

| Fall 2024 |

# NORTH DAKOTA NURSE


C O N N E C T I O N

North Dakota Board  
Highlights  
July & August 2024

Opening of Licensure  
Renewal on October 1, 2024  
on the New Nurse Portal

NORTH DAKOTA STATE BOARD *of* NURSING




A young woman with dark hair and glasses, wearing an orange sweater, is looking towards a man on the right. The man is wearing glasses and a grey shirt, and his hand is partially visible. They are in a room with a green plant and white curtains in the background.

**Vaping can  
cause a lifelong  
nicotine addiction.**

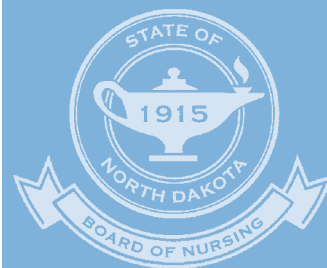
**A conversation  
might prevent one.**

The best person to talk to your kid about vaping is you.  
Start the conversation at **TalkAboutVaping.org**

 American  
Lung  
Association.

 ad  
COUNCIL

# NORTH DAKOTA NURSE C O N N E C T I O N



*FALL 2024*  
*EDITION 88*

**4** A Message from the Executive Director

**7** North Dakota Board Highlights

**11** The North Dakota Board of Nursing Announces  
Opening of Licensure Renewal on October 1,  
2024 on the New Nurse Portal

**12** North Dakota Board Of Nursing  
Frequently Asked Questions

The statements and opinions contained in the publications of North Dakota Nurse Connection are solely those of the individual authors and do not necessarily reflect those of the editors or the publisher. The appearance of advertisements in North Dakota Nurse Connection publications is not a warranty, endorsement or approval or the products or services advertised or of their safety. The Editor-in-Chief and the Publisher disclaim responsibility for any injury to persons or property resulting from any ideas or products referred to in the articles or advertisements.

North Dakota Nurse Connection circulation includes over 19,700 licensed nurses, hospital executives and nursing school administrators in North Dakota.

 **Publishing  
PCI Concepts, Inc.**

Created by Publishing Concepts, Inc.

David Brown, President  
dbrown@pcipublishing.com

**For advertising info contact**

Regina Pitts • 1-800-561-4686  
rpitts@pcipublishing.com



The *North Dakota Nurse Connection* is published by the North Dakota Board of Nursing.  
Direct *North Dakota Nurse Connection* questions or comments to:

**North Dakota Board of Nursing,**  
919 S. 7th Street, Suite 504,  
Bismarck, North Dakota 58504-5881 • 701-751-3000





## A message from the Executive Director

Stacey Pfenning, DNP, APRN, FNP, FAANP  
North Dakota Board of Nursing

Greetings and welcome to the Fall 2024 edition of the *North Dakota Nurse Connection* (NDNC), the official publication of the North Dakota Board of Nursing (NDBON).

### NDBON Membership

The NDBON is pleased to announce the appointment of a new Board member by Governor Burgum to serve in the role of nursing regulation for ND citizens. Brooke Giannonatti, the new LPN Board member of Gascoyne, was appointed on July 31, 2024. For further details about Brooke, watch for the upcoming edition of the NDNC, which will feature an article welcoming the new NDBON board member.



Kyle Martin presents on AI with colleagues at NCSBN meeting.

### NDBON State and National Representation

During the annual conferences for both the ND Nurses Association and the ND Nurse Practitioner Associations in September 2024, the directors of the



Dr. Buchholz receives award for service as NLC Research Committee Chair.

NDBON presented reports on licensure, practice, education, compliance, and legislation.

Representatives of the NDBON attended the annual meetings of the Nurse Licensure Compact (NLC) and National Council of State Boards of Nursing (NCSBN) in Chicago from August 27-30. Delegates voting at the NCSBN business meeting included Dr. Pfenning and Dr. Buettner, NDBON President. Maureen Bentz, Director for Administrative Services and Licensing, was elected to the NCSBN Leadership Succession Committee. Dr. Buchholz and Martin delivered impactful presentations on topics related to education and operations during the NCSBN meeting. The NDBON extends heartfelt congratulations to Dr. Buchholz, who was acknowledged during the NLC meeting for her outstanding contributions as the Chair of the NLC Research Committee from 2020-2024.

Watch for the Winter edition of the *North Dakota Nurse Connection*, as the NDBON provides education and updates pertaining to licensure, education, practice, compliance, and legislative activities. Topics are also posted on the NDBON Facebook and website at Home - ND Board of Nursing (ndbon.org).



291 Campus Drive  
Dickinson ND 58601



## READY TO MAKE A DIFFERENCE?

DSU is seeking a visionary leader to guide its Nursing Program. As Director, you'll shape the future of nursing education, lead a dedicated faculty, and inspire the next generation of healthcare professionals. If you're passionate about making a lasting impact in the field and committed to academic excellence, this is your chance to lead and innovate at DSU.



### POSITION HIGHLIGHTS

- \$80,000-\$100,000/annually
- Excellent benefits
- Tuition waivers
- Relocation expenses paid

### MINIMUM QUALIFICATIONS

- Master's degree
- Registered Nurse (RN)
- Two years experience
- Experience in acute care nursing
- Excellent computer skills
- Strong communication skills
- Strong customer service skills
- Detail oriented

## JOIN US NOW



For More Information  
[dickinsonstate.edu/jobs](https://dickinsonstate.edu/jobs)



Sincerely,  
Dr. Stacey Pfenning DNP APRN FNP  
FAANP



# NOW HIRING!

## REGISTERED NURSES

Consider a career at Southcentral Foundation, an award-winning, Alaska Native-owned nonprofit health care organization. Successful employment includes a \$20,000 sign-on bonus and relocation assistance.

Experience Alaska while working with the Native Community to achieve wellness through health and related services.

