

N 4 to 8

Filed July 29, 1964
10:15 am

STATE OF WISCONSIN)
SS
DEPARTMENT OF NURSES)

TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETINGS:

I, Adele G. Stahl, Secretary of the Wisconsin State Board of Nursing, and custodian of the official records of said board, do hereby certify that the annexed rules and regulations and amendments relating to chapters N4, N5, N7 and N8, were duly approved and adopted by the Wisconsin State Board of Nursing on July 8, 1964, to take effect October 1, 1964.

I further certify that said copy has been compared by me with the original on file in this board and that the same is a true copy thereof, and of the whole of such original.

IN TESTIMONY WHEREOF, I have here-
unto set my hand and affixed the official
seal of the Wisconsin State Department
of Nurses, in the city of Madison, this
28th day of July, 1964.

Adele G. Stahl

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Secretary, Wisconsin State Board of Nursing
Director, Wisconsin State Department of Nurses

ORDER OF THE WISCONSIN STATE BOARD OF NURSING
ADOPTING, AMENDING OR REPEALING RULES

Pursuant to authority vested in the Wisconsin State Board of Nursing by Section 149.01 (3) Wis. Stats., the following sections of Chapter N are hereby repealed, recreated and amended as follows:

Section N 4.03 (1) of the WISCONSIN ADMINISTRATIVE CODE is repealed and recreated to read:

N 4.03 Eligibility without examination. (1) Recognition of out-of-state licenses. A nurse licensed as a professional nurse in another state, territory or province of Canada "may be granted a certificate without examination if her credentials of general and professional educational qualifications and other qualifications are comparable to those required in Wisconsin during the same period and if the board is satisfied from her employment and professional record that she is currently competent to practice her profession." (Section 149.06 (1) Wis. Stats.)

Section N 4.03 (3) of the WISCONSIN ADMINISTRATIVE CODE is created to read:

N4.03 (3) Currently competent to practice. Applicants shall be requested to identify employers for the past ten years or all employers since graduation if less than a ten year period. Evaluation by employers shall be used in determining whether the nurse qualifies for registration (licensure) by inter-state endorsement. An applicant with a history of unreliable or poor nursing practice, mental illness, habitual intemperance, excessive use of medications or drug addiction shall be required to submit proof, satisfactory to the Board, of rehabilitation to the level of being capable of practicing professional nursing.

Section N4.07 (1) (b) (c) (2) (b) (c) (d) of the WISCONSIN ADMINISTRATIVE CODE is repealed and recreated to read:

N4.07 (1) (b) A permit may be issued to a graduate nurse who is writing the examination for the first time and may be renewed once.

N4.07 (c) A permit may be issued to a nurse who is unsuccessful in his first examination provided he has been successful in at least 4 areas. A charge of \$2.00 is made for the permit which is issued for a 3 month period. This may be extended not to exceed one month as provided in (b) above.

N4.07 (2) (b) A permit shall be issued for a 3 month period during which time the nurse is expected to complete his registration. A second permit, for which \$2.00 shall be charged, may be issued if for justifiable reason the nurse has been unable to complete his registration within the 3 month period.

N4.07 (2) (c) A permit may be issued to a nurse who has deficiencies to remove before qualifying for registration. Removing of deficiencies shall be considered to be a hardship as specified in section 149.08 Wis. Stats. Permits are issued for a 3 month period on payment of \$2.00.

Nh.07 (2) (d) No nurse shall be issued more than 4 permits except in an extreme hardship case. Authorization for one additional permit may be made by the director of the state department of nurses after investigation.

Section Nh.07 (3) of the WISCONSIN ADMINISTRATIVE CODE is repealed and recreated to read:

Nh.07 (3) GRADUATE OF SCHOOL IN FOREIGN COUNTRY. A nurse who is a graduate of a school in another country who does not hold licensure by examination in another United States' jurisdiction shall be considered to have deficiencies and shall be governed by (2) (c) and (d) above. When deficiencies have been removed the nurse will be given the permit privileges specified in (1) above.

