

## THE DO'S AND DON'TS OF RENEWING YOUR NURSING LICENSE

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## PROFESSIONAL BACKGROUND

- ◉ **Former Active Duty Judge Advocate, U.S. Army JAG Corps (currently in the TXARNG)**
- ◉ **Former Staff Attorney at the Texas Medical Board**
- ◉ **Former Prosecutor at the Texas Department of Licensing and Regulation**
- ◉ **Represented Licensees in front of over 20 State and Federal Agencies**

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## OVERVIEW OF LEARNING OBJECTIVES

1. Recognizing the different type of criminal actions "i.e. arrests, charging, conviction, deferred adjudication, etc." that have to be reported on a licensing renewal.
2. Discuss the Impact of other state's actions on your license application.
3. Recognize what types of Impairments are disciplinary versus those that might only require explanation.
4. Discuss examples of "Incorrect answers" on nursing license renewal forms.
5. Review actions taken by State Boards when "incorrect answers" are provided.
6. Discuss legal decisions of cases related to "incorrect answers".

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## What are we talking about? Top 3 renewal hiccups

- ◉ Crimes
  - Not realizing even arrests might have to be reported
- ◉ Disciplinary Measures taken by other states or agencies (State of Federal)
- ◉ Medical conditions (mental or physical) that might be an impairment

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## Typical Renewal Questions

- ◉ Reviewing typical licensing renewal questions
- ◉ Going to look at Texas' Board of Nursing Licensing Renewal Form
- ◉ But need to review your State's for similar and/or different language

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## Polling Questions: Type of Board

- ◉ Who here is in a state with an independent Nursing Board?
- ◉ Combined?
- ◉ There is a difference in their approaches:
  - Nursing ONLY Boards typically have nurses investigating, evaluating, and judging nurses
  - Not general investigators
  - Can be harsher

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- Who in here handles licensing and criminal issues for their clients?
- Advise finding a reliable criminal attorney to consult and refer to/refer with for criminal cases involving nurses

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## Criminal Issues – What Paperwork to provide?

- Do you provide:
  - Arrest report
  - Citation
  - Order of expunction
  - Order of Non-Disclosure
  - Related military documentation
- Because whatever you provide, now the Board knows about it

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## Criminal Issues: Key Language

- Cited = a simple speeding ticket?
  - Yes, potentially
- Military = Judgement/Action
  - Does that mean a:
    - GOMOR
    - LOR

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## Hypothetical #1

- In January 2019, Nurse A was arrested for DUI. The prosecutor did not pursue the case, and the charges were dismissed shortly thereafter. In February 2019, Nurse A renewed her license, but did not report her arrest since the DUI was dismissed.
- What should Nurse A have done?
- Reporting the arrest that occurred in January 2019, along with the dismissal would have been appropriate. She may also supply letters of support from supervisors, family, and friends, along with a personal letter explaining what happened.
- Nurse A would also be wise to obtain an examination by a substance abuse counselor to show the Board that she does not have an alcohol problem.
- She could even get an evaluation done by Texas Peer Assistance Program for Nurses ("TPAPN").
- Nurses who are worried about reporting an arrest, consider this:
  - The Board does not initiate and/or pursue an investigation for every Nurse who is arrested. **The Board simply wants nurses to be forthcoming; the Board may find the failure to report more serious than the initial criminal allegation.** Moreover, if the Board sees that a prosecutor took no action, it makes it easier for the Board to do the same.

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### *Impact from Hypothetical #1?*

- ◉ Discipline
- ◉ Potential denial of renewal
- ◉ Having to go before the Board to explain yourself and your answers

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### *Criminal Issues: Fight the Board on Expunctions*

- ◉ Some Boards want to know about offenses, and encourage you to send the expunction order and underlying information
- ◉ But then it's in the Board's mind
- ◉ They have no right (depending on your jurisdiction) to ask about an expunged arrest/conviction/etc., let alone to use it against the nurse
- ◉ In some States, it's a misdemeanor offense to use an expunged offense

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2) Are you currently the target or subject of a grand jury or governmental agency investigation?

