

## Chapter N 3

### LICENSURE BY ENDORSEMENT

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**Note:** Chapter N 5 as it existed on July 31, 1981 was repealed and a new chapter N 5 was created effective August 1, 1981. Chapter N 5 as it existed on March 31, 1984 was repealed and a new chapter N 3 was created effective April 1, 1984.

**N 3.01 Authority and intent. (1)** This chapter is adopted pursuant to authority of ss. 15.08, 227.11, 441.01 (3), Stats.

**(2)** The intent of the board of nursing in creating this chapter is to specify the requirements and procedures for obtaining a license by endorsement as a registered nurse and for obtaining a license by endorsement as a licensed practical nurse.

**History:** Cr. Register, March, 1984, No. 339, eff. 4-1-84; am. (2), Register, May, 1990, No. 413, eff. 6-1-90; correction in (1) made under s. 13.93 (2m) (b) 7., Stats., Register, May, 1990, No. 413.

**N 3.02 Definitions.** As used in this chapter:

**(1)** "Board-approved school" means an institution which has a school, college, program or department of nursing which meets standards of the board or holds accreditation by a board-recognized nursing accreditation agency.

**(2)** "Board" means board of nursing.

**(3)** "Bureau" means bureau of health service professions within the department of safety and professional services.

**(4)** "L.P.N." means licensed practical nurse.

**(4m)** "NCLEX" means national council licensure examination.

**(5)** "R.N." means registered nurse.

**(6)** "Direct supervision" means immediate availability to continually coordinate, direct and inspect at first hand the practice of another.

**Note:** The bureau is located at Room 174, 1400 East Washington Avenue, Madison, Wisconsin.

**History:** Cr. Register, March, 1984, No. 339, eff. 4-1-84; am. (1), (3), (4) and (6), Register, May, 1990, No. 413, eff. 6-1-90; CR 01-049: cr. (4m), Register October 2001 No. 550, eff. 11-1-01; correction in (3) made under s. 13.92 (4) (b) 6., Stats., Register February 2012 No. 674.

**N 3.03 Qualifications for endorsement. (1)** REGISTERED NURSE APPLICANT. (a) A registered nurse holding a license in another state, U.S. territory or province of Canada, or a registered nurse who has held a current license in a state which has adopted the nurse licensure compact within the 5 years prior to application, who has graduated from a board approved school of professional nursing may become licensed in Wisconsin provided the applicant meets all of the following:

1. Subject to ss. 111.321, 111.322 and 111.335, Stats., does not have an arrest or conviction record.

2. Has passed the national council licensure examination for registered nurses or the state board test pool examination for registered nurses or other examination approved by the board.

3. Has a license against which no disciplinary action has been taken in any of the states, territories or provinces in which the applicant has held a license.

4. Has not been terminated from any employment related to nursing in another state for reasons of negligence or incompetence.

5. Is licensed in another state, U.S. territory or province, the requirements for licensure of which are substantially equivalent

to the requirements for licensure in this state at the time of original licensure.

(b) A registered nurse holding a license in another state or U.S. territory or province of Canada who has not graduated from a board-approved school of professional nursing may become licensed in Wisconsin provided the applicant meets all of the following:

1. Has graduated from a school of professional nursing in this country or the country of original licensure.

2. If originally licensed in a foreign country, has passed the licensure examination in the country of original licensure.

3. Has passed the national council licensure examination for registered nurses or the state board test pool examination for registered nurses or other examination approved by the board.

4. Verifies at least 2 years of full-time or equivalent practice as a registered nurse within the last 5 years.

5. Verifies competency in the English language.

6. Has a license against which no disciplinary action has been taken in any of the states, territories, provinces or countries in which the applicant has held a license.

7. Has not been terminated from any employment related to nursing in another state, territory, province or country for reasons of negligence or incompetence.

8. If originally licensed in another state, U.S. territory or province, proves that the requirements for licensure in that state, territory or province were substantially equivalent to the requirements for licensure in this state at the time of original licensure.