- To learn more, scan the QR code,
- call (907) 729-4977
- or visit [www.southcentralfoundation.com/careers](http://www.southcentralfoundation.com/careers)



**U.S. AIR FORCE**

## NURSING OPPORTUNITIES

- New BSN Graduates
- BSN Nurses (1+ year experience)
- Advanced Practice Nurses
- Doctoral Scholarships

### BENEFITS

- 30 days of paid vacation each year
- Outstanding healthcare coverage for you and your family
- Food and housing assistance
- Generous retirement program
- Continuing medical education opportunities
- Free or low-cost world travel opportunities



**TSgt Jonathan Warnock**  
Nurse Corps Accessions  
348th Recruiting Squadron

*Learn more!*  
[JonathanWarnock@us.af.mil](mailto:JonathanWarnock@us.af.mil)

**(402) 578-5033**  
**AIRFORCE.COM**





## VISION

To ensure public protection through innovative and collaborative nursing regulation.

## MISSION

To assure North Dakota citizens quality nursing care and promote public safety through the regulation of standards for nursing education, licensure, and practice.

## North Dakota Board of Nursing Officers and Members

## PRESIDENT

Dr. Kevin Buettner, APRN, Grand Forks

## VICE-PRESIDENT

Melodi Krank, RN, West Fargo

## TREASURER

Joseph Vetter, RN, Bismarck

Cheryl Froelich, Public Member, Mandan  
Dana Pazdernik, RN, New Salem  
Maggie Seamands, RN, Bismarck  
Joseph Vetter, RN, Bismarck  
Sarah Friestad, LPN, Valley City  
Brooke Giannonatti, LPN, Gascoyne

## BOARD STAFF

Executive Director – Dr. Stacey Pfenning APRN  
Administrative Services and Licensing Director – Maureen Bentz RN  
Associate Director for Operations – Kyle Martin  
Associate Director for Compliance – Melissa Hanson RN  
Associate Director for Practice – Corrie Lund RN  
Associate Director for Education – Dr. Tammy Buchholz RN  
Nursing Consultant – Sam Breen, RN  
Administrative Service Team Leader – Karen Hahn  
Accounting/Licensing Specialist – Michael Frovarp  
Administrative Assistant/Licensing Specialist – Christa Stayton  
Administrative Assistant/Licensing Specialist – Kimberly Kolling  
Administrative Assistant – Norma Geiger

### ND BOARD OF NURSING OFFICE HOURS AND OPERATIONS

Hours of Office Operations (Closed for all observed state holidays)

- Monday through Thursday 8:00 am to 5:00 pm CST
- Friday 8:00 am to 3:00 pm CST

Hours of Office Visits (Others by scheduled appointment)

- Monday through Friday 9:00 am to 3:00 pm CST

For the most immediate response or assistance, please email the appropriate division using the Directory or email [contactus@ndbon.org](mailto:contactus@ndbon.org). Fax is also available at (701) 751-2221

## NORTH DAKOTA BOARD OF NURSING

**"CARDLESS" FOR PUBLIC SAFETY**  
Wallet licensure cards are no longer issued for:  
APRN, RN & LPN Renewal  
License by Examination  
License by Endorsement  
UAP/Technician/Medication Assistant III

[www.ndbon.org](http://www.ndbon.org)

## NDBON MOVING TO A NEW LICENSING PLATFORM

Please note the ND Board of Nursing is moving to a new licensing platform called the Optimal Regulatory Board System (ORBS) in the spring of 2024. The NDBON will send an email communication on how to register for the portal once the new platform is implemented.

Please email [contactus@ndbon.org](mailto:contactus@ndbon.org) with any inquiries related to the ORBS licensure platform.

## NURSES

## Have you moved recently?

UPDATE YOUR ADDRESS ON THE  
ND BOARD OF NURSING WEBSITE

## Change of Address and Contact Information

To ensure receipt of correspondences from the ND Board of Nursing, all licensees, registrants, and applicants are responsible for providing accurate, current address and other contact information may result in the inability to receive official notices or requests, which can lead to default or adverse action against the licensee or registrant. To change your address and other contact information visit [www.ndbon.org](http://www.ndbon.org); choose "Online Services"; then select "LPN/RN/APRN/SPRN Personal Data Updates".

## NDBON Contact Information

## ND Board of Nursing

919 S 7th St., Suite 504, Bismarck, ND 58504-5881

Phone: 701-751-3000 • Fax: 701-751-2221

Email: [contactus@ndbon.org](mailto:contactus@ndbon.org) or visit

[www.ndbon.org](http://www.ndbon.org) for additional email options

## North Dakota Board of Nursing Division Directory

Mailing Address: 919 S 7th Street  
Suite 504, Bismarck, ND 58504

## Alternative to Discipline

[atd@ndbon.org](mailto:atd@ndbon.org)  
Phone: (701) 527-6922

APRN & Prescriptive Authority  
Initial Application

[aprn@ndbon.org](mailto:aprn@ndbon.org)  
Phone: (701) 391-9412

Compliance & Discipline  
Violations of NPA & Rules  
and Regulations, Discipline  
Monitoring  
[compliance@ndbon.org](mailto:compliance@ndbon.org)  
Phone: (701) 527-5212

Continuing Education & CE  
Audit  
[ceaudit@ndbon.org](mailto:ceaudit@ndbon.org)

Criminal History Record Checks  
[chrc@ndbon.org](mailto:chrc@ndbon.org)  
Phone: (701) 391-9412

Initial RN/LPN License By  
Endorsement  
[endorse@ndbon.org](mailto:endorse@ndbon.org)  
Phone: (701) 400-0483

Initial RN/LPN License By Exam  
[exam@ndbon.org](mailto:exam@ndbon.org)  
Phone: (701) 391-8790

UAP/Technician, Medication  
Assistant III  
[UAP\\_MAI@ndbon.org](mailto:UAP_MAI@ndbon.org)  
Phone: (701) 391-8790