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## *Questions about confidential proceedings of grand juries or other agencies*

- ◉ Interesting:
  - What do they say when you are involved in a Grand Jury investigation?
    - Tell no one
    - What do other agencies rules/law say?
      - If that agency says the investigation process is confidential, why do you have to tell the Board about it?
      - Akin to hospital asking about confidential Board investigations when hiring a nurse or physician

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## *Grand Juries by State*

- ◉ Almost all keep it confidential
- ◉ Consult your state's Grand Jury laws
- ◉ Obtain an AG's opinion from your state AG's office
  - Have the AG's office pressure the Board

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3) Has any licensing authority ever refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a license, certificate, or multi- state privilege held by you now or previously, or ever fined, censured, reprimanded, or otherwise disciplined you? (You may exclude disciplinary actions issued by the Texas Board of Nursing and disciplinary actions previously disclosed to the Texas Board of Nursing on an initial licensure or renewal application.)

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## *What is a licensing authority?*

- ◉ What does cancel mean?
  - I start my application in another state and stop because I don't want to move there, they cancel my application
    - Reportable?
  - Ever?
    - Does that really mean ever?
  - Not getting a Driver's License count at age 17 because of something on your records?

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## *Look to the other Agency's confidentiality provisions*

- ◉ Do their laws/rules/bylaws state it's confidential by statute or law?
- ◉ That other agency's rules may save you from reporting to the Nursing Board
- ◉ Particularly if that State's Legislature enacted it

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## *Always Disclose the Board's Disciplinary Actions back to them*

- ◉ Many licensing agencies, like Nursing Boards, might claim you don't have to disclose your disciplinary history to them
  - But why does it hurt not to?
    - It doesn't
    - What I have seen is when you don't, they find that to be a violation and an example of the nurse not being forthcoming

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## Hypothetical #2 – Action b Another State

- ◉ April 2018, Nurse Boomer, assisted on a spinal stimulation surgery on a patient in Sooner Hospital. Unfortunately, the patient had complications that prompted the hospital to initiate a peer review proceeding. The Oklahoma Sooner Board issued a very light and remedial plan to Nurse Boomer requiring 4 CEU credits.
- ◉ The reprimand stated it was non-disciplinary, but imposed a \$500 fine to pay for the remedial plan/investigation compliance.
- ◉ On August 1, 2018, Nurse Boomer renewed his Texas Longhorn license and failed to disclose the Oklahoma Sooner Board action.
- ◉ **What should Nurse Boomer have done?**
- ◉ It would have been a better decision for Nurse Boomer to report the Oklahoma Sooner Board remedial plan to the Texas Longhorns Board. Within the renewal, Nurse Boomer would have the opportunity to explain the circumstances of the remedial plan.
- ◉ In addition, Nurse Boomer may supply letters of support from Oklahoma Sooner hospital supervisors and peers and inform the Texas Longhorn Board if the review allegation is determined to be "unfounded."

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## Hypothetical #2 Key Words

- ◉ Remedial Plan = Non-Disciplinary
- ◉ But....there was a fine!

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## Impact from Hypothetical #2?

- ◉ Lingering, conditional denial, until the other agency's investigation/process is complete

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4) In the past 5 years, have you been **diagnosed with or treated** or hospitalized for schizophrenia or other psychotic disorder, bipolar disorder, paranoid personality disorder, antisocial personality disorder, or borderline personality disorder **which impaired or does impair your behavior, judgment, or ability to function in school or work?** (You may answer "No" if you have completed and/or are in compliance with TPAPN for mental illness OR you've previously disclosed to the Texas Board of Nursing and have remained compliant with your treatment regime and have had no further hospitalization since disclosure.)