Section Nh.08 of the WISCONSIN ADMINISTRATIVE CODE is repealed and recreated to read:

Nh.08 Application and Permit Fees to be Earned Fees. Effective July 1, 1962, a fee received in connection with an application for a certificate by interstate endorsement or a permit shall be an earned fee upon receipt. The applicant shall be notified in writing of the results of the evaluation of the application. The applicant is not entitled to a refund of the fee if a certificate or permit is denied.

Section Nh.09 (1) of the WISCONSIN ADMINISTRATIVE CODE is amended to read:

Nh.09 Abandonment of Application. (1) By Examination. An applicant whose application for examination has been accepted shall be deemed to have abandoned his application if he does not take such examination within a three year period from the date of the first examination for which he is eligible under said application. An applicant whose application for examination has been rejected shall be deemed to have abandoned the application if he does not qualify himself by overcoming the deficiencies specified in the written evaluation notice and take an examination within a three-year period from the date of the written evaluation notice. See Section N8.03 (8) (a) and (b) for exception.

Section Nh.10 ~~(1)~~ of the WISCONSIN ADMINISTRATIVE CODE is repealed and recreated

~~and Section Nh.10 (2) is created to read:~~

Nh.10 Renewal of certificate of registration. (1) Completion of renewal application. A registered nurse practicing for compensation shall renew his certificate as provided in section Nh.06 (3) Wis. Stats. If the nurse does not complete the application for re-registration as directed it may be returned to him for completion before issuance of his re-registration card.

(2) Advice to Inactive Nurse. A registered nurse who has been inactive in nursing for a period of five or more years should be advised in writing to take a refresher course in nursing prior to resuming his practice. He should be urged, also, to seek employment in an agency offering an orientation and in-service program and adequate supervision, if possible. The danger to the patient and the nurse which could result by

his resuming practice without current knowledge and abilities should be stressed.

Section N 4.12 of the WISCONSIN ADMINISTRATIVE CODE is amended to read:

N 4.12 Delinquent Registrant. A registered nurse who has been currently registered during the preceding year and who does not request placement on the inactive list shall be declared delinquent on February 1. Delinquent registrants shall not be endorsed to other states. A nurse, in order to clear his record, shall submit an affidavit to the effect that he has not engaged in the practice of professional nursing in Wisconsin for compensation from the date on which he was recorded as delinquent. If he is unable to sign the affidavit he shall be required to submit the fee for each year in which he has practiced.

Section N 4.13 of the WISCONSIN ADMINISTRATIVE CODE is repealed and recreated to read:

N 4.13 Replacement of certificate. (1) Original. An original certificate of registration which has been lost or destroyed may be replaced upon proper identification of the nurse. Proper identification includes the name of the school and date of graduation, date of original registration and date of birth. The replacement fee shall be \$10.00. A certificate replaced shall be marked duplicate.

(2) Re-registration card. A duplicate re-registration card may be issued for a fee of \$2.50 upon receipt of proper identification as outlined in (1).

Section N 5.05 (1) ^{(initials, par.) and (1)(a)} of the WISCONSIN ADMINISTRATIVE CODE is repealed and recreated to read:

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N5.05 Eligibility without examination. (1) Recognition of Out-of-State License. A license may be granted without examination to a person who is licensed as a licensed attendant or licensed trained practical nurse or under a comparable title in another state or territory or province of Canada if his (a) "general education, training, prior practice and other qualifications, in the opinion of the board, are at least comparable to those of this state and current licensing or renewal." (Section 149.09 (4) (d) Wis. Stats.)

Section N 5.06 ~~(2)~~ of the WISCONSIN ADMINISTRATIVE CODE is amended to read

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~~and Section N 5.06 (2) is created to read:~~

N5.06 Renewal of License. (1) Completion of renewal application. A trained practical nurse practicing for compensation shall renew his license as provided in section 149.09 (4) (b) Wis. Stats. If he does not complete the application for relicensing as directed it may be returned to him for completion before issuance of a renewal card.

