The Kansas Nurse Practice Act: An Overview for Nurses

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- Adapted January 2017 as an online course offering by Shelley L. Lee, DNP, BS, RNC-NIC, CMSRN,BC and Fawn McDonough, BSN, RN

Purpose:
Upon completion of this learning module, the nurse will have a basic understanding of the Kansas nurse practice act. This activity will explore what the nurse practice act is, what it means to a staff nurse’s practice and where to find answers to practice questions. Also, information about the Kansas State Board of Nursing and its role with regards to nursing practice will be reviewed.

Learning Objectives:
Upon completion of this learning module, the nurse should be able to:

1. State the purpose of the Kansas nurse practice act.
2. Describe what the nurse practice act means to the staff nurse.
3. Identify how and where to find answers to practice related questions.
4. Discuss the role of the Kansas State Board of Nursing in relation to nursing practice.

Directions:
- Review this document in its entirety.
- Complete the Post Test which follows this module. In order to obtain continuing education credit, you must achieve 100% on the post test.
- This activity provides 2 contact hours.
- Should you not achieve 100% on this exam, you may elect to retest once for free. If you do not pass the exam at 100% in two attempts, you will need to restart the module and pay the additional fee.
The Kansas Nurse Practice Act: An Overview for Nurses  
Self-study Module

The Nurse Practice Act is a professional, non-binding document that defines the scope of nursing practice and code of ethics in Kansas. Its intent is to protect the public from incompetent nursing practice. It requires that all nurses licensed to practice in the State of Kansas meet and maintain a minimum standard of competency.

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The Kansas Nurse Practice Act states that each individual nurse is “responsible and accountable for making decisions and practicing in accordance with the individual’s background and experience in nursing” (Kansas Nursing Newsletter, Jan- March, 1993, p. 9).

If a nurse violates the provisions of the nurse practice act, the Kansas State Board of Nursing (KSBN) has the authority to determine appropriate disciplinary actions for the nurse.

The nurse practice act does not protect nurses from questionable employment practices or discrimination, as the Board of Nursing does not have authority over health care facilities in terms of staffing, pay, or other conditions of employment.

Why do I, a staff nurse, need to know about the Nurse Practice Act?
According to KAR 60-3-109a (Kansas law), “Each registered professional nurse shall be familiar with the Kansas nurse practice act, the standards of practice of the profession and the code of ethics for professional nurses”. This also applies to all licensed practical nurses. As a part of your license, you accept responsibility for acting as a professional nurse in accordance with the professional standards. Therefore, you should be familiar with the contents of the Kansas Nurse Practice Act. The Standards of Practice and the Nursing Code of Ethics were developed and adopted by the nursing profession through the American Nurses Association.
The Kansas State Board of Nursing (KSBN) is (KSA 74-1106):

- Composed of eleven members, appointed by the Governor for four year terms.
- Six of these members are Registered Nurses, who have been actively involved in the profession in the last five years.
- One of these Registered Nurses is an APRN, two are in nursing service, and two are from nursing education.
- Two members are LPNs who have been actively engaged in practice in the last five years.
- Three members are consumers, from the general public who represent the public’s interest.

The KSBN is a regulator of nursing practice. It functions to insure the safe practice of nurses, so that the public is protected from incompetent practice. It was established through legislative action and is empowered to discipline nurses.

What can the KSBN do?
If a nurse is found to be negligent, incompetent, or guilty of unprofessional conduct the KSBN can take any of the following actions:

- Deny licensure
- Revoke licensure
- Limit licensure
- Suspend licensure
- Censure a nurse (publicly or privately)

What happens when the KSBN receives a complaint regarding a nurse?
Specific procedures are followed:

- Two or more Board members (or a Board designee) investigate the complaint.
- If the Board finds there are reasonable grounds for believing the licensee is guilty of violations of the nurse practice act, the KSBN may set a time and place for a hearing.
- If, after the hearing, the licensee is found guilty, the KSBN determines what type of disciplinary action will be taken (revoke, limit, or suspend the license).

Since the Nurse Practice Act does not specify which duties a nurse may perform, it is up to the individual nurse to make responsible decisions about his/her nursing practice. The KSBN, as one of its functions, is available to assist nurses by answering questions about practice issues. Nurses must decide about whether an activity meets acceptable practice standards or not based upon the unique circumstances of the situation. It is difficult, but important, for each
nurse to be able to problem solve through the decision making process as to whether an activity is or is not in violation of the nurse practice act.

You may obtain a copy of the Kansas Nurse Practice Act for your files by either going online to print a copy or by purchasing physical copy from the KSBN. Fee: $25.00 for a booklet or $10.00 a disk.

You may contact the KSBN at:

Kansas State Board of Nursing
Landon State Office Building
900 SW Jackson Street, Suite 1051
Topeka, KS 66612-1230
Phone: (785) 296-4929
Fax: (785) 296-3929
Web site: www.ksbn.org

How are changes in the Nurse Practice Act communicated?
The Nursing Newsletter is the official publication of the KSBN. The Nursing Newsletter is mailed to all nurses in the state on a quarterly basis. Any changes to the nurse practice act are highlighted. The newsletter also contains current Board issues, committee reports, listings of continuing education offerings, and disciplinary actions. Past issues of the Nursing Newsletter are archived on the KSBN website in the Nursing Newsletter Library.

What information must be communicated to the Board of Nursing?
On April 29, 2016 several of the regulations listed below were amended. KSBN requires all licensees to notify the board in writing of the following:

- Name change within 30 days of change KAR 60-3-103

- Address changes within 30 days of change KSA 65-1117
  It is important to keep the KSBN informed of your current address. Submit a change of address online at www.ksbn.org or download and mail a change of address form to KSBN.

- Conviction of any felony or misdemeanor within 30 days of final conviction, as specified in the rules and regulations of the board KSA 65-1117 and KAR 60-3-113. Misdemeanor convictions include substances or types of conduct including alcohol, any drugs, deceit, dishonesty, endangerment of child or vulnerable adult, falsification, fraud,
misrepresentation, physical/emotional/financial/sexual exploitation of a child or vulnerable adult, physical or verbal abuse, theft, violation of a protection from abuse order or protection from stalking order, or any action arising out of a violation of any state or federal regulation.

- Conviction means final conviction without regard to whether conviction was suspended or probation granted.
- Forfeiture of bail for these circumstances shall be treated as equivalent to conviction.
- Failure to notify the board shall not constitute a defense.

