

CHAPTER 6310

BOARD OF NURSING

PROFESSIONAL AND PRACTICAL REGISTRATION

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6310.2600 DEFINITIONS.

[For text of subps 1 and 1a, see MR]

Subp 1b. [Repealed, 24 SR.1884].

[For text of subps 2 to 5a, see MR.]

Subp 5b. [Repealed, 24 SR 1884].

[For text of subps 6 to 8, see MR.]

[For text of subps 8c to 16, see MR]

Statutory Authority: *MS s 148.191, 148.231; 214.12*

History: 24 SR 1884

6310.2800 REGISTRATION RENEWAL REQUIREMENTS.

[For text of subps 1 and 2, see MR]

Subp 3. **Continuing education.** Continuing education requirements for the licensed practical nurse begin for registration periods that begin on or after November 1, 1993. The report of continuing education is due by the application deadline for subsequent renewals of registration. A registered nurse shall participate in the ratio of at least one contact hour of acceptable continuing education for each month of registration. A licensed practical nurse shall participate in the ratio of at least one contact hour of acceptable continuing education for each two months of registration.

For a continuing education activity to be acceptable for renewal of registration, the criteria in items A to G must be met

[For text of items A to G, see MR]

Subp. 4. **Exceptions.** If the continuing education activity has been approved by another health licensing board or association or if the licensee is currently certified by a national professional nursing organization, only the criteria for acceptability in item A or B must be met.

[For text of item A, see MR]

B If the licensee has a current certificate from a national professional nursing organization, the criteria in subitems (1) to (5) must be met.

[For text of subitems (1) to (4), see MR]

(5) The licensee shall not use the practice specialty certificate as a substitute for any previously deferred contact hours.

[For text of subps 5 to 10, see MR.]

Statutory Authority: *MS s 148.191; 148.211, 148.231, 214.12*

History: 24 SR 1884

6310.2810 FETAL ALCOHOL EDUCATION.

Subpart 1 **Announcement and request form.** On August 1, 2000, and thereafter, the board shall include an announcement regarding Minnesota Statutes, section 214.12, subdivision 3, with every registered nurse application for renewal of registration. The announcement shall indicate that the board will provide educational materials at no cost to licensees who have primary responsibility for diagnosing and treating pregnant

women who may be abusing alcohol and/or diagnosing and treating individuals with fetal alcohol syndrome. A request form for the material shall be included with the announcement. Each licensee who has primary responsibility for diagnosing and treating these individuals shall complete and return the request form with the renewal of registration application.

Subp. 2. Educational materials. The board shall send educational materials to those licensees who return the completed request form. The educational material shall address fetal alcohol syndrome and fetal alcohol effects, including how to screen pregnant women for alcohol abuse, how to identify affected children, and where to refer individuals for needed services.

Subp. 3 Expiration. This part expires August 1, 2003

Statutory Authority: *MS s 148 191, 148.211; 148 231, 214 12*

History: 24 SR 1884

6310.2900 REGISTRATION RENEWAL PROCEDURES.

[For text of subps 1 and 2, see M.R.]

Subp. 3 Report of continuing education. The report of continuing education shall be a part of the renewal of registration application. The board shall require the name of the activity, the date of the activity, and the number of contact hours for each of the activities.

Licensees shall report the required information on the continuing education report form. A professional nurse who has been certified in a nursing specialty may submit a copy of the practice specialty certificate in lieu of reporting participation in the remaining required number of contact hours.

Each licensee shall verify that the continuing education activities met all the criteria in part 6310.2800 and that the information contained on the continuing education report form is true in every respect. The licensee shall sign and date the application and continuing education report form.

[For text of subps 4 and 5, see M.R.]

Subp. 6 Insufficient hours. If a licensee does not have enough contact hours of acceptable continuing education to report, the licensee has the following options listed in items A to C.

[For text of item A, see M.R.]

B. Defer the number of contact hours that the licensee is lacking. The deferred hours shall be added to the contact hours required in the immediately succeeding continuing education participation period. Contact hours may be deferred if there are no current deferred contact hours required of the licensee. If the licensee is deferring a fraction of a contact hour, a whole contact hour must be deferred. If the licensee does not renew for the continuing education participation period that included the deferred hours, the deferred hours shall be required for reregistration.

C. Allow registration to expire and reregister.

[For text of subps 7 to 10, see M.R.]

