

**SOUTH CAROLINA BOARD OF NURSING
OCTOBER 2003 INSERT INTO THE SC NURSE NEWSLETTER**

BOARD MISSION

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.

BOARD VACANCY

There is a vacancy on the State Board of Nursing for South Carolina for a registered nurse to represent Congressional District Three. Board members must be licensed in South Carolina, currently employed in nursing, have at least three years of nursing practice immediately preceding their appointment, and reside in the district they represent. If you are a registered nurse or know a registered nurse who would like to be considered for this position, submit a letter of request along with a resume and/or curriculum vitae to the Governor's Office, Post Office Box 11829, Columbia, SC 29211.

BIENNIAL LICENSURE BEGINS THIS YEAR

- The Board has approved biennial licensure to begin this year. They have also approved a change to the licensure renewal cycle.

- ***What does this mean for you?***

It means that when you renew your license this year, it will be for a two-year period with a new expiration date of April 30, 2006. The per year renewal fee has not changed, however, you will now be remitting for two years at a time. *There will be no extra charge for the additional months of February – April 2006.* In the future you will receive your renewal application in February and must renew prior to the expiration of your license on April 30.

LICENSURE RENEWAL NOTIFICATION - RENEW EARLY!

- **Try our on-line renewal!**
- It's fast!
- It's easy!
- It's convenient!
- You can renew online anytime of the day or night.
- You will receive a receipt confirming that you have completed your renewal when you have finished the process and your credit card has been accepted.
- The Board encourages all nurses to try this more efficient method of renewing their licenses this year.
- Renewal applications will be mailed by October 1, 2003. If you do not receive your application by October 20, contact the Board Office at (803) 896-4550 to request a duplicate. The Board *does not* send second notices or reminders.

GENERAL LICENSURE RENEWAL INFORMATION

- All nursing licenses will expire at midnight on January 31, 2004. It is the responsibility of each licensed nurse to renew his or her license.
- If you fail to renew your license and continue to practice nursing after January 31, 2004,

you will be in violation of the Nurse Practice Act. Nursing practice is not permitted if your current license expires before the renewal process is completed.

- Most employers require a copy of your renewed nursing license by a certain date each year. Please be aware of your employer's requirements and allow ample time for mailing and processing.
- Allow three to four weeks processing time for mailed applications and five to seven business days for on-line renewals.
- Read the renewal application very carefully and answer all questions completely. **Incomplete applications will be returned.**
- Your renewal application will have pre-printed information on the form. Make any changes in the space provided. If you have no changes, please leave these areas blank.
- Sign and date your renewal form.
- Check the fee schedule and submit the appropriate payment with your application. Remit renewal fee by check or money order with your license number written on the front. Credit cards are accepted for on-line renewal only. Do not mail cash. The Board allows four months for licenses to be renewed; therefore, there will be no "walk-in" processing of renewals. Applications may be dropped off at the Board Office during regular business hours; however, renewed licenses will be mailed after processing.
- You may access the Licensee Lookup at www.llr.state.sc.us/pol/nursing to check your licensure status. A new expiration date indicates that your renewal has been processed and your license will be mailed to you.

RETURNED CHECKS

If you have an unsettled returned check with the Board of Nursing, your license will not be renewed until replacement funds have been submitted. The Board of Nursing does not redeposit checks. If the returned check is not made good, your employer will be notified and your license may be suspended. When submitting fees to the Board of Nursing, please be sure there are adequate funds in your account.

ON-LINE RENEWAL INSTRUCTIONS

- Access the Internet on-line renewal site at <http://renewals.llronline.com>. Enter your user ID and password, which may be found at the top of your renewal application. Your ID and password do not change each year so the Board recommends that you keep this information in an accessible, yet secure, location such as you would the PIN for your bank ATM card.
- Complete the application.
- If you answer yes to any of the legal / disciplinary questions, additional information will be required for review.
- Provide address changes.
- Submit payment using a major credit card such as a MasterCard or Visa. Debit cards do not work on this system. A \$1.25 convenience fee will be added to the renewal fee and charged to your credit card for this on-line service. The convenience fee is charged by the banks for the use of credit cards and is not a revenue source for the Board.
- The on-line renewal process submits your application to the Board for processing. You will receive a receipt confirming that you have completed your renewal when you have finished the process and your credit card has been accepted.