**What is addressed by the Kansas Nurse Practice Act?**
The Kansas legislature enact statutes (laws) which established general provisions and names the Kansas State Board of Nursing (KSBN) as the administrative agency responsible for carrying out the statute’s provisions. The KSBN then develops rules and regulations to further define and clarify the statutes. The [Kansas Nurse Practice Act includes statutes, rules, and regulations;](#)

- General provisions regarding the board of nursing
- Professional (RN) and practical (LPN) nurses
- Approval of schools of nursing; requirements for accredited nursing programs
- Requirements for Licensure and Standards of Practice; Fees
- Continuing education for nurses
- Performance of selected nursing procedures in the school setting
- Intravenous fluid therapy for LPNs
- Requirements for accelerated nursing programs
- Advanced practice registered nurse (APRN)
- Registered nurse anesthetist (RNA)
- Licensed mental health technician (LMHT)
What does the term diagnosis mean in the context of the Nurse Practice Act?
According to KSA 65-1113, “Diagnosis” in the context of nursing practice means that identification of and discrimination between physical and psychosocial signs and symptoms essential to effective execution and management of the nursing regimen and shall be construed as distinct from a medical diagnosis.

What types of nurses are recognized by the KSBN?
According to KSA 65-1113 Kansas recognizes three types of nurses:

- Professional nurse – Registered Nurse, “RN”
- Practical nurse – Licensed Practical Nurse, “LPN”
- Advanced Practice Registered Nurse, “APRN”

Which actions are deemed unlawful within the Nurse Practice Act?
According to KSA 65-1114 It shall be unlawful for any person:

(1) To practice or to offer to practice professional nursing in this state;
(2) to use any title, abbreviation, letters, figures, sign, card or device to indicate that any person is a registered professional nurse;
(3) to practice or offer to practice practical nursing in this state; or
(4) to use any title, abbreviation, letters, figures, sign, card or device to indicate that any person is a licensed practical nurse, unless such person has been duly licensed under the provisions of this act.

It shall be unlawful for any person:

(1) To practice or offer to practice as an advanced practice registered nurse in this state; or
(2) to use any title, abbreviation, letters, figures, sign, card or device to indicate that any person is an advance practice registered nurse, unless such person has been duly issued a license as an advanced practice registered nurse under the Kansas nurse practice act.
Who is eligible to apply for a Kansas nursing license?
According to KSA 65-1115 and KSA 65-1116, candidates for nursing licensure by the State of Kansas must meet the following qualifications:

1. Graduate from an approved school of practical or professional nursing in the United States or its territories or from a school of practical or professional nursing in a foreign country that is approved by the board as defined in rules and regulations;

2. have obtained other qualifications not in conflict with this act as the board may prescribe by rule and regulation; and

3. file with the board written application for a license.

If upon board review an applicant is deemed deficient in qualifications or in quality of the applicant’s experience, the board may require the applicant to fulfill remedial or other requirements as prescribed.

When does the board issue a nursing license?
According to KSA 65-1115 and KSA 65-1116, nursing licensure by the State of Kansas is granted when:

- All three qualifications for application listed above have been met;
- The applicant has passed a written examination as prescribed by the board; and
- The applicant has no disqualifying factors under KSA 65-1120.

Candidates for nursing licensure must pass a written licensure exam, as prescribed by the KSBN.

- The licensure exam should be taken within 24 months of graduation.
- If a candidate is unsuccessful in passing licensure exam or is beyond 24 months following graduation, the board may require the candidate to complete and submit a plan of study prior to sitting for the exam.

Candidates licensed under the law of another state or territory may be granted licensure by endorsement if, in the opinion of the board, the candidate meets the qualifications to become a professional nurse in the State of Kansas. Verification of the license will be required from the original state of licensure.
What must be done if your license is allowed to lapse?

Licenses expire every two years. Renewal notices are sent to individuals at least sixty days prior to expiration. Individuals may renew their license online at the KSBN website: http://www.ksbn.org. KSNB no longer mails licenses after the initial license. The KSBN does maintain a License Verification Database on its website.

Except for the first license renewal (which expires 30 months following licensure) or for renewal of a license obtained by reinstatement or endorsement (which expires in 9 months), every licensee shall submit with the renewal application evidence of satisfactory completion of a program of continuing education required by the board.

According to KSA 65-1117, Continuing nursing education means learning experiences intended to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public.

It is illegal to practice nursing if your license has lapsed. Any person who fails to secure a license renewal within the specified time may secure reinstatement for a lapsed license by:

- making a verified application to the board,
- furnishing proof that the applicant is competent and qualified to act as a professional registered or licensed practical nurse,
- satisfying all of the requirements for reinstatement, and
- paying the reinstatement fee.

When is a professional registered nurse required to take a refresher course?

A refresher course is required when he/she has not been licensed to practice professional nursing for five or more years prior to the application for license.

What criteria are used by the KSBN with regard to processing license applications which contain false or inaccurate information (first offense)?

All application information is submitted under penalty of perjury. Providing false or inaccurate information to the KSBN is a violation of the Nurse Practice Act. The Board has established an agreement allowing for education courses and fines to dispose of these cases. Note: Cases that involve additional violations will be handled and presented individually for disposition.
The following process will be utilized in determining how to handle cases of providing false or inaccurate information to the board of nursing.

**First Offense license renewal:** Licensee receives a written notice from the board requesting that they complete education on the Kansas Nurse Practice Act. Licensee will have 14 days to respond to the request of the Board. If licensee agrees to complete the education, the licensee will receive notice of an education completion date and the case will be monitored by the Board. The licensee will also be notified in a letter of information what will need to be included when renewing the license in the future, as well as, information regarding the need to file for expungement in the future with the Board. If the education option is refused, the case is processed onward by the Investigative Committee.

What criteria are used by the KSBN with regard to processing license applications for new graduates, endorsements, and reinstatements which contain false or inaccurate information (first offense)? Adapted from the Kansas Nursing Newsletter January- March, 2010

**Graduates/ Endorsements/ Reinstatements:** Case will be reviewed by Investigative Committee or Committee Chair, prior to offering the education option. No license will be given until direction is given by Committee.

If a licensee candidate is offered and selects the education option, a date of completion will be documented in a letter to the licensee candidate and the case will be monitored for completion of the education. The licensee candidate receives notification of required information that needs to be provided when filing future license renewals and the need to file for future expungement with the Board. The Investigative Committee reserves the right to direct other dispositions based upon an individual review of the facts and circumstances surrounding the case.

What happens if there is a second offense involving false or inaccurate information?
The applicant will need to pay a $200 fine. In addition, the licensee’s name will be published in the KSBN Nursing Newsletter. The listing in the newsletter will contain: name, license number, and city of residence. If the fine option is not selected, the case will be processed for disposition by the Investigative Committee.

What happens if there is a third or subsequent offense?
These cases will be processed for disposition by the Investigative Committee.
What happens if I have not met the CNE requirement and my license is up for renewal?

Filing for a renewal and not having the required 30 hours of CNE completed, is a violation of the *Kansas Nurse Practice Act*. All answers provided at the time of licenses renewal application are given under penalty of perjury. Applicants, who respond inaccurately or untruthfully, are guilty of providing false information or fraud in procuring the license, and also violating and provision of the Kansas Nurse Practice Act, including *KSA 65-1117*.

