

For Office Use Only:

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# Texas Board of Nursing

333 Guadalupe, Ste. 3-460, Austin, TX 78701-3944  
Phone: 512-305-7400 -- Web Site: [www.bon.texas.gov](http://www.bon.texas.gov)

For Office Use Only:

FBI HX:  Yes  No

Temp Lic#: \_\_\_\_\_

Texas Lic#: \_\_\_\_\_

## Endorsement Application for Licensed Vocational Nurses

### SECTION A: Applicant Information

1) Last Name (Print): \_\_\_\_\_ First Name: \_\_\_\_\_

2) Middle Name (will appear on license): \_\_\_\_\_ Previous Name(s): \_\_\_\_\_

3) \_\_\_\_\_  
(Address) (City) (State/Country) (Zip/Postal Code)

(E-Mail Address) \_\_\_\_\_ Phone Number \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Mo Day Yr

Gender:  Male  Female Ethnicity:  African American  Asian  Caucasian  Hispanic  Native American  Other

4) Name of BASIC Nursing School Attended: \_\_\_\_\_ Graduation Date: \_\_\_\_\_ / \_\_\_\_\_  
Mo Yr

5) Location of Nursing School: \_\_\_\_\_  
(City) (State/Province) (Country)

6) Type of Basic Education Program:  VN/PN Program  Other: \_\_\_\_\_

7) Indicate which of the following licensed vocational nurse examination(s) you have written and passed?

SBTPE - State Board Test Pool Examination  NCLEX - National Council Licensure Examination  Board Constructed

Date: \_\_\_\_\_ Location: \_\_\_\_\_

8) List ALL STATE/PROVINCES/TERRITORIES/COUNTRIES that you **hold or have held** a permanent license as a VN/PN or RN:

License Number \_\_\_\_\_ State/Province/Territory/Country \_\_\_\_\_ License Number \_\_\_\_\_ State/Province/Territory/Country \_\_\_\_\_

License Number \_\_\_\_\_ State/Province/Territory/Country \_\_\_\_\_ License Number \_\_\_\_\_ State/Province/Territory/Country \_\_\_\_\_

License Number \_\_\_\_\_ State/Province/Territory/Country \_\_\_\_\_ License Number \_\_\_\_\_ State/Province/Territory/Country \_\_\_\_\_

List additional State/Province/Territory/Country licenses on line above

### SECTION B: Nurse Compact Declaration

9) In accordance with the Nursing Practice Act, section 304.001, art. 4 and 22 TAC §220.2, I declare that the State of \_\_\_\_\_ is my primary state of residence and that such constitutes my permanent and principal home for legal purposes. ("Primary state of residence" is defined as the state of a person's declared fixed permanent and principal home for legal purposes; domicile.)

10) Upon licensure in Texas, in which state(s) do you intend to practice? \_\_\_\_\_

No  Yes Are you currently employed in the U.S. Military (Active Duty) or the U.S. Federal Government?

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Applicant's Name (PRINT): \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**SECTION C: Eligibility Questions**

- 11)  **No**  **Yes** Have you been practicing as a licensed vocational nurse within the past four (4) years?
- 12)  **No**  **Yes** Have you ever held a Texas Licensed Vocational Nurse License?
- 13)  **No**  **Yes** \*For any criminal offense, including those pending appeal, have you:
  - A. been convicted of a misdemeanor?
  - B. been convicted of a felony?
  - C. pled nolo contendere, no contest, or guilty?
  - D. received deferred adjudication?
  - E. been placed on community supervision or court-ordered probation, whether or not adjudicated guilty?
  - F. been sentenced to serve jail or prison time? court-ordered confinement?
  - G. been granted pre-trial diversion?
  - H. been arrested or have any pending criminal charges?
  - I. been cited or charged with any violation of the law?
  - J. been subject of a court-martial; Article 15 violation; or received any form of military judgment/punishment/action?

(You may only exclude Class C misdemeanor traffic violations.)

**NOTE: Expunged and Sealed Offenses:** While expunged or sealed offenses, arrests, tickets, or citations need not be disclosed, it is your responsibility to ensure the offense, arrest, ticket or citation has, in fact, been expunged or sealed. It is recommended that you submit a copy of the Court Order expunging or sealing the record in question to our office with your application. Failure to reveal an offense, arrest, ticket, or citation that is not in fact expunged or sealed, will at a minimum, subject your license to a disciplinary fine. Non-disclosure of relevant offenses raises questions related to truthfulness and character.

**NOTE: Orders of Non-Disclosure:** Pursuant to Tex. Gov't Code § 552.142(b), if you have criminal matters that are the subject of an order of non-disclosure you are not required to reveal those criminal matters on this form. However, a criminal matter that is the subject of an order of non-disclosure may become a character and fitness issue. Pursuant to other sections of the Gov't Code chapter 411, the Texas Nursing Board is entitled to access criminal history record information that is the subject of an order of non-disclosure. If the Board discovers a criminal matter that is the subject of an order of non-disclosure, even if you properly did not reveal that matter, the Board may require you to provide information about any conduct that raises issues of character.

