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**OFFICIAL
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PUBLICATION
OF
THE
NEW HAMPSHIRE
BOARD OF NURSING**

*NEW HAMPSHIRE BOARD OF
NURSING*



*Nurses' Week
May 6 to May 11, 2014*



*National Nursing Assistant Week
June 13-20, 2014*

Thank you for the work
you do each day!

Contact Us:Current address:

121 S. Fruit St.
Concord, NH 03301

603-271-2323 (Nursing)
603-271-6282 (LNA)

www.nh.gov/nursing

The mission of the Board of Nursing is to safeguard life, health, and the public welfare of the people of this state and in order to protect the people of the state of New Hampshire from the unauthorized, unqualified and improper application of services by individuals in the practice of nursing.

Board Members

Robert A. Duhaime, MSN, MBA, RN
Chairperson

Karen L. Baranowski, DNSc, RN
Vice-Chairperson

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Public Member

FROM THE EXECUTIVE DIRECTOR

by Denise Nies, MSN, RN, BC



Happy Spring 2014 to everyone! The winter was long and cold and the sight of spring flowers and the sounds of the birds is a welcome change! We have officially moved to 121 S. Fruit Street in Concord.

With the first quarter of 2014 almost complete, work at the BON has been happening on a number of projects.

First, the website will be programmed to allow for a separate search of a clinical term. At this time, when the website is searched, all documents related to the term are listed. This mode of searching is a longer process and requires the person who is searching to open multiple documents and scroll down to find information. We hope to have the clinical term search capability directed to the website's Frequently Asked Questions and Clinical Advisory information. A separate section will be available for APRN questions and position statements in a similar format. If information on a particular board meeting minutes is desired, the option to click directly on board minutes is available. The work is ongoing and the goal is to have this completed for use by early fall. Watch for an announcement on the website home page.

Second, work is also being completed on getting our board members onto the secure state website to access board packet information. This will decrease the amount of paper used to replicate documents. Our efforts at becoming eco- friendly! The BON also participates in the state's initiative with recycling.

As many of you already noticed, the VOIP phone system that we use allows for licensees to choose from a number of options based on what information is needed from the call. This is a vast improvement over the previous system because it assists in routing calls more appropriately with the goal of connecting the licensee to the right resource.

As was reported in previous newsletters, the board has been busy addressing the increased incidence of complaints against licensees for drug diversion and drug impairment. The board members have been incredibly flexible and collaborative with additional meeting requirements. The increase seems to parallel what is occurring at the state and national level with prescription drug dependence and abuse. Future board members should anticipate this added responsibility if chosen for positions.

NCSBN News:

The National Council of State Boards of Nursing (NCSBN) has a new product out for facilities to access. It is called E-Notify and is a monitoring system for nursing licensing information. A few facilities have implemented E Notify already.

You can contact Board Staff on line by clicking on their email address below.

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NCSBN has been meeting and discussing with state boards on a number of topics that are pertinent to licensing and nursing education. National Licensure is currently being addressed in relation to telehealth nursing at the Federal Level. NCSBN and ANA are also communicating about options for licensing in the future that provides more portability and access. NH, along with other states, is considered “compact” which currently allows nurses portability to other compact states. Distance Learning Programs and Foreign Nursing Education are two topics that are in discussion as well.

APRN update: The National Council is working with member boards to solidify the Consensus Model as the framework for APRN practice. The Consensus Model White Paper can be found on ncbsn.org. The BON is very fortunate to have committee of dedicated practicing APRNs who provide the board with information as needed. The BON has accepted the recommendations of the APRN Liaison Committee to adopt the requirements of appropriate education, competency and certification to determine APRN scope of practice. The NH BON recognizes the certified NP, CNM, and CRNA. A CNS certified in psych/mental health is the other category recognized at this time. The Council is also working with member boards on an APRN compact. One of the big issues for this initiative is having all member states recognize APRN practice as its own entity and not under the auspices of some other oversight. NH recognizes within State Statute that APRN’s have the ability to diagnose, prescribe and treat. Kitty Kidder, the APRN board member, has represented NH at many of these meetings.

Practice and Education Committee: The committee has been tasked with reviewing past board advisories on clinical questions for currency and relevance. This work will be updated and reflected as advisories and links to FAQ’s. This group of practicing RN’s provides a great deal of support to the board through researched recommendations.

Until next time, be well and practice safely!

**Dr. Karen L. Baranowski DNSc. RN
Vice Chair, NH Board of Nursing**

I have had the opportunity to serve as an RN on the Board of Nursing since April 2012. Over the past 18 months, I have gained many insights and few of those include:

1. Clinical practice questions that are sent to the Board of Nursing involves a process of seeking information that includes consideration of best practice, the stance that other boards of nursing have adopted, trends identified from across the country, standards of care recommended by specialty organizations and the types of nurse practice settings in which a process or intervention would occur. The practice of nursing is never static; however, answers provided by the board in the form of clinical advisories must consider applicability to the variety of nursing settings in the state.

State Holidays Observed

2014

Memorial Day	May 26, 2014
Independence Day	July 4, 2014
Labor Day	Sept 1, 2014
Veterans' Day	Nov 11, 2014
Thanksgiving Day	Nov 27, 2014
Day after Thanksgiving Day	Nov 28, 2014
Christmas Day	Dec 25, 2014

HELPFUL HINTS:

When calling the Board office, please be ready to provide your name, license number and remember to have a pen and paper ready to write down the information you may be seeking.

When registering to apply for an original license or renewing a license on line, make sure to write down and keep in a safe place, your user name and password. This information will be used at every renewal period.