Statutory Authority: *MS s 148 191, 148.211, 148.231; 214 12*

History: 24 SR 1884

6310.3000 SUBSTANTIATION OF PARTICIPATION IN CONTINUING EDUCATION.

Subpart 1. Substantiation of continuing education activity. At the time of renewal, the board shall randomly select a sample of licensees and require substantiation of participation in the activities that the licensees reported on their continuing education report form. The licensee shall submit documents or written statements that verify the following:

[For text of items A to E, see M.R.]

F. presence at or participation in the activity.

Licenses who participated in other acceptable continuing education listed in part 6310.2800, subpart 5, shall submit all or a portion of the article, book, paper, study, research, or brochure that verifies participation as a panel member.

Failure to substantiate the hours with the required information shall result in the hours being automatically deferred to the next participation period unless the licensee is not eligible to do so. At the next renewal or reregistration, the licensee shall substantiate participation in all the hours of continuing education required for that reporting period including the automatically deferred hours. Failure to substantiate the hours at this time shall provide grounds for disciplinary action.

[For text of subp 2, see MR.]

Statutory Authority: *MS s 148.191; 148.211; 148.231; 214.12*

History: *24 SR 1884*

6310.3100 REREGISTRATION REQUIREMENTS.

[For text of subs 1 and 2, see MR.]

Subp 2a Continuing education. Licensees whose registrations expired within the two years preceding application for reregistration shall report participation in the required number of acceptable continuing education hours. To fulfill this requirement, the criteria in items A to C must be met.

[For text of items A and B, see MR.]

C Participation must have occurred during the 24 months immediately preceding board action on the application for reregistration.

[For text of subs 2b to 13, see MR.]

Statutory Authority: *MS s 148.191; 148.211; 148.231; 214.12*

History: *24 SR 1884*

6310.3200 REREGISTRATION PROCEDURES.

[For text of subs 1 and 2, see MR.]

Subp 3. Report of continuing education. The board shall provide a form for reporting continuing education. In the report of continuing education, the board shall require the name of the activity, the date of the activity, and the number of contact hours for each of the activities. The licensee shall report participation in the required acceptable continuing education including the refresher course. A professional nurse who has been certified in a nursing specialty may submit a copy of the practice specialty certificate in lieu of reporting participation in the continuing education contact hours. The copy of the current certificate must be attached to the report of continuing education. Each licensee shall verify that the continuing education activities met all the criteria specified in part 6310.2800, subpart 3, with the exception of item D, or part 6310.2800, subpart 4 or 5, and that the information contained on the continuing education report form is true in every respect. The licensee shall sign and date the continuing education report form.

[For text of subs 4 to 9, see MR.]

Statutory Authority: *MS s 148.191; 148.211; 148.231; 214.12*

History: *24 SR 1884*

6310.3300 CHANGE OF NAME AND ADDRESS ON RECORDS.

[For text of subpart 1, see MR.]

Subp 2 Address change. The licensee who has changed addresses shall notify the board as soon as possible. The board shall notify the licensee of address changes made in the licensee's records. However, a revised registration certificate will not be issued.

Statutory Authority: *MS s 148.191; 148.211; 148.231; 214.12*

History: *24 SR 1884*

6310.3600 REGISTRATION FEES.

Subpart 1 **Amount.** The amount of fees shall be as follows:

A. registration renewal, \$70 per registration period,

B. late application, \$50,

[For text of items C to I, see M.R.]

Subp. 2 **Nonrefundable.** All fees are nonrefundable.

Statutory Authority: *MS s 148 191; 148 211; 148 231, 214 12;*

History: *24 SR 1884*

6310.3700 DISHONORED CHECKS.

Subpart 1 **Service charge.** If a licensee submits a dishonored check for any of the fees required in part 6310.3600, subpart 1, items A to G or 6316.0200, subpart 3, a service charge shall be assessed in keeping with Minnesota Statutes, section 332.50, subdivision 2.

[For text of subp 2, see M.R.]

Subp. 3 **Additional fee.** Nonreplacement of a dishonored check for the fees required in part 6310.3600, subpart 1, items C to G or 6316.0200, subpart 3, and nonpayment of the service charge will result in the amounts being added to the next fee the licensee must pay

Statutory Authority: *MS s 148 191; 148 211; 148.231, 214.12*

History: *24 SR 1884*