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### *Mental Impairments: Key Language*

- ◉ Diagnosed with or treated for
- ◉ 5 years
- ◉ Impaired
  - So not may impair
    - "Ability to function at school or work"
  - Bi-polar medication, for example, has a side effect of making people sleepy. Is being sleepy during a shift a potential impairment?
    - Yes, but wasn't asking about may impair or potential impairments

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### *Innocent vs. Disciplinary Impairments*

- ◉ Let's make clear there are two overall types of impairment
- ◉ Most common one we think of is alcohol/drug impairment
  - While alcoholism/drug addiction are a diseases, still thought of as a disciplinary impairment
- ◉ However, the one never talked about, is what I think of an innocent. What is that?

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## *Innocent Impairment*

- ◉ Impairment: It's Not What You Think:
  - Physical – stroke/heart attack
  - Mental – bi-polar diagnosis
  - Side-effects from prescribed medications
  - Age impairment – cognitive abilities declining

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## *Hypothetical #3*

- ◉ In October 2017, Nurse C fell asleep during his practice group's "staff appreciation day" lunch. Nurse C suffers from intense insomnia and takes medication to help him sleep and stay awake. As a result of falling asleep at the lunch, he had his medication adjusted. Since taking action, he has had no issues.
- ◉ Nurse C renewed his license in December 2017. Nurse C answered "no" to the question about any conditions that impaired or does impair his ability to function at work.
- ◉ **What should the nurse have done?**
- ◉ It would have been advisable for Nurse C to notify the Board that his medication was adjusted. He may also have provided letters of support from nurses and physicians in his practice. Most importantly, the best tactic for Nurse C would be to submit a letter from his treating physician, explaining that the condition is managed and that Nurse C is competent to practice medicine.

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## *Impact of Hypothetical #3?*

- ◉ Board mandated:
  - One time Evaluation
  - Continuous Monitoring
  - Drug testing
  - Quarterly reports from a mental health provider

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5) In the past 5 years, have you been addicted to or treated for the use of alcohol or any other drug? (You may answer "no" if you have completed and/or are in compliance with TPAPN)

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### *Drug/Alcohol Abuse pretty straightforward*

- ◉ If did inpatient or outpatient
- ◉ If saw a provider about it
  - Should I report? It's confidential
  - They' maybe want your therapy records
    - Balance between protecting public and confidentiality of patient mental health records
    - But a license is a privilege (yes it's a property right) but believe many Courts will find a Board has a compelling reason to ensure Nurses are safe to practice, which included reviewing that Nurse's therapy records

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### *If fail to disclose drug/alcohol treatment*

- ◉ Could get Temporarily Suspended
- ◉ Board could seek Revocation Proceedings

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STATISTICAL CODES

HIGHEST DEGREE:  
1 = DIPLOMA  
2 = ASSOCIATE DEGREE  
3 = BACCALAUREATE IN NURSING  
4 = MASTER'S IN NURSING  
7 = DOCTORATE IN NURSING

APRN CERTIFICATION BY EXAMINATION:  
1 = NATIONAL BOARD ON CERTIFICATION AND RE-CERTIFICATION OF NURSE ANESTHETISTS (NCRNA)  
2 = AMERICAN MIDDLEBURY CERTIFICATION BOARD (AMCB)  
3 = PEDIATRIC NURSING CERTIFICATION BOARD (PNCB)  
4 = NATIONAL CERTIFICATION CORPORATION (NCC)  
5 = AMERICAN NURSES CREDENTIALING CENTER (ANCC)  
6 = AMERICAN ACADEMY OF NURSE PRACTITIONERS (AANP)  
7 = NOT CERTIFIED AS APRN BY ANY OF THE ABOVE  
8 = AACN CERTIFICATION CORPORATION