BOARD COMMITTEES

P & E Committee

Nora Fortin, RN
(Board representative)

Rita Anger, RN

Bette Ann Bogdan, RN

Deborah Cantlin, RN

Nancy Holbrook, RN

Jacqueline McCourt, APRN

Paula Nelson, RN

Margaret Pedone, RN

Emily Roy, RN

Marie York, RN

2. A licensed nurse or nursing assistant is expected to demonstrate ethical behaviors in both the clinical and personal settings. Nurse licensees are required to report criminal background findings that result in a conviction, for example, a DWI or theft charge. This can result in an appearance before the board to speak to the circumstances. The Board has the responsibility of decreasing the risk to public safety for the residents of New Hampshire through safe practice by safe practitioners.
3. The board also has the responsibility of overseeing nursing programs that graduate nurses into the workforce. This is accomplished with regular review of NCLEX pass rates and scheduled visits to the campus to review the whole program and provide feedback. The Nurse Practice Act contains Laws and Rules that determine program approval and actions to take when a program is maintaining approval status and when it is not.

**FROM THE DESK OF PROGRAM SPECIALIST IV
ANITA PAVLIDIS, MS, RN**

This has been a very busy winter and spring as I've immersed myself in the educational milieu of the state. I've had the opportunity to visit 11 of the 21 (52%!) New Hampshire pre-licensure nursing programs and continue to be amazed at the commitment and hard work of the faculty, Deans & Directors, and senior institutional leadership in providing quality nursing education. They continue daily to seek quality improvements for their programs and assisting students to enter the workforce as effective beginning practitioners. The office and Board members also work on an on going basis providing oversight, monitoring, and assistance in promoting a strong nursing foundation within the state.

The national agenda for nursing education also continues to rapidly evolve, and extraordinary challenges and opportunities are available to the nursing profession and academic institutions responsible for preparing the next generation of nurses. Transformation taking place in nursing and nursing education are driven by a variety of factors and developments include changes in regulatory practices. Here are some of the trends to watch in terms of the potential impact on nursing education.

Distance Education: There is wide spread discussion at the national level regarding regulation of distance education pre-licensure nursing programs. A national committee has been working for two years, seeking input from across the country regarding how best to monitor and regulate out of state programs offering clinical opportunities in other than the originating state.

States already regulate pre-licensure nursing programs within their state as NH does; however overseeing pre-licensure programs from out of state is a new, but increasing common challenge for all states. Model language from the National Council State Boards of Nursing regarding regulation of these programs has been suggested and NH will be carefully reviewing the language and discussing the challenges & opportunities of this change during revision of the Nurse Practice Act.

LPN Education: The NCSBN reports that the status of LPN education is in flux across the nation. The Northern Midwest and Northern Western

Liaison Committee

Kathleen (Kitty) Kidder, APRN,
(Board representative)

Sean Lyons, APRN
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Dorothy Mullaney, APRN

Margaret Franckhauser, RN

Mary Sanford, APRN

Micheline Cignoli, APRN

Susan Barnes, APRN

Mary Curren, CNM

Lisa Sullivan, CRNA

**Continuing Education Audit
Frequently Asked Question (FAQ)**

Question:

How do I submit my Continuing Education for Audit?

Answer:

To assure timely renewal of your license, please provide the information requested on the attached Continuing Education/Contact Hours Audit form and return the form, with your renewal, to the Board immediately.

Continuing Education/Contact Hour documentation not submitted on the Audit Form will be returned to you. This may delay renewal of your license.

Your license will be updated upon receipt of your renewal application and approval of your contact hours

If your renewal application and audit forms are not received, in the Board office, before midnight of your birth date, you will be practicing without a valid license and will have to reinstate your license, and pay an administrative fee if practicing during licensure lapse.

states report fewer and fewer new programs are beginning and existing programs are barely surviving. With the increase in Baccalaureate education, the struggle for clinical sites is significant, especially within the specialty areas. That in combination with the increase in employers seeking more advanced prepared nurses decreases the need for LPNs and limits the areas for them to obtain clinical experiences. Elsewhere, existing practical nursing programs are continuing to be approved but there are fewer requests for approval of new programs.

On-line RN-BSN programs: Only 17 state Board of Nursing approve and provide oversight of RN-BSN programs. (NH only regulates pre-licensure programs). With the proliferation of these models and increasing alternate delivery models for LPN-BSN programs, there is a national debate regarding continuous quality improvement regulations for these programs. (The programs within the state of NH are overseen by the Commission on Higher Education and/or the institutions and nursing programs they are aligned with. Some NH programs also have national nursing accreditation.)

Other trends being discussed nationally that may have future impact on nursing regulations include: practices in statewide articulation agreements, and best practices for monitoring fraudulent nursing programs, transcripts, and other documents.

The NCSBN will publish, later this year, the results of the second phase of the National Simulation Study and the Transition to Practice Study. Look for both study results on the NCSBN website. The NCSBN Research Agenda, available on the website, outlines pending research projects.

Within the state, in response to the changing nursing education environment, the Board of Nursing has approved the first On-line Refresher Course with other programs in the process of being reviewed. There is consideration and review of awarding approval to on line LPN IV Therapy Courses.

The Board has also approved two pilot programs under the “Innovation in Nursing Education” model. Approval permits a departure from the traditional methods of delivery of nursing education and provides opportunities, for nursing programs, while providing oversight and monitoring, to explore new teaching methodologies suited to the educational environment of today.

The NH Nurse Practice Act is currently undergoing revision including changes to the rules pertaining to nursing education. All revisions and opportunity for the public to respond are published on the NHBON website. Please check the website frequently for the announced revisions and public meetings.

