

## West Virginia License Renewal Details

The WV RN Board recently moved and their phone numbers have also changed. Please update your records with their new information:

West Virginia Board of Examiners for Registered Professional Nurses  
90 MacCorkle Ave. SW, Suite 203  
South Charleston, WV 25303  
Phone: (304) 744-0900 or 1-877-743-NURS(6877)  
Fax: (304) 744-0600  
Web Address: [www.wvrnboard.wv.gov](http://www.wvrnboard.wv.gov)  
Email: [rnboard@wv.gov](mailto:rnboard@wv.gov)

\*You can and should visit the WV RN Board website and use their **Online Verification** tool to check the status of your RN and APRN License as well as check the expiration date that they have on file for your NBCRNA certification/recertification. If an expired date is showing for your Certification, then your APRN License is no longer valid. Your RN License, APRN License, and Certification must ALL be current to practice as a CRNA in WV.

The link for their Online Verification is: <https://apps.wv.gov/Nursing/RNSearch/>

### Registered Nurse License Renewal

- You must renew your RN License every year by October 31.
- You can renew your RN License starting in September each year.
- You do have required Continuing Education (CE) for RN License renewal. Keep copies of your CE certificates in case you are audited:
  - Total of **12 hours** of CE required every year.
  - Specifically, every year you need **two (2) hours** of CE about mental health conditions common to veterans and their families. These two (2) hours can be counted toward the 12 required hours.
  - Also, you need **three (3) hours** *initially* then **one (1) hour yearly** of CE about best practice prescribing of controlled substances and drug diversion training. This hour can be counted toward the 12 required hours.

### APRN License Renewal

- You must renew your APRN License **every** odd year by June 30.
- You can renew your APRN License starting in May every odd year.
- Your APRN License must be renewed before July 1<sup>st</sup> to continue practicing as a CRNA.
- You must visit the WV RN Board website to complete your online renewal application. Please follow their specific instructions for a successful renewal.
- You do have required CE for APRN License renewal. Keep copies of your CE certificates in case you are audited:

- Total of **24 hours** of CE required during the two-year APRN License period (These hours can also be used for RN License renewal if they are earned in the same year as the RN License renewal).
  - **12 hours** must be in Pharmacotherapeutics (Advanced Pharmacology). Eight (8) hours of this CE may be used towards renewal/reinstatement of Limited Prescriptive Authority.
  - **12 hours** must be in Clinical Management of patients.
- All CE for APRN License renewal must be targeted at CRNAs or APRNs in general. CE designed for entry level nurses is not sufficient.
- The WV RN Board WILL NOT accept Pharmacotherapeutics CE unless the CE certificate specifically designates that the CE activity is in Pharmacotherapeutics or Pharmacology. The title of the CE and/or description alone is not sufficient for the WV RN Board.
- **For the 2017 APRN License renewal period**, the CE must be completed on or before June 30, 2017. The CE must be completed between the dates of July 1, 2015 to June 30, 2017.
- Your NBCRNA Certification/Recertification must be current with official verification on file with the WV RN Board at all times. **Please understand** that your APRN License will become inactive **regardless** of the expiration date on you APRN License if at any time your NBCRNA certification/recertification expires **OR** if the WV RN Board does not have current verification of your certification/recertification on file.
- Follow these steps to ask the NBCRNA to send an official certification verification to the WV RN Board:
  - Visit the NBCRNA website.
  - Go to Quick Links to the right of NBCRNA homepage.
  - Go to Request state board of nursing notification.
  - Login and follow the steps provided by the NBCRNA (No fee is required to send this official certification verification).
  - Please keep a record of this request in your personal files.
  - Recertification for 2017-2021 opened March 1, 2017 and remains open.
  - You must check in with the NBCRNA every two (2) years and pay a fee of \$110.

## **NBCRNA Recertification**

### **If you recertify with the NBCRNA on EVEN years:**

- You must request that the NBCRNA send a state board of nursing notification (certification verification) directly to the WV RN Board.
- Your APRN License is renewed every odd year; however, you still must request this notification be sent by the NBCRNA or your WV APRN License will become inactive and you cannot practice as a CRNA.
- The WV RN Board must base your APRN License status on the last verification that you asked the NBCRNA to send to them. You can be recertified, but have a lapsed APRN License if you fail to request that an updated verification be sent.

### **If you renew your NBCRNA on ODD years:**

- You **should** renew your NBCRNA recertification **prior to** renewing your APRN License.
- You must request that the NBCRNA send a state board of nursing notification (certification verification) directly to the WV RN Board.
- The WV RN Board must base your APRN License status on the last verification that you asked the NBCRNA to send to them. You can be recertified, but have a lapsed APRN License if you fail to request that an updated verification be sent.
- **Risky Scenario:** It is possible for a CRNA who recertifies in an odd year to have a successful APRN License renewal that is only valid for one (1) month or so. This unfortunate scenario could occur if you renew your APRN License on May 1<sup>st</sup> of the odd year, but you have not recertified with the NBCRNA prior to your APRN License renewal. Therefore, the WV RN Board would issue your new APRN License based on your last recertification which will expire on July 31<sup>st</sup> of the same odd year. You can renew your APRN License prior to your recertification; however, you must remember that you will need to ask the NBCRNA to send a certification verification with your APRN License renewal **AND then again** as soon as you recertify before July 31<sup>st</sup>.

### **NBCRNA and CPC Highlights**

- First 4-Year Cycle
  - 60 Class A Requirements: Assessed CE
  - 40 Class B Requirements: Professional Activities
  - RN Licensure and Active Practice
  - Core Modules (*Voluntary*)
- Second 4-Year Cycle
  - 60 Class A Requirements
  - 40 Class B Requirements
  - RN Licensure and Active Practice
  - 4 Core Modules
  - CPC Exam
- Every two (2) years the NBCRNA will ask you to check in and pay a fee of \$110.
- Class A Requirements are CE credits that you are used to earning at AANA approved meetings (For example, the WVANA Annual Meeting)
- Examples of Class B Requirements (Professional Activities):
  - Teaching in the clinical setting
  - Administrative clinical roles
  - Subspecialty clinical practice roles beyond those routinely scheduled
  - Integrating a new clinical practice technique
  - Service on committees or elected roles
  - Service in mission work
  - Service in advocacy or public relations

- Research or practice inquiry
- Additional Class A: Assessed Continuing Education (CE)
- Non-Prior Approved and/or Non-Assessed CE
- Academic Credits
- Presentations
- Publications (book, chapter, or peer reviewed article)
  
- **Life support courses** may be reported as Class A if they are prior approved and have an assessment, or they can be reported as Class B if they do not meet this Class A criteria.
  - Up to 20 credits of life support TOTAL can be reported per 4-year cycle.