License & Registry Renewal  
LPN, RN, APRN, UAP/  
Technician, Medication Assistant III  
[renewal@ndbon.org](mailto:renewal@ndbon.org)  
Phone: (701) 400-9108

Nurse List Orders  
[lists@ndbon.org](mailto:lists@ndbon.org)

Nursing Education  
[education@ndbon.org](mailto:education@ndbon.org)  
Phone: (701) 989-1276

Nursing Education Loan  
[nel@ndbon.org](mailto:nel@ndbon.org)  
Phone: (701) 989-1276

Practice Inquiries  
LPN, RN, APRN, UAP/Technician/  
Medication Assistant III  
[practice@ndbon.org](mailto:practice@ndbon.org)  
Phone: (701) 527-6922

Transcript Inquiries  
Transcripts must be sent  
electronically through the  
National Student Clearinghouse,  
e-script, Parchment or another  
secure transcript service.  
Transcripts sent as email  
attachments or pdfs will not be  
accepted.  
[transcripts@ndbon.org](mailto:transcripts@ndbon.org)

The ND Board of Nursing (BON) is inviting stakeholders to submit application for voluntary participation on the Advisory Panel. Advisory Panel members may be considered for participation in the exploration of identified regulatory issues by means of individual consultation or select groups, at the discretion of the Board and/or Directors. As regulatory issues arise, select members will be contacted with the proposed opportunity for participation, including specific details and proposed timeline.

Visit <https://www.ndbon.org/Practice/AdvisoryPanel/ParticipationIndex.asp> for more information and application.

## LICENSURE VERIFICATION

## North Dakota License Verification Options

The North Dakota Board of Nursing provides the following options for individuals attempting to verify a ND nursing license:

- North Dakota Board of Nursing Website – go to [www.ndbon.org](http://www.ndbon.org)  
Click the "Verify" link on the navigation bar to choose the appropriate license type that you wish to verify.
- Nursys® QuickConfirm at [www.nursys.com](http://www.nursys.com)  
- Look up a license from any QuickConfirm participating board of nursing and print/download a report with the licensure and discipline status information for that nurse.
- Nursys® E-Notify at [www.nursys.com](http://www.nursys.com)  
- Institutions: Enroll your entire nurse list and e-Notify will send regular updates of changes to licenses from e-Notify participating boards of nursing.
- Nurses: Sign up to receive license expiration reminders and status updates via email or SMS for all your licenses from e-Notify participating boards of nursing.

## FISCAL YEAR 2025 REGULAR BOARD MEETING DATES

October 23, 2024 NDBON Retreat  
October 24, 2024

January 23, 2025

April 24, 2025

July 24, 2025

## Please note:

All meetings are open to the public and will be held in the Board office conference room at 919 South Seventh Street, Suite 504, Bismarck, ND and virtually via video conference.

Agendas, which include date and time, will be listed on the Board website at [www.ndbon.org](http://www.ndbon.org). Videoconference links will be included on the agendas and available upon request at [contactus@ndbon.org](mailto:contactus@ndbon.org). The agendas will be available five (5) business days prior to each meeting.

As a service to the citizens of North Dakota (ND), the ND Board of Nursing (Board) provides a public forum during regular scheduled Board meetings. A public forum is a time when anyone may address the Board about any issue, except matters relevant to an individual's compliance or disciplinary actions. Prior notification is not necessary but is encouraged.

## NORTH DAKOTA BOARD HIGHLIGHTS

### July 2024

Board highlights include motions from the draft minutes posted at [www.ndbon.org](http://www.ndbon.org) to be considered at the October 2024 regular meeting. Compliance Division investigations and list of all disciplinary actions taken by the Board are published in the Public Notice available at <https://www.ndbon.org/Publications/PublicNotice.asp>

- Approved the July 12, 2024, Nursing Education Division program survey report to Dickinson State University outlining the areas identified of potential N.D.A.C. 54-03.2 non-compliance for the AASPN and BSN programs after the mass resignation of the nurse administrator and all full-time nursing faculty members received by NDBON on July 10, 2024, with request to present a plan to the NDBON July 25, 2024. Requested a formal update from designated DSU nurse administrators addressing applicable sections of the N.D.A.C. 54-03.2 as provided in the July 12, 2024, Nursing Education Program Survey Report to be considered at the NDBON Special Meeting to be held August (21,22, or 23) 2024.
- The Labor Commissioner and his staff addressed the NDBON and discussed the interim study of all occupational licensing boards. NDBON answered questions and provided information.
- During Public Forum, Dr. Jensen, President of Bismarck State College (BSC), provided remarks related to the BSC nursing education programmatic request.
- Approved the April 25, 2024, Regular Board meeting minutes as distributed.
- Approved the April 23, 2024, Finance Committee meeting minutes as distributed.
- Approved the staff request to extend approval of the Dakota Nursing Program Consortium, Certificate PN & AAS Programs located at WSC, DCB, LRSC, BSC from July 2024 through October 2024.
- Granted continued full approval of the University of Jamestown Baccalaureate Degree Nursing Education Program until July 2029; and required a Paper/Interim Survey of the University of Jamestown Baccalaureate Degree Nursing Education Program in Spring 2029.
- Found the progress report submitted by

the Dakota Nursing Program Consortium, Lake Region State College, Nurse Apprenticeship Program, PN Certificate and AAS RN nursing programs utilizing NDAC Innovation in Nursing Education meets the NDBON reporting requirements as outlined in NDAC Periodic Evaluation; and approved the Lake Region State

College, Nurse Apprenticeship Program Innovative Approach as permanent ongoing part of the PN Certificate and AAS RN nursing programs as the programs have full approval and the change complies with NDAC Requesting

continued on page 8

**Join our team and make a difference!**

**New hospital opening Q1 2025!**

**NOW HIRING**

**REGISTERED NURSES**

**Units**

- » Critical Care
- » Emergency Dept
- » Family Care
- » General Med Surg
- » Medical Specialty
- » Observation
- » Progressive Care
- Unit

**LICENSED PRACTICAL NURSES**

**The Future of Local Healthcare**

Altru's new hospital will exude innovation, embody world-class care and provide the calming environment our patients, families and caregivers deserve.