Licensees who answer truthfully to having not fulfilled the CNE requirement are guilty of violating the Kansas Nurse Practice Act for the reason of non-qualification under *KSA 65-1117*. The board has established a process for handling this issue.

- **If a licensee provides a truthful answer and has not fulfilled the CNE requirement**, an investigation will be undertaken by the Board staff and failure to meet CNE requirement will be documented. The Assistant Attorney General will review the documentation and issue a summary order *revoking the license* obtained based upon the non-qualification. Licensee will receive a copy of summary order, reinstatement application, and a letter instructing the licensee *not to practice until the license is reinstated*. Once continuing education is completed, fees are paid and reinstatement application is received, license should be granted. Revocation and reinstatement of license will be reported as required by Federal law and will be listed in the newsletter, along with any other administrative actions taken by the board.

- **If the licensee provides an untruthful answer and has not fulfilled the 30 hour CNE requirement**, an investigation will be undertaken and the failure to obtain the required CNE will be documented. The Assistant Attorney General will review the documentation and issue a summary order that revokes the license obtained based upon non-qualification. Upon application for reinstatement, candidate will need to submit evidence of 30 hours CNE in addition to CNE on the Kansas Nurse Practice Act. CNE earned for education on the Kansas Nurse Practice Act may *NOT* be counted toward the 30 CNE required for license reinstatement. A letter and reinstatement application with instructions will accompany the summary order that is mailed to the licensee. The letter will instruct the licensee not to practice between the effective date of the summary order and the granting of a reinstatement license. No temporary permit will be granted. When required CNE, reinstatement application and appropriate fees are received, the license should be granted. The revocation and reinstatement, if obtained, will be reported as required by Federal Law and will be listed in the newsletter along with all other administrative actions taken by the Board.
Which methods of payment does the Board of Nursing accept (KSA 65-1118)?
The Board of Nursing accepts the following forms of payment:

- Personal checks
- Certified checks
- Cashier’s checks
- Money orders
- Credit cards

The board may designate other methods of payment, but shall not refuse payment in the form of a personal check. The board may impose additional fees and recover costs incurred by reason of payments made by personal checks with insufficient funds and payments made by credit cards.

What are the grounds for disciplinary action from the Board of Nursing (KSA 65-1120)?
The following are considered grounds for disciplinary action. The board may deny, revoke, limit or suspend any license or authorization to practice nursing as a registered professional nurse, as a licensed practical nurse, as an advanced practice registered nurse or as a registered nurse anesthetist that is issued by the board or applied for under this act or may publicly or privately censure a licensee or holder of a temporary permit or authorization, if the applicant, licensee or holder of a temporary permit or authorization is found after hearing to be:

- Guilty of fraud or deceit in practicing nursing or in procuring or attempting to procure a license to practice nursing.

- Guilty of a felony or to have been guilty of a misdemeanor involving an illegal drug offense unless the applicant or licensee establishes sufficient rehabilitation to warrant public trust, except notwithstanding KSA 74-120 which states that no license, certificate of qualification or authorization to practice nursing shall be granted to a person with a felony conviction for a crime against persons as specified in article 34 of chapter 21 of the Kansas Statutes Annotated and act amendatory thereof or supplemental thereto

- To have committed an act of professional incompetency as defined by subsection (e)

- To be unable to practice with skill and safety due to current use of drugs or alcohol

- To be a person who has been adjudged in need of a guardian or conservator or both and who has not been restored to capacity

- To be guilty of unprofessional conduct as defined by the rules and regulations of the board
To have willfully or repeatedly violated the provisions of the Kansas Nurse Practice Act or any rules and regulations adopted pursuant to that act, including KSA 65-1114 and KSA 65-1122 and amendments thereto.

To have a license to practice nursing denied, revoked, limited, or suspended or to be publicly or privately censured or to have other disciplinary action taken against the applicant or licensee, by a licensing authority in another state, agency of the United States government, territory of the United States or country. (A certified copy of the record or order shall constitute prima facie evidence of such a fact).

To have assisted suicide in violation of KSA 21-3406 (prior to its repeal) or K.S.A. 2012 Supp. 21-5407, and amendments thereto.

How is professional incompetency defined?
According to KSA 65-1120 (e), “professional incompetency” means:

1. One or more instances involving failure to adhere to the applicable standard of care to a degree which constitutes gross negligence, as determined by the board.

2. Repeated instances involving failure to adhere to the applicable standard of care to the degree which constitutes ordinary negligence, as determined by the board.

3. A pattern of practice or other behavior which demonstrates a manifest incapacity or incompetence to practice nursing.

Is the Board of Nursing privy to any criminal records?
According to KSA 65-1120 (f), The Board, upon request, shall receive from the Kansas Bureau of Investigation such criminal history record information relating to arrests and criminal convictions as necessary for the purpose of determining initial and continuing qualifications of licensees of and applicants for licensure by the board.

What is a misdemeanor, according to the Kansas Nurse Practice Act (KSA 65-1112)?
It is a violation of law for any person, firm, corporation or association to:

- Sell or fraudulently obtain or furnish any nursing diploma, license or record or aid or abet therein;

- practice professional nursing, practical nursing or practice as an advanced practice registered nurse, unless duly licensed to do so;
use in connection with such person’s name any designation implying that such person is a licensed professional nurse, a licensed practical nurse or an advanced practice registered nurse unless duly licensed to practice under the provisions of the Kansas nurse practice act, and such license is then in full force;

practice professional nursing, practical nursing or as an advanced practice registered nurse during the time a license issued under the provisions of the Kansas nurse practice act shall have expired or shall have been suspended or revoked;

represent that a school for nursing is approved for educating either professional nurses or practical nurses, unless such school has been duly approved by the board and such approval is then in full force;

violate any provisions of the Kansas nurse practice act or rules and regulations adopted pursuant to that act; or

represent that a provider of continuing nursing education is approved by the board for educating either professional nurses or practical nurses, unless the provider of continuing nursing education has been approved by the board and the approval is in full force.

Any person who violates this section is guilty of a class B misdemeanor, except that, upon conviction of a second or subsequent violation of this section, such person is guilty of a class A misdemeanor.