PRIMARY PRACTICE SETTING:  
1 = INPATIENT HOSPITAL CARE  
2 = OUTPATIENT HOSPITAL CARE  
3 = SCHOOL OF NURSING  
4 = COMMUNITY/PUBLIC HEALTH  
5 = SCHOOL/COLLEGE HEALTH  
6 = SELF-EMPLOYED/PRIVATE PRACTICE  
7 = PHYSICIAN OR CENTER/PRIVATE PRACTICE  
8 = RURAL HEALTH CLINIC  
9 = FREESTANDING CLINIC  
10 = HOME HEALTH AGENCY  
11 = MILITARY INSTALLATION  
12 = TEMPORARY AGENCY/NURSING POOL  
13 = NURSING HOME/EXTENDED CARE FACILITY  
14 = BUSINESS/INDUSTRY  
15 = OTHER

EMPLOYMENT STATUS:  
1 = EMPLOYED IN NURSING FULL TIME  
2 = EMPLOYED IN NURSING PART TIME  
3 = EMPLOYED IN OTHER FIELD FULL TIME  
4 = EMPLOYED IN OTHER FIELD PART TIME  
5 = UNEMPLOYED, RETIRED OR INACTIVE

PRIMARY PRACTICE POSITION:  
1 = ADMINISTRATOR OR ASSISTANT  
2 = CONSULTANT  
3 = SUPERVISOR OR ASSISTANT  
4 = FACULTY/INSTRUCTOR  
5 = HEAD NURSE OR ASSISTANT  
7 = NURSE PRACTITIONER  
9 = CLINICAL NURSE SPECIALIST  
10 = NURSE ANESTHETIST  
11 = NURSE MENTOR  
12 = INSTRUCTOR/STAFF DEVELOPMENT  
13 = SCHOOL NURSE  
14 = OFFICE NURSE  
15 = RESEARCHER  
16 = OTHER  
\* TEXAS BOARD OF NURSING APPROVAL REQUIRED

PRIMARY SPECIALTY:  
1 = COMMUNITY/PUBLIC HEALTH  
2 = GENERAL PRACTICE  
3 = GERIATRICS  
4 = OBSTETRICS/GYNECOLOGY  
5 = MEDICAL/SURGICAL  
6 = PEDIATRICS  
7 = PSYCHIATRIC/MENTAL HEALTH/SUBSTANCE ABUSE  
8 = ANESTHESIA  
9 = EMERGENCY CARE  
10 = HOME HEALTH  
11 = INTENSIVE/CRITICAL CARE  
12 = NEONATOLOGY  
13 = ONCOLOGY  
14 = OPERATING/RECOVERY CARE  
15 = REHABILITATION  
16 = OCCUPATIONAL/ENVIRONMENTAL HEALTH  
17 = OTHER

GENERAL INSTRUCTIONS  
(Do not return this sheet)

Our records show you have authorization to practice as an Advanced Practice Registered Nurse (APRN) in the State of Texas. In order to **renew** your **APRN** authorization, you must have a **governor's license** as well. To renew your APRN authorization, you must meet the requirements under 22 TAC §221.8, §221.9, §221.10, §221.11, §221.12, §221.13, §221.14, §221.15, §221.16, §221.17, and §221.18, and pay the appropriate fee. There is no additional charge for more than one APRN authorization. There is no renewal fee for Prescriptive Authority.

**APRN RENEWAL REQUIREMENTS 221.8. In addition to requirements in 22 TAC §§211.37, 211.39, 211.35, 217.6, 217.7, and 217.8, you must:**

- You must pay the required recredentialing fee. **Failure to comply with APRN authorization shall result in expiration of the Board's approval to practice as an Advanced Practice Registered Nurse (APRN) under 22 TAC §221.8.**
- You must have a minimum of 400 hours of current practice (within the preceding biennium) in **your** advanced specialty you are renewing.
- If you graduated from an APRN program after January 1, 1995, you must be currently certified by a certifying body recognized by the Board.
- You must meet the continuing competency requirements of Rule 216. You must meet current national certification, recertification, or competency certification requirements set by the respective national certifying body. If you are not required to be certified by 22 TAC §221.4(c), then you must have at least 20 contact hours of continuing education targeted for your advanced practice role and population focus area. If you have Prescriptive Authority, you are required to have an additional 5 contact hours of continuing education in pharmacotherapeutics.