- Approximately three business days following completion of your on-line renewal, you or your employer may check your renewed licensure status by accessing licensee lookup at www.llr.state.sc.us/pol/nursing. A new expiration date indicates that your renewal has been processed and your license will be mailed to you.

ADVANCED PRACTICE REGISTERED NURSES (APRN)

All APRNs will receive an advanced practice renewal for the upcoming renewal season. The new expiration date will be April 30, 2006.

Following the close of this renewal season (January 31, 2004) an APRN whose official recognition expires on January 31, 2005 will be mailed a one-year renewal application, with fee prorated. This one-year renewal will bring all APRNs to the same expiration date of April 30, 2006. Please watch for complete instructions coming with your renewal.

ADVISORY OPINIONS – NEW/REVISED

The Board of Nursing approved the new and revised advisory opinions listed below at its May 2003 meeting. These opinions reflect the Board's position as to what constitutes competent and safe nursing practice.

ADVISORY OPINION #40

QUESTION: Is it within the role and scope of practice for the registered nurse (RN) and licensed practical nurse (LPN) to remove, reposition or reinsert tracheostomy tubes in children and adults with well established stomas in the home or school setting?

OPINION: The Board of Nursing for South Carolina acknowledges that it is within the role and scope of practice of a RN and LPN to temporarily remove, reposition or reinsert tracheostomy tubes in children and adults with well established stomas in the home or school setting providing the environment is supportive to emergency medical care.

Recognizing that this responsibility is considered an additional act of the RN and LPN and requires special education and training, the Board recommends that the nursing employer complete a comprehensive literature review and consult with clinical experts and legal counsel prior to implementation. The Board also recommends that if the nursing employer determines that implementation is in order, then appropriate policies, procedures and standing orders be developed which specify qualifications and required special education and training, to include didactic and clinical competency verification components.

ADVISORY OPINION #47

QUESTION: Is it in the scope of practice for a licensed nurse to be responsible for marking the surgical site for correct procedure verification?

OPINION: The Board of Nursing has determined that it is not in the scope of practice for the licensed nurse, with the exception of the registered nurse enterostomal therapist, to be responsible for marking the surgical site for correct procedure verification.

ADVISORY OPINION #48

QUESTION: Is it within the role and scope of practice for a licensed nurse who is not an Advanced Practice Registered Nurse to obtain a pap smear?

OPINION: The Board of Nursing has determined that it is within the scope of practice for a registered nurse (RN) to obtain a pap smear as ordered by the authorized health care provider or standing order when that RN is obtaining the specimen for cervical cancer screening. The RN must have specialized education and training to include annual skill competency verification.

The bimanual portion of the comprehensive examination may be performed only by the RN employed by the Department of Health and Environmental Control. The RN must have completed a formal course of special education and training to include annual skill competency verification.

It is not within the role and scope of practice for a licensed practical nurse to obtain a pap smear.

REVISED POSITION STATEMENT

At its May 2003 meeting, the Board of Nursing approved the revised Position Statement On Prescriptions For APRN's With Prescriptive Authority shown below.

Position Statement On Prescriptions For APRN's With Prescriptive Authority

The purpose of this position statement is to address inquiries regarding the status of telephone, electronic and written prescriptions from Advanced Practice Registered Nurses (APRN) with prescriptive authority. The South Carolina Pharmacy Act permits a registered pharmacist to accept a telephoned, electronic or faxed prescription from an APRN. APRNs have the option of utilizing the telephone for issuing a prescription or for authorizing a refill. It is recommended that the APRN communicate directly with the pharmacist when transmitting a prescription drug order. The prescribing APRN may authorize a licensed nurse to transmit a prescription drug order via telephone or facsimile provided the identity of the licensed nurse is included.