The following acts are not prohibited by the Kansas Nurse Practice Act (KSA 65-1124):

- Gratuitous nursing by friends or members of the family;

- the incidental care of the sick by domestic servants or persons primarily employed as housekeepers;

- caring for the sick in accordance with the tenants and practices of any church or religious denomination which teaches reliance upon spiritual means through prayer for healing;

- nursing assistance in the case of emergency;
the practice of nursing by students as part of clinical course offered through a school of professional or practical nursing or program of advanced registered professional nursing approved in the united States or its territories;

the practice of nursing in this state by legally qualified nurses of any of the other states, as long as the engagement of any such engagement not to exceed six months in length, and as long as such nurses do not represent or hold themselves out as nurses licensed to practice in this state;

the practice by any nurse who is employed by the United States government or any bureau, division or agency thereof, while in the discharge of official duties;

auxiliary patient care services performed in medical care facilities, adult care home, or elsewhere by persons under the direction of a person licensed to practice medicine and surgery or a person licensed to practice dentistry or the supervision of a registered professional nurse or a licensed practical nurse;

the administration of medications to residents of adult care homes or to patients in hospital-based long-term care units, including state operated institutions for the mentally retarder, by an unlicensed person who has been certified as having satisfactorily completed a training program in medication administration approved by the secretary of health and environment and has completed the program on continuing education by the secretary, or by an unlicensed person while engaged in and as a part of such training program in medication administration.

the practice of mental health technology by licensed mental health technicians as authorized under the mental health technician’s licensure act

performance in the school setting of nursing procedures when delegated by a licensed professional nurse in accordance with the rules and regulations of the board;

performance of attendant care services directed by or on behalf of an individual in need of in-home care as the terms “attendant care services” and “individual in need of in-home care” are defined under K.S.A. 65-6201 and amendments thereto;

performance of a nursing procedure by a person when that procedure is delegated by a licensed nurse, within the reasonable exercise of independent nursing judgment and is performed with reasonable skill and safety by that person under the supervision of a registered professional nurse or a licensed practical nurse;

the practice of nursing by an applicant for Kansas nurse licensure in the supervised clinical portion of a refresher course;
➢ the teaching of the nursing process in this state by legally qualified nurses of any of the other states while in consultation with a licensed Kansas nurse as long as such individuals do not represent or hold themselves out as nurses licensed to practice in this state.

If I provide information, in good faith, to the Board as a part of an investigation, am I liable for that information (KSA 65-1127)?
No person reporting to the board of nursing under oath and in good faith any information such person may have relating to alleged incidents of malpractice or the qualifications, fitness or character of a person licensed to practice professional nursing or licensed to practice practical nursing shall be subject to civil action for damages as a result of reporting such information.

Any state, regional or local association of registered professional nurses or licensed practical nurses and the individual members of any committee thereof, which in good faith investigates or communicates information pertaining to the alleged incidence of malpractice or the qualifications, fitness, or character of any licensee or registrant to the board of nursing or to any committee or agent thereof, shall be immune from liability in any civil action, that is based upon such information or transmittal of information if the investigation and communication was made in good faith and did not represent as true any matter not reasonably believed to be true.

Are practice complaints to the Kansas Board of Nursing kept confidential (KSA 65-1135)?
Any complaint or report, record or other information relating to the investigation of a complaint about a person licensed by the board is received, obtained or maintained by the board is confidential and shall not be disclosed by the board or its employees in a manner which identified or enables identification of the person who is the subject or source of such information except:

➢ In a disciplinary proceeding conducted by the board pursuant to law or appeal of the order of the board entered in such proceeding, or to any party to such proceeding or appeal or such party’s attorney;

➢ to the proper licensing or disciplinary authority of another jurisdiction, if any disciplinary action authorized by KSA 65-1120 and amendments thereto has at any time been taken against the licensee or the board has at any time denied a license certificate or authorization to the person; or
to the person who is the subject of the information, but the board may require disclosure in such a manner as to prevent identification of any other person who is the subject or source of the information.

This section shall be part of and supplemental to the Kansas nurse practice act.

**What occurs following the receipt of a complaint by the board?**

Upon filing of a sworn complaint with the board charging a person with having been guilty of any of the unlawful practices specified by the nurse practice act, two or more members of the board shall investigate the charges, or the board may designate and authorize an employee or employees of the board to conduct such investigation. After investigation, the board may institute charges. If an investigation, in the opinion of the board, reveals reasonable grounds for believing the applicant or licensee is guilty of the charges, the board shall fix a time and place for proceedings, which shall be conducted in accordance with the provisions of the Kansas administrative procedure act.

No person shall be excused from testifying in any proceedings under this act or in any civil proceedings under this act before a court of competent jurisdiction on the ground that such testimony may incriminate the person testifying, but such testimony shall not be used against the person for the prosecution of any crime under the laws of this state except the crime of perjury as defined by KSA 21-3805 and amendments thereto.

If final agency action of the board in a proceeding under this section is adverse to the applicant or licensee, the costs of the board’s proceedings shall be charged to the applicant or licensee as in ordinary civil actions in the district court. But if the board is the unsuccessful party, the costs shall be paid by the board. Witness fees and cost may be taxed by the board according to the statutes relating to procedure in the district court. All costs accrued by the board, when it is the unsuccessful party, and which the attorney general certifies cannot be collected from the applicant or licensee shall be paid from the board of nursing fee fund. All moneys collected following board proceedings shall be credited in full to the board of nursing fee fund.

**What is the scope of practice of IV Therapy which may be performed by an LPN?**

Definitions related to Intravenous therapy:

*Provider* – person approved by the board to administer an examination and to offer an intravenous fluid therapy course which has been approved by the board

*Person* – individual, organization, agency, institution or other legal entity
Examination – an intravenous fluid therapy competency examination approved by the board

Supervision – provision of guidance by a qualified nurse for the accomplishment of a nursing task or activity with initial direction of the task or activity and periodic inspection of the actual act of accomplishing the task or activity

Administration of intravenous fluid therapy – utilization of the nursing process to deliver the therapeutic infusion or injection of substances through the venous system

Admixing – the addition of diluents to a medication or a medication to an intravenous solution

Calculating – mathematical determination of the flow rate and medication dosages

Competency – a written examination and demonstration of mastery of clinical components of intravenous fluid therapy

Discontinuing – stopping the intravenous flow or removing the intravenous access device, or both, based on an authorized order or nursing assessment

Evaluating – ongoing analysis of the monitored patient response to the prescribed intravenous therapy for determination of the appropriate patient outcomes

Initiating – starting of intravenous therapy based on an authorized order by a licensed individual. Initiating shall include: the patient assessment; selection and preparation of materials; calculation; and insertion and stabilization of the cannula

Intravenous push – direct injection of medication into the venous circulation

Maintaining – adjusting the control device for continuance of the prescribed intravenous therapy administration rate

Monitoring – the ongoing assessment, observation, and communication of each patient’s response to prescribed intravenous therapy. The infusion equipment, site, and flow rate shall be included in the monitoring process
Titration of medication – adjustment of the dosage of a medication to the amount required to bring about a given reaction in the individual receiving the medication.

