

Part I – Agency Profile

Agency Overview

The Board of Nursing, established by the Idaho Legislature on March 9, 1911, is a self-governing regulatory agency charged to “safeguard the health, safety and welfare of the citizens of Idaho through regulation of nursing practice and nursing education”. Board membership is defined in statute (Idaho Code 54-1403) and includes one (1) advanced practice registered nurse; five (5) licensed professional/registered nurses; two (2) licensed practical nurses; and one (1) consumer. Board members are appointed by the Governor to serve 4-year terms and may be reappointed to serve up to three consecutive terms. The nine-member Board meets quarterly to conduct business and annually elects from its membership a chair and vice chair who facilitate Board processes. Judy Taylor, RN, Boise is the current Board Chair; Carrie Nutsch, LPN, Jerome, is the Vice-Chair. Other members include Whitney Hunter, Consumer, Boise; Rebecca Reese, LPN, Post Falls; Jennifer Hines-Josephson, RN, Rathdrum; Jan Moseley, RN, Coeur d’Alene; Merrilee Stevenson, RN, Wendell; Renée Watson, RN, Boise; and Clayton Sanders, APRN, CRNA, Boise.

The Board employs Russell S. Barron, MBA, Executive Director, to assist in accomplishment of their Mission and strategic goals, to implement Board actions, and to direct the day-to-day operations of the Board of Nursing. The executive director employs additional personnel necessary to administer provisions of the Nursing Practice Act and administrative rules of the Board, including one associate director for practice and education, Two program managers for investigations and discipline, and alternative programs, one business analyst, seven (7) support staff and one financial technician.

Services provided by the Board include:

- Licensure of licensed practical nurses (LPN), registered nurses (RN) and advanced practice registered nurses (APRNs) by examination, interstate endorsement, reinstatement and biennial renewal; and certification and recertification of certified medication assistants (MA-C).
- Processing of fingerprint-based criminal background checks for initial and reinstatement licensure and certification applicants.
- Investigation of allegations of violation of the Nursing Practice Act and Administrative Rules of the Board.
- Disciplinary actions against the licenses and certificates of those who are found to have violated provisions of the Act and administrative rules, and alternatives to discipline, including monitoring and remediation.
- Survey and approval of new and established educational programs preparing nurses and medication assistants for licensure and certification.
- Assessment of the continued competence of nurses and medication assistants credentialed in Idaho.
- Responses to requests for information related to credentialing, practice, education and governance.
- Management of outside contracts for related services and operations, including: contracts for monitoring nurses enrolled in the Program for Recovering Nurses; for historical and on-going reporting to the federal National Practitioner Data Bank (NPDB); for use of the National Council Licensure Examination for Registered and Practical Nurses (NCLEX-RN/PN), the examination used by all of the United States and territories for initial nurse licensure; for legal counsel through the Idaho Attorney General’s office; and for licensure data sharing with the Idaho Departments of Labor and Health & Welfare.
- Administration of the Nurse Licensure Compact (NLC), adopted by the Idaho Legislature in 2001 and as amended 2016. The NLC allows for mutual recognition of RN and LPN licensure among the member states.
- Facilitation of activities of Board advisory committees and task forces.
- Financial support of nursing workforce development initiatives.

The Board of Nursing is supported entirely by dedicated fund revenue generated through licensure, certification, and related fees, receiving no monies from the state General Fund.

The office of the Board of Nursing is located in downtown Boise at 280 North 8th Street, Suite 210. Information about the Board is available on the Board’s website at www.ibn.idaho.gov.

Core Functions/Idaho Code

Idaho Code Title 54, Chapter 14 establishes the Idaho Board of Nursing and defines the powers and duties of the Board. Administrative rules, IDAPA 23.01.01, provide clarification of statutory provisions.

The Board is charged:

- 1) To regulate individuals designated as Certified Medication Assistants (Idaho Code 54-1404)
- 2) To license qualified persons for the practice of nursing in Idaho; to renew licenses; to limit, restrict, amend, deny, suspend or revoke licenses; and to accept the voluntary surrender of licenses (Idaho Code 54-1404)
- 3) To establish alternatives to formal disciplinary action including a practice remediation program to educate and remediate nurses as a result of nursing practice deficiencies. (Idaho Code 54-1404)
- 4) To establish standards, criteria, conditions and requirements for licensure; investigate and determine eligibility and qualifications for licensure; and administer examinations for licensure (Idaho Code 54-1404)
- 5) To review fingerprint-based criminal history reports in order to determine eligibility for initial and reinstatement licensure and certification (Idaho Code 54-1401 and 54-1406A)
- 6) To establish standards of conduct and practice and regulate the use of titles, abbreviations and designations for the practice of nursing (Idaho Code 54-1404)
- 7) To establish standards, criteria, and requirements for curricula for nursing education programs and evaluate, survey, review and approve nursing education programs (Idaho Code 54-1404)
- 8) To evaluate the continued competency of licensees and develop standards which will advance the competency of licensees (Idaho Code 54-1404)
- 9) To receive and collect fees for temporary and renewable licensure; administration of examinations; investigation of complaints and evaluation of applicants; duplication and verification of records; survey and evaluation of nursing education programs; and administrative fines for practicing nursing without benefit of licensure (Idaho Code 54-1404)
- 10) To maintain a record of Board proceedings, annually report to the Governor, and maintain a public register of all licensed nurses (Idaho Code 54-1404)
- 11) To enter into interstate compacts, contracts or agreements to facilitate nursing practice and regulation in Idaho (Idaho Code 54-1404)
- 12) To evaluate and develop, or enter into contracts/agreements with others to evaluate and develop, the education, distribution, and availability of the nursing workforce for the purpose of improving the delivery of quality health care. (Idaho Code 54-1404)
- 13) To make, adopt, & publish rules necessary to carry out the provisions of the statute (Idaho Code 54-1404)
- 14) To receive and manage 'Notices of Termination' (Idaho Code 37-117A)

