

IMPORTANT INFORMATION TO RENEW YOUR HAWAII NURSE LICENSE

January 2019

Continuing Competency Requirement

Unless you qualify for one of the exemptions or have received prior approval for an extension by the Hawaii State Board of Nursing, **All** Hawaii nurse licensees must complete at least one learning activity option prior to renewing the license.

Please read the continuing competency requirement booklet available at cca.hawaii.gov/pvl/boards/nursing, click on the “Renewal and Restoration...”

Criminal Background History Check

If your name appears on the attached list, you are required to be fingerprinted prior to June 30, 2019 renewal of your Hawaii nurse license.

Please visit Fieldprint Inc., at: <http://fieldprinthawaii.com> to make an appointment, or to inquire about other available site locations on the Continental United States, or call (877) 614-4361.

The licensee shall bear the cost of the fingerprint processing and all fingerprinting fees shall be paid directly to Fieldprint.

The Fieldprint code that you must enter is **FPHIBrdNursing** (not case sensitive). If you fail to input the Fieldprint code we will not be able to obtain your results and your renewal application may NOT be processed and you will NOT be able to practice. Also, you will be required to submit to the fingerprinting process again at your own expense.

You should get fingerprinted as soon as possible in order for us to timely process your renewal application. You will be notified if we are unable to retrieve your fingerprint results upon processing of your renewal application.

Please do NOT CALL our office to confirm the results of your fingerprinting.

Thank you!