\*The Board's APRN continuing competency requirements under Rule 221.8 are in lieu of RN required CE under Rule 216. Only 20 hours of CE are required. Category 1 Continuing Medical Education (CME) will meet requirements for continuing education.

\*If registered nurse who practices professional nursing or a vocational nurse who practices vocational nursing after the expiration of license or license as a registered nurse or a vocational nurse may be considered a "Prescriptive Authority" under 22 TAC §221.10(c).

**ACTIVE APPLICATIONS**

An application and payment are considered to be active for up to one year from the date of receipt in the Board's office per our Records Retention Policy. All licensure requirements must be met within that year's timeframe or the application and payment will be considered null and void. Should this occur, a new application and payment would need to be submitted, and the nurse will need to meet all current requirements in effect at that time.

**GRACE PERIOD**

Nurses who submit for timely renewal application and submit minimal payment, continued to take the last day of the month the license is due to expire are exempt from TDC § 361.301(c) and may continue to practice for a period of up to one month from the license expiration date until they receive a new license. The subsequent month will be considered with the nurse regarding any outstanding licensure issues (i.e. need for a TOS/LC release letter, compliance with continuing competency audit, etc.). If all renewal requirements are not met within the subsequent month, the license will be placed on delinquent status.

During the grace period, the website will reflect that the license is current through the expiration date has passed. The BORN website will be updated to reflect the future expiration date once the renewal process is completed. A nurse who does not submit the timely renewal application and cannot demonstrate continued practice before the license expiration date, must follow the delinquent renewal process and no grace period will apply.

**APRN CERTIFICATION OR RENEWAL**

Board Rule 221.8 addresses the requirements that must be met in order to maintain licensure as an APRN. Board Rule 221.9(c)(1) addresses the requirement related to maintaining national certification/recertification in order to be eligible to maintain the APRN license.

CONTINUING COMPETENCY

If this is the first timely renewal of your Texas RN license, RN CE requirements are waived. For any Texas APRN authorization less than two years old, the APRN renewal requirements (2) & (4) (as listed above) pertaining to CE and 400 practice hours are waived.

**NOTE:** If APRN CE & 400 practice hours are waived, but your Texas RN license is beyond the first renewal, then you must have 20 hours of CE for your RN license.

NAME CHANGE

For name change, you must submit a copy of legal documentation, (e.g., marriage license, divorce decree, corrected driver's license) which states the name change.

RN/APRN INACTIVE STATUS

If your RN license is current, you may be listed to request inactive status. Check the appropriate box on the front of the renewal form, complete all applicable areas and mail the form to the Board's address listed at the top of the renewal form. No fee is required. If you desire to re-enter the practice of nursing in Texas, you will be required to pay a reactivation fee and meet all current requirements in effect at the time you desire to re-enter the practice of nursing. Inactivating your RN License also inactivates all APRN and Rx Auth. Recognition(s).

**GENERAL INSTRUCTIONS**  
(Continued - Do not return this sheet)

**INAPPROPRIATE RETIRE**

If your nursing license is in good standing with the Board according to Rule 217.9 (b), you may apply for INAPPROPRIATE RETIRE status. Check the appropriate box on the front of the renewal form, complete all applicable areas and mail the form to the Board's address listed on the top of the renewal form. A nurse whose license is in "retired" status may not practice as a nurse. If you desire to re-enter the practice of nursing in Texas, you will be required to pay a reactivation fee and meet all current requirements in effect at the time you desire to re-enter the practice of nursing.

**RENEW ONLY YOUR LICENSE**

If you wish to renew only your RN license and do not want your APRN recognition(s) renewed, check the appropriate boxes on the front of the renewal form, submit the appropriate fee and mail the form to the address located at the top. Note: If you are renewing only your RN license, the 20 CE hours may be in RN content (Rule 216).