What is the scope of practice of IV Therapy which may be performed by an LPN?
A LPN may perform a limited scope of intravenous fluid therapy under the supervision of a registered professional nurse. This limited scope of practice includes the following:

- monitoring
- maintaining
- discontinuing intravenous flow and an intravenous device not exceeding three inches in length in peripheral sites only; and
- changing dressings for intravenous access devices not exceeding three inches in length in peripheral sites only

[This is later referred to as subsection a]

According to KSA 65-1136, LPN may perform an expanded scope of intravenous therapy under the supervision of a registered professional nurse, if the LPN:

- successfully completes an intravenous fluid therapy course given by a provider and passes an intravenous fluid therapy examination administered by a provider;
- has had one year clinical experience, has performed intravenous fluid therapy prior to July 1, 1995, and has successfully passed an examination;
- has successfully completed an intravenous fluid therapy course and passed an intravenous fluid therapy examination not administered by a provider and, upon application to the board for review and approval of such course and examination, the board has determined that such course and examination meets or exceeds the standards required under this act for an approved course and approved examination; or prior to July 1, 2001, qualified persons under this act for an approved course and approved examination; or
- prior to July 1, 2001, qualified under paragraph (3) of this subsection, as such subsection existed immediately prior to July 1, 2001, to perform an expanded scope of intravenous therapy.
Any LPN meeting these requirements [KAR 60-16-102](#) (for expanded scope) may perform under the supervision of an RN, monitoring, maintaining, discontinuing intravenous flow and access, and dressings changes, as previously outlined, as well as,

- calculating;
- adding parenteral solutions to existing patent central and peripheral intravenous access devices or administration sets;
- changing administration sets;
- inserting intravenous access devices that meet the following conditions - do not exceed three inches in length and are located peripherally;
- adding designated premixed medications to existing patent central and peripheral intravenous devices or administration sets either by continuous or intermittent methods, excluding the initial dose of medications or solutions;
- maintaining the patency of central and peripheral intravenous access devices and administration sets with heparin or normal saline;
- changing dressings for central venous access devices;
- administering continuous intravenous drip analgesics and antibiotics;
- performing the following in any facility having continuous on-site registered professional nurse supervision:
  - admixing intravenous medications
  - administering by direct intravenous push analgesics, antibiotics, antiemetics, diuretics, and corticosteroids

What actions related to intravenous therapy are LPN’s prohibited to perform ([KAR 60-16-102](#))?

Licensed practical nurses shall not administer by intravenous route:

- blood and blood products, including albumin
- investigational medications
- anesthetics, antianxiety agents, biological therapy, serums, hemostatics, immunosuppressants, muscle relaxants, human plasma fractions, oxytocics, sedatives, tocolytics, thrombolytics, anticonvulsants, cardiovascular preparations, antineoplastic agents, hematopoietics, autonomic drugs, and respiratory stimulants
- intravenous fluid therapy in the home health setting, with the exception of the approved scope of practice authorized in sub section (a) [the actions allowed an LPN with limited scope of practice as detailed in slide #42]; or
- intravenous fluid therapy to any patient under the age of 12 or any patient weighing less than 80 pounds, with the exception of the approved scope of practice authorized in subsection(a)
What additional actions related to intravenous therapy are LPN’s prohibited (KAR 60-16-102)?

- Initiation of total parenteral nutrition or lipids
- Titration of medications
- Drawing blood from a central intravenous access device
- Removing a central intravenous access device or any intravenous access device exceeding three inches in length
- Accessing implantable ports for any purposes

What is the purpose of the LPN IV Therapy course?
The purpose of the course is to prepare licensed practical nurses to perform safely and competently the activities defined by KAR 60-16-102. The course shall be based on the nursing process and current intravenous nursing standards of practice. It should consist of at least 30 hours of instructions and require a minimum of eight hours of supervised clinical practice, which shall include at least one successful peripheral venous access procedure and the initiation of an intravenous infusion treatment modality on an individual. To be eligible to enroll in the course, the individual shall be a nurse with a current license.

Who is eligible to be an IV Therapy course coordinator?
A licensed registered nurse should be responsible for the development and implementation of the intravenous fluid therapy course and have experience in intravenous fluid therapy and knowledge of the intravenous therapy standards.

Who is eligible to be an IV Therapy course faculty?
Each primary faculty member shall be currently licensed to practice as a registered professional nurse in Kansas; have current clinical experience within the past five years that includes intravenous therapy; and maintain competency in intravenous fluid therapy.

How can an IV Therapy Skills course for LPN’s gain board approval?
A proposal should be submitted to the board of nursing which contains:

- the name and qualifications of the coordinator;
- the name and qualifications of each faculty member of the course;
- the mechanism through which the provider will determine that each licensed practical nurse seeking to take the course meets the admission requirements;
➢ a description of the educational and clinical facilities that will be utilized;

➢ the outline of the classroom and clinical curricula, including time segments;

➢ the methods of student evaluations that will be used, including a copy of the final written competency examination; and the final clinical competency examination;

➢ and, if applicable, a request for continuing education.

If a course does not meet or continue to meet the criteria for approval established by the board or if there is a material misrepresentation of any fact with the information submitted to the board by a provider, approval may be withheld, made conditional, limited, or withdrawn by the board after giving the provider notice and an opportunity to be heard.

**If following the approval of an LPN IV Therapy Skills course, a curriculum change is necessary, how is this accomplished?**

Each change must be submitted to the board for approval prior to implementation. All IV therapy skills course providers shall submit to the board an annual report for the period of July 1 through June 30 of the respective year, that includes total number of licensees taking the IV therapy course, the number passing the course, and the number of courses held. A single providership shall be effective for two years and may be renewed by submitting the single offering provider application and paying the applicable fees. Each single program provider who chooses not to renew the providership must notify the board of the location at which course rosters and materials will be accessible to the board for three years. Each long term provider shall submit the materials outlined for course approval with the five year long-term provider renewal.

**Will I receive continuing education credit for completing an approved LPN IV Therapy course?**

Yes. Continuing education providers shall award at least 32 contact hours to each LPN who completes the course. Continuing education providers may award 20 contact hours, one time only, to each RN who completes the course.

**When an IV curriculum is approved by the KSBN, which Standards of Practice are utilized to develop the curricula?**

The Kansas State Board of Nursing has approved the use of the Infusion Nursing Standards of Practice written by the Infusion Nurses Society.
Is an LPN required to complete a written examination to be IV certified?
Yes. Each IV participant in an IV certification course is required to complete a 50 question written examination constructed from a board approved pool of questions. Each candidate must pass the exam with a minimum score of 80%.

Is a clinical competency examination required?
Yes. This competency exam includes successful performance of: preparation for and insertion of an intravenous access device; conversion of peripheral catheter to an intermittent device; calculation of infusion flow rate; changing fluid container; changing the administration set; site care; changing tubing; flushing intermittent device; discontinuing IV infusion; administering medication via piggyback, direct injection, and admixture methods.