- 14)  **No**  **Yes** Are you currently the target or subject of a grand jury or governmental agency investigation?
- 15)  **No**  **Yes** Has **any** licensing authority refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a license, certificate or multi-state privilege held by you now or previously, or ever fined, censured, reprimanded or otherwise disciplined you?
- 16)  **No**  **Yes** \*Within the past five (5) years have you been addicted to and/or treated for the use of alcohol or any other drug?
- 17)  **No**  **Yes** \*Within the past five (5) years have you been diagnosed with, treated, or hospitalized for schizophrenia and/or psychotic disorder, bipolar disorder, paranoid personality disorder, antisocial personality disorder, or borderline personality disorder?  
 If "YES" indicate the condition:  schizophrenia and/or psychotic disorders,  bipolar disorder,  
 paranoid personality disorder,  antisocial personality disorder,  borderline personality disorder

\*Pursuant to the Occupations Code §301.207, information, including diagnosis and treatment, regarding an individual's physical or mental condition, imtemperate use of drugs or alcohol, or chemical dependancy **and** information regarding an individual's criminal history is confidential to the same extent that information collected as part of an investigation is confidential under the Occupations Code §301.466.

**NOTE:** If you answered "YES" to questions 13 - 17 listed above, attach a letter of explanation that is dated and signed indicating the circumstance you are reporting to the Board.

**Attestation/Consent to Release & Use of Confidential Records**

I, the Nurse Applicant whose name appears within this application, acknowledge this is a legal document and I attest that I understand & meet all the requirements to practice for the type of licensure requested, as listed in 22 Texas Administrative Code, §§ 217 (Licensure, Peer Assistance and Practice). Further, I understand that it is a violation of the 22 Texas Administrative Code, §§ 217.12 (6)(I) and the Penal Code, sec 37.10, to submit a false statement to a government agency; and I consent to release of confidential information to the Texas Board of Nursing and further authorize the Board to use and to release said information as needed for the evaluation and disposition of my application.

I understand that if I have any questions regarding this affidavit I should contact an attorney or the appropriate professional health provider. I will immediately notify the Board if at any time after signing this affidavit I no longer meet the eligibility requirements.

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**ENDORSEMENT APPLICATION INSTRUCTIONS FOR LICENSED VOCATIONAL NURSES**

**Please read all application instructions:** To avoid a delay in the application process, please answer each question and follow each of the instructions carefully. No application is complete until all required documentation and fees are received. An incomplete application will delay approval for the temporary and permanent license.

**Requirements for Licensure in the State of Texas**

- 1) Completion of an approved school of vocational/practical nursing with a minimum grade of "C" in all nursing courses.
- 2) Graduation from high school or hold G.E.D. certificate.
- 3) Satisfactorily completed curriculum components (didactic and clinical) comparable to the requirements of the Board of Nursing, including but not limited to:
  - Adult Medical/Surgical Nursing
  - Nursing Care of Children
  - Maternity Nursing
  - Mental Health/Mental Illness
  - Pharmacology
- 4) Licensure from another jurisdiction which has requirements equivalent to Texas.
- 5) Must have been employed as a licensed vocational nurse or have taken and passed the appropriate LVN examination during the past four (4) years.
- 6) Have individual qualifications equivalent to those required by Texas statutory law.
- 7) A satisfactory score in **one** of the following examinations:

**State Board Test Pool Examination (SBTPE)** - score of 350 and above.

**National Council Licensure Examination for Practical Nurses (NCLEX-PN®)**

**STOP:** *If you DO NOT MEET (1) through (7) of the above requirements, then you are NOT ELIGIBLE FOR LICENSURE IN THE STATE OF TEXAS.*

**SECTION - A: (APPLICANT INFORMATION)**

1. Write in black ink the information on the Application. The application will be accepted only if information is printed legibly.
2. Sign in the signature block area on page 1 and the *Attestation/Consent to Release & Use of Confidential Records* statement on page 2.
3. Attach the required fee of **\$200.00** (check drawn on a US Bank, US Money Order or Canadian Postal Money Order payable to the Texas Board of Nursing - **DO NOT SEND CASH**). **The fee is non-refundable.**
4. Criminal background checks are performed on all applicants for Licensure in Texas.

**For applicants residing in Texas,** L-1 Identity Solutions, [www.l1id.com](http://www.l1id.com), offers Live Scan locations in Texas. In order to be eligible for an electronic fingerprint submission, allow ten business days, after mailing the application to the Board, to elapse before scheduling an appointment with L-1 Identity Solutions. You may schedule an appointment online or by phone at 1-888-467-2080.