(2) Advice to Inactive Nurse. A licensed trained practical nurse who has been inactive in nursing for a period of five or more years should be advised in writing to have a refresher course in nursing prior to resuming practice. He should be urged, also, to seek employment in an agency offering an orientation and in-service program and adequate supervision, if possible. The danger to the patient and the nurse which could result by his resuming practice without current knowledge and abilities should be stressed.

Section N 5.09 (1) and (2) of the WISCONSIN ADMINISTRATIVE CODE is repealed and recreated to read:

- N5.09 Replacement of license. (1) Original. An original license which has been lost or destroyed may be replaced upon proper identification of the nurse. Proper identification includes the name of the school and date of graduation, date of original license and date of birth. The replacement fee shall be \$10.00. A license replaced shall be marked duplicate.
- (2) Renewal card. A duplicate renewal card may be issued for a fee of \$2.50 and upon receipt of proper identification as outlined in (1).

Section N 5.13 of the WISCONSIN ADMINISTRATIVE CODE is created to read:

- N5.13 Temporary License. (1) Eligibility. An applicant who is qualified for admission to examination may be granted a temporary license. A temporary license may be issued upon the receipt of proof of completion of the program in practical nursing; the licensing fee of \$15.00 and the temporary license fee of \$2.00. (a) The diploma from a Wisconsin school or a notarized statement signed by the director or his authorized representative; or the official school transcript signed by the director or his representative shall be considered proof of completion of the program. (b) Individuals seeking licensure in Wisconsin by examination who completed programs in other jurisdictions shall have their general education and training evaluated to determine eligibility before a temporary license is issued. (c) A temporary license shall expire 3 months from the date it is issued. (d) A second temporary license may be issued if the nurse has been unable to take the first examination scheduled. It has to be dated to expire 3 months from the date of issuance. The fee of \$2.00 shall be charged. (e) No more than 2 temporary licenses shall be issued to the same individual. (f) A temporary license shall not be issued to a person who has been unsuccessful on examination in Wisconsin or another jurisdiction.

Section N 7.01 (2) of the WISCONSIN ADMINISTRATIVE CODE is repealed and recreated to read:

- N7.01 (2) Organization. (a) A professional organization, an educational group, or a college or university may request financial assistance in conducting a workshop, institute or seminar for Wisconsin professional nurses if it can demonstrate that there is need for the meeting. (b) The Wisconsin Association of Licensed Practical Nurses, or an educational group, may request financial assistance to promote the training of trained practical nurses through workshops, institutes or meetings for Wisconsin licensed practical nurses if it can demonstrate there is need.

Section N 7.04 (1) (2) (3) (4) (5) of the WISCONSIN ADMINISTRATIVE CODE is repealed and recreated to read:

N7.04 Amount. The board shall determine the amount to be awarded. The maximum which may be awarded for a given period of study is:

- (1) Academic year - \$2000.00
- (2) Semester - \$1000.00
- (3) Quarter - \$650.00
- (4) Summer session - \$350.00 - \$550.00 - Amount will be adjusted on basis of length of program and credit hours to be earned.
- (5) Workshops, institutes, seminars - determined by the length and type of program.

Section N 7.05 (2) of the WISCONSIN ADMINISTRATIVE CODE is repealed and recreated to read:

N7.05 (2) Not employed. A recipient shall not be employed while attending school unless she has the prior permission of the board. This does not include vacation periods. Exceptions will be made on an individual basis. If part time employment is deemed necessary the request for it should accompany the application for scholarship. The hours of employment may not exceed 16 hours per week and then only if not in conflict with the college or university policy.

Section N 7.06 (1) of the WISCONSIN ADMINISTRATIVE CODE is repealed and recreated to read:

N7.06 Deadline for Filing Application. (1) Scholarships. Application and credentials shall be filed no later than May 10 and November 10. Applications filed by May 10 are for programs starting the first quarter or semester of the academic year and thereafter. Applications completed by November 10 may be used the second semester or the third quarter of the academic year and thereafter. A deadline may be waived if the circumstances justify it.