**APPLY NOW**

**altru.org/careers**

**altru**

**PB 50 BEST**  
PLACES TO WORK 2023

**Cory Geffre**  
Chief Nursing Officer

"I'd love to meet you and welcome you to the team!"

Rendering provided by JIG Architects



**MAYO CLINIC  
CARE NETWORK**  
Member

EOE

continued from page 7

Continuation of the Innovative Approach.

- Found the progress report submitted by the Dakota Nursing Program Consortium, Bismarck State College, Nurse Apprenticeship Program, PN Certificate and AAS RN Nursing Programs utilizing NDAC Innovation in Nursing Education meets the NDBON reporting requirements as outlined in

NDAC Periodic Evaluation; and approved the Bismarck State College, Nurse Apprenticeship Programs through July 2025, and require the consortium director to submit a progress report December 20, 2024, and June 27, 2025, providing evidence of outcomes being met and public protection not compromised for consideration of continued approval of the innovative approach as required in NDAC Requesting Continuation of the Innovative Approach.

- Approved the request from the University of North Dakota, Department of Nursing, DNP Program, for the addition of a degree offered, the post-baccalaureate to Doctor of Nursing Practice Degree for the Family Nurse Practitioner and Psychiatric Mental Health Nurse Practitioner specialty tracks as the program has full approval, and the changes comply with NDAC Programmatic Changes.
- Approved the request for addition of the satellite site in Hazen, ND for the Dakota Nursing Program Consortium, Bismarck State College, AAS RN Program, as the program has full approval, and the change complies with NDAC Programmatic Changes.
- Approved the request for a change to end of program student learning outcomes for the Dickinson State University, Department of Nursing, AASPN Program, as the program has full approval, and the change complies with NDAC Programmatic Changes.
- Approved the request for change in organizational structures affecting the nursing division for the North Dakota State University, BSN and DNP Programs, as the programs have full approval, and the change complies with NDAC Programmatic Changes.
- Approved the request for a change in student learning outcomes for the North Dakota State University, School of Nursing, DNP and BSN Programs, as the programs have full approval, and the change complies with NDAC Programmatic Changes.
- Approved the request for the deletion of courses CHP 400, NURS 460, NURS 322 and addition of course NURS 463 for the North Dakota State University, School of Nursing, Baccalaureate Program, as the program has full approval, and the changes comply with NDAC Programmatic Changes.
- Approved the request for the addition of new course NURS 307 for the North Dakota State University, School of Nursing, LPN to BSN Program, as the program has full approval, and the changes comply with NDAC Programmatic Changes.
- Approved the request for change in organizational structures affecting the nursing division for the North Dakota



The Premier Healthcare Staffing Solution

**PROUDLY STAFFING  
ND, SD & MT  
FOR 20+ YEARS**

**APPLY TODAY @  
[www.prairietravelers.com](http://www.prairietravelers.com)**

## NOW HIRING TRAVEL STAFF

- Registered Nurses
- Licensed Practical Nurses
- Certified Medication Aides
- Certified Nurse Aides

NORTH DAKOTA  
STATE UNIVERSITY

**NDSD**

## ADVANCE YOUR NURSING CAREER

With options on-site and online, the NDSU School of Nursing in Fargo and Bismarck, North Dakota, offers excellent value with small class sizes and experienced faculty.

### Our programs include:

- Accelerated BSN program
- RN to BSN 100% online program
- Pre-licensure BSN program
- LPN to BSN blended online program
- Doctor of Nursing Practice (BSN to DNP)/ Family Nurse Practitioner program

NDSU offers programs to part- and full-time students, working professionals and those seeking online educational opportunities.

**[ndsu.edu/nursing](http://ndsu.edu/nursing)**



State College of Science, Department of Nursing, PN and RN Programs, as the programs have full approval, and the change complies with NDAC Programmatic Changes.

- Approved the request for enrollment increase of 16 seats for the North Dakota State College of Science, Department of Nursing, LPN to RN program as the program has full approval, and the change complies with NDAC Programmatic Changes.
- Approved the request for change in organizational structures affecting the nursing division for the Dakota Nursing Program Consortium, Bismarck State College, PN Certificate and AAS RN Programs as the programs have full approval, and the change complies with NDAC Programmatic Changes.
- Approved moving the DNPC, BSC PN Certificate and AAS in Nursing Programs request for an increase in enrollment to the August 2024 Special NEC and Board meetings for review and consideration.
- Found the Minnesota State Community

and Technical College, Workforce Development Solutions, RN Refresher Course in full compliance with requirements as outlined in the NDBON Refresher Course Guidelines, NDAC 54-02 Nurse Licensure and 54-03.2 Standards for Nursing Education Programs, and granted Continued Full Approval of the RN Refresher Course until July 2028 and required a Paper Survey of the RN Refresher Course in April 2028 for Continued Full Approval.

- Approved the request to extend approval of the Prairie Educational Services, LPN IV Therapy Course from July 2024 through October 2024.
- Found the North Dakota State College of Science, LPN Intravenous Therapy Course in full compliance with requirements as outlined in NDBON Guidelines for Licensed Practical Nurse Intravenous Therapy Course, NDAC Standards of Practice for Licensed Practical Nurses and Standards for Nursing Education Programs, and granted Initial Full Approval of the North Dakota State College of Science LPN Intravenous Therapy Course

until July 2028 and required a Paper Survey of the North Dakota State College of Science LPN Intravenous Therapy Course in April 2028 for Continued Full Approval.