As the academic years comes to an end, best of luck to all new nursing graduates and may everyone in education enjoy a well deserved rest this summer.

Until the fall....

BOARD MEMBER INSIGHTS:
by **Ann Finn-Waddell, LPN**

I began my journey on the Board of Nursing as a board member December, 2012. It was an honor for me to be appointed by Governor John Lynch. I feel it important to serve as a Licensed Practical Nurse and to sit and have a voice for our profession.

As a board member, I have been afforded many opportunities to watch over all of those in our state who hold a license. The board is charged with assuring that the highest standards of our profession are upheld and that patient safety and optimal care are preserved for those in our charge.

I serve with a group of dynamic individuals who listen, watch and engage with those that come before the board for the purpose of seeking guidance or addressing disciplinary action. Individuals and groups include licensees, representatives of nurse educational programs, members of the public and those who represent specialty interests. As board members, we collectively reach decisions and consensus that impact our profession, through thoughtful interpretation of the nursing statute and rules, knowledge of our scopes of practice and, oftentimes, from each other's wisdom and understanding of the roles each of us take on when we become licensed. I believe we all must remain steadfast in our quest to be professional, ethical, and an advocate for those we take care of.

For me, I have two children that have both entered into the nursing profession and it is important to me to share my knowledge about the regulatory process with them as well as with those I come in contact with on a daily basis in my work, so all can understand the privilege it is to hold a license.

My time, thus far, on the board has been a wonderful opportunity and I look forward to my continuance in serving on the Board as I know we are doing a great service to all those we see and hear from.

On-line Licensing-Renewal Reminder

Before you can renew your license on-line you must receive your renewal notice from the Board of Nursing.

Once you receive your renewal notice you can renew your license on the Board website at www.nh.gov/nursing under the Online Licensing tab in the "Quick Links" box on the right hand side of the Home Page.

Before you are able to renew your license you must register on the licensing site. You must obtain a registration code from the Board office prior to being able to register. Once you obtain your registration code you can then register. Registration includes setting up a User ID and Password. This user ID and password must be used each time you renew your license on-line. Be sure to write down your User ID and Password for future reference.

To obtain your registration code:

Email the Board office at boardquestions@nursing.state.nh.us. Provide your full name, license number and date of birth.

Clinical Practice Inquiry

All practice inquiry questions must be submitted on the **Clinical Practice Inquiry Form** found on the Board website www.nh.gov/nursing under the "Forms" tab. All forms submitted must include the clinical significance of the question asked. Prior to sending inquiries to the BON, please review the clinical practice advisories and frequently asked questions to ensure that your question has not been previously answered by the Board. Forms may be mailed, faxed or emailed to the Board office.

Mail:

NH Board of Nursing
121 South Fruit Street
Concord, NH 03301

fax: 603-271-6605

email: boardquestions@nursing.state.nh.us

Continued Education – Audit Reminder To assure timely renewal of your license, if selected for audit please provide your continuing education/contact hours documentation on the **Continuing Education/Contact Hour Audit Form**.

Documentation received other than the Audit Form will be returned to the licensee which may cause a delay in license renewal.

If your renewal application and audit forms are not received on or before midnight of your birth date, you will be practicing without a valid license and will have to reinstate your license, and pay an administrative fee if practicing during license lapse.

Continued Education Requirements:

APRN's: 30 contact hours for RN licensure, 30 additional hours specific to APRN specialty, 5 of which shall be pharmacology specific, in 2 years prior to date of renewal. RN/LPN's, 30 contact hours.

RN/LPN's: 30 contact hours within 2 years prior to date of your renewal application.

Audit forms can be downloaded on the Board website www.nh.gov/nursing under the “Forms, Applications & Publications” navigation tab on the homepage.

Audits may be faxed or mailed to the Board office.

Out of State Applicants and Criminal Background Checks/Fingerprints

Applicants from outside of NH will be sent fingerprint cards and authorization forms. Those applicants are asked to either use law enforcement sites in their respective states or come to NH and use a NH law enforcement site. Please send all fingerprint cards, authorization forms and fees to the Board of Nursing. The board will then send them to the NH State Police for processing.

Please plan early for this process. We have advised that the results could take as long as 2 months in some cases.

You are encouraged to complete live scan fingerprinting. Some live scan sites are located on the Board’s website at http://www.nh.gov/nursing/documents/livescan_list.doc

If you do not find a convenient live scan site please call the NH State Police Criminal Records.

LNA’s: 12 contact hours for each year (for a total of 24 hours), within 2 years prior to date of your renewal application. (For LNA’s who are certified as Medication Nursing Assistant (MNA’s), 4 out of the 12 contact hours per year must be related to medication administration.) Guidelines for Continuing Competence can be found on the Board website www.nh.gov/nursing under the Licensure tab on the Home Page.

Working with an inactive license is a Class A Misdemeanor.

Beginning October 1, 2011 all licensees who have worked with an inactive license will be posted in the Board’s quarterly Newsletter. Practicing without a license, including but not limited to the situation where a license has lapsed, is unlawful under New Hampshire law and constitutes a class A misdemeanor. RSA 326-B:41, II; RSA 326-B:41-a. Pursuant to **RSA 326-B:22, II**, “Any person licensed who intends to continue practicing as a nurse or nursing assistant shall: (a) By midnight on his or her date of birth in the renewal year submit a completed application and fees as established by the board.” “Failure to renew the license shall result in forfeiture of the ability to practice nursing or nursing activities in the state of New Hampshire.” RSA 326-B:22, III.

