1. **What licenses are available?**

   Registered Nurse (RN)
   Licensed Practical Nurse (LPN)

   **Specialty Certifications** *(LPNs are not eligible to receive a specialty certification)*

   Clinical Nurse Specialist (CNS)*
   Nurse Midwife (NM)*
   Nurse Practitioner (NP)*
   Nurse Anesthetist (NA)

   *Denotes an advanced practice RN (APRN).

2. **Is there a Nursing Practice Act in Michigan?**

   Michigan does not have a stand-alone act called the Nurse Practice Act. Instead, Michigan has an act that regulates the practice of nursing along with 25 other health occupations, is formally titled the Occupational Regulation Sections of the Michigan Public Health Code, PA 368 of 1978.

   Helpful Links:
   - Article 15, Part 172 of the Public Health Code
   - Article 7 for Advanced Practice Nurses
   - Administrative Rules for the Board of Nursing

3. **How do I verify my Michigan RN or LPN license?**

   If you hold a Michigan nursing license and wish to apply by endorsement in another state, you must obtain your verification from the Michigan Board of Nursing. You may submit your request via the MiPLUS system. There is a $15.00 fee for certification processing for each address you list. Please note, if you submit both a USPS mailing and an email address for the same board, you will be charged $30 since you have requested your certification to go to two different addresses. Normal processing time is approximately 3-5 business days.
4. How long are RN and LPN licenses valid? Can I renew my license early? How will I know when I need to renew?

Your initial RN/LPN license is good for 2 years. All subsequent renewals will also be valid for 2 years.

You will be mailed and emailed a renewal notification postcard to your mailing and email addresses on record approximately 45 – 60 days prior to the expiration date of your license. Remember to notify the Department of any address change by submitting a MiPLUS modification. It is your responsibility as a licensed health professional to renew your license on time. **Failure to receive the renewal postcard or email notification, or to notify to Department of an address change does not exempt you from renewing your license on time.**

You can renew online by logging into your MiPLUS account at [http://www.michigan.gov/MiPLUS](http://www.michigan.gov/MiPLUS). You may pay your renewal fee by using a debit or credit card containing a Discover, MasterCard, or Visa logo. American Express is not accepted at this time.

5. Is there a grace period for my renewal?

Yes, there is a 60-day grace period in which you may renew your license without having to go through the relicensure process. However, if you go past the 60-day grace period, there is an additional $20.00 late fee when you renew your license.

6. How many continuing education hours are required?

Michigan nurses are required to earn 25 hours of continuing education within the 2-year period preceding the date of renewal. At least 2 of these hours must be in pain and pain symptom management. No more than 12 credit hours may be earned during a 24-hour period for online or electronic media. **You are not required to begin earning CEs until after your first renewal.**

**PLEASE NOTE:** Nurses who hold specialty licenses may have additional requirements. Please refer to the Administrative Rules for Health Professionals for more detailed information.

7. Do I need to submit proof of my continuing education?

The Board does not maintain a record of continuing education earned. You are required to maintain your own records and keep documentation on hand for a minimum of 4 years. You are not required to submit continuing education information when you renew your license. The Board conducts a random audit after each renewal period. At that time, a percentage of all licensees who renewed will be randomly selected and notified by mail that they must submit evidence of having earned the required education. If you are selected for the audit, then you will be required to submit **copies** of the CE certificates you earned. **(Please retain your originals.)**
8. Do I need to submit my nursing specialties when I renew my license?

You are required to maintain certification by each national certifying body for which you are certified. The Board conducts a random audit after each renewal period. At that time, a percentage of all licensees renewing will be randomly selected and notified by mail that they must submit evidence of current certification. If you are selected for the audit, you will be required to submit copies of your certificate(s) you earned. (Please retain your originals.)