- Approved moving the Rasmussen University, Moorhead, MN, ADN Program request for to use two baccalaureate-prepared RNs enrolled and making progress in master's programs for clinical practice instruction to the August 2024 Special NEC and Board meetings for review and consideration.
- Approved the Fiscal Year 2022-2023 Nursing Education Annual Report to include nurse administrator edits.
- Approved the 56 eligible individuals for the NEL for a total amount of \$100,000.43 according to NDAC 54-04.1 Nursing Education Loan.
- Approved acceptance of the education and certification as Acute Care Nurse Practitioner to qualify for APRN licensure in North Dakota: Kon-Approve as Adult NP without prescriptive

continued on page 10

**Master of Science in  
NURSING**  
**AUGIE.EDU/MSN**




Augustana offers specialty tracks and post-graduate certificates in:

- Adult-gerontology acute care nurse practitioner (AG-ACNP)
- Adult-gerontology clinical nurse specialist (AG-CNS)

**FIND YOUR BOLD**

**AUGUSTANA**  
UNIVERSITY



Join a team powered by  
**PURPOSE**

At Children's Nebraska, we are committed to providing exceptional pediatric specialty care, and as our services continue to grow, we need nurses like YOU to make that happen.

- Collaborative, People-First culture and competitive pay
- Impressive hiring bonuses for designated areas
- Up to \$10,000 in student loan repayment
- Unique lifestyle schedule program, including weekend RN, seasonal and eight-week flexible scheduling
- Robust RN programs, including Nurse Residency, Transition to Pediatric Nursing and ICU & Cardiac Boot Camps

**ChildrensNebraska.org/Careers**

**Children's**  
NEBRASKA

continued from page 9

- authority and Sileo-Approve as Adult NP with prescriptive authority.
- Approved the following RN licensure applicants as they completed the Excelsior LPN to RN Program and obtained more than 400 nursing practice hours in the previous four years to meet NDAC 54-02-01-14(2) Recognition of programs from other Jurisdictions; As otherwise approved by the Board: A. Recker, RN, L. Rotering, RN, and V. Yerbich, RN.
- Board considered the following non-disciplinary denials of applicants who do not meet minimum qualifications for licensure in ND: L. Montoban, RN exam applicant ratified non-disciplinary denial; S. Perrenod, RN endorsement and APRN initial applicant approved for licensure; and M. Davis, RN endorsement applicant ratified non-disciplinary denial.
- Approved the addition of International Education Evaluations credentials evaluation service to the Board-approved list of credentials evaluation agencies.

- Ratified the retest licensure/registry fee of \$50 per retest application with an effective date of July 1, 2024.
- Approved the addition of the following UAP/MAIII Certification agencies for registry: National Association for Health Professionals (NAHP) certification for Medication Assistant III registry; and American Allied Health (AAH) certification for surgical technician registry in North Dakota.
- Approved the request from RN endorsement applicant J. Mathew to accept the completion of 3-year diploma RN in general nursing international nursing education program to meet the minimum NDAC 54.03.2-06-07, (3) associate degree registered nurse program curriculum requirements for license by endorsement according to NDAC 54-02-06-01,(2); NDCC 43-12.1-09,(2)(b); and Board policy.
- Denied the request from LPN endorsement applicant F. Smith to accept partial completion of an associate degree RN program and no degree to meet the minimum NDAC 54.03.2-06-07, (1) Practical Nurse Program Curriculum Requirements for License by Endorsement according to NDAC 54-02-06-01, (1.d); NDCC 43-12.1-09, (2)(b)(2).
- Approved the Reactivation to Limited License or Limited Registration policy and archive the Emergency Limited License/Registration policy.
- Approved the following election of officers: Dr. Buettner as President for a one-year term ending July 2025; Krank as Vice President for a two-year term ending July 2026; and Vetter as Treasurer for a two-year term ending July 2026.
- Accepted the FY 2025 regular meeting dates and annual retreat as follows: Regular Board meetings-October 24, 2024, January 23, 2025, April 24, 2025, July 24, 2025; Board Retreat- October 23, 2024 NDBON Retreat; and Committees- as scheduled by respective committees.
- Approved the revisions to the Governance Manual to include the updated Strategic Plan components as distributed.
- Approved the proposed FY 2025 committee charges.
- Approved the FY 2025 committee appointments:
  - Executive Committee: President

Buettner, Vice President Krank, Treasurer Vetter.

- Finance Committee: Treasurer Vetter (Chair), Buettner, Pazdernik.
- Alternative to Discipline: Buettner, Seamands; External member: Wendi Johnston, Dr. Mary Beth Johnson.
- Risk Management: Friestad.
- Strategic Planning Committee: Vice President Krank (Chair), Richter, Froelich.
- CFN Representative and CFN President Elect- Maureen Bentz (staff); Alternate: Seamands (2024-2026).
- PDMP: Buettner and Pfenning (staff).
- Approved the order denying application for Mohamed Bockarie, RN exam applicant.
- Approved the order denying application for Kayla Grabar, MAIII applicant.

### August 2024 Special Meeting

Board highlights include motions from the draft special meeting minutes posted at [www.ndbon.org](http://www.ndbon.org) to be considered at the October 2024 regular meeting.

- Approved the August 15, 2024, progress report update from designated DSU nurse administrators addressing compliance with applicable sections of the NDAC; and requested a status update about the programs to be shared during the October 3, 2024, NEC meeting and the October 24, 2024, Board meeting.
- Approved the request for enrollment increase of 20 seats, 10 seats per program, for the Dakota Nursing Program Consortium, Bismarck State College, Practical Nursing Certificate and AAS in Nursing Programs, Bismarck, ND campus as the programs have full approval, and the changes comply with NDAC Programmatic Changes.
- Approved the request allowing the use of two baccalaureate-prepared RNs enrolled and making progress in master's programs for clinical practice instruction fall 2024 through spring 2025 from Rasmussen University, Moorhead, MN, ADN Program as the program holds NDBON Annual Recognition, complies with NDCC Nursing Education Programs, Section 1. and the request aligns with NDAC Employment of Academically Unqualified Faculty, Subsection 3. Other Circumstances as Approved by the Board.