Section N 8.01 (3) (c) of the WISCONSIN ADMINISTRATIVE CODE is repealed and recreated and N 8.01 (3) (d) is created to read:

N8.01 (3) (c) President and Vice-President. Vacancies in both the offices of president and vice-president shall require a special election. Persons so elected shall hold office for the unexpired term of the person who vacated the office.

(d) Secretary. A vacancy in the office of secretary shall be filled by the designated deputy director until the director of nursing education has been appointed.

Section N 8.03 (6) (j) 1. and 2. of the WISCONSIN ADMINISTRATIVE CODE is created to read:

NS.03 (6) (j) Proctoring. 1. By other jurisdictions. The committee will not authorize the writing of the first Wisconsin examination in another jurisdiction. Candidates are advised to apply for and write the examination in the jurisdiction in which they are residing. When a Wisconsin repeater candidate residing outside of the state is rewriting one or more tests and undue hardship would be caused by his return to Wisconsin, the staff may arrange with the jurisdiction in which he is residing to proctor the examination. The examination fee shall be received before authorization is granted to proctor the examination.

2. For other jurisdictions. The staff, at the request of another jurisdiction, may arrange for the proctoring of an examination for the person specified. The individual may either be assigned to a scheduled regular or special examination or have the examination proctored in the office of the state department of nurses. If the person has made application for Wisconsin registration and paid the required fees a service fee of five dollars shall be charged. This fee is payable prior to examination. If he has not made application for Wisconsin registration the service charge shall be twenty-five dollars for the entire examination. When only a part of the examination is written the charge shall be ten dollars for one or two tests and five dollars for each additional test.

Section N 8.03 (8) (a) (b) 1. and 2. of the WISCONSIN ADMINISTRATIVE CODE

is created to read:

NS.03 (8) Fees. (a) Earned. Fifteen dollars of the twenty-five dollar examination fee is an earned fee upon receipt. (b) Refunded. 1. Ten dollars of the twenty-five dollar fee "shall be refunded to an applicant who gives advance written notice that she is unable to be present for the examination." Section 149.04 Wis. Stats.

2. The advance written notice shall be received in the office of the state department of nurses at least 7 days before the scheduled date of examination. Exceptions may be made to this provision if after review of the facts the committee believes the circumstances which resulted in the non-attendance could not have been anticipated or would cause undue hardship.

Section N 8.04 (7) (g) 1. and 2. of the WISCONSIN ADMINISTRATIVE CODE is

created to read:

NS.04 (7) (g) Proctoring. 1. By other jurisdictions. The committee will not authorize the writing of the first Wisconsin examination in another jurisdiction. Candidates are advised to apply for and write the examination in the jurisdiction in which they are residing. When a Wisconsin repeater candidate residing outside the state wishes to rewrite the examination and undue hardship would be caused by his return to Wisconsin, the staff may arrange with the jurisdiction in which he is residing to proctor the examination. The examination fee shall be received before authorization is granted to proctor the examination.

2. For Other Jurisdictions. The staff, at the request of another jurisdiction, may arrange for the proctoring of an examination for the person specified. The individual may either be assigned to a scheduled examination or have it proctored in the offices of the state department of nurses. If the person has made application for Wisconsin licensure and paid the required fee, a service charge of \$5.00 shall be made. This fee is payable prior to examination. If he has not made application for Wisconsin licensure, the service charge shall be \$15.00.

Section N 8.04 (7) (h) of the WISCONSIN ADMINISTRATIVE CODE is created to read:

N8.04 (7) (h) Fee. The \$15.00 examination fee is an earned fee upon receipt. See section N 5.12 Wisconsin Administrative Code.

The rules, amendments and repeals contained herein shall take effect on
October 1, 1964.

WISCONSIN STATE BOARD OF NURSING

Adele G. Stahl, Secretary

Dated: July 28, 1964