecredentialing.org/2015-ProviderManual> or the approver manual at: <http://www.nursecredentialing.org/2015-ApproverManual>

You can find an ANCC accredited provider in your state by checking the ANCC website at:

<http://www.nursecredentialing.org/Accreditation/AccreditedOrganizations>

At present (*as of February 2017*), Hawaii Pacific Health Continuing Education Department is the only ANCC accredited organization in Hawaii.

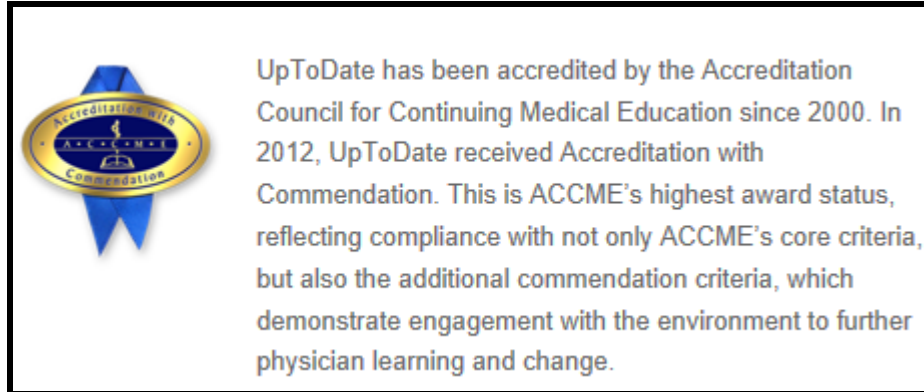
## 18. Are resources for free or low-cost educational opportunities available?

Yes. There are numerous resources for continuing education credits which may be free or low-cost. Here are some tips:

- a) First, see if your organization offers an accredited (i.e. AANPBC, ACCN, ACCME, or ACPE certified) employer-based education program or provides education through an accredited vendor such as Elsevier, Healthstream, or Lippincott.
- b) Watch for flyers and brochures for free CME seminars offered by your organizations. Many speakers provide these presentations at no cost to employees or association members.
- c) Check health profession journals and publications for qualified directed reading credits.

- d) Advance Practice Nurses who subscribe to UpToDate earn CMEs simply by using the application during day-to-day practice.

**(See Accreditation Statement for UpToDate)**



- e) Check with your local union chapters (Hawaii Nurses Association [HNA]), nursing associations (Hawaii Association for Professional Nurses [HAPN]) at: <http://www.hapn-nurses.org/>, or honor societies like Sigma Theta Tau for learning activities.
- f) Watch for vendor provided learning opportunities such as those given by health technology companies or pharmaceutical representatives.
- g) Learning activities are also available through the Center for Disease Control and Prevention (CDC) training and continuing education online at: <https://www2a.cdc.gov/TCEOnline/>
- h) Medscape offers free CMEs for nurses who register at: <http://www.medscape.org/nurses>
- i) The Lippincott Nursing Center offers free CEs as well at: <http://www.nursingcenter.com/ceconnection>
- j) The National Council of State Boards of Nursing (NCSBN) also gives you access to a significant amount of free CEs at: <https://www.ncsbn.org/courses.htm>
- k) If you are a member of a formal nursing organization, your membership may afford you free CE activities. At present, there are almost 100 organizations nationwide who offer accredited learning opportunities in various specialties. Organizations include but not limited to:
- 1) Academy of Medical-Surgical Nurses
  - 2) Academy of Neonatal Nursing
  - 3) Air & Surface Transport Nurses Association
  - 4) American Academy of Ambulatory Care Nursing
  - 5) Academy of Nurse Practitioners
  - 6) Assembly for Men in Nursing
  - 7) American Assisted Living Nurses Association
  - 8) American Association of College of Nurses
  - 9) American Association of Critical-Care Nurses

- 10) American Association of Diabetes Educator
- 11) American Association of Heart Failure Nurses
- 12) American Association of the History of Nurses
- 13) American Association of Legal Nurse Consultants
- 14) American Association of Managed Care Nurses
- 15) American Association of Neuroscience Nurses
- 16) American Association of Nurse Anesthetists
- 17) American Association of Nurse Assessment Coordinators
- 18) American Association of Nurse Life Care Planners
- 19) The American Association of Occupational Health Nurses
- 20) American College of Cardiovascular Nurses
- 21) American College of Nurse-Midwives
- 22) American College of Nurse Practitioners
- 23) American Holistic Nurses' Association
- 24) American Nephrology Nurses' Association
- 25) American Nurses Association
- 26) American Nursing Informatics
- 27) Army Nurse Corps Association
- 28) Asian American/Pacific Islander Nurses Association
- 29) Association of Camp Nurses
- 30) Association of Child and Adolescent Psychiatric Nurses
- 31) Association of Child Neurology Nurses
- 32) American Association of Critical-Care Nurses
- 33) Association Community Health Nurse Educators
- 34) Association of Faculties of Pediatric Nurse Practitioners
- 35) Association of Nurses in AIDS Care
- 36) Association of perioperative Registered Nurses
- 37) Association of Rehabilitation Nurses
- 38) Association of Women's Health, Obstetric and Neonatal Nurses
- 39) Case Management Society of America
- 40) Dermatology Nurses' Association
- 41) Federal Nurses Association
- 42) Home Health Nurses Association
- 43) Hospice and Palliative Nurses Association
- 44) Infusion Nurses Society
- 45) International Association of Forensic Nurses
- 46) National Alaska Native American Indian Nurses Association
- 47) National Association of Bariatric Nurses
- 48) National Association of Directors of Nursing Administration/Long  
Term Care
- 49) National Association of Clinical Nurse Specialist
- 50) National Association of Hispanic Nurses
- 51) National Association of Indian Nurses of America
- 52) American Organization of Nurse Executives
- 53) American Pediatric Surgical Nurses Association
- 54) American Psychiatric Nurses Association