When a licensee telephones the Board or presents themselves at the Board office and discloses they have worked after the expiration date of their nursing/nursing assistant license they will be required to sign an Agreement and pay all reinstatement fees and fines before they are eligible to return to work. The Agreement states that the document must be shared with the employer .

Should the licensee practice nursing a second time on an inactive license, they will be informed that their action will be reviewed by the Board at its next meeting for Board action. The license will be reinstated pending Board action.

Pursuant to RSA 326-B:37 V: Every individual, agency, facility, institution, or organization that employs licensed nursing personnel within the state shall report to the board within 30 days any alleged violations of the Nurse Practice Act (RSA 316-B:37, RSA 326-B:41 and Nur 402.04(b).

Reportable violations are cited in RSA 326-B:37 II, Nur 402.04 (b) and Nur 402.04 (c).

Any alleged violation of the Nurse Practice Act reportable to Bureau of Adult and Elderly Services (BEAS) should also be reported to the Board of Nursing.

The complaint form and guidelines can be found on Board of Nursing website www.nh.gov/nursing under Enforcement.

LNA Corner...

by Lori A. Tetreault, RN-BSN

Hello and Happy Spring!

2014 marks the 25th Anniversary for Nursing Assistant Practice regulated by the Board of Nursing. Happy Anniversary! Nursing Assistant practice has developed into a profession that has played an extremely important role in healthcare over the last 25 years here in NH.

As healthcare continues to change the board has been presented with many clinical nursing assistant practice questions. It is important for licensed nursing assistants to know their "scope of practice" and to practice within the scope. Licensed nursing assistant scope of practice (RSA 326-B:14) can be found on the Board website www.nh.gov/nursing under the **Nurse Practice Act** navigation Tab. Board decisions regarding practice questions submitted for review can be found on the board website under the **Nursing Practice, Clinical Practice Advisories**.

NH continues to be faced with challenges and barriers related to care required by our citizens. Many associations and committees have included this topic as an agenda item at meetings held. It is important that nursing assistants are included in these discussions as well as the licensed nurses who supervise and delegate to licensed nursing assistants. I encourage you to stay active in your practice and get involved. As a team, caring together changes lives forever!

With that being said the annual LNA Day of Discussion will be held on June 19, 2014. The theme for the day will be Caring Together Changing Lives Forever! The agenda will include topics related to Nursing Assistant Registry: Abuse, Neglect and Exploitation. The program will begin with a brief history of the Board of Nursing and Nursing Assistant Practice over the past 25years in celebration of Nursing Assistant Week. Registration for this event will be available on the board website on the home page listed under news and announcements. 3.5 contact hours of continuing education will be earned with attendance.

Nursing assistant educational programs over the past year have been focused on the care of the cognitively impaired. Board approved nursing assistant programs have reviewed current curriculum to ensure compliance with Nur 700. Cooperating agencies used for clinical experience have been evaluated to ensure that care-recipients and resources are sufficient for the learning needs of the students. I would like to thank Program Coordinators for the extra time and effort put forth with recommendations. It is a pleasure to work with individuals who have dedicate themselves to nursing assistant education and practice here in NH.

As a reminder, to be approved for a Nursing Assistant Challenge Program, comparable education must meet the requirements of Nur 704.09.

Enjoy the summer to come and enjoy some time for yourself.



Annual Nursing Assistant Coordinators Meeting October 2013

Question: What is the Nursing Assistant Registry?

Answer: *The Nursing Assistant (NA) Registry is a list of individuals who have completed training and competency evaluation who the state finds to be competent to function as a nursing assistant. Successful completion of a Board approved nursing assistant program and competency test (state testing) identifies an individual as being competent to function as a nursing assistant.*

Question: When I verify my new license online, what does “Not Licensed, Registry Only” mean?

Answer: *“Not Licensed, Registry Only” means that you have been placed on the NH Nursing Assistant (NA) Registry. Licensure is not required to be placed on the NA Registry.*

Nursing Assistant Licensure will be stated separately with a license number and status.

Question: Is licensure required to be placed on the Nursing Assistant Registry?

Answer: *No. Registry findings do not require licensure of the individual placed on the registry but could involve discipline imposed by the Board of Nursing on a nursing assistant’s license.*

Question: What information does the Registry hold?

Answer: *The registry includes the individual’s full name, identifying information, the date the individual became eligible for placement on the registry and any finding of abuse, neglect or misappropriation of property by the individual. Registry findings may or may not include discipline placed on a license.*

Question: Where can I access the NH Nursing Assistant Registry?

Answer: *The Nursing Assistant Registry can be accessed on the Board of Nursing website: www.nh.gov/nursing. The registry verification link can be found on the homepage. The registry can also be accessed under the License Verification link located in the “Quick Links” box on the right hand side of the homepage.*

Practice Review: The Role of the Nursing Assistant (LNA-MC) in Assisted Living Residences

Over the past few months many questions have been submitted for review to the Board of Nursing regarding the scope of practice of Licensed Nursing Assistants who are medication certified. December 2012 the board re-affirmed its decision from 2007 regarding the scope of practice of nursing assistants who are medication certified.

Through the collaboration of multiple state organizations the LNA-Medication Certified (LNA-MC) role was established in 2007. The intention of the program was to provide options for facilities and agencies that provide nursing care within the residential and homecare setting. The program allows LNA’s who have been educated to provide assistance, observation and documentation to clients with stable medical condition and who are fully able to recognize and accept medications as prescribed. To be medication certified individuals must successfully complete a minimum four (4) hour, NH Board of Nursing approved educational program and be certified.

