

## Chapter N 3

### LICENSURE BY ENDORSEMENT

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**Note:** Chapter N 5 as it existed on July 31, 1981 was repealed and a new chapter N 5 was created effective August 1, 1981. Chapter N 5 as it existed on March 31, 1984 was repealed and a new chapter N 3 was created effective April 1, 1984.

**N 3.01 Authority and intent. (1)** This chapter is adopted pursuant to authority of ss. 15.08, 227.11, 441.01 (3), Stats.

**(2)** The intent of the board of nursing in creating this chapter is to specify the requirements and procedures for obtaining a license by endorsement as a registered nurse and for obtaining a license by endorsement as a licensed practical nurse.

**History:** Cr. Register, March, 1984, No. 339, eff. 4-1-84; am. (2), Register, May, 1990, No. 413, eff. 6-1-90; correction in (1) made under s. 13.93 (2m) (b) 7., Stats., Register, May, 1990, No. 413.

**N 3.02 Definitions.** As used in this chapter:

**(1)** "Board-approved school" means an institution which has a school, college, program or department of nursing which meets standards of the board or holds accreditation by a board-recognized nursing accreditation agency.

**(2)** "Board" means board of nursing.

**(3)** "Bureau" means bureau of health service professions within the department of regulation and licensing.

**(4)** "L.P.N." means licensed practical nurse.

**(5)** "R.N." means registered nurse.

**(6)** "Direct supervision" means immediate availability to continually coordinate, direct and inspect at first hand the practice of another.

**Note:** The bureau is located at Room 174, 1400 East Washington Avenue, Madison, Wisconsin.

**History:** Cr. Register, March, 1984, No. 339, eff. 4-1-84; am. (1), (3), (4) and (6), Register, May, 1990, No. 413, eff. 6-1-90.

**N 3.03 Qualifications for endorsement. (1)** REGISTERED NURSE APPLICANT. A registered nurse holding a license in another state or U.S. territory or province of Canada may become licensed in Wisconsin provided the applicant:

(a) Does not have an arrest or conviction record subject to ss. 111.321, 111.322 and 111.335, Stats.;

(b) Has graduated from a board-approved school of professional nursing;

(c) Has passed in the applicant's state of original licensure the national council licensure examination for registered nurses or the state board test pool examination for registered nurses or other examination approved by the board. An applicant licensed in another state for whom the licensure examination was waived in the original state of licensure may be licensed by the board upon submission of the following:

1. Proof of graduation from a board-approved school of nursing in this country or the country of original licensure;

2. If originally licensed in a foreign country, proof of having passed the licensure examination in the country of original licensure;

3. If originally licensed in another state of the United States, proof that the requirements for licensure in that state were substantially equivalent to the requirements for licensure in Wisconsin at the time of original licensure;

4. Proof of current licensure in another state of the United States;

5. Verification of at least 2 years of full-time or equivalent safe practice as a registered nurse within the last 5 years; and

6. Verification of English proficiency.

(d) Has a license against which no disciplinary action has been taken in any of the states in which the applicant has held a license; and

(e) Has not been terminated from any employment related to nursing in another state for reasons of negligence or incompetence.

**(2) LICENSED PRACTICAL NURSE APPLICANTS.** A licensed practical nurse holding a license in another state or U.S. territory or province of Canada may become licensed in Wisconsin if the applicant:

(a) Does not have an arrest or conviction record subject to ss. 111.321, 111.322 and 111.335, Stats.;

(b) Has graduated from a board-approved school of practical nursing;

(c) Has passed in the applicant's state of original licensure the national council licensure examination for practical nurses or the state board test pool examination for practical nurses or other examination approved by the board. An applicant licensed in another state for whom the licensure examination was waived in the original state of licensure may be licensed by the board upon submission of the following:

1. Proof of graduation from a board-approved school of nursing in this country or the country of original licensure;

2. If originally licensed in a foreign country, proof of having passed the licensure examination in the country of original licensure;

3. If originally licensed in another state of the United States, proof that the requirements for licensure in that state were substantially equivalent to the requirements for licensure in Wisconsin at the time of original licensure;

4. Proof of current licensure in another state of the United States;

5. Verification of at least 2 years of full-time or equivalent safe practice as a licensed practical nurse within the last 5 years; and

6. Verification of English proficiency.

(d) Has a license against which no disciplinary action has been taken in any of the states in which the applicant has held a license; and

(e) Has not been terminated from any employment related to nursing in another state for reasons of negligence or incompetence.

**History:** Cr. Register, March, 1984, No. 339, eff. 4-1-84; am. (1) (intro.), r. (1) (b) and (2) (b), renum. (1) (c) to (f) and (2) (c) to (f) to be (1) (b) to (e) and (2) (b) to (e) and am. (1) (b) and (c) (intro.), and (2) (b) and (c) (intro.), cr. (1) (c) 1. to 6. and (2) (c) 1. to 6., Register, May, 1990, No. 413, 6-1-90.

**N 3.04 Application procedure for R.N. and L.P.N. applicants. (1)** Each applicant shall file a completed, notarized application on forms provided by the bureau. The application shall include:

(a) Signature of the applicant; and

(b) Fee specified under s. 440.05 (1), Stats.

