



Continuing Education/Nursing Practice Requirements for 2022 Registered Nurse License Renewals

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Registered Nurse (RN) license renewal season begins October 1st.

As a reminder and per the instructions with the renewal application, if your primary state of residence (PSOR) is another compact state and you hold an active multistate license in that state, do not renew your current single state Louisiana RN license. RNs with an active multistate license in another compact state are authorized to practice under a privilege to practice in Louisiana provided no discipline or restriction is taken on the multistate license or privilege to practice. You may submit an application to voluntarily inactivate your RN license or you may allow the license to lapse which will occur at midnight CST January 31, 2022.

Submit only one RN renewal application. The compact license is not a separate license but rather a “type” of RN license which renews upon completion of the renewal application.

What is the number one reason nurses have an unsuccessful Continuing Education (CE)/Nursing Practice audit?

Failure to complete CEs that have been approved by the American Nurses Credentialing Center (ANCC) or a state board of nursing (BON).

What is my CE/Nursing Practice requirement to qualify for Louisiana RN license renewal for 2022?

All Louisiana licensed RNs except those issued a 1st time Louisiana license in the 2021 calendar year **must** be in compliance with LSBN rules regarding nursing CE requirements. All CEs must have been accredited by either the ANCC or a specific State BON.

Each year, following renewal season, a random CE/nursing practice audit is performed by board staff. A total of three percent of all active licensees are selected to demonstrate compliance with the nursing CE/nursing practice requirement. Failure to respond or successfully pass the CE/nursing practice audit may result in the inactivation of the nurse’s license and/or disciplinary action. Maintaining LSBN accepted nursing CE documentation for at least five (5) years is the responsibility of the individual nurse.

How many nursing CE contact hours or nursing practice hours do I need to renew my Louisiana RN license?

For RN license renewal, at least one of the two options below must have been completed during the two-year licensure period:

a. a minimum of 30 board-approved contact hours of continuing education during the two-year licensure period;

OR

b. a minimum of 900 practice hours during the two-year licensure period as verified by the employer on a form provided by the board.

Further details regarding the requirements for CE/nursing practice are available at <http://www.lsbm.state.la.us/Portals/1/Documents/Audit/CEBrochure.pdf>

The requirements must be completed before you renew. Practice hours are not required to have been completed in Louisiana. There are exceptions and other important information in the link above.

There are no separate requirements for compact licensure issued by LSBN. The definition of the practice of nursing and roles that RNs fulfill are described in the brochure.

What documentation do I need to obtain and verify before I renew my RN license?

A certificate of completion for each nursing CE topic/course that includes all of the following information:

- a. name of the CE provider/source
- b. title of CE topic/training indicating it was nursing related
- c. your name
- d. number of contact hours awarded for completing the topic/training
- e. date the contact hours were awarded
- f. clear printed statement that the nursing CE was accredited by either the ANCC - *or* – by a specific U.S. State BON.

Does training obtained through my place of employment count towards CE requirements?

If you are not meeting the requirements for renewal based on the requirement for 900 hours of practice during the two-year licensure period, only those CE activities that have been accredited by the ANCC or a state BON count towards fulfillment of LSBN's CE requirements. If you need to obtain additional ANCC/state BON accredited CE before renewal, you may find resources on LSBN's website. If you are planning to meet the requirements for renewal based on the requirement for 900 hours of practice during the two-year licensure period, then no CE hours are required.

Are there other ways to meet the CE requirement for license renewal?

Yes – *if you are not meeting the requirements for renewal based on the requirement for 900 hours of practice during the two-year licensure period*, there are two (2) other methods by which you would meet the CE requirement to renew your RN license:

1. By attending school for a **post-secondary nursing degree** and were awarded academic credit during the licensure renewal period for coursework specific to nursing practice. To qualify for this option, the nurse must obtain an official paper transcripts obtained directly from the school *prior* to renewing and be able to supply it to LSBN upon request if notified later that you've been selected to be audited. Student summary print-outs are not acceptable verification. One (1) academic semester hour in a nursing course documented on an official paper transcript is equivalent to fifteen (15) contact hours of ANCC/BON accredited nursing CE for license renewal.
2. By holding a certification in a nursing specialty from one of the national organizations recognized by LSBN for CEs **and** the certification was current for the full licensure period, you may utilize the certification toward your CE requirement for license renewal. If notified that you've been selected to be audited, you would submit the letter (or card) from the national organization that includes your name, certification number, nursing specialty, date certification was issued/renewed and expiration date. A list of the national nursing certifying organizations accepted is available at the LSBN website under Education / Continuing Education / National Nursing Certification Recognized by LSBN for CEs. Only the nursing certifications on this LSBN list may be utilized for license renewal in lieu of ANCC or State BON accredited contact hours.

I was previously selected for the CE/nursing practice audit. Can I be selected again?

Yes. Since all nurses must meet mandatory CE or nursing practice requirements per LSBN rules prior to renewing, any nurse who has renewed his/her Louisiana license is eligible to be selected later by random audit. There is no limit to the number of times an individual can be audited for his/her CEs/nursing practice.

My email and/or mailing address changed since my last licensure renewal. Can I update this information online?

You may update your information by accessing the LSBN online nurse portal at <https://lsbn.boardsofnursing.org/lsbn> and selecting "Manage Profile".

Answers to additional frequently asked questions regarding renewal and continuing education requirements can be found at <https://www.lsbj.state.la.us/Licensure/Renewals/Renewals,ContinuingEducation.aspx>.

See the articles in this issue of The Examiner under the APRN Corner for details regarding APRN renewal.