February 15, 2007 issues were addressed by the Board of Nursing regarding the scope of practice of an LNA-MC. The Board opined that HeP 805.17(af)(1-3 & 5) are within the scope of practice of an LNA. The Board reinforced that HeP 805.17(af)(4) was **NOT** within the scope of practice of an LNA. An LNA cannot supervise medications consumed or tell the patient what to consume. Individuals who require supervision of medication consumed must receive medications administered by a licensed nurse or a Medication Nursing Assistant supervised by a licensed nurse.

HeP 805.17 Medication Services

(af) If a resident self-administers medication with supervision, as defined in He-P

805.03(bc), personnel may be permitted to:

- (1) Remind the resident to take the correct dose of his or her medication at the correct time;
- (2) Place the medication container within reach of the resident;
- (3) Remain with the resident to observe the resident taking the appropriate amount and type of medication as ordered by the licensed practitioner;
- NOT----- (4) Record on the resident’s daily medication record that they have supervised the resident taking his or her medication; and**
- (5) Document in the resident’s record any observed or reported side effects, adverse reactions and refusal to take medications and or medications not taken.

LNA’s may assist with a hand over hand technique, individuals who have physical impairment with cognitive abilities to determine medication needs. A care plan must be present which speaks to the impairment and assistance required. (BON Clinical Practice Inquiry 1998-1999)

LNA/MNA* Continuing Education Programs offered by the Board.

Visit the website www.nh.gov/nursing

Each program offers 1 contact hour

- Pain: The Basics*
- LNA Scope of Practice
- MNA Scope of Practice*
- Delegation
- Teamwork
- Residents Rights
- Medication Administration Safety*
- Alzheimer’s Dementia in the Elderly
- Medication Considerations for Elderly*
- Back Safety
- Elder Abuse
- Social Networking

CRIMINAL BACKGROUND CHECK REMINDERS

1. When completing the fingerprint/criminal background check within New Hampshire, fingerprint cards are NOT necessary. “Live Scan” fingerprinting does not require cards unless the fingerprinting is completed out of state, in which case the cards MUST be obtained from the Board of Nursing office.
2. The Board of Nursing application fee DOES NOT include the fingerprinting/criminal background check fee. Depending upon which way the fingerprinting/criminal background check is complete and the location will determine the fee. Please refer to the Board of Nursing website www.nh.gov/nursing under the “FBI Fingerprinting Requirements” in the section marked “Quick Links” for fee schedule.
3. All criminal background checks MUST be notarized.
4. “Live Scan” fingerprinting is encouraged of ALL of our applicants, as the rejection rate is much lower.
5. Please remember that most police departments charge a processing fee which varies depending on the location.

LNA/MNA Reminders:

- NH has a mandatory licensing law. No person may practice as a nursing assistant without a license. The NH Board of Nursing **defines "practicing"** as including **attendance at orientation or completing other types of non-director care activities.**
- Documentation of Continued Education is required for all endorsement applications pursuant Nur 304.04(b)(4).
- Education considered as comparable for Challenge Program approval must meet the requirements of Nur 704.09 pursuant Nur 704.11.
- All questions must be answered on renewal or reinstatement applications including Nurse Supervisor and Employer. Incomplete applications will be returned which may delay renewal or reinstatement of licensure and the inability to work as a nursing assistant.. Licensees working without an active license may be subject to a \$50 fine for every calendar month or any part thereof, during which one practices.
- Licensed nursing assistants who are working in non-licensed positions (PCA-Personal Care Assistant) can not use work hours as active in practice requirements for renewal.

**LNA REINSTATEMENT
Frequently Asked Questions (FAQ’s)**

Question: What is reinstatement of a license?

Answer: Changing a inactive LNA license into an active LNA license.

Question: Can I complete the process online?

Answer: No, a reinstatement cannot be completed online. You may call the N.H. Board of Nursing (603) 271-6282 for guidance as to how to reinstate your license or you may come into the Board office and we can assist you.

Question: Can I work in N.H. on an expired license until I have time to complete the process?

Answer: NO, you may NOT work in N.H. as an LNA on an expired license. That means you cannot work using your LNA knowledge, judgment and skills and you cannot get paid as a LNA. By working as an LNA and or getting paid as an LNA you will be subjected to administrative fines.

Question: What requirements do I need to meet in order to reinstate my LNA license?

Answer: You must have either: Completed 200 hours working as an LNA under the supervision of an licenses nurse (please be prepared to list his/her FULL name) and completed 24 continuing education hours (12 in each year). Please remember you may be asked to provide proof of your CE. hours.

OR

Have successfully completed the written and clinical competency testing within 2 years immediately prior to the date of your reinstatement application.



New Hampshire Board of Nursing
A Brief History of the Board of Nursing and
Licensed Nursing Assistant Practice

