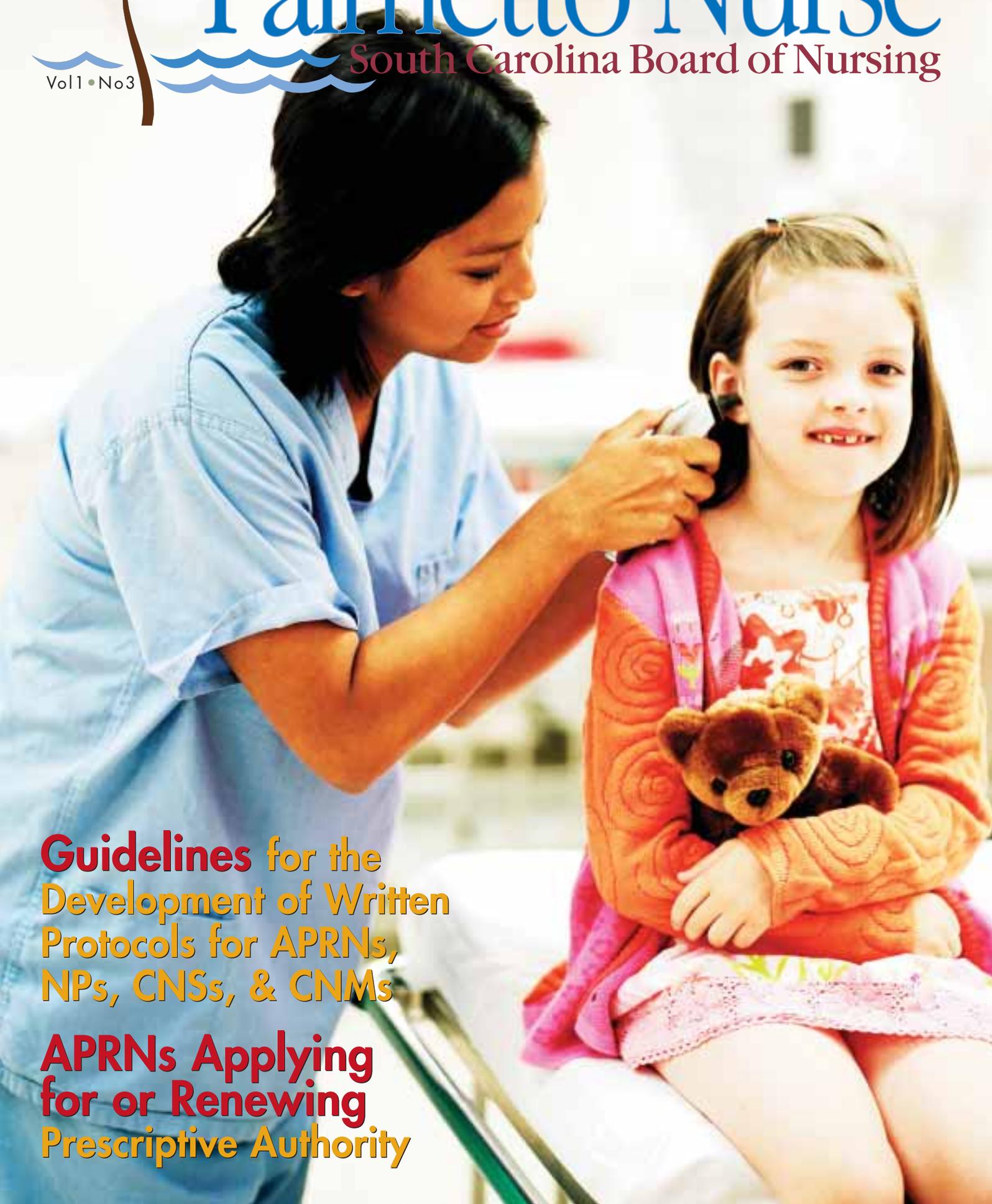




Vol 1 • No 3

Palmetto Nurse

South Carolina Board of Nursing



Guidelines for the
Development of Written
Protocols for APRNs,
NPs, CNSs, & CNMs

**APRNs Applying
for or Renewing
Prescriptive Authority**

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Mission Statement: The mission of the State Board of Nursing for South Carolina is the protection of public health, safety, and welfare by assuring safe and competent practice of nursing.