9. Subject to ss. 111.321, 111.322 and 111.335, Stats., does not have an arrest or conviction record.

**(2) LICENSED PRACTICAL NURSE APPLICANTS.** (a) A practical nurse holding a license in another state, U.S. territory or province of Canada, or a licensed practical nurse who has held a current license in another state which has adopted the nurse licensure compact within the 5 years prior to application, who has graduated from a board-approved school of practical nursing may become licensed in Wisconsin provided the applicant meets all of the following:

1. Subject to ss. 111.321, 111.322 and 111.335, Stats., does not have an arrest or conviction record.

2. Has passed the national council licensure examination for practical nurses or the state board test pool examination for practical nurses or other examination approved by the board.

3. Has a license against which no disciplinary action has been taken in any of the states, territories or provinces in which the applicant has held a license.

4. Has not been terminated from any employment related to nursing in another state for reasons of negligence or incompetence.

5. Is licensed in another state, U.S. territory or province, the requirements for licensure of which are substantially equivalent to the requirements for licensure in this state at the time of original licensure.

(b) A practical nurse holding a license in another state or U.S. territory or province of Canada who has not graduated from a

board–approved school of practical nursing may become licensed in Wisconsin provided the applicant meets all of the following:

1. Has graduated from a school of practical nursing in this country or the country of original licensure.
2. If originally licensed in a foreign country, has passed the licensure examination in the country of original licensure.
3. Has passed the national council licensure examination for practical nurses or the state board test pool examination for practical nurses or other examination approved by the board.
4. Verifies at least 2 years of full–time or equivalent practice as a practical nurse within the last 5 years.
5. Verifies competency in the English language.
6. Has a license against which no disciplinary action has been taken in any of the states, territories, provinces or countries in which the applicant has held a license.
7. Has not been terminated from any employment related to nursing in another state, territory, province or country for reasons of negligence or incompetence.
8. If originally licensed in another state, U.S. territory or province, proves that the requirements for licensure in that state, territory or province were substantially equivalent to the requirements for licensure in this state at the time of original licensure.
9. Subject to ss. 111.321, 111.322 and 111.335, Stats., does not have an arrest or conviction record.

**Note:** A list of methods by which English competency may be demonstrated is available at the board office located at P.O. Box 8935, 1400 East Washington Avenue, Madison, Wisconsin 53708.

**History:** Cr. Register, March, 1984, No. 339, eff. 4–1–84; am. (1) (intro.), r. (1) (b) and (2) (b), renum. (1) (c) to (f) and (2) (c) to (f) to be (1) (b) to (e) and (2) (b) to (e) and am. (1) (b) and (c) (intro.), and (2) (b) and (c) (intro.), cr. (1) (c) 1. to 6. and (2) (c) 1. to 6., Register, May, 1990, No. 413, 6–1–90; CR 01–049: r. and recr., Register October 2001 No. 550, eff. 11–1–01; Reprinted to correct printing error in (2) (a) 2., (b) 1. to 4., Register November 2001 No. 551.

**N 3.04 Application procedure for R.N. and L.P.N. applicants.** (1) Each applicant shall file a completed, signed and notarized application on forms provided by the bureau, along with the fee specified under s. 440.05 (1), Stats. The application shall include all of the following:

- (a) A statement of graduation forwarded directly from the applicant’s school of nursing indicating date applicant completed the nursing program.
- (b) Verification of license forwarded from the state, territory or province in which the original license by examination was issued.
- (c) If originally licensed in a foreign country, verification of having passed the licensure examination in the country of original licensure.
- (d) Notarized translations of all statements and documents written in a foreign language. The cost of the translation shall be paid by the applicant.

**(1m)** An applicant for a license by endorsement who has not been employed in a position that requires a nursing license within 5 years of application may apply to the board for a limited license to enable the applicant to complete a nursing refresher course approved by the board. Upon successful completion of an approved nursing refresher course, the license holder may petition the board for full licensure.