1907	-First Nurse Practice Act was passed (March)
1955	-Amendment to the Nurse Practice Act changing the name of the Board to the Board of Nursing Education and Nurse Registration
1966	-First Newsletter of the Board was published
1975	-New Nurse Practice Act signed into Law
1976	-Guidelines for Nursing assistant education courses were adopted
1987	-Report of the Sunset Committee of the legislature recommends: Reauthorization of the Board of Nursing Consideration of certification of nursing assistants -Rename the New Hampshire Nurses Regulation Board and was moved from the Department of Education to the Division of Public Health, Department of Health and Human Services
1989	-Legislation authorized the Board of Nursing to regulate nursing assistant practice
1990	-Certified Nursing Assistant registration program initiated -Nursing Assistant Registry initiated
1994	-Newsletter mailed to all licensees for the first time
1996	-Board of Nursing web page initiated
1998	-Administrative rule revision resulting in the clarification of delegation rules and 8:1 student/faculty ratio in clinical practicum sites in nursing
2002	-Revisions to the Nurse Practice Act allowed: ➤ Change CNA's to LNA's ➤ The appointment of 2 LNA's to serve on the Board of Nursing ➤ Approval of education programs for LNA's to administer medications(MNA)
2003	-First Licensed Nursing Assistants appointed to the board -Medication Nursing Assistant legislation implemented -First annual LNA Conference sponsored by the Board -Administrative rules revised: ➤ Delegation of medication administration allowed under specific circumstances ➤ Continuing education and active in practice required for LNA's
2005	-Criminal Background Checks became mandatory prerequisite for licensure -On-line license renewal implemented
2006	New Nurse Practice Act signed into Law (July 2005) ➤ Scope of Practice defined in the Law
2007	-Development of a new LNA Role (LNA-MC) based on Assisted Living (He-P 805) Regulations(February)
2008	-LNA-MC role approved for Homecare settings (February)
2010	-Newsletter available on-line
2013	-Administrative Rules revised with the implementation of MNA Competency Testing

**IMPORTANT REMINDERS
FROM THE BOARD OF NURSING
www.state.nh.us/nursing**

PAPER LICENSES ARE NOT PROVIDED

Verify and print license information using the Online Verification Quick Link on the right side of the Home Page.

RENEWAL REMINDER POSTCARDS ARE MAILED 6 WEEKS PRIOR TO MONTH OF RENEWAL

RENEWALS MAY BE DONE ONLINE OR RETURN POSTCARD AS DIRECTED TO OBTAIN A RENEWAL APPLICATION

Fees are to be sent with renewal applications not with the postcards.

FOR ONLINE RENEWAL – REGISTER AS A FIRST TIME USER BEFORE ATTEMPTING TO RENEW A LICENSE

Follow the instructions on the Online Licensing Quick link on the right side of the Home Page.

Make sure you remember your *user name and password* for future use+.

MAKE SURE YOU PRINT THE RECEIPT PAGE AFTER PROCESSING YOUR PAYMENT.

The receipt can not be reproduced by the Board office. It is proof that payment was accepted, should there be a problem.

WHEN APPLYING FOR ORIGINAL LICENSURE ON LINE

Make sure you write down and save your user name and password. This information will be necessary for renewing your license on line when it is renewal is due. This information is not automatically saved in the system.

CRIMINAL BACKGROUND CHECKS AND FINGERPRINTING IS REQUIRED FOR ALL INITIAL LICENCES AND ENDORSEMENTS

Follow the directions under the Endorsement Link. The processing time may take 4-6 weeks so plan to start the process early. Licensing will not be processed until background checks and fingerprinting results are obtained.

THE BOARD MUST BE NOTIFIED OF ALL NAME AND ADDRESS CHANGES

A \$10 fee may be incurred if address changes are not made within 10 days. The Board must be notified in writing.

ACTIVE IN PRACTICE AND CONTINUING EDUCATION REQUIREMENTS INFORMATION CAN BE FOUND ON THE HOME PAGE ON THE WEBSITE

Click the Licensure Link on the left side of the Home Page.

Clinical Practice Advisories: October 2013– February 2014

Board Advisory Date:	
<p>October 17, 2013</p> <p>Revisited APRN and RN scope of practice to administer botox</p>	<p>Question: Is it within APRN scope of practice to administer botox for hyperhidrosis (excessive underarm sweating) and also to supervise RNs for same?</p> <p>Answer: Board reaffirmed that it is within APRN scope of practice to administer Botox with competencies. It is within RN scope of practice to administer Botox with proper training, competency and facility policy.</p>
<p>January 16, 2014</p> <p>RN scope of practice: Insulin management</p>	<p>Question: Is it within RN scope of practice for Certified Diabetes Educator Registered Nurse to adjust insulin dosing of out-patients based on approved Insulin Adjustment Protocol when ordered/activated by physician office practice providers with patient referral to Diabetes Services for Insulin Management?</p> <p>Answer: Board consensus that it is within RN scope of practice to manage insulin as long as RN is following standard provider order.</p>
<p>February 20, 2014</p> <p>APRN’s prescribing for family members.</p>	<p>Board concurred with NH Board of Medicine's support of AMA Ethical Guidelines regarding prescribing for family members. The NH BON recognizes, as NH Board of Medicine has for physicians, that there are certain situations where APRNs could appropriately prescribe for family members in acute, short term situations. See AMA Ethical Guidelines 8.19 Self-Treatment or Treatment of Immediate Family Members. To paraphrase this guideline, “It would not always be inappropriate for APRNs to undertake self-treatment or treatment of immediate family members. In emergency settings or isolated settings where there is no other qualified health care provider available, APRNs should not hesitate to treat themselves or family members until another qualified health care provider becomes available. In addition, while APRNs should not serve as a primary or regular care provider for immediate family members, there are situations in which routine care is acceptable for short-term, minor problems. Except in exceptional, emergency situations, it is not appropriate for APRNs to write prescriptions for controlled substances for themselves or immediate family members.</p>
<p>CNM-attending Trial of Labor after Cesarean Section or Vaginal Birth After Cesarean (TOLAC/VBAC) in the out of hospital setting</p>	<p>Question: Re-evaluation requested of Clinical Practice Advisory, issued January 17, 2008, relative to CNM-attended trial of labor after cesarean section or vaginal birth after cesarean (TOLAC/VBAC) in the out of hospital setting.</p> <p>Answer: Board reaffirmed that it continues to support the APRN Certified Nurse Midwife (CNM) role in providing VBAC deliveries and applauds the efforts for birthing choices in New Hampshire. Substantial evidence now supports that with appropriate risk stratification and appropriate labor management, low risk women who have experienced a prior cesarean birth have similar birth outcomes to non-VBAC women BON continues to expect that APRNs fully inform women about the evidence of harm and benefit of TOLAC.</p>