APRNs are not required to retain copies of prescriptions. All telephoned, written and electronic prescriptions must be documented in the patient's medical record, to include the name of the medication, dosage, quantity, directions for use and the number of refills.

Policy and Procedure #66 from the Board of Pharmacy allows the use of electronic signatures. APRNs may use electronic signatures on prescriptions for legend non-controlled medications.

Prescriptions received by a pharmacist from a patient must have (a) an original signature of a practitioner or (b) an electronic signature and be printed on paper that supplies security features preventing duplication or modification.

Electronic signatures are only permissible on prescriptions sent directly from a practitioner to a pharmacy via electronic transfer and cannot be modified in any way.

Rubber stamped signatures are not acceptable.

Prescriptions must designate the APRN as the prescriber, rather than as a verbal order

from the physician.

Please contact the Board's Nurse Consultant for Practice for any questions.

STAFF NEWS

- Nancy Murphy has moved from the program coordinator for licensure position to accept the Nurse Consultant –Education position vacated by Pat Purvis earlier this year.
- David Christian III is now the Program Coordinator for Licensure.
- Our best wishes to Bob Barnwell who accepted another position outside our agency.

S.C. Board Of Nursing Board Members:

Rose Kearney-Nunnery, RN, PhD, President, Congressional District Two

Sylvia Whiting, RN, PhD, CS, Vice President, Congressional District One

Suzanne Kanipe White, RN, MN, FAAN, FCCM, CNAA, Secretary, Congressional District Four

Mattie Smalls Jenkins, LPN, Region I, Congressional District One

Brenda Y. Martin, RNC, MN, CNAA, Congressional District Five

Debra J. Newton, LPN, Region II, Congressional District Four

Keith A. Torgersen, RN, MSN, CRNA, Congressional District Six

James P. Rogers, Esquire, Public Member

District 3 -Registered Nurse Vacancy

BOARD OF NURSING STAFF:

Main Telephone Line

(803) 896-4550

Licensure

Edwina Garrett, Endorsements	garrette@llr.sc.gov	(803) 896-4536
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David Christian, III, Program Coordinator	christiand@llr.sc.gov	(803) 896-4532

Practice/Advanced Practice

Sandra Bryant, Advanced Practice Licensure	bryants@llr.sc.gov	(803) 896-4524
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Dottie Buchanan, Asst. to the Administrator dbuchana@llr.sc.gov (803) 896-4533
Martha Bursinger, Administrator bursingerm@llr.sc.gov (803) 896-4537

Visit Us On Our Web site: www.llr.state.sc.us/pol/nursing/

The Board of Nursing Web site contains the Nurse Practice Act, Advisory Opinions, Disciplinary Actions, and other information/links. For license verification: choose Licensee Look Up on the web site and enter the last name or license number. You may also check Disciplinary Actions on our web site to verify that a license is in good standing. The Licensee Lookup and Disciplinary Actions listings contain names of nurses with permanent licenses only.

Office Location/Hours of Operation

S.C. 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. Our mailing address is Post Office Box 12367, Columbia, SC 29211-2367. Hours of operation are 8:30 a.m. to 5:00 p.m., Monday - Friday, except for designated state holidays.

Office Closings for Remainder of 2003

Veteran's Day	November 11, 2003
Thanksgiving Day	November 27, 2003
Day after Thanksgiving	November 28, 2003
Christmas Day	December 25, 2003
Day after Christmas	December 26, 2003

Board and Committee Meetings for Remainder of 2003

October 16, 2003	Nursing Practice & Standards Committee
October 21, 2003	Advisory Committee on Nursing
November 20-21, 2003	Board Meeting
December 11, 2003	Nursing Practice & Standards Committee
December 16, 2003	Advisory Committee on Nursing