**Now accepting  
Spring 2025 applications!**

**Entirely online  
and accredited  
nursing programs!**

- RN-to-BSN
- Master of Science in Nursing (MSN)
- Nursing Leadership & Management
- Nurse Educator
- Nursing Graduate Certificates



**Full-time and Part-time Enrollment  
5-Week Blocked Nursing Courses  
Fall & Spring Starts  
Scholarships available for eligible students**

**[www.mayvillestate.edu/nursing](http://www.mayvillestate.edu/nursing)  
[nursing@mayvillestate.edu](mailto:nursing@mayvillestate.edu)  
701-788-4636**



# The North Dakota Board of Nursing Announces Opening of Licensure Renewal on October 1, 2024 on the New Nurse Portal

Online renewal will become available October 1 through December 31, 2024 for nurses with North Dakota licenses expiring 12/31/2024.

## New Changes to Renewal System

The North Dakota Board of Nursing recently launched a new licensing and renewal system. In order to renew your license, you will need to create an account in our new “Nurse Portal”. You may setup your account at any time. To learn more about setting up an account, visit our Portal Help Page by visiting: <https://www.ndbon.org/nurseportal.asp>.

To visit our Nurse Portal and begin setting up your account, visit: <https://ndbon.boardsofnursing.org/ndbn/>

To renew your license, log into your Nurse Portal account. Next, click the renewal link that displays next to your active license in the “Your Licenses in North Dakota” area of your Nurse Portal account.

If you hold both a RN and APRN license, the system will allow you to renew both simultaneously. Simply click one of the renewal links and you will be prompted with a pop-up box asking if you’d like to renew both. NDBON strongly recommends you take advantage of this feature rather than renewing the licenses separately in the new renewal system.

In addition, a new License Verification Portal was also launched, allowing you to check the status of your license at any time. The License Verification Portal can be found by clicking the “Verify” button on our website’s navigation bar or by visiting: <https://ndbon.boardsofnursing.org/licenselookup>

Name changes and address changes can be made through your Nurse Portal account.

Please note that both the Nurse Portal and License Verification Portal will display all temporary licenses, permits, and permanent licenses. Temporary licenses and permits will typically be pre-pended with a “P” or “T” or “Temp” on your license number (i.e. P007).

## Renewal Begins October 1, 2024 – Don’t Delay

If you renew between December 31

Your Licenses with North Dakota

Apply for License

License Number	License Type	Compact Status	License Granted Date	License Expiration Date	License Status
P007	RN	N/A	May 25, 2023	Aug 22, 2023	Inactive
R007	RN	Multistate	Jun 29, 2023	Dec 31, 2024	Active <div>Renewal</div>

License data provided by the North Dakota State Board of Nursing

Click “Renewal” to renew your license

Choose additional Licenses to renew simultaneously

☐ Continue renewal of RN license
 ☒ RN/APRN Combined Renewal

☒ RN
 ☒ APRN–CNP

RN/APRN Combined Renewal

Continue

Cancel

through January 1, your updated expiration date may not display on the website until January 2, 2025 due to the New Year holiday. If you need to practice on January 1, 2025, you MUST renew your license before December 30, 2024 in order for your updated license expiration date to be displayed on our website.

Failure to receive a renewal notice does not relieve a nurse of the obligation to renew his/her license before the expiration date.

Renewal requirements and fees are available on our renewal webpage by visiting: <https://www.ndbon.org/NurseLicensure/RenewReactivate/index.asp>

For nurses retiring or wishing to inactivate their ND license, do NOT renew your license. Our system will automatically expire your license on January 1, 2025. There is no fee and no need to call the Board office.

## Continuing Education (CE) Audit:

All required CE must be completed before renewing online. CE Frequently Asked Questions (FAQ) can be found on the Board website at <https://www.ndbon.org/FAQ/Renewal-Audit.asp> and [www.ndbon.org/FAQ/Renewal-ApprovedCE.asp](https://www.ndbon.org/FAQ/Renewal-ApprovedCE.asp) If you are randomly selected to be audited when

you renew your license, you will receive a notice of CE Audit by email from CE Broker and be provided with a link to the CE Broker webpage for ND to enter proof of your CE.

CE Broker is the official CE tracking system of the North Dakota Board of Nursing.

## To activate your free CE Broker account

1. Visit [www.cebroke.com/nd/plans](http://www.cebroke.com/nd/plans) Once at this page scroll down to “Pick your Plan” and choose Basic if you would like the no-cost plan.
2. Select the “Get Basic” button under the Basic Account option.
3. Enter your license number and get started!
4. If you need help navigating your account, the CE Broker Support Team is waiting to hear from you; by phone 877-434-6323 or via email [support@cebroke.com](mailto:support@cebroke.com) or live chat by using the “Help” button in the bottom right corner of page.

Once you have renewed your license online, view our website at [www.ndbon.org](http://www.ndbon.org) and choose Verify to view and print your updated licensure information. Allow up to three business days for the new expiration date to display on this site.



# NORTH DAKOTA BOARD OF NURSING

## Licensure Renewal Continuing Competency Requirements

The North Dakota Nurse Practices Act, NDCC Chapter 43-12.1, Section 43-12.1-07, Subsection 2. (m), NDAC Chapter 54-02-05 and NDAC Chapter 54-05-03.1 require that all licensees must demonstrate successful completion of continuing competency requirements to renew a license.

- ❖ License renewal reminders for North Dakota nurses are sent by email.

According to the Nurse Practices Act, NDCC Chapter 43-12.1, Section 43-12.1-11, individuals licensed by the Board must provide current contact information. If you have had a change of email address since your last renewal, please visit the website [www.ndbon.org](http://www.ndbon.org) and choose **Nurse Portal** to create your Nurse Portal account. At that time, you can update your email address to

ensure you receive renewal and other important NDBON notices.

