

## Chapter N 5

### RENEWAL OF LICENSE

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**N 5.01 Authority and intent. (1)** The rules in this chapter are adopted pursuant to authority of ss. 15.08, 227.11, 440.08 (3) (b), and 441.01 (3), Stats., and interpret ss. 440.08 (3) (b), 441.06 (3), (4), 441.10 (3) (b), (c) and 441.15 (3) (b), Stats.

**(2)** The intent of the board of nursing in adopting rules in this chapter is to specify the requirements and procedures for renewal of the license of a registered nurse, an advanced practice nurse prescriber, a licensed practical nurse, or a nurse-midwife, for obtaining a duplicate renewal card, and for notifying the bureau of health service professions of name or address changes.

**History:** Cr. Register, September, 1985, No. 357, eff. 10-1-85; 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; am. (1), Register, June, 1993, No. 450, eff. 7-1-93; am. (2), Register, February, 1995, No. 470, eff. 3-1-95; correction in (1) made under s. 13.93 (2m) (b) 7., Stats., Register, October, 2000, No. 538.

**N 5.02 Definitions.** As used in this chapter:

**(1)** “Bureau” means bureau of health service professions within the department of safety and professional services.

**(2)** “Certificate” means a certificate of an advanced practice nurse prescriber.

**(3)** “Certificate holder” means a person holding a certificate as an advanced practice nurse prescriber.

**(4)** “Department” means the department of safety and professional services.

**(5)** “License” means a license of a registered nurse, licensed practical nurse or nurse mid-wife.

**(6)** “Licensee” means a person licensed as a registered nurse, licensed practical nurse under s. 441.10, Stats., or nurse mid-wife.

**Note:** The bureau and department are located at 1400 East Washington Avenue, Madison, Wisconsin. The mailing address for the bureau and department is P.O. Box 8935, Madison, Wisconsin 53708-8935.

**History:** Cr. Register, September, 1985, No. 357, eff. 10-1-85; am. (1), r. (2), (3), (7) and (8), renum. (4) to (6) to be (2) to (4) and am. (3) and (4), Register, May, 1990, No. 413, eff. 6-1-90; renum. (2) to (4) to be (4) to (6) and cr. (2) and (3), Register, February, 1995, No. 470, eff. 3-1-95; **corrections in (1), (4) made under s. 13.92 (4) (b) 6., Stats., Register February 2012 No. 674.**

**N 5.03 Current license required for practice.**

**(1) REGISTERED NURSES.** Except as provided for in s. N 3.05 (4) (c), no person may practice or attempt to practice professional nursing, nor use the title, letters or anything else to indicate that he or she is a registered or professional nurse unless he or she has been granted a license under s. 441.06 (1), Stats., and holds a current license.

**Note:** Section N 3.05 (4) no longer exists as the result of the repeal and recreation of s. N 3.05. The department expects to repeal this section in future rulemaking.

**(2) LICENSED PRACTICAL NURSES.** Except as provided for in s. N 3.05 (4) (d), no person may hold himself or herself out as a licensed practical nurse nor use the title or letters “Licensed Practical Nurse” or “L.P.N.”, unless he or she has been granted a license under s. 441.10 (3) (a) or (d), Stats., and holds a current license.

**Note:** Section N 3.05 (4) no longer exists as the result of the repeal and recreation of s. N 3.05. The department expects to repeal this section in future rulemaking.

**(3) NURSE-MIDWIVES.** No person may practice or attempt to practice nurse-midwifery, nor use the title or letters “Certified Nurse-Midwife” or “C.N.M.”, “Nurse-Midwife” or “N.M.”, or anything else to indicate that he or she is a nurse-midwife unless

he or she has been granted a license under s. 441.15 (3) (a), Stats., and holds a current license.

**(4) ADVANCED PRACTICE NURSES.** No person may use the title “advanced practice nurse” or append to his or her name the letters “A.P.N.” unless he or she meets the qualifications described in s. N 8.02 (1).

**(5) ADVANCED PRACTICE NURSE PRESCRIBERS.** No person may practice or attempt to practice as an advanced practice nurse prescriber or use the title “advanced practice nurse prescriber” or append to his or her name the letters “A.P.N.P.”, or otherwise indicate that he or she is certified to practice as an advanced practice nurse prescriber unless he or she is both currently certified under s. 441.16 (2), Stats., and is currently certified by a national certifying body approved by the board as a nurse practitioner, certified nurse-midwife, certified registered nurse anesthetist or clinical nurse specialist.

**History:** Cr. Register, September, 1985, No. 357, eff. 10-1-85; am. Register, May, 1990, No. 413, eff. 6-1-90; cr. (4) and (5), Register, February, 1995, No. 470, eff. 3-1-95.

**N 5.07 Duplicate renewal card. (1)** A duplicate renewal card may be issued to a registered nurse, advanced practice nurse prescriber, licensed practical nurse or nurse-midwife whose card has been lost, stolen, or destroyed, or whose name or address has been changed, upon the filing with the bureau of an application for duplicate renewal card. The application shall include:

(a) A completed identification statement supplied by the bureau, which includes the reason for requesting the duplicate card;

(b) Fee specified in s. 440.05 (7), Stats.; and,

(c) Returned current renewal card if the duplicate card is requested due to name or address change.

**(2)** A duplicate renewal card issued for lost, stolen or destroyed cards shall be marked “duplicate”.

**History:** Cr. Register, September, 1985, No. 357, eff. 10-1-85; am. (1) (intro.), Register, February, 1995, No. 470, eff. 3-1-95.

**N 5.08 Renewal after 5 years. (1)** The board may, in the exercise of its discretion, require a credential holder who has failed to renew his or her license within 5 years after its renewal date to demonstrate continued competence in the practice of nursing as a prerequisite to credential renewal.

**(2) (a)** The board may require demonstration of competence by various methods, including but not limited to written or oral examination, documentation of nursing work in other jurisdictions, or documentation of current education or experience in the field. Any examination or education required under this section shall not be more extensive than the educational or examination requirements for an initial credential from the board.

**(b)** An applicant for renewal who has failed to renew his or her license within 5 years, and who is unable to document nursing work in other jurisdictions, or document current education or experience in the field, may apply to the board for a limited license to enable the applicant to complete a nursing refresher course approved by the board. Upon successful completion of an

approved nursing refresher course, the license-holder may petition the board for reinstatement of a full license.

**(3)** An advanced practice nurse certified to issue prescription orders who has failed to renew the certificate within 5 years after its renewal date shall, as a condition for renewal, show evidence of meeting all current requirements for a certificate under s. N 8.03.

**History:** Cr. Register, June, 1993, No. 450, eff. 7-1-93; cr. (3), Register, February, 1995, No. 470, eff. 3-1-95; cr. (2) (b), Register, December, 2000, No. 540, eff. 1-1-01.