**For applicants residing outside Texas,** submit one (1) completed, standard FBI fingerprint card. A fingerprint card can be requested from our website at [www.bon.texas.gov/olv/web-requests.asp](http://www.bon.texas.gov/olv/web-requests.asp), or from a local law enforcement agency. Fingerprinting should be conducted by a person who is appropriately trained to collect them. Your local law enforcement agency should be willing to assist you.

5. Upon receipt of the completed paper application and fee, the Texas Board of Nursing will issue a one-time 120 day temporary license (if eligible). To receive a permanent license, the applicant must do the following:
  - A. Complete the required criminal background check as directed in Step 4 of this section.
  - B. Provide a verification of license (VOL) from **any and all** U.S. states and territories where you hold or have held a LVN license. It is irrelevant if the license is inactive or delinquent in your former state(s) of licensure, you still must provide the VOL. For internationally educated and licensed nurses, you must provide a VOL from that country/territory/province as well. Please see the instructions below for the VOL procedure.
  - C. All applicants by endorsement must **pass** the Texas Nursing Jurisprudence Examination. You must pass this examination prior to being issued a permanent license.

Instructions on taking the Texas Nursing Jurisprudence Examination: Ten days after you submit the endorsement application and fee to the Texas Board of Nursing, you will be eligible to take the online nursing jurisprudence exam at [www.bon.texas.gov/olv/je.html](http://www.bon.texas.gov/olv/je.html). Follow the instructions to log on and complete the examination. The examination is based on the Texas Nursing Practice Act (NPA) and the Texas Board of Nursing Rules and Regulations. We recommend that you view a copy of the NPA and Board Rules and Regulations from our website by going to [www.bon.texas.gov](http://www.bon.texas.gov) and click on "Nursing Law and Rules". You may also purchase a hard copy of the NPA and Rules and Regulations by downloading the Publications Order form from our website under "download other paper applications and forms". (Return the form and fee to the address located at the top of the form). The examination is a maximum of two hours in length. If you are not successful in passing the examination, you may take the examination again after seven working days has elapsed from the previous attempt. The cost of the examination is included in the application fee. Again, you must pass this examination before the Texas Board of Nursing will issue the permanent license.

### **SECTION B: NURSE COMPACT DECLARATION**

The Texas Board of Nursing entered into a Nurse Licensure Compact which allows nurses in Texas the privilege of practicing in participating Compact states. As part of this process of initiating multi-state licensure, all applicants for licensure in Texas must declare their primary state of residence and all states where you are practicing or intend to practice in questions 9 & 10. For information on multi-state licensure, please read the enclosed document titled "FAQs - Multistate Recognition-Nurse Licensure Compact".

### **SECTION C: ELIGIBILITY QUESTIONS**

1. If you answer "**YES**" to one or more of the questions 13 - 17, you must attach a letter of explanation indicating the circumstance(s) you are reporting to the Board of Nursing (BON). The document must be signed and dated. You must also provide court documents that show the disposition of the incident(s) being reported. You must contact the court whereby the incident occurred to request a certified copy. If the record does not exist, you must obtain a statement from that court that the document has been destroyed or could not be located. If it is determined that the issue being reported to the BON meets the criteria for opening a case according to our current rules, you will be required to pay a \$150.00 review fee. Once we have a complete application, required documents and the fee, (if applicable), your file will be transferred to our Enforcement Department for review. This review may take a minimum of four months. The BON **will not** approve an applicant for permanent licensure until a decision has been rendered by our Enforcement Department.

### **PROCEDURE FOR THE VERIFICATION OF LICENSURE FORM(S) ARE AS FOLLOWS:**

#### **Requesting a verification of license from a Nursys participant:**

If you hold or have held a license in any of the states that participates in the national database NURSYS, go to [www.nursys.com](http://www.nursys.com) to complete a verification request and pay the appropriate fee. Once you complete that process, the Texas BON will have access to the needed license verification report. (To view a list of the participating states, go to [www.nursys.com](http://www.nursys.com) and click on "participating board of nursing")

#### **TEXAS BOARD OF NURSING VERIFICATION OF LICENSURE FORM:**

If you hold or have held a LVN license in any other state/nursing jurisdiction(s), **other than those listed on the NURSYS website**, you **MUST** submit the Texas Board of Nursing Verification of Licensure Form to that appropriate state/nursing jurisdiction(s) for completion. If you need to submit this form to multiple nursing boards/nursing jurisdictions, you will need to copy the form and forward the form to those nursing boards/nursing jurisdictions. Call the state/nursing jurisdiction to inquire about their verification procedure and required fee.