Revenue and Expenditures

Revenue	FY 2016	FY 2017	FY 2018	FY 2019
State Regulatory Fund	\$1,687,947	\$1,330,831	\$1,789,787	\$1,489,296
Total	\$1,687,947	\$1,330,831	\$1,789,787	\$1,489,296
Expenditures	FY 2016	FY 2017	FY 2018	FY 2019
Personnel Costs	\$717,392	\$789,244	\$803,895	\$709,827
Operating Expenditures	\$628,668	\$568,838	\$660,221	\$697,846
Capital Outlay	\$0	\$5,707	\$18,769	\$5600
Trustee/Benefit Payments	\$0	\$0	\$0	
Total	\$1,346,060	\$1,363,789	\$1,482,885	\$1,413,272

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2016	FY 2017	FY 2018	FY 2019
Number of LPNs, RNs, APRNs and MA-Cs licensed in ID	25,014	28,708	28,639	30,979
Number of LPN, RN, APRN, MA-C licenses issued by examination, endorsement, reinstatement, renewal	23,367	NA*	17,964	16,061
Number of "Notices of Termination" and "Requests for Information" processed/managed per §37-117A Idaho Code	1,041	1,055	1,028	863
Number of complaints alleging violations received and investigated	171	202	182	200

Cases Managed and/or Key Services Provided	FY 2016	FY 2017	FY 2018	FY 2019
Number of nursing and MA-C education programs approved	28	29	27	†22
Board funds committed to nursing workforce development, distribution and analysis initiatives	\$100,000	\$100,00	\$140,000	\$140,000

*Transition to new database – figures unavailable

†CWI PN program suspended in 2012 received Board approval to restart program in Jan. 2019.

Red Tape Reduction Act

Each agency shall incorporate into its strategic plan a summary of how it will implement the Red Tape Reduction Act, including any associated goals, objectives, tasks, or performance targets. This information may be included as an addendum.

	As of July 1, 2019
Number of Chapters	1
Number of Words	25,065
Number of Restrictions	353

Licensing Freedom Act

Agencies who participate in licensure must report on the number of applicants denied licensure or license renewal and the number of disciplinary actions taken against license holders.

	FY 2016	FY 2017	FY 2018	FY 2019
REGISTERED NURSE				
Total Number of Licenses	21390	22826	22714	25070
Number of New Applicants Denied Licensure	2	1	2	0
Number of Applicants Refused Renewal of a License	2	0	0	1
Number of Complaints Against Licensees	143	144	133	119
Number of Final Disciplinary Actions Against Licensees	12	9	6	4
ADVANCED PRACTICE REGISTERED NURSE (APRN)				
Total Number of Licenses	1774	1966	2065	2489
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	42	46	51	22
Number of Final Disciplinary Actions Against Licensees	0	0	1	1
LICENSED PRACTICAL NURSE (LPN)				
Total Number of Licenses	3483	3641	8342	3509
Number of New Applicants Denied Licensure	0.	0	1	1
Number of Applicants Refused Renewal of a License	0	0	0	2.
Number of Complaints Against Licensees	26	30	29	32
Number of Final Disciplinary Actions Against Licensees	5	3	2	4
LICENSE IN EMERITUS STATUS				
Total Number of Licenses	NA*	NA*	NA*	246
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0

	FY 2016	FY 2017	FY 2018	FY 2019
TEMPORARY LICENSE				
Total Number of Licenses	NA**	NA**	16	31
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
LIMITED LICENSE (AKA Restricted)				
Total Number of Licenses	17	63	76	85
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	8	6	6	2
CERTIFIED MEDICATION ASSISTANT				
Total Number of Licenses	1	1	1	1
Number of New Applicants Denied Licensure	0	0	0	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0

*FY16-18 Active Counts Report did not account for Emeritus Licenses.

** Temporary Report is point-in-time and retroactive numbers not available.

Part II – Performance Measures

Performance Measure	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Goal 1					
License Qualified Applicants to Practice Nursing in Idaho; Enforce Standards of Nursing Practice and Conduct; Enforce Standards for Nursing Education Programs					
1. Licensure applications processed online					
	actual	98%	99.5%	99.5%	99.5%
	target	95% of all biennium RN Renewals submitted electronically.			
2. Complaints are processed via electronic system					
	actual	77%	76%	95%	94%
	target	90% complaints are electronically submitted			
3. Complaint cases resolved within 8 months of receipt of the complaint					
	actual	70%	80%	80%	80%
	Target	90% of cases resolved within 8 months of receiving			

GLOSSARY

APRN – Advanced Practice Registered Nurse
CIS – Controls for Internet Security
DHR – Department of Human Resources
eNLC – “new” (enhanced) Nurse Licensure Compact, implemented 1/19/18
FP – Fingerprints
ITS – Information Technology Services
LPN – Licensed Practical Nurse
MA-C – Certified Medication Assistant
MSL – Multi-state license
NCLEX® – National Council Licensure Examination
NIST – National Institute of Standards and Technology
NLC – Nurse Licensure Compact, implemented 7/01/01
NPDB – National Practitioner Data Bank
PRN – Program for Recovering Nurses
PRNAC – Program for Recovering Nurses Advisory Committee
PRP—Practice Remediation Program
PTP—Privilege to Practice
RN – Licensed Registered Nurse
SSL – Single State license

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