This mission is accomplished by assuring safe initial practice as well as continuing competency in the practice of nursing and by promoting nursing excellence in the areas of education and practice. The Board licenses qualified individuals as licensed practical nurses, registered nurses or advanced practice registered nurses. Complaints against nurses are investigated and disciplinary action taken when necessary. Schools of nursing are surveyed and approved to ensure quality education for future nurses.

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Edition 3

ADVERTISING

Reach a highly targeted market of licensed nurses at all levels of practice, nursing students, as well as healthcare employers, educators, and regulators. Present your message in a well-read, professional publication tailored directly to those involved in healthcare. Gain name recognition in the primary care community. Advertisements contained herein are not necessarily endorsed by the South Carolina Department of Labor, Licensing and Regulation - Board of Nursing. The publisher reserves the right to accept or reject advertisements for the Palmetto Nurse.

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- The Board of Nursing is located at Synergy Business Park, Kingstree Building, 110 Centerview Drive, Suite 202, Columbia, SC 29210. Directions to our office can be found on our Web site - www.llr.state.sc.us/pol/nursing/
- Our mailing address is LLR - South Carolina Board of Nursing, Post Office Box 12367, Columbia, SC 29211-2367.
- Our normal business hours are 8:30 a.m. to 5:00 p.m., Monday through Friday. Our offices are closed for holidays designated by the State.

DESIGNATED STATE HOLIDAYS FOR REMAINDER OF 2006

- July 4 - Independence Day
- September 4 - Labor Day
- November 10 - Veterans Day
- November 23-24 - Thanksgiving
- December 25-26 - Christmas

Visit our website at www.llr.state.sc.us/pol/nursing

The Board of Nursing Web site contains the New Nurse Practice Act, Regulations, Compact Information, Advisory Opinions, Licensee Lookup, Disciplinary Actions, and other information.

From the Desk of the ADMINISTRATOR



As I returned to the Board of Nursing in a new role as the Administrator, the view has been simply phenomenal because of the talented and dedicated staff in place. Of course, the mission of the Board is still the protection of public health, safety, and welfare by assuring safe and competent practice of nursing. Additional support of this mission has been brought to a much higher level with the successful implementation of the Multi-State Licensure Compact on February 1, 2006. The Board staff team, who worked on the successful implementation of the Compact, has received a “Tribute” which is the employee recognition program at South Carolina Department of Labor, Licensing and Regulation (LLR). This implementation by staff was done in addition to the day-to-day duties and responsibilities that they had to balance during the last six months prior to implementation. Many professional staff in LLR, the community, associations, legislators and licensees has provided additional support to the Compact.

In order to continually strive to communicate with the licensees new opportunities will be available to communicate with the Board such as Letters to the Editor, From the Desk of the Administrator and Compact news for nurses, employers and related associations.

Here are some things that Board and LLR staff are working on:

- The Board staff will be researching the feasibility of paying the licensure fee for walk-ins with credit cards. We currently allow credit cards for online renewals.
- New nursing educational programs are continuously being approved.
- Board staff will be presenting forums around the state regarding Compact information status post renewals.
- Audits of nursing practice will begin in the summer.
- And lastly, Board staff will continue to provide legal aspects workshops at no charge as related to practice as a continuous effort to educate and support all of the licensees.

GUIDELINES FOR THE DEVELOPMENT OF WRITTEN PROTOCOLS FOR APRNs, NPs, CNSs AND CNMs

The South Carolina Board of Nursing has prepared these guidelines to assist the advanced practice registered nurse (APRN) nurse practitioner (NP), clinical nurse specialist (CNS), certified nurse-midwife (CNM) in developing written protocols as described in Chapter 33, Section 40-33-34 (D)(1) of the Nurse Practice Act. The statute defines “approved written protocols” as specific statements developed collaboratively by the physician or the medical staff and the APRN that establish physician delegation for medical aspects of care, including the prescribing of medications. These protocols shall be signed by the APRN and the physician and reviewed at least annually. Protocols must be available in the agency or office of employment and must be available to the Board of Nursing representative within 72 hours of request. Failure to submit protocols within 72 hours of request is considered grounds for misconduct. The Board staff will conduct random audits of approved written protocols as authorized by Section 40-33-34 (D)(2) of the Nurse Practice Act.