**For internationally licensed nurses:** If you have a nursing license from a country outside the US, you must request a verification of licensure from that country, province, state or territory. Verification must come directly from the licensing authority. We will also accept a license verification contained in a Credential Evaluation Service (CES) Full Education course-by-course report from the Commission on Graduates of Foreign Nursing Schools (CGFNS), the Educational Records Evaluation Service, Inc. (ERES) or the International Education Research Foundation, Inc. (IERF). The verification of licensure must be contained in the CES and must have been validated within one year of the date the application for endorsement is filed with the Texas Board of Nursing. You may access this service by going to one of the following websites: [www.cgfns.org](http://www.cgfns.org), [www.eres.com](http://www.eres.com) or [www.ierf.org](http://www.ierf.org).

**IMPORTANT:**

**Verification of licensure must be received from ALL states/provinces/territories and/or countries to obtain permanent licensure in the State of Texas. We recommend that you check with each nursing board regarding fees and/or other criteria. Note: A copy of the nursing license(s) is not considered to be an official verification.**

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The length of the application process for permanent license depends on how long it takes for all states/provinces/territories and/or countries of licensure to submit the verification form(s) directly to the Texas Board of Nursing and to receive results from both the FBI/DPS check, and the NJE. This application is valid for one (1) year starting from the date the application was received in our office. Therefore, the process must be completed within this time frame, or you will have to re-apply and re-pay the required fee.

Applicants may check the status of their applications online at [www.bon.texas.gov/olv/applstatus.html](http://www.bon.texas.gov/olv/applstatus.html) and view the items that have been received or are still pending.

**Texas Board of Nursing**  
333 Guadalupe #3-460, Austin, Texas 78701

FAQs - Multistate Recognition - Nurse Licensure Compact

### **1. How and Why Did The Nurse Licensure Compact Begin?**

The United States Congress passed the Telecommunications Act of 1996 in response to the rapidly increasing practice of healthcare by electronic means. The Telecommunications Act called for development of standards and an infrastructure for telecommunications in healthcare. The nursing regulatory model in place at that time required a nurse to obtain licensure in each state where the nurse wished to practice. In addition to the obvious bureaucratic constraints of this model, the Texas Board also had no authority to take action against a nurse's license if a patient in Texas was harmed by a nurse practicing remotely in another state.

In response to the mandate of the Telecommunications Act, the National Council of State Boards of Nursing (NCSBN) embarked on a 3-year journey to develop a model of Multistate nursing licensure recognition that would "remove regulatory barriers to increase access to safe nursing care." The RN and LPN/VN Nurse Licensure Compact began January 1, 2000, when it was passed into law by the first participating states: Maryland, Texas, Utah and Wisconsin.

### **2. How Does This Multistate Licensure Model Work?**

It is very similar to the driver's license model. A person holding a driver's license in his/her home state is permitted to drive in other states without applying for a driver's license in every state he/she drives through. Though requirements for a driver's license are similar across states, each state may determine and vary its own licensure requirements. The Nurse Licensure Compact is similar in that it allows a nurse licensed in one "home" compact state to practice in a party compact state without seeking an additional nursing license. Another similarity to the driver's license model is that the Nurse Licensure Compact is implemented through laws passed by the legislature of each participating state. The essence of any state Compact law must permit the nursing board of that state to recognize individuals licensed as nurses from other participating compact states.

In order to enjoy the multistate licensure privilege, the Compact requires that the nurse be licensed in the state in which he/she permanently resides. This license is known as a home state license. The nurse must meet the licensure criteria of his/her home state in order to obtain and retain multistate licensure recognition (MSR) privileges on his/her home state nursing license.

Other states belonging to the Nurse Licensure Compact are known as "Party" states because their state governments have also agreed to recognize nurses licensed in other compact-member states. This recognition allows a nurse to practice in a party state on his/her home state license. A nurse practicing in another party state pursuant to the multistate privilege must comply with the state practice laws of the state in which the patient is located at the time care is given.

### **3. What Happens If A Nurse Moves To Another State?**

A nurse can hold a home state license in only one state at a time. If a nurse changes permanent residence from one party state to another party state, then the nurse must relinquish licensure in the

previous state of residence and apply for licensure in the new home state. Rule 220.2(c) permits a nurse to practice on a home state license other than Texas for a maximum of 30 days when the nurse is changing permanent residence. Under the Compact, the nurse may move back to his/her previous party state and re-establish licensure or move to another party state and apply for licensure there.

If a nurse moves to a state that has not enacted or does not recognize the Compact, the previous home state license converts to a Single-State license valid only in the former home state. A single-state nursing license does not entitle the nurse to practice under multistate privilege in other party states.

#### **4. What About Disciplinary Action Against A Nurse's License?**

The Compact is enforceable as law and cannot be changed without the consent of all party states. In Texas, Chapter 304 of the Nursing Practice Act and Rule 220 establish the requirements