**APRN and/or Rx Auth. INACTIVATIONS**

To inactivate your APRN and/or Rx Auth. recognition(s), check the appropriate box on the front of the renewal form. Fill out other applicable areas of the form and mail it to the Board's address. No fee is required. If you desire to reactivate an APRN and/or Rx Auth. recognition(s) you will be required to pay a reactivation fee and meet all current requirements in effect at that time.

**DELINQUENT/EXPIRED RENEWALS**

According to the Texas Occupations Code §301.301(c), any application for renewal postmarked after the expiration date shall be charged a late fee. If your nursing license has expired then you may not use this form. You will need to download the applicable delinquent renewal form (<http://www.bon.texas.gov/cepage/renewal.asp>) There is no Grace Period for those nurses who postmark the renewal application and payment AFTER the license has expired.

**PRIMARY STATE OF RESIDENCE**

Declaring a compact state, other than Texas, will cause your renewal to be rejected since you can practice in Texas on your declared compact state license. In addition, the BON reserves the right to seek clarification when needed. Per Rule 223.2(b), primary state of residence is determined by the following documents and you may be requested to submit one or more to satisfy residency requirements:

(1) a driver's license with a home address;  
(2) voter registration card displaying a home address;  
(3) federal income tax return declaring the primary state of residence;  
(4) Military Form No. 2038 - State of legal residence certificate; or  
(5) NO from US Government or any bureau, division or agency thereof indicating the declared state of residence.

For more information regarding the compact, visit our website at [www.bon.texas.gov](http://www.bon.texas.gov) or the National Council of State Boards of Nursing's website at <https://www.ncsbn.org/nls.htm>

**GENERAL INSTRUCTIONS - Continued**

If you answered yes to questions 1-5 of the Eligibility Questions on page 2, you must provide the Board with the following information:

**\*QUESTION #1** The Board has determined that criminal behavior is highly relevant to an individual's fitness to practice nursing. Therefore, all criminal convictions or delinquent orders, prosecution, or adjudication or determination by a court that withheld or delayed for a specific time period, must be reported to the Board. This question includes offenses under the law of another state, federal law, or the Uniform Code of Military Justice that contains elements of criminal conduct. SUBMIT a personal letter of explanation describing each incident, the behavior that led up to the criminal order and your conduct since the order, and any rehabilitative efforts that have been performed since the order. In addition, SUBMIT the following documentation for all felonies, all misdemeanors, and all military actions:

Certified copies of:  
1. charges (indictment, information, or complaint);  
2. disposition of charges (Judgment, Order of Probation, Sentence, and/or Deferred orders); and  
3. evidence that the conditions of the court have been met.

(To obtain this documentation, contact the county clerk in the jurisdiction where the order was issued for misdemeanors; district court clerk for felonies.)

You may answer "NO" to the question of prior convictions only if you: (a) received a pardon; or (b) were adjudicated as a minor without a finding of "delinquent conduct." If you were ever required to register as a sex offender, you must answer "YES".

If you have questions regarding the outcome of any criminal matter, consult your attorney.

**\*QUESTION #2** The Nursing Practice Act provides that a person's conduct in violation of the Nursing Practice Act or rules of the Board may be considered as a factor in its deliberations regarding fitness to practice nursing. Therefore, if a licensee or applicant in the subject of a grand jury or governmental agency investigation, the information regarding conduct or behavior giving rise to the investigation may be relevant in determining a violation of the Nursing Practice Act or lead to the admissibility of relevant evidence of such violation. If you are the subject of a grand jury or governmental agency investigation, please SUBMIT the name and address of the investigating entity and an explanation as to the basis of the investigation.