What factors influence the degree of supervision required for delegated nursing procedures?
All nursing procedures, including but not limited to administration of medication, delegated by a licensed nurse to a designated unlicensed person shall be supervised. The degree of supervision required shall be determined by the licensed nurse after an assessment of appropriate factors which may include:

- the health status of and mental and physical stability of the individual receiving the nursing care
- the complexity of the procedure to be delegated
- the training and competency of unlicensed person to whom the procedure is to be delegated and
- the proximity and availability of the licensed nurse to the designated unlicensed person when the selected nursing procedure will be performed
How does the Kansas Nurse Practice Act define supervision?

KSA 65-1136 defines supervision as the provision of guidance by a qualified nurse for the accomplishment of a nursing task or activity with initial direction of the task or activity and periodic inspection of the actual act of accomplishing the task or activity.

What is the procedure for licensure by examination?

According to KAR 60-3-1011(a), thirty days prior to the examination date, each applicant for licensure by examination shall file with the board a completed application and tender the fee prescribed by KAR 60-4-101 (see KSBN fee schedule). The applicant shall be filed on a form adopted by the board. Each applicant for nursing licensure shall take and pass the examination prepared by the National Council of State Boards of Nursing (NCLEX).

What is the procedure for licensure by endorsement KAR 60-3-101(b)?

Each applicant for licensure by endorsement shall file with the board a completed application and tender the fee prescribed by KAR 60-4-101 (see KSBN fee schedule). The application shall be filed on a form adopted by the board. Verification of a current Kansas license shall be provided to other state boards upon request and payment of the prescribed fee.
Is there any other information licensure by examination candidates should know KAR 60-3-101(c)?

- The examination for licensure shall be administered at designated sites.
- Each candidate shall present a validated admission card in order to be admitted to the examination center.
- Any applicant cheating or attempting to cheat during the examination shall be deemed not to have passed the examination.
- If the answer key is lost or destroyed through circumstances beyond the control of the board, the candidate shall be required to retake the examination in order to meet the requirements for licensure, except that there shall be no examination fee charged to the applicant.
- Individual examination results shall be released to the school from which the examinee graduated.
- Any candidate requesting modifications to the examination procedures or materials because of a learning disability shall provide written documentation from the appropriate medical professional confirming the learning disabilities, an evaluation completed within the last five years by a learning disabilities evaluation team, and a letter from the nursing program confirming learning and testing modifications made during the course of study.
- Application for reexamination. Any applicant who fails to make a passing score on the licensure examination may retake the examination and shall pay an examination fee for each retest.

What if my license is lost or destroyed (K.S.A. 60-3-102)?

When a licensee’s initial license has been lost or destroyed, a duplicate may be issued by the board upon payment of a fee, see KSBN fee schedule. Since 2016, there is no longer a provision to waive fees for stolen licenses. That provision was deleted.
I am getting married soon. How do I change my name on my license (K.S.A. 60-3-103)?
Once an application for licensure had been filed or a license has been issued, the applicant or licensee shall submit legal documentation or an affidavit indicating a change of name upon a form approved by the board within 30 days of the name change.

My nursing license has lapsed and I wish to reactivate my license. Will I be required to complete a Refresher course to reinstate my license (KAR 60-3-105)?
Any applicant whose Kansas license has lapsed may, within five years of its expiration date, reinstate that license by submitting satisfactory proof that the applicant has obtained 30 contact hours of approved continuing nursing education within the preceding two year period.

Any applicant whose Kansas license has lapsed for more than five years beyond its expiration date may reinstate the license by submitting:

- Current licensure in another jurisdiction which requires completion of a number of contact hours of continuing nursing education for license renewal which are equivalent or greater than the number of hours required in Kansas,
- Licensure in another jurisdiction sometime during the preceding five year period, and completion of 30 contact hours of approved continuing nursing education within the preceding two-year period; or
- Satisfactory completion of a refresher course approved by the board.

I attended nursing school outside of the United States. Can I still be licensed in Kansas (KAR 60-3-106)?
Yes. You must submit your education and licensure credentials for evaluation to a credentialing agency approved by the board.

If your school instructed in a language other than English, you may be granted a license if you meet all other requirements for licensure in effect at the time of your application and show proof of English proficiency by passing: the Test of English as a Foreign Language and a test of spoken English (TOEFL) or similar examinations, as approved by the board.
I just graduated from a nursing program, but do not feel ready to take the NCLEX. How long may I delay taking my NCLEX? What happens if I cannot pass the NCLEX within 24 months of graduation **KAR 60-3-106-(d)**?

A license applicant may delay taking the NCLEX up to 24 months following completion of their nursing program. After 24 months, the applicant must petition the board in writing for permission to sit for the examination. The petition must be submitted on the board approved form and contain the following information:

- Name of school from which the applicant graduated;
- date of graduation;
- amount of time elapsed since graduation;
- number of times NCLEX has been attempted;
- dates of licensure examinations;
- areas of deficiency identified on the diagnostic profile for each exam taken;
- copies of all diagnostic profiles for each exam; ~
- details related to any study completed since last NCLEX failure;
- any work experience in the last 24 months; and
- a sworn statement by the petitioner that the facts contained in the petition are true to the best of their knowledge and belief.

You will only be allowed to take the NCLEX if the board believes there is a reasonable probability that you will pass the exam. A plan of study and review courses may be required by the board.

What needs to be included in a board required plan of study **KAR 60-3-106-(f)**?

A plan of study, when required by the board prior to retaking the NCLEX, should include:

- a list of all of the low performance areas of the test plan identified on the diagnostic profile
- a specific content outline for all areas of low performance on the diagnostic profile
- methods of study – may include: self-study, study groups, tutors, and any other board approved method
- schedule of study that meets the following requirements: 30 hours for each area of low performance; start date; and completion date within six months, otherwise petition will be considered abandoned
- learning resources identified to be used in the study that meet these requirements:
- a written bibliography in a standard documentation format with resources no more than five years old; and
• four types of each low performance area selected from the list as follows: textbooks; journals; review books; audiovisuals; computer assisted instruction; or computer review programs
• a registered professional nurse shall provide written verification that the plan of study has been undertaken

Academic nursing courses, clinical observations, or other learning activities to meet study requirements may also be prescribed by the board.

I have relocated from another state and need to begin working immediately. Can I obtain a temporary license (K.S.A. 60-3-106a)?
Yes. A temporary permit to practice as a registered professional nurse or licensed practical nurse for a period not to exceed 120 days may be issued to an applicant who holds a license in a state or territory of the United States that was granted by an examination approved by the board for either of the following:

➢ To enable the applicant to gain employment while completing continuing education requirements necessary for reinstatement of a Kansas licensee; or
➢ To enable the applicant to gain employment while completing the requirements necessary for endorsement.