**(2)** Applicants who have a pending criminal charge or have been convicted of any crime or ordinance violation shall provide the board all related information necessary for the board to determine whether the circumstances of the arrest, conviction or other offense are substantially related to the circumstances of the licensed activity.

**History:** Cr. Register, March, 1984, No. 339, eff. 4–1–84; am. (2) and (6), Register, May, 1990, No. 413, eff. 6–1–90; CR 01–049: am. (1) (intro.), r. (1) (a) and (b), (5) and (6), renum. (2), (3), (4) and (7) to be (1) (a), (b), (d) and (2) and am., cr. (1) (c), Register October 2001 No. 550, eff. 11–1–01; CR 05–121: cr. (1m) Register June 2006 No. 606, eff. 7–1–06.

**N 3.05 Temporary permits. (1) DEFINITIONS.** In this section:

- (a) “G.N.” means graduate nurse.
- (b) “G.P.N.” means graduate practical nurse.

**(2)** An R.N. or L.P.N. licensed in any state, U.S. territory, or province of Canada may be granted a temporary permit from the board upon receipt of a completed application, demonstrating that the applicant has met the requirements of s. N 3.03 (1) or (2), the fee specified in s. 440.05 (2), Stats., and the permit fee specified in s. 440.05 (6), Stats.

**(3) SUPERVISION REQUIRED.** A G.N. or G.P.N. not licensed in another jurisdiction who holds a valid permit under this section shall practice under the direct supervision of a registered nurse.

**(4) TITLE.** (a) Only an applicant for R.N. licensure who holds a valid permit under this section or s. N 2.06 (3) (a) shall be permitted to use the title “graduate nurse” or the letters “G.N.”

(b) Only an applicant for L.P.N. licensure who holds a valid permit under this section or s. N 2.06 (3) (b) shall be permitted to use the title “graduate practical nurse” or the letters “G.P.N.”

(c) An applicant licensed as an R.N. in another jurisdiction who holds a valid permit under this section may use the title “registered nurse” or the letters “R.N.” and may practice without supervision of an R.N.

(d) An applicant licensed as an L.P.N. in another jurisdiction who holds a valid permit under this section may use the title “licensed practical nurse” or the letters “L.P.N.” and shall be supervised according to the standards of practice for L.P.N.s under s. N 6.04.

**(5) DURATION.** (a) The duration of temporary permits granted by the board is for a period of 3 months. The permit of a candidate who is unsuccessful on the examination in another state is void upon receipt of the examination results by the holder and shall be returned to the board immediately. Failure to return the permit promptly shall, without further notice or process, result in a board order to revoke the permit.

(b) A temporary permit may be renewed once for a period of 3 months. A permit may not be renewed for graduates not registered or licensed in another jurisdiction unless exam results have not yet been issued.

(c) A second renewal for a 3–month period may be granted in hardship cases, provided an affidavit is filed with the board identifying the hardship. “Hardship cases”, as used in this paragraph, includes the inability to take or complete a scheduled examination because of illness, family illness or death, accident or natural disaster or the awaiting of verification of licensure from another state.

(d) Practice under temporary permits, including renewals under pars. (b) and (c) may not exceed 12 months total duration.

**(6) DENIAL.** A temporary permit may be denied any applicant for any of the grounds for which the board may revoke a temporary permit, or for the misrepresentation of being an R.N., G.N., L.P.N. or G.P.N. without holding a valid temporary permit under this section.

**(7) REVOCATION.** A temporary permit may, after hearing, be revoked for any of the following reasons:

(a) Violation of any of the rules of conduct for registered nurses and licensed practical nurses set forth in ch. N 7,

(b) Failure to pay the required fees under s. 440.05 (6), Stats., and

(c) Provision of fraudulent information on an application for licensure.

**History:** Cr. Register, March, 1984, No. 339, eff. 4–1–84; am. (2), (3), (4) (d) and (7) (a), Register, May, 1990, No. 413, eff. 6–1–90; CR 01–049: renum. (2) (a) to be (2) and am., r. (2) (b) and (c), Register October 2001 No. 550, eff. 11–1–01.