"Nurse Practitioner" or "NP" means a registered nurse who has completed an advanced formal education program at the master's level acceptable to the board, and who demonstrates advanced knowledge and skill in assessment and management of physical and psychosocial health, illness status of persons, families and groups. Nurse practitioners who perform delegated medical acts must have a supervising physician or dentist who is readily available for consultation and shall operate within the approved written protocols.

"Clinical Nurse Specialist" or "CNS" means an advanced practice registered nurse who is a clinician with a high degree of knowledge, skill and competence in a practice discipline of nursing. This nurse shall hold a master's degree in nursing, with an emphasis in clinical nursing. These nurses are directly available to the public through the provision of nursing care to clients and indirectly available through guidance and planning of care with other nursing personnel. A CNS who performs delegated medical acts is required to have physician support and to practice within approved written protocols. A CNS who does not perform delegated medical acts is not required to have physician support or to practice within approved written protocols.

"Certified Nurse-Midwife" or "CNM" means an advanced practice registered nurse who holds a master's degree in the specialty area and provides nurse-midwifery management of women's health care, focusing particularly on pregnancy, childbirth, postpartum, care of the newborn, family planning, and gynecological needs of women.

"Delegated medical acts" means additional acts delegated by a physician or dentist to the NP, CNM or CNS and may include formulating a medical diagnosis and initiating, continuing, and modifying therapies, including prescribing drug therapy, under approved written protocols as provided in Section 40-33-34. The physician or dentist can be “readily available” which means the physician must be within a 45 miles radius and is able to be contacted either in person or by telecommunications or other electronic means to provide consultation and advice to the NP, CNM or CNS performing delegated medical acts. When application is made for more than three NPs, CNMs or CNSs to practice with one physician, or when a NP, CNM or CNS is performing delegated medical acts in a practice site great than 45 miles from the physician, the Board of Nursing and Board of Medical Examiners shall each review the application to determine if adequate supervision exists.

COMPONENTS OF APPROVED WRITTEN PROTOCOLS

The approved written protocols should contain the components described/listed above.

- I. General Information
 - a. APRN name, address, social security number and APRN license number.
 - b. Name, address and South Carolina medical license number of supervising physician.
 - c. Type of practice/specialty of the APRN and supervising physician
 - d. Practice location(s) where APRN is performing delegated medical acts.
 - e. Practice location of the supervising physician
 - f. Description of how consultation with the supervising physician is provided
 - g. Description of backup consultation in the supervising physician's absence.
- II. Delegated Medical Acts
 - a. Medical condition for which treatment may be initiated, continued, or modified
 - b. Treatments
 - c. Drugs to be prescribed
 - d. Situations requiring physician referral/direct evaluation
- III. Pertinent Dates
 - a. Date protocols developed
 - b. Date protocols reviewed
 - c. Date protocols revised
- IV. Signatures
 - a. Supervising physician
 - b. APRN
 - c. Alternate physician(s)

SUGGESTED FORMAT FOR PROTOCOLS

- I. Clinical features
 - a. Symptoms
 - b. Signs
- II. Differential Diagnosis
- III. Assessment-Diagnosis
- IV. Treatment (Rx)
- V. Consultation/Referral

References can be used to cite specific diagnoses, signs, symptoms and treatments as long as the references are current and updated.

Questions regarding these protocol development guidelines should be directed to the Board of Nursing at 803-896-4522.



EMPLOYER COMPACT UPDATE

Starting in July 2006, Board staff will be providing an update to all employers in all settings at five locations throughout the state.

The dates are:

July 11- Charleston
July 18-Columbia
August 8- Spartanburg
August 15-Rock Hill
August 22- Greenville

Employers will be provided with a pertinent review of the Nurse Practice Act, proper documents that are needed upon hiring, information on how discipline is addressed by members and non-members of the compact and employer responsibilities with verifying licenses. This information will assist all employers with an understanding of the new legislation related to the requirements of the Multi-state Licensure Compact Implementation that took place February 1, 2006.

If an employer is interested in hosting one of the sessions in their area, they may contact Dottie Buchanan by email at dbuchana@llr.sc.gov or by telephone at 803-896-4533.