**QUESTION #3** The Board has determined that if any licensing authority has taken disciplinary action against a person for any reason, then those actions are highly relevant to an individual's current ability to practice nursing in the state of Texas. If any licensing authority has refused to issue a license, revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a license, certificate, or multi-state privilege held by you or previously held, censured, reprimanded or otherwise disciplined you, SUBMIT the names and address of the licensing authority who has taken action and a letter explaining the background of the action. Additionally, SUBMIT certified copies of:

1. formal charges or allegations supporting the licensure action;  
2. final disposition of the licensing authority regarding those formal charges or allegations; and  
3. evidence that the conditions of the licensing authority's order or requirements have been met.

**GENERAL INSTRUCTIONS - Continued**

**\*QUESTION #4** The practice of nursing requires current fitness. The Board has identified certain disorders which, if occurring within the last 5 years, may indicate a lack of fitness. The disorders are schizophrenia and other psychotic disorders, bipolar disorder, personality disorder, and acute personality disorder, or borderline personality disorder. If you have been diagnosed, treated, or hospitalized for any of the above disorders within the last 5 years, which impaired or does impair your behavior, judgment, or ability to function in school or work, submit the following information that will allow the Board to conduct an individualized assessment of your ability to practice safely, competently, and without impairment to your professional judgment, skill, or knowledge:

1. A report, on letterhead, from your physician, psychiatrist, psychologist or counselor, sent directly to this office, that includes your diagnosis, treatment received, including current medications, prognosis, cognitive, affective, and emotional stability and continuing after care recommendations, including reasonable accommodations needed to safely practice nursing, if any; and  
2. Verification of compliance with aftercare recommendations.

Please be advised that a psychiatric/psychological evaluation may be requested as part of your individualized assessment. The evaluation process is designed to more fully assess an applicant's individualized requirements and qualifications. The evaluation process could adversely affect confidentiality of your records. Therefore, the Board is providing advance notice of this possibility so that applicants may contact the Board to schedule an evaluation at the beginning of the renewal process. By doing so, the renewal should not be unduly delayed. An applicant is not required to contact the Board in advance of Board consideration of the renewal. The applicant may choose to wait for a specific decision by the Board that a specific evaluation is necessary. This information is being provided to all applicants on notice with respect to this potential requirement and afford the applicant the opportunity to expedite the process if he/she so desires.

**\*QUESTION #5** The practice of nursing requires current sobriety and fitness. If you have been addicted to or treated for the use of alcohol or any other drug within the last five years, SUBMIT:

1. verification of treatment for substance abuse sent directly to the Board from the treatment center;  
2. verification of compliance with aftercare recommendations;  
3. evidence of continuing sobriety/abstinence, for example, current support group attendance and random drug testing results; and  
4. a personal letter of explanation with sobriety data and plan for relapse prevention.

**\*Return to the Texas Occupations Code §301.307 information, including diagnosis and treatment, regarding an individual's physical or mental condition, interoperate use of drugs or alcohol, or chemical dependency and information regarding an individual's criminal history is considered to be the same when that information collected as part of an investigation is confidential under the Texas Occupations Code §301.406.**

**INAPPROPRIATE RENEWAL FORM CHECKLIST (Do not return this sheet)**

Checkboxes to be marked: YES or NO or INAPPROPRIATE If you choose NO inactivate or INAPPROPRIATE, your APRN and/or prescriptive authorization will be placed inactive!

Have you answered all of the questions on this renewal form?

Have you signed and dated the renewal form?

Have you returned the application fee?

Have you completed 20 hours of Continuing Competency that meet the criteria in 22 TAC Chapter 228 (if applicable)?

Personal information is relevant to the renewal process?

If applicable, renewing Prescriptive Authority?

If applicable, have you completed 1 hour of CE in pharmacology?

If applicable, have you included a copy of the current national conflict-of-interest document?

Did you read the instructions regarding Primary State of Residence? Note: Declaring a compact state, other than Texas, will cause your renewal to be rejected.

WHEN IN DOUBT, ALWAYS  
CONSULT A LICENSING ATTORNEY

HE OR SHE CAN WORK WITH  
YOUR CRIMINAL ATTORNEY

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Questions  
or comments?

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