



**FAMILY PLANNING PROGRAM
POLICY AND PROCEDURE MANUAL**

SECTION: Program Administration
SUBJECT: Advanced Practice Nurse/Physician
Assistant License

POLICY: Every advanced practice nurse/physician assistant employed by a delegate agency (even on a temporary basis) must possess a current license and certification from the North Dakota Board of Nursing/Board of Medical Examiners to function as a clinician in the Family Planning Program.

PROCEDURE:

1. Prior to employing an advanced practice nurse/physician assistant, the delegate director must request a copy from the applicant of her/his license/certification. This shall be verified with the North Dakota Board of Nursing/Board of Medical Examiners, and refer to policy PA 12, licensure.
2. If the advanced practice nurse is a recent graduate and has not yet taken a national certifying exam (a requirement for certification by the North Dakota Board of Nursing), she/he may be employed by the Delegate Agency if she/he qualifies for a temporary advanced practice nurse permit from the North Dakota Board of Nursing.
3. If an advanced practice nurse has a temporary permit she/he may be employed by the delegate agency with the understanding that she/he must pass a national certifying exam in two attempts or employment within the North Dakota Family Planning Program is no longer possible.
4. A physician assistant must have an approved application of registration with the ND Board of Medical Examiners before she/he may function in the ND Family Planning Program as a clinician.

The physician assistant must: 1) pass the certifying examination of the National Commission on Certification of Physicians Assistants or other certifying examinations approved by the ND Board of Medical Examiners; and 2) have on file with the Board of Medical Examiners a signed contract with a supervising physician outlining her/his scope of practice.

5. Registration renewal requirements must be current as determined by the ND Board of Nursing and the Board of Medical Examiners.
6. The ND Board of Nursing/Board or Medical Examiners must be contacted for all licensure information.



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7. Advanced Practice nurses opting to meet the recertification requirements by choosing the continuing education mode may be allowed leave with pay to attend workshops, seminars, etc., equivalent to 15 contact hours during one calendar year.
 8. If an advanced practice nurse desires to obtain more than 15 contact hours during one calendar year, it will be at the discretion of the delegate agency and within its budget limitations.
 9. Each agency must have a policy regarding continuing education units for recertification.
 10. Fifteen contact hours must include pharmacotherapy related to scope of practice to meet recertification requirements for advanced practice nurses with prescriptive authority.
 11. Reimbursement for travel and per diem expenses should be based on the delegate agency's travel policy.
 12. A midlevel clinician must have prescriptive authority.
 13. A midlevel clinician must have eligibility to receive third party reimbursement for services provided.
- American Nurses association (ANA) requires 75 contact hours in a 5-year period.
 - National Certification Corporation for the Obstetric, Gynecologic and Neonatal Nursing Specialties (NCC) requires recertification every three years. Recertification can be accomplished by either demonstration of approved successful re-examination.
 - The American College of Nurse-Midwives Certification Council (ACC) requires recertification every eight years. Recertification can be accomplished by either completing the AC Certificate Maintenance Modules or by successful re-examination.
 - The National Commission of Physician Assistants requires 100 hours of continued education every two years and re-examination for national certification every six years.

References:

1. North Dakota Century Code, Chapter 43-12, Nurse Practice Act
2. North Dakota Century Code, Chapter 43-17, Physicians and Surgeons