NH BOARD OF NURSING**EDUCATION PROGRAMS: BOARD ACTIONS**

<i>Program</i>	<i>Program Coordinator/Chair</i>	<i>Board Action</i>
<i>October 17th, 2013</i>		
Berlin High School Health Science Technology LNA Program	Amy Blanchette	Continued Approval
R.W. Creteau Regional Technology Center LNA Program	Cynthia Lamontagne	Continued Approval
Plymouth Regional Technical Center LNA Program	Mary Raymond	Continued Approval
Alvirne High School LNA Program	Jane Colavito	Continued Approval
River Valley Community College RN AD Program	Patricia L. Shinn	Conditional Approval
<i>November 21st, 2013</i>		
Kingswood High School - Region 9 Vocational and Technology Center LNA Program	Cheryl Krivitsky	Continued Approval
Huot Technical Center – Laconia High School LNA Program	Gina McGuire	Continued Approval
Clinical Career Training LLC LNA Program	Melanie Hill	Continued Approval
Clinical Career Training LLC MNA Program	Melanie Hill	Continued Approval
Coos County Nursing Hospital MNA Program	Shelly Brown	Continued Approval
<i>December 19th, 2013</i>		
Salem Career and Technical Education Center LNA Program	Janine Parent	Continued Approval
Salter School of Nursing and Allied Health LNA Program	Susan Hamilton	Continued Approval
Great Bay Community College RN AD Program	Lisa McCurley	Continued Full Approval
<i>January 16th, 2014</i>		
River Valley Community College LNA Program	Lorraine Sutphin	Continued Approval
Manchester Community College RN AD Program	Charlene Wolfe-Stepro	Continued Full Approval
A New Day: RN Refresher Course	Linda Rose	Initial Approval

February 20th, 2014		
Med Pro Educational Services LLC MNA Program	Pamela Heggelund	Continued Approval
Hearts and Minds LLC LNA Program	Angela Couture	Continued Approval
Cedarcrest Center LNA Program	Cathy Gray NHA President/CEO	Request to Discontinue- Approved
March 20th, 2014		
Lakes Region Community College	Cathleen Weigel	Continued Approval
Rivier University RN AD Program	Paula Williams	Conditional Approval
Harmony Health Care Institute LPN Program	Eileen Duggan,	Conditional Approval
Keene State College RN BS Program	Mary Ellen Fleeger	Extended Initial Approval
Plymouth State College RN BS Program	Mary Bantell	Extended Initial Approval

Go to www.nh.gov/nursing and click on Enforcement for information regarding disciplinary matters

Complaint Reporting

Pursuant to RSA 326-B:37 V: Every individual, agency, facility, institution, or organization that employs licensed nursing personnel within the state shall report to the board within 30 days any alleged violations of the Nurse Practice Act (RSA 316-B:37, RSA 326-B:41 and Nur 402.04(b).

Reportable violation are cited in RSA 326-B:37 II, Nur 402.04 (b) and Nur 402.04 (c).

Any alleged violation of the Nurse Practice Act reportable to Bureau of Adult and Elderly Services (BEAS) should also be reported to the Board of Nursing.

The complaint form and guidelines can be found on Board of Nursing website www.nh.gov/nursing under Enforcement.

DISCIPLINARY ACTIONS October 2013 thru March 2014					
Any questions please call Susan Goodness at the Board office (603) 271-3823					

NAME	LIC #	BOARD ACTION	DATE	TIME	ACTION
Day, Sarah	014447-22	Immediate Suspension	10/2/2013		
Jarry, Jessica	049069-24	Immediate Suspension	10/2/2013		
Gendron, Linda	006103-22	Immediate suspension	10/2/2013		

Johnson, Mary	037552-21	Probation removed	10/10/2013		
Day, Sarah	014447-22	Suspended w/\$500.00 monetary penalty	10/17/2013	2 yrs	For violating sections of the Nurse Practice Act including (1) diverting drugs or controlled substance, (2) using drugs in a manner that may have impaired her ability to practice nursing safely, and (3) demonstrating a pattern of behavior incompatible with the standards of nursing practice.
Gendron, Linda	006103-22	Suspension continued pending full investigation	10/17/2013		
Jarry, Jessica	049069-24	Voluntary Surrender	10/17/2013		
Knudsen, Scott	049170-21	Reinstated w/probation reciprocal w/Vermont	11/21/2013	2 yrs	
Larive, Martha	039577-21	Revocation w/\$1500.00 monetary penalty	11/21/2013		For violating sections of the Nurse Practice Act including (1) failing to follow physician's orders and the patient's plan of care on more than one occasion, (2) failing to document care provided to a client in a timely manner, and (3) demonstrating a pattern of behavior that is incompatible with the standards of nursing practice.
Low, Jeffrey	047110-21	Probation removed	11/21/2013		
orton, Elizabeth	010975-22	Probation removed	11/21/2013		
Sullivan, Traci	012811-22	Reinstatement of licensure	11/21/2013		
Malenda, Emily	030084-24	Voluntary Surrender	11/21/2013		