9. Where can I find approved CE courses?

The Michigan Board of Nursing will accept any continuing education program or activity if it is approved or offered for CE credit by any of the following organizations:

- American Association of Nurse Anesthetists (AANA)
- American Association of Nurse Practitioners (AANP)
- Accreditation Council for Continuing Medical Education (ACCME)
- American College of Nursing Midwives (ACNM)
- American Nurses Credentialing Center (ANCC)
- American Osteopathic Association (AOA)
- National Association of Clinical Nurse Specialists
- National Association for Practical Nurse Education and Service, Inc (NAPNES)
- National League for Nursing (NLN)
- Another state or provincial board of nursing
- A continuing nursing education program offered by a nursing education program that is approved by the Board under Administrative Rule R 338.10303a

10. What is the difference between a CEU and a contact hour?

A contact hour consists of 50-60 minutes. A continued education credit and a contact hour are the same.

A Continuing Education Unit (CEU) consists of ten (10) contact hours/credits.

You are required to earn 25 continuing education credits/contact hours or 2.5 CEUs in each 2-year licensure cycle.

11. There have been changes to the Public Health Code and Administrative Rules that require licensees and individuals seeking licensure to complete human trafficking training. When does this take effect?

Beginning with the March 31, 2018 renewal cycle and all renewal cycles thereafter, licensees must have completed training in identifying victims of human trafficking that meet the standards established in Administrative Rule 338.10105.
Beginning January 6, 2022, individuals seeking initial licensure in Michigan must have completed Human Trafficking Training prior to obtaining a nursing license.

The Human Trafficking Training is a one-time training and is not part of the continuing education requirement but may be satisfied via a continuing education activity. The Board conducts a random audit after each renewal period. At that time, a percentage of all licensees renewing will be randomly selected and notified by mail that they must submit evidence of having obtained their human trafficking training. If you are selected in an audit, then you will be required to submit a copy of your human trafficking training documentation. (Please retain your original.)

12. Does my training on Identifying Victims of Human Trafficking count towards my CE hours?

No. However, if the training also satisfies the Board’s requirements for CE, then the training may be applied toward your CE requirement.

13. How do I contact CGFNS?

The Commission of Graduates of Foreign Nursing Schools (CGFNS) may be contacted by mail or telephone at:

CGFNS
3600 Market Street, Suite 400
Philadelphia, PA 19104-2651
(215) 222-8454

You may have more success reaching CGFNS if you call early in the day. The CGFNS call center is open from 9:30 am – 3:00 PM, Monday – Friday, Eastern Time. You may also contact CGFNS at http://www.cgfns.org/. There is a "Contact Us" form on the website that is used to send email to CGFNS. This form can be accessed through the "Contact Us Wizard" at https://www.cgfns.org/cerpassweb/processContactUs.do.

14. If I am a Canadian nurse, do I need to obtain a CGFNS certification?

If you hold an active Canadian license, your education program was taught in English, and your nursing license has not been sanctioned, then you are not required to obtain CGFNS certification. However, you are required to have your Canadian nursing transcript submitted, and you must take and pass the NCLEX exam to receive a full Michigan license.

If you do not meet any of the above-mentioned conditions, then you will be required to submit a CGFNS certification.

If you are a Canadian nurse who did not become licensed via passing the NCLEX, then you may apply for a temporary license until you have taken the NCLEX. A temporary license is good for up to one year, allowing enough time to take the
NCLEX one time and have your results submitted to this office as part of your application.

15. **When can I take the NCLEX exam?**

You must register to test for testing with Pearson Vue Professional Testing and pay your examination fees for the NCLEX. However, please be aware that eligibility to take the test is determined by the Department. Pearson Vue will notify the Department when you have applied to take the test. The Department will notify Pearson Vue when your application is complete and you are eligible to sit for the test.

You will receive an Authorization to Test (ATT) from Pearson Vue that allows you to make your appointment to sit for the exam. You will also receive a list of available testing sites. The test is administered daily at various Pearson Vue Professional Centers sites in each state. You may test at any site listed in any state, regardless of where you have applied to be licensed.