- ❖ If you decide not to renew your license, your license will become “inactive.” No additional action will be necessary on your behalf. Please note that once your license becomes inactive, you may not work as a nurse. Nurses wishing to work again with an inactive license will need to apply for a reactivation.

## Continued Competency Requirements frequently asked questions (FAQs)

### PRACTICE REQUIREMENTS

#### Are there practice requirements for license renewal in North Dakota?

Yes. All individuals renewing a nursing license must meet or exceed **400 hours of nursing practice** in the **previous four (4) years**. Hours practiced in another regulated profession **cannot** be used for nursing practice hours.

- Nurses who have completed a refresher course within the prior year or graduated from a nursing undergraduate or nursing graduate program in the last four (4) years with less than 400 hours of nursing practice will be able to renew their license without meeting this requirement.

### CONTINUING EDUCATION (CE) REQUIREMENTS

#### Are there CE requirements for license renewal in North Dakota?

Yes. All individuals renewing a nursing license must complete 12 contact hours of CE obtained within the preceding two (2) years.

- An applicant that obtained initial licensure through examination will not need to complete additional contact hours of approved CE before

first renewal of a nursing license. The requirements have been met through academic coursework.

- An applicant for reactivation of a license who completed a nurse refresher course may use the course contact hours for the first renewal cycle after reactivation of a license.
- An APRN with **Prescriptive Authority** must complete **15 contact hours** of pharmacotherapy CE related to the scope of practice during the previous two (2) years in pharmacotherapy related to the scope of practice. The pharmacotherapy CE must be itemized on the certificate of completion.

#### Am I required to obtain mandatory CE about specific topics?

No. North Dakota does not have mandatory content specific CE requirements for RNs and LPNs or APRNs without prescriptive authority. APRNs with prescriptive authority must complete 15 contact hours of pharmacotherapy specific CE.

#### What is the time frame for completing my required CE?

All required CE must be completed during the two (2) year renewal cycle, which began January 1<sup>st</sup> of the first year and prior to the expiration date

of the license the following year on December 31<sup>st</sup>.

#### Can excess contact hours be applied to the next licensure renewal cycle?

No. Contact hours do not carry over from one license renewal cycle to the next. You must complete 12 contact hours of approved CE during each two (2) year license renewal cycle to renew a license to practice nursing in North Dakota. APRNs with prescriptive authority must complete 15 contact hours of pharmacotherapy specific CE.

#### What if I am unable to complete the required contact hours needed for renewal? Can an extension be given for completion?

No. The Board does not issue extensions – the CE requirement must be met before renewal. Failure to meet the CE requirement may result in disciplinary action and penalty fees.

- CE completed after December 31<sup>st</sup> in the year of renewal will be assessed a fee of \$50 per contact hour earned after that date (i.e. - \$600 for 12 contact hours done after December 31<sup>st</sup>).
- If audited, failure to provide proof of CE completed during the applicable renewal cycle may result in sanctions against your nursing license.



**How do I know if a CE activity I completed is acceptable to use toward my license renewal contact hour requirement?**

The North Dakota Board of Nursing will accept, at face value, the number of hours awarded for an educational activity that has been approved for CE, if approved by one of the following Board recognized providers of CE:

- The North Dakota Board of Nursing
- An accredited college or university
- A health care regulatory board in any state
- A professional organization that is nationally accredited to approve CE

**What CE records should be kept?**

Documentation of completion of CE activities should be supplied by the provider of the educational activity. Documentation should contain the following information:

- Licensee's name
- Title of the education activity or course
- Approval code or course number
- Date of program completion
- Name of the provider/instructor
- Name of the organization which approved the program for CE
- Contact hours awarded

**The statement on my CE completion certificate states that the course meets the requirements for CE of another board of nursing. Does this mean it is approved CE for my North Dakota nursing license renewal?**

No. Approval is a formal process that involves review of the program components *prior* to offering the CE. A statement that the CE meets a requirement alone is not approval and therefore is not acceptable for CE required by the NDBON.

**Can I use college courses that I am taking to meet my CE requirement?**

Yes. If the course meets the NDBON nursing subject matter criteria for CE. Credit received for successful completion of a course taken through an accredited college or university may be used to meet the CE requirement. This is called "Academic Credit" and

translates into contact hours as follows:

- 10 contact hours = One (1) academic quarter hour
- 15 contact hours = One (1) academic semester hour

**I taught a course that was approved for contact hours; can I use the contact hours to meet the CE requirement for renewal?**

Yes. You may use the approved CE, up to six (6) contact hours, for teaching a course one time during a renewal cycle. The presentation or lecture must be outside of the normal duties of the job and approved for contact hours.

**Can I use evidence that I had an article published in a peer-reviewed (refereed) journal as contact hours to meet the CE requirement for renewal?**

Yes. Evidence of publication of one article related to nursing practice in a peer-reviewed (refereed) journal, one book chapter, or research project published during the license renewal cycle may be submitted for verification of the 12 contact hours.

**Can I obtain my CE online or by attending a virtual event?**

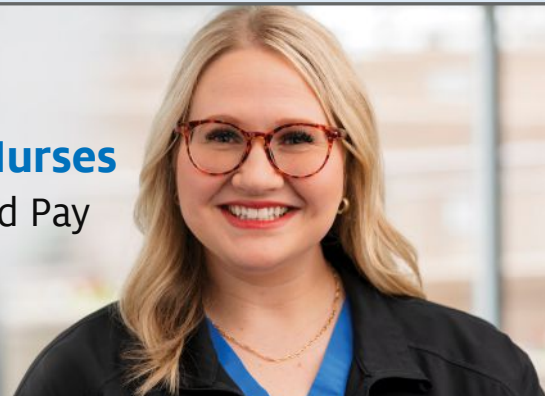
Yes. You may obtain CE through independent study activities taken through mail order courses or online. There is no limit to the number of contact hours you may obtain through independent study.