APRNs APPLYING FOR OR RENEWING *prescriptive authority*

Under Section 40-33-34 (E)(1) of the Nurse Practice Act, an advanced practice registered nurse (APRN) nurse practitioner (NP), clinical nurse specialist (CNS), certified nurse-midwife (CNM) who is applying initially for prescriptive authority shall provide evidence of forty-five contact hours of education in pharmacotherapeutics acceptable to the Board (usually during the master's program), within two years prior to application. If an APRN comes from another state and applies for prescriptive authority in South Carolina, then the APRN must show 20 hours in pharmacotherapeutics acceptable to the Board within two years prior to application.

If the APRN wants to administer controlled substances, the applicant must apply for state and federal Drug Enforcement Agency (DEA) numbers through the Bureau of Drug Control, South Carolina Department of Health and Environmental Control. Out of the 45 contact hours for initial application or 20 hours for the APRN coming from another state, 15 hours of pharmacotherapeutic education must be specific to controlled substances. Schedules III through V controlled substances may be prescribed if listed in the approved written protocol and as authorized in Section 44-53-300.

Authorization for prescriptive authority must be renewed after the APRN meets the requirements for renewal and there must be documentation of 20 hours acceptable to the Board of continuing educa-

tion in pharmacotherapeutics every two years. For a APRN with controlled substance prescriptive authority, of the 20 hours 15 hours must be related to prescribing controlled substances. The Board can terminate prescriptive authority if national certification in the specialty field is not maintained.

Duplicates of prescriptions are no longer required to be kept by the APRN with prescriptive authority. However, prescriptions must be signed by the APRN with the prescriber's identification number assigned by the Board of Nursing and the DEA number. The prescription form must include the name, address and phone number of the APRN and supervising physician and must be completed with the provisions of Section 39-24-40. A prescription must designate a specific number of refills and may not include a nonspecific refill indication. Also, the prescription must be documented in the patient record of the practice and must be available for review and audit purposes.

An APRN who holds prescriptive authority may request, receive and sign for professional samples, except for controlled substances in Schedule II, and may distribute professional samples to patients as listed in the approved written protocol, subject to federal and state regulations.

BOARD VACANCIES

The Nurse Practice Act signed by Governor Sanford on May 11, 2004, established an additional lay member for the Board. There are currently two lay member vacancies on the Board of Nursing. Lay members represent the public at large as a consumer of nursing services and may not be licensed or employed as a health care provider. No board member may serve as an officer of a professional health-related state association. If you know someone who is interested in these lay positions, they should submit a letter of request, along with a resume to Boards & Commissions, Governor's Office, Post Office Box 11829, Columbia, SC 29211.

Board Briefs

The following is a summary the major actions by the Board of Nursing at its January and March, 2006 meetings:

- Approved the draft of the proposed amendments to the education regulations with changes made due to the Nurse Licensure Compact.
- Made committee assignments for 2006.
- Reviewed proposed changes to the 2007 NCLEX –RN Test Plan. It was noted that patient safety and communication among disciplines were addressed in the proposed changes.
- Approved the draft Position Statement regarding Simulation as a Teaching in Nursing Education with a revision to the last paragraph to mirror National Council of State Boards of Nursing (NCSBN) recommendations. The Board thanked the ACON Task Force and Board staff for their hard work on this position statement.
- The Board reviewed the National Council of State Boards of Nursing (NCSBN) Vision Paper: The Future Regulation of Advanced Practice Nursing as well as comments from various advanced practice nursing groups and individuals.
- Joan K. Bainer, RN, MN, CNA BC was introduced and welcomed back as the new administrator for the Board of Nursing. The Board thanked Renatta Loquist, RN, MN for her assistance to the Department of Labor, Licensing and Regulation, the Board and the staff by serving as interim administrator during the search for and hiring of a new board administrator.
- Competency Requirement Criteria by adding the following: American Association of Colleges of Nursing (AACN) as a Board-accepted provider for continuing education, Certified Professional in Healthcare Quality (CPHQ) as a certification for continued competence and the National League for Nursing (NLN) nurse educator certification.
- Reviewed a request for the Board to allow a nurse to practice as a Nurse Hypnotherapist in our state as well as a request to recognize hypnotherapy as an advanced nursing practice. This request was denied due to lack of statutory authority of the Board.