(2) Statement of graduation shall be forwarded directly from the applicant's school of nursing indicating date applicant completed the nursing program and confirmation that the nursing program was board-approved at time of graduation.

(3) Verification of license shall be forwarded from the state in which the original license by examination was issued.

(4) All statements and documents written in a foreign language shall be accompanied by notarized translations. The cost of the translation shall be paid by the applicant.

(5) Any change of name or credentials received in a name other than that on the original application shall be reported to the bureau in a change of name form.

(6) An applicant who did not take the licensing exam in English shall be required to demonstrate competency in the English language before being granted a temporary permit or license. A list of methods by which English competency may be demonstrated is available in the bureau office.

(7) Applicants who have a pending criminal charge or have been convicted of any crime or ordinance violation shall provide the board all related information necessary for the board to determine whether the circumstances of the arrest, conviction or other offense are substantially related to the circumstances of the licensed activity.

**History:** Cr. Register, March, 1984, No. 339, eff. 4-1-84; am. (2) and (6), Register, May, 1990, No. 413, eff. 6-1-90.

**N 3.05 Temporary permits. (1) DEFINITIONS.** In this section:

- (a) "G.N." means graduate nurse.
- (b) "G.P.N." means graduate practical nurse.

(2) **ELIGIBILITY.** (a) An R.N. or L.P.N. licensed in any state, U.S. territory, or province of Canada may be granted a temporary permit from the board upon receipt of a completed application indicating no past or pending disciplinary actions in another state, proof of graduation from a board-approved school of professional or practical nursing or current licensure in another state, the fee specified in s. 440.05 (2), Stats., permit fee specified in s. 440.05 (6), Stats., and upon meeting the requirements under s. N 3.04 (6).

(b) A graduate of a board-approved school of professional nursing in any state, U.S. territory or foreign country whose initial application for licensure as an R.N. in another state, U.S. territory or province of Canada is pending, and who has not failed any licensing examination in another state, may be eligible for a temporary permit from the board upon receipt of a completed application, proof of graduation, the licensing fee as specified in s. 440.05 (2), Stats., permit fee as specified in s. 440.05 (6), Stats., and upon meeting the requirements under s. N 3.04 (6).

(c) A graduate of a board-approved school of practical nursing in any state, U.S. territory or foreign country whose initial application for licensure as an L.P.N. in another state, U.S. territory or province of Canada is pending, and who has not failed any licensing examination in another state, may be eligible for a temporary permit from the board upon receipt of a completed application, proof of graduation, the licensing fee specified in s. 440.05 (2),

Stats., permit fee specified in s. 440.05 (6), Stats., and upon meeting the requirements under s. N 3.04 (6).

(3) **SUPERVISION REQUIRED.** A G.N. or G.P.N. not licensed in another jurisdiction who holds a valid permit under this section shall practice under the direct supervision of a registered nurse.

(4) **TITLE.** (a) Only an applicant for R.N. licensure who holds a valid permit under this section or s. N 2.06 (3) (a) shall be permitted to use the title "graduate nurse" or the letters "G.N."

(b) Only an applicant for L.P.N. licensure who holds a valid permit under this section or s. N 2.06 (3) (b) shall be permitted to use the title "graduate practical nurse" or the letters "G.P.N."

(c) An applicant licensed as an R.N. in another jurisdiction who holds a valid permit under this section may use the title "registered nurse" or the letters "R.N." and may practice without supervision of an R.N.

(d) An applicant licensed as an L.P.N. in another jurisdiction who holds a valid permit under this section may use the title "licensed practical nurse" or the letters "L.P.N." and shall be supervised according to the standards of practice for L.P.N.s under s. N 6.04.

(5) **DURATION.** (a) The duration of temporary permits granted by the board is for a period of 3 months. The permit of a candidate who is unsuccessful on the examination in another state is void upon receipt of the examination results by the holder and shall be returned to the board immediately. Failure to return the permit promptly shall, without further notice or process, result in a board order to revoke the permit.

(b) A temporary permit may be renewed once for a period of 3 months. A permit may not be renewed for graduates not registered or licensed in another jurisdiction unless exam results have not yet been issued.

(c) A second renewal for a 3-month period may be granted in hardship cases, provided an affidavit is filed with the board identifying the hardship. "Hardship cases", as used in this paragraph, includes the inability to take or complete a scheduled examination because of illness, family illness or death, accident or natural disaster or the awaiting of verification of licensure from another state.

(d) Practice under temporary permits, including renewals under pars. (b) and (c) may not exceed 12 months total duration.

(6) **DENIAL.** A temporary permit may be denied any applicant for any of the grounds for which the board may revoke a temporary permit, or for the misrepresentation of being an R.N., G.N., L.P.N. or G.P.N. without holding a valid temporary permit under this section.

(7) **REVOCATION.** A temporary permit may, after hearing, be revoked for any of the following reasons:

(a) Violation of any of the rules of conduct for registered nurses and licensed practical nurses set forth in ch. N 7,

(b) Failure to pay the required fees under s. 440.05 (6), Stats., and

(c) Provision of fraudulent information on an application for licensure.

**History:** Cr. Register, March, 1984, No. 339, eff. 4-1-84; am. (2), (3), (4) (d) and (7) (a), Register, May, 1990, No. 413, eff. 6-1-90.