- 55) American Society of Ophthalmic Registered Nurses
- 56) American Society for Pain Management Nursing
- 57) American Society of PeriAnesthesia Nurses
- 58) American Society of Plastic Surgery Nurses
- 59) National Association of Neonatal Nurses
- 60) National Association of Nurse Massage Therapist
- 61) National Association of Nurse Practitioners in Women's Health
- 62) National Association of Orthopaedic Nurses
- 63) National Association of Pediatric Nurse Practitioners
- 64) National Association for Practical Nurse Education and Service
- 65) National Association of Registered Nurse First Assistants
- 66) National Association of School Nurses
- 67) National Association of State School Nurse Consultants
- 68) National Black Nurses Association
- 69) National Federation of License Practical Nurses
- 70) National Gerontological Nursing Association
- 71) National League for Nursing
- 72) National Nurses in Business Association
- 73) National Nursing Staff Development Organization
- 74) National Organization for Associate Degree Nursing
- 75) National Organization of Nurse Practitioner Faculties
- 76) National Private Duty Association
- 77) Navy Nurse Corps Association
- 78) Nurses Organization of Veterans Affairs
- 79) Oncology Nursing Association
- 80) Pediatric Endocrinology Nursing Society
- 81) Respiratory Nursing Society
- 82) Rural Nurse Organization
- 83) Philippine Nurses Association of America
- 84) Sigma Theta Tau International, The Honor Society of Nursing
- 85) Society of Gastroenterology Nurses and Associates
- 86) Society of Otorhinolaryngology and Head-and-Neck Nurses
- 87) Society of Pediatric Nursing
- 88) Society of Trauma Nurses
- 89) Society of Urological Nurse and Associates
- 90) Society of Vascular Nursing
- 91) Transcultural Nursing Society
- 92) Visiting Nurses Association of America
- 93) Wound, Ostomy and Continence Nurses Society

## **HAWAII STATE CENTER FOR NURSING'S WORKFORCE SURVEY**

Every renewal period, nurse licensees are requested to complete the Hawaii State Center for Nursing's workforce survey in collaboration with the Hawaii State Board of Nursing. The survey link is located on the top and bottom of the Hawaii State Board of Nursing's online renewal form.

This survey asks questions about nurses' current practice in Hawaii including island of residence, license type, employment role, setting, and specialty and educational pathways. Nurses' participation in the survey improves the reliability of these survey findings.

This information is analyzed and released in a report. This report helps nursing leaders, schools of nursing, and government officials and individuals understand trends and changes to the nursing workforce and support planning and programs that respond to the current need of nurses and healthcare in the State.

Past reports and other Hawaii State Center for Nursing activity and program information are available at [hawaiicenterfornursing.org](http://hawaiicenterfornursing.org).

Laura Reichhardt, Director  
Hawaii State Center for Nursing



## RENEWAL “FACTOIDS”

1. For the current renewal cycle, July 1, 2015 – June 30, 2017, you do **NOT** have to complete a learning activity option for continuing competency.
2. All nurse licenses (LPN, RN, APRN) expire on June 30<sup>th</sup> of every odd-numbered year.
3. To renew your nurse license in **2019** renewal, all nurses who are not exempt or who have not been granted an extension, shall be required to have completed at least one of the learning activity options to meet the continuing competency requirement.
4. You may renew your nurse license online only if you did not have any convictions, disciplinary actions or pending disciplinary actions in the past two (2) years preceding the renewal cycle (i.e. July 1, 2017 – June 30, 2019, July 1, 2019 – June 30, 2021, etc.).
5. Filing any false attestation on your renewal application will result in disciplinary action taken against your nurse license.
6. If you are an APRN, you must renew your RN license at the same time.
7. If you are an APRN with prescriptive authority, you are required to submit proof of completion of at least thirty (30) hours of continuing education (8 hours in pharmacology and 22 hours in your practice specialty) in order to “renew” your prescriptive authority privilege. Please submit your documents before or when you renew your APRN license. Failure to submit proof of completion of the continuing education requirement will result in disciplinary action to revoke your prescriptive authority.
8. If you fail to renew your nurse license prior to June 30, 2017, your nurse license will be forfeited and you may NOT practice. Practicing under an “expired” or “forfeited” license is considered unlicensed activity and disciplinary action can be taken against your license even if it is “expired” or “forfeited”. You may restore your forfeited license within two (2) years from the expiration date by submitted the renewal application and paying an additional fee.
9. Online renewals are only available from the beginning of April to midnight June 30, 2017. After that LPNs and RNs may access the restoration application online until March 2019. APRNs may **NOT** restore their license online, only hard copy (paper) restoration will be accepted.
10. If you are currently “active” and wish to place your nurse license on “inactive” status when you renew, you may not renew online. You will have to request a hard copy (paper) renewal application to place your nurse license on “inactive” status for the next biennium. You may reactivate your license by submitting a reactivation application.