A copy of the applicant’s current nursing license in another state or territory shall be required for the issuance of a temporary permit for endorsement and for reinstatement of a Kansas license.

How long is an application for licensure or endorsement valid (KAR 60-3-107)?
Applications are valid for six months from the date of receipt by the board office. After six months, the applicant must reapply and submit another application fee.

When does my nursing license expire (KAR 60-3-108)?
All nursing licenses for registered professional nurses and licensed practical nurses shall be renewed according to the following requirements:

➢ The expiration date of each license shall be the last day of the month in which the licensee’s birthday occurs.
➢ The renewal date for each licensee whose year of birth is an odd numbered year, shall be an odd numbered year.
The renewal date for each licensee whose year of birth is an even numbered year shall be in each even numbered year.

If a licensee would otherwise be required to renew the license within six months from the date on which the licensee qualified for the license, the expiration date and renewal date shall be the last day of the month following the licensee’s third birthday from the date of licensure or reinstatement.

What constitutes “unprofessional conduct” by licensed nurses (K.S.A. 60-3-110)?

Any of the following shall constitute “unprofessional conduct”:

- Performing acts beyond the authorized scope of the level of nursing for which an individual is licensed.

- Assuming duties and responsibilities within the practice of nursing without making or obtaining adequate preparation or maintaining competency.

- Failing to take appropriate action or to follow policies and procedures in the practice setting designed to safeguard each patient.

- Inaccurately recording, falsifying or altering any record of a patient or agency or of the board.

- Physical abuse, which shall be defined as any act or failure to act performed intentionally or carelessly that causes or is likely to cause harm to a patient. This term may include any of the following:
  - Unreasonable use of any physical restraint, isolation, medication that harms or is likely to harm a patient.
  - The unreasonable use of any physical or chemical restraint, medication, or isolation as punishment, for convenience, in conflict with a physician’s order or policy and procedure of the facility or a state statute or regulation, or as a substitute for treatment, unless the use of the restraint, medication, or isolation is in furtherance of the health and safety of the patient.
  - Any threat, menacing conduct, or other non-therapeutic or inappropriate action that results in or might reasonably be expected to result in a patient’s unnecessary fear or emotional or mental distress.
  - Failure or omission to provide any goods or services that is reasonably necessary to ensure safety and well-being and to avoid physical or mental harm.
- Commission of any act of sexual abuse, sexual misconduct, or sexual exploitation related to the licensee’s practice.

- Verbal abuse, which shall be defined as any word or phrase spoken inappropriately to or in the presence of a patient that results in or might reasonably be expected to result in the patient’s unnecessary fear, emotional distress, or mental distress.

- Delegating any activity that requires the unique skill and substantial specialized knowledge derived from the biological, physical, and behavioral sciences and judgment of the nurse to an unlicensed individual in violation of the Kansas nurse practice act or to the detriment of patient safety.

- Assigning the practice of nursing to a licensed individual in violation of the Kansas nurse practice act or to the detriment of patient safety.

- Violating the confidentiality of information or knowledge concerning any patient.

- Willfully or negligently failing to take *appropriate action* to safeguard a patient or the public from incompetent practice performed by a registered professional nurse or licensed practical nurse. “Appropriate action” may include reporting to the board of nursing.

- Leaving an assignment that has been accepted, without notifying the appropriate authority and allowing reasonable time for replacement.

- Engaging in conduct related to licensed nursing practice that is likely to deceive, defraud, or harm the public.

- Diverting drugs, supplies, or property of any patient or agency.

- Exploitation, which shall be defined as misappropriating a patient’s property or taking unfair advantage of a patient’s physical or financial resources for the licensee’s or another individual’s personal or financial advantage by the use of undue influence, coercion, harassment, duress, deception, false pretense, or false representation.

- Solicitation of professional patronage through the use of fraudulent or false advertisements, or profiting by the acts of those representing themselves to be agents of the licensee.

- Advertising nursing superiority or advertising the performance of nursing services in a superior manner.

- Failing to comply with any disciplinary order of the board.
Failing to submit to a mental or physical examination or an alcohol or drug screen, or any combination of these, when so ordered by the board pursuant to K.S.A 65-4924 and amendments thereto, that the individual is unable to practice nursing with reasonable skill and safety by reason on physical or mental disability or condition, loss of motor skills or the use of alcohol, drugs, or controlled substances, or any combination of these. (New addition 4/29/2016)

Failing to complete the requirements of the impaired provider program of the board.

Failing to furnish the board, its investigators, or its representatives with any information legally requested by the board.

Engaging in nursing practice while using a false or assumed name or while impersonating another person.

Practicing without a license or while the license has lapsed.

Allowing another person to use the licensee’s license to practice nursing.

Knowingly aiding or abetting another in any act that is a violation of any healthcare licensing act.

Can I inactivate my license (KAR 60-3-111)?
Yes. Before expiration of an active license, a registered professional nurse or licensed practical nurse may request to be put on inactive status. The request shall be accompanied by the inactive license fee (See the KSBN fee schedule). Continuing nursing education shall not be required while on inactive status. The licensee shall remain on inactive status until filing an application and meeting all the requirements for reinstatement.

What is an exempt license (KAR 60-3-112)?
An exempt license shall be granted only to a registered professional nurse or licensed practical nurse who meets these requirements:

- Is not regularly engaged in nursing practice in Kansas, but volunteers nursing services or is a charitable healthcare provider, as defined by KSA 75-6102.

- Has been licensed in Kansas for the five years previous to applying for an exempt license; or has been licensed in another jurisdiction for the five years previous to applying for an exempt license and meets all requirements for endorsement into Kansas.
❖ The expiration date of the exempt license shall be in accordance with K.A.R. 60-3-108

❖ Each application for renewal of an exempt license shall be submitted upon a form furnished by the board and shall be accompanied by the appropriate fee. (See board fee schedule)

Is it possible to carry over “excess” continuing education hours to your next licensure renewal?
According to KRA 60-9-106-(b), the required 30 contact hours of CNE must all have been completed during the most recent prior licensing period. Contact hours in excess of the 30 hour requirement shall not be carried over to the next renewal period.

What is the difference between Continuing Nursing Education (CNE) and contact hours?
Continuing nursing education (CNE) is defined as learning experiences intended to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public. It is a broad term that includes a variety of different educational offerings. The definition of “contact hour” was amended in April 2016 to read “...50 total minutes of participation in a learning experience that meets the definition of CNE in KSA 65-1117, and amendments thereto. Fractions of hours over 30 minutes to be computed towards a contact hour shall be accepted.” Examples of different educational offerings (CNE) converted to contact hours are listed below:

❖ Clinical hours: planned learning experiences in the clinical setting. Three clinical hours = one contact hour.