Anderson, Monica	005738-22	Suspension w/\$1000.00 civil penalty	12/19/2013	6-mo	For violating sections of the Nurse Practice Act including (1) administering insulin to the wrong resident, (2) attempting to administer insulin to the wrong resident.
McCarthy, Marnie	025250-24	Revocation w/ \$2000.00 civil penalty	12/19/2013		For violating sections of the Nurse Practice Act including (1) taking cash from home care clients, (2) taking Oxycodone tablets from a home care client, (3) taking her children and other friends to clients' homes, (4) inviting a home care client to her home for dinner, (5) having a client pay for her personal item using his credit card, and (6) demonstrating a pattern of misconduct that is incompatible with the standards of practice.
Merrill, Meghan	027301-24	Suspension w/\$500.00 civil penalty	12/19/2013	1 yr	For violating sections of the Nurse Practice Act including diverting a Fentanyl from a patient.
Chiasson, Dale	045525-21	Revocation w/\$1500.00 monetary penalty	1/16/2014		For violating sections of the Nurse Practice Act including (1) using alcohol beverages in a manner dangerous to himself and the public, (2) being convicted of a crime that relates adversely to his ability to practice nursing, and (3) failing to report his convictions to the Board.
Doucette, David	060689-21	Revocation w/\$500.00 monetary penalty	1/16/2014	n	For violating sections of the Nurse Practice Act including unprofessional conduct in California which resulted in the revocation of his California RN license.
Nichols, Robin	035688-21 (23)	Voluntary Surrender	1/16/2014	n	
Speers, Traci	063989-21	Voluntary Surrender	1/16/2014		
Stewart, Nicole	033572-24	Voluntary Surrender	1/16/2014		

Turgeon, Jamie	065289-21	Probation w/conditions & Restrictions	1/16/2014	1 yr	For violating sections of the Nurse Practice Act including (1) unprofessional conduct in California which resulted in the revocation of his RN license.
Silva, Andrea	025889-24	Probation w conditions & restrictions	2/12/2014	6 mo	For violating sections of RSA 326-B:37, II and the Nurse Practice Act by reporting to work impaired.
Birner, Brian	026213-21 (23)	Probation	2/20/2014	3 yrs	Respondent was using unusually large doses of Fentanyl for procedures that did not typically require the amount of Fentanyl that Respondent reported giving to the patients. Staff also noted that the Fentanyl was recorded as given just prior to or after Respondent took an extended break. D. Respondent tested positive for Fentanyl. After the drug test, Respondent admitted that he had been diverting medication for his personal use.
Dillon, Robert	046771-23	Probation removed	2/20/2014		
Joseph, Robert	039062-21	Immediate suspension	2/20/2014		
Mockler, Brenda	031598-21	Probation removed	2/20/2014		
Thibault, Kimberly	047475-21	Probation removed	2/20/2014		
Diefenbach, Jenna	014646-22	Voluntary Surrender	2/24/2014		
Jacques, Cheryl	014808-21	Voluntary Surrender	2/26/2014		
Scaggs, Erin	060966-21	Voluntary Surrender	2/26/2014		
Vespa, Jessica	047841-24	Voluntary Surrender	2/26/2014		
Wildes, Lisa	011174-22	Settlement Agreement - Probation	2/27/2014	indef.	
McPhee, Michael	068342-21	Immediate Suspension	3/7/2014		
Joseph, Robert	039062-21	Suspension continued pending full investigation	3/20/2014		
McPhee, Michael	068342-21	Suspension continued pending full	3/20/2014		

investigation

Benoit-Toupin, Michelle	028168-24	Voluntary Surrender	3/20/2014		
Carsten, Morgan	048499-24	Probation w/ \$250.00 monetary penalty	3/20/2014	1 yr	For violating sections of the Nurse Practice Act including professional misconduct by abandoning her position without notifying a supervisor.
Mangold, Rebecca	046919-24	Probation w/ \$500.00 monetary penalty	3/20/2014	2 yrs	For violating sections of the Nurse Practice Act including (1) not being found for approximately 2 ½ hours and was found sleeping in an empty resident's room, (2) taking cigarettes belonging to a resident.

**In Recognition of National Nursing Assistant Week
June 12-19, 2014**



**NH Board of Nursing
LNA Day of Discussion
National Nursing Assistant**

June 19, 2014

**Walker Building
Conference Room 100
21 S. Fruit Street, Suite 16
Concord, NH 03301**

Conference Schedule

8:00 - 8:30	Registration and Welcome
8:30 - 9:00	NH History of the Nursing Assistant
9:00 - 9:30	Nursing Assistant Registry vs. Licensure presented by Lori Tetreault, RN NH Board of Nursing
9:30 - 10:15	BON Disciplinary Process presented by Atty. Laurel O'Connor Board of Nursing Counsel
10:15 - 10:30	What is considered Abandonment presented by Lori Tetreault, RN NH Board of Nursing
10:30 - 10:45	Break
10:45 - 11:45	Dementia Care Approaches: Considerations of Abuse or Neglect Presented by Marilyn McGuire, LPN
11:45 - 12:00	BON Updates and Q&A

**Registration Deadline:
June 10, 2014**

Name:
Employer/Facility Name:
Contact phone and /or email (required):
Title :

Registration (Please print clearly)

Registration is limited to 60 LNA participants.

**The program is FREE
A light snack will be provided
Bring your own coffee or beverage**

Please note:

You will not receive a confirmation notice.

Faxed (271-6605) registration forms are accepted.

Before registering, please check the Board website at www.state.nh.us/nursing to determine if registrations are still being accepted or if the conference has been filled to capacity.

Presentation topics may be subject to change

**Continued Education
3.5 Contact Hours**

Directions

Directions to Board of Nursing are posted on our website at: www.state.nh.us/nursing or you may call the office at 603-271-2323.

On-Line Disclaimer

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