16. **How do I apply for NCLEX?**

You can apply via the web or telephone:

- Website: Register at [www.pearsonvue.com/nclex](http://www.pearsonvue.com/nclex)
- Telephone: (866) 496-2539 (toll free) Monday-Friday, 7am through 7pm, Central Standard Time, or (952) 905-7403 (pay number)

17. **How many times can I take the NCLEX?**

You must attempt the NCLEX within 2 years of the date of your graduation or your CGFNS certificate. If you fail, you will have to wait for 45 days before you can re-test. Once you pay and re-register with Pearson Vue, you will be sent an ATT with a 90-day window which will not begin until the 45th day has passed from your previous testing date. If you fail the test 3 times, you will have to complete a Board-approved NCLEX review course. You are allowed up to a total of 6 attempts to successfully pass the NCLEX which includes any attempts taken elsewhere.

18. **When will I receive my test results?**

Your test scores are usually transmitted to our office within 3 to 5 business days after you have taken the exam. You will not receive your results from our office if you pass the exam. However, once you pass the exam, if your application is in order, you will receive your license. If you fail the NCLEX exam, you will receive your results from our office. You may also visit [www.vue.com/nclex](http://www.vue.com/nclex), and pay $7.95 to receive your unofficial results.
19. What is the passing score on the NCLEX?

There is no fixed percentage. Scores are reported on a pass/fail basis. The score is determined by comparing the individual's performance to an established standard for safe and effective entry-level nursing practice. Visit the National Council of State Boards of Nursing's website at www.ncsbn.org for more information.

20. What is an Advanced Practice Registered Nurse (APRN)?

Pursuant to MCL 333.17201(a), an "advanced practice registered nurse" is a registered nurse who has been granted a specialty certification under MCL 333.17210 in one of the following health profession specialty fields: nurse midwifery, nurse practitioner, or clinical nurse specialist.

21. What are the prescribing rights for an APRN?

<table>
<thead>
<tr>
<th>Profession</th>
<th>General Prescribing Authority</th>
<th>Controlled Substance</th>
</tr>
</thead>
<tbody>
<tr>
<td>APRNs</td>
<td></td>
<td>Permitted to write a prescription for a controlled substance, schedules 2-5 under the delegation of a physician.</td>
</tr>
<tr>
<td></td>
<td>• Clinical Nurse Specialist</td>
<td>The prescription must have the names and DEA #s of both the APRN and the delegating doctor.</td>
</tr>
<tr>
<td></td>
<td>• Nurse Midwife</td>
<td>If a complementary starter dose containing a controlled substance is involved, the APRN and delegating physician’s name and DEA registration number must be linked to the prescription.</td>
</tr>
<tr>
<td></td>
<td>• Nurse Practitioner</td>
<td>Because they are writing controlled substances under delegation, APRNs do not get their own CS license – they need only obtain a DEA registration number.</td>
</tr>
<tr>
<td></td>
<td>Nonscheduled prescription drugs can be prescribed without delegation.</td>
<td>Under the Board of Medicine rules, there must be a written delegation agreement between the APRN and the doctor when dealing with controlled substances.</td>
</tr>
</tbody>
</table>
22. When did the Clinical Nurse Specialist Certification become available?

The Michigan Board of Nursing promulgated rules on March 8, 2018 which established the qualifications for training and competency of the health specialty field of Clinical Nurse Specialist.

The following words, titles, or letters or a combination of the word, titles or letters with or without qualifying words or phrases, are restricted in use only to those persons authorized under Part 172 of the Public Health Code to use the terms: “Clinical Nurse Specialist”, “C.N.S.”, “Clinical Nurse Specialist-Certified”, and “C.N.S.-C.” This restriction began on March 8, 2019.

23. How do I file a complaint against a health care professional?

Information on how to File an Allegation Against a Health Care Licensee can be located on the Bureau of Professional Licensing’s website at www.michigan.gov/bpl.

24. Where can I find a copy of the administrative rules pertaining to Nursing?

You may view the Michigan Board of Nursing’s current Administrative Rules and proposed revisions on the Bureau of Professional Licensing’s website at www.michigan.gov/bpl.