❖ College course: means a class taken through a college or university, as described in KSA 65-1119, and amendments thereto, and meeting the definition of CNE in KSA 65-1117, and amendments thereto. One college credit hour = 15 contact hours. Note: Not all college courses meet the criteria for continuing nursing education.

What types of CNE offerings may be used for license renewal KAR 60-9-106-(c)?
Continuing nursing education offerings that qualify for license renewal may include:

❖ Offerings presented by an approved long-term or single provider

❖ An offering as designated in KSA 65-1119 and its amendments

❖ An offering for which the licensee has submitted an individual offering approval (IOA)
➢ First time course instructor and preparation of an offering approved for licensed nurses and mental health technicians.

➢ Offering utilizing a board approved curriculum developed by the American Heart Association, Emergency Nurses Association, or Mandt, which may include the following: Advanced Cardiac Life Support; Emergency Nursing Pediatric Course; Pediatric Life Support; trauma nurse core course; neonatal resuscitation program; or Mandt program.

➢ Independent study

➢ Distance learning offerings

➢ A board approver refresher course

➢ Participation as a member of a nursing organization board of directors or state board of nursing, including participation as a member of a committee reporting to the board. The maximum number of allowable hours shall be six, not to exceed three hours per year. A letter from an officer of the board confirming dates of participation shall be accepted as documentation.

➢ Any college course in science, psychology, sociology, or statistics that are prerequisites for a nursing degree.

Has the board identified continuing education programs which are not appropriate for license renewal KAR 60-9-106-(e)?

Yes. The board will not recognize contact hours for the following:

➢ identical offerings completed within a renewal period

➢ offerings containing the same content as courses that are part of basic preparation at the level of current licensure or certification

➢ in-service education, on-the-job training, orientation, and institution-specific courses;

➢ an incomplete or failed college course or any college course in literature and composition, public speaking, basic math, algebra, humanities, or other general education requirements unless the course meets the definition of CNE

➢ offerings less than 30 minutes in length

➢ a board-approved refresher course for license renewal
I recently completed an 8 hour ACLS course, but my CNE certificate listed fewer contact hours. Why?
Courses such as ACLS have a learning lab or clinical component. KSBN converts clinical hours to contact hours using a 3:1 ratio. Three clinical hours equals 1 contact hour. See KRA 60-9-105-(g).

Can I receive CNE for BLS classes or in-service education at work?
No. The board of nursing does not recognize on-the-job training, job specific courses, orientation, or in-service education activities as eligible for CNE. See K.R.A. 60-9-105-(n).

What are the qualifications to fill a long term CNE provider coordinator position?
According to K.R.A. 60-9-107-(c), a long term provider coordinator must be:

- A licensed professional nurse
- Have three years of clinical experience
- Have one year of experience in developing and implementing nursing education and
- Have a baccalaureate degree, except those individuals exempted under K.S.A. 65-1119(e)(6)

What information must be included on an official CNE certificate (KAR 60-9-107 (g) (3))? The Kansas State Board of Nursing requires the following information to be included on an official CNE certificate:

- Education provider’s name, address, and provider number
- Title of the offering
- Date or dates of attendance or completion
- The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded
- The signature of the person responsible for the providership
- The name and license number of the participant
What records are Kansas Nursing Education Providers required to retain KAR 60-9-107 (h) (1)?
The approved provider is required to retain the following information for each offering for two years:

- A summary of the planning
- A copy of the offering announcement or brochure
- Title and objectives
- The offering agenda or, for independent study, pilot test results
- A bibliography (books no older than ten years, periodicals less than five years old)
- A summary of participant evaluations including each participant’s assessment of the achievement of each objective and the expertise of each individual presenter.
- Each instructor’s education and experience
- Documentation to verify completion of the offering

These items shall be stored using a record storage system to ensure confidentiality and easy retrieval of records by authorized individuals. According to the amendment of KAR 60-9-105 (f) in April 2016, (e)ach CE transcript shall be maintained by a CNE provider.

How is delegation of specific nursing tasks determined in the school setting for Kansas?
Only the Registered Nurse Professional (RN) responsible for the student’s nursing care may determine which nursing tasks may be delegated to an Unlicensed Assistive Person (UAP). The RN or the Licensed Practical Nurse (LPN) shall supervise all nursing tasks delegated in accordance with the criteria listed in KAR 60-15-101, 60-15-102, 60-15-103, and 60-15-104. Depending upon parental permission and the age and maturity level of the child, many tasks may be performed by the child with oversight by the RN or LPN. Basic Caretaking tasks including -- bathing, dressing, grooming, routine dental, hair and skin care, preparation of food for oral feeding, exercise (excluding OT and PT), toileting and diapering, hand washing, transferring and ambulation -- may be performed by a UAP with supervision of an RN or LPN.

After assessment and consideration of the principles of delegation, the decision to delegate nursing care must be based on the following:

- The nursing task involves no nursing judgment. Judgment involves substantial specialized knowledge derived from biological, behavioral, and physical sciences applied to decisions.
The UAP skills and competency levels.
The supervision criteria in KSA 65-1165 are evaluated and met.

I have 20 years of nursing experience. Can I call myself an Advanced Practice Registered Nurse (APRN)?
According to KAR 65-1130, no professional nurse shall announce or represent to the public that such person is an advanced practice registered nurse unless such professional nurse has complied with requirements established by the board and holds a valid license as an advanced practice registered nurse in accordance with the provisions of this section.

Does the APRN in Kansas have prescriptive authority?
According to KAR 65-1130, an advanced practice registered nurse may prescribe drugs pursuant to a written protocol as authorized by a responsible physician. Each written protocol shall contain a precise and detailed medical plan of care for each classification of disease or injury for which the advanced practice registered nurse is authorized to prescribe and shall specify all drugs which may be prescribed by the advanced practice registered nurse. Any written prescription order shall include the name, address and telephone number of the responsible physician. The advanced practice registered nurse may not dispense drugs, but may request, receive and sign for professional samples and may distribute professional samples to patients pursuant to a written protocol as authorized by a responsible physician. In order to prescribe controlled substances, the advanced practice registered nurse shall:

1. Register with the federal drug enforcement administration; and
2. Notify the board of the name and address of the responsible physician or physicians.
In no case shall the scope of authority of the advanced practice registered nurse exceed the normal and customary practice of the responsible physician.

Which Advanced Practice Registered Nurse roles are recognized by the Kansas Board of Nursing (KAR 60-11-102)?

- Clinical Nurse Specialist
- Nurse Anesthetist
- Nurse Midwife
- Nurse Practitioner
What are the Educational requirements for an ARNP?
The educational requirements are outlined by KAR 60-11-103.

Thank you for taking the time to review this overview of the Kansas Nurse Practice Act. For more information, or to review the Kansas Nurse Practice Act in its entirety, please click on this link.

Please proceed to the Post Test.