BOARD and COMMITTEE MEETINGS



June 20, 2006	Advisory Committee on Nursing
July 27 – 28, 2006	Board of Nursing
August 4, 2006	Advanced Practice Committee
August 17, 2006	Nursing Practice & Standards Committee
August 29, 2006	Advisory Committee on Nursing
September 28 – 29, 2006	Board of Nursing
October 17, 2006	Advisory Committee on Nursing
October 19, 2006	Nursing Practice & Standards Committee
November 3, 2006	Advanced Practice Committee
November 16 – 17, 2006	Board of Nursing
December 14, 2006	Nursing Practice & Standards Committee
December 19, 2006	Advisory Committee on Nursing

LETTERS

TO THE EDITOR

What if I move? Do I need to do anything?

State law mandates that you notify the Board of your change of address. All licensees must notify the Board in writing within fifteen (15) days of any change in address or e-mail the Board using the Web site. If the Board does not know where you are you will not receive any renewal information, which could impact on your nursing practice at a later date. If you move from one Compact state to another Compact state, you will be required to apply for and obtain a nursing license in that state. When a nurse changes residency to a Non-Compact state, he/she will be required to apply for and obtain a nursing license in that state. Nurses must meet the requirements to obtain and renew their license in their primary state of residence. Primary state of residence means "the person's fixed permanent and principal home for legal purposes; domicile". Sources of proof that boards of nursing may use to verify primary residence include, but are not limited to, one's federal tax return, voter registration card, or driver's license.

I am an employer in upstate South Carolina; I am employing a

nurse who holds a Compact license from North Carolina. Do I need to complete any forms for the South Carolina Board of Nursing? Nurse Manager, Greenville

This is a very good question. We are asking all nurses working in South Carolina on a license from another Compact state to complete a Multi-state Licensure Privilege Notification Form. This form is located on our Web site under Applications/Forms. This form will assist our state in continuing to collect workforce data. You may want to make this form a part of your employment package. You may submit the completed forms to us on a weekly basis if you wish.

QUESTIONS/COMMENTS FROM ONLINE RENEWAL

Why do you charge a fee to renew your license???

Conway/Myrtle Beach RN

Very poor to request renewals on line then charge a fee to do so. Shame on you. Also do not sell my name again to outside companies. Melanie, RN

Completing the online registration was easier than I thought - and quicker. However, I don't agree with the \$1.25 surcharge for registering online. Summerville RN

The \$1.25 surcharge is for the bank and is not Board of Nursing revenue. Although expenses continue to rise and we have had budget cuts over the past several years, the Board has not raised its licensure fees in more than 10 years. By renewing online, you receive a confirmation that our office has received your renewal. To receive the same confirmation by regular mail, you would need to pay more than \$4 in postage for certified mail with return receipt requested. Online renewal is a much quicker process for our nurses and assists our employers with licensure verification. We will mail your license within five business days or less after your card has cleared. The Licensee Lookup will reflect your renewal the same day your license is issued.

Information on our licenses is provided only in accordance with the South Carolina Freedom of Information Act and the Family Privacy Protection Act of 2002. These statutes can be viewed at www.scstatehouse.net/.

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To Whom It May Concern, This was great! I do have to ask this question. I have always renewed my RN License first then my APRN license. Does this renewal include a renewal for both the RN and APN License? Diane, APRN

The new Nurse Practice Act authorizes the Board of Nursing to issue Advanced Practice Registered Nurse (APRN) licenses. This takes the place of licenses and recognition previously issued. The official title of this license is APRN. Due to computer constraints, we were only able to put APN on the wall certificate.

This site was helpful, user friendly, and just plain easy for someone who would consider himself or herself not computer literate. Thanks! Sharon LPN

Hey Fellow Nurses, This site was great! I love it. . .so convenient. Everyone has done a terrific job! Regards, Marguerite APRN

I am very thankful I can be here renewing my license on Sunday night at 11 pm! That's about the time everything calms down around here. Thank you. Lynda RN and proud of it!

Quite painless for someone who has gone kicking and screaming into the computer world!!! Thank you for making this site so user-friendly. Glenda RN

My husband is currently serving in the U.S. Army, and we move from place to place and the Web site is a great assistance to military

spouses. Thank you very much. Laura, LPN

Yes this was very helpful especially since I waited so long to finally do it!! The process only took 5 minutes. Thanks for having this

helpful site available. Nancy - proud S.C. LPN!!

I have to admit....as a CRNA of 30 years....this was the easiest and most practical renewal I have done. C, CRNA