**Do I need to complete CE for my first renewal after I was licensed by exam?**

No. If you recently received your first license in North Dakota and took an examination to receive it, and this is your first renewal of that nursing license, you are **not required** to have completed CE courses. You have met the requirement through your academic coursework and **must** verify by attesting to the statement on the renewal form. You can verify your license expiration date by visiting: <https://ndbon.boardsofnursing.org/licenselookup>

continued on page 14

**Registered Nurses**  
New Increased Pay



*Now is the Time to Join Our Team!*

**New pay and benefits include:**

- **Significant increase in pay for all acute care registered nurses**, positioning Bryan Health at the top of the market
- **Retention bonuses** for select medical-surgical RN positions

**View positions  
& apply today!**



**Careers.BryanHealth.org**

**Bryan Health**

continued from page 13

### **Do I need to complete CE for my first renewal after I was licensed by endorsement?**

Yes. If you recently received your first license in North Dakota and have moved from another state, you are considered to have received your license by "Endorsement". Even though this may be your first renewal you **must** verify by attesting to the statement on the renewal form that you **have completed the required 12 contact hours of CE**. You can verify your license expiration date by visiting: <https://ndbon.boardsofnursing.org/licenselookup>

### **Do educational activities like CPR or Advanced Life Support Courses count toward my CE requirement for renewal?**

No. Not all educational activities completed are acceptable as CE. The following **do not meet** the CE requirement in ND:

- CE contact hours obtained for renewal of license or certification in another regulated profession cannot be used for maintaining nursing licensure.
- Basic Life Support classes.
- CPR classes.
- Recertification Courses (shortened version) for Advanced Life Support Skills (ACLS, PALS, and NRP). Please note, the comprehensive Advanced Life Support Skills courses completed in their entirety may be used to meet CE requirements once every two-year licensure renewal cycle.
- Repetition of any educational activity with identical content and objectives within a single reporting period.
- Agency specific orientation or in-service programs.
- Self-directed independent study activities that have not been approved for CE.
- A personal development activity.
- Community service or volunteer practice.

- Board-ordered CE.
- Membership in a professional nursing organization.
- Professional meetings or conventions except for those portions approved for CE.
- UpToDate activity certificates **do not meet** the requirement for Pharmacology specific CE for APRN Prescriptive Authority CE requirements.

### **Must I complete CE if I'm not working as a nurse currently?**

Yes. Whether you are currently working as a nurse or not has no effect on the CE requirement for licensure renewal. The CE requirement is directly related to renewal of your license in North Dakota.

### **ADVANCED PRACTICE PRESCRIPTIVE AUTHORITY CE**

#### **How many pharmacology specific CE contact hours are required for renewal of APRN prescriptive authority?**

APRN renewal with prescriptive authority requires fifteen (15) contact hours of pharmacology specific CE completed within the renewal cycle, or past 2 years (24 months).

#### **Must the pharmacology specific CE contact hours be indicated or itemized on the CE completion certificates for APRN Prescriptive Authority?**

Yes. Only CE completion certificates which itemize pharmacology contact hours approved for CE will be accepted.

#### **Does the NDBON accept UpToDate Certificates for the pharmacology specific CE requirement for APRN Prescriptive Authority?**

No. UpToDate activity completion certificates **do not meet** the requirement for pharmacology specific CE for APRN prescriptive authority.

### **CE AUDIT**

#### **How does the NDBON monitor my compliance with the renewal CE requirement?**

The NDBON may audit at least two (2) percent of renewal applicants during each renewal cycle.

The NDBON has partnered with CE Broker, as the official CE tracking system for the purpose of auditing CE for renewal. All active ND nurse licensees are provided with a **free** Basic account within CE Broker's platform to upload and record all required completed CE.

Each time you renew your license you verify by attesting to the statement on the renewal application that you have completed the 12 contact hours of CE. It is important that you have **completed** your required CE **before** you attest to this.

To learn more about NDBON's partnership with CE Broker and how to create your free CE Broker account, visit: [https://www.ndbon.org/Education/CE\\_Broker.asp](https://www.ndbon.org/Education/CE_Broker.asp)

#### **Do I send my CE completion certificates to the NDBON?**

No. You will only need to provide proof of completed CE if you receive an email notification from the NDBON through CE Broker that you were randomly selected for the CE audit after you have renewed your license. You are required to submit your CE completion certificates to your CE Broker Basic account provided by the NDBON if you are audited.

#### **Who maintains the record of my completed required CE?**

The nurse licensee. It is the nurse's responsibility to keep a record of all completed CE. You must keep your CE documents for four (4) years, two renewal cycles. The NDBON may audit your CE records for up to four (4) years. You can upload your documents to CE Broker to assure they are readily available to you.



MATILDA, NURSING ASSISTANT

Her days start with dancing and connection because Matilda feels called to truly care for every patient and spread joy wherever she goes.



# GROW THE GOOD

It's not just about finding a job - it's about working for an organization that truly cares about people.

**Your work matters here.**

**SANFORD**  
HEALTH

FIND A CAREER WITH PURPOSE AT [GROWTHEGOOD.COM](https://www.growthegood.com)

North Dakota Board of Nursing  
919 S. 7th Street, Suite 504,  
Bismarck, North Dakota 58504-5881

PRESORTED  
STANDARD  
U.S. POSTAGE

**PAID**

LITTLE ROCK, AR  
PERMIT NO. 563



# EARN YOUR RN TO BSN

.....

## 100% ONLINE

*Designed for the working RN!*

» Accepting  
applications  
for Fall, Spring,  
and Summer

### Key program features:

- Study at your own pace
- Program completion in two, three, or four semester plans
- Earn college credit for current NCLEX-RN licensure
- Affordable tuition and scholarships available
- Exceptional support and 1:1 advising



**MinotStateU.edu/nursing**

.....

Contact Richelle: 800-777-0750 ext. 4305  
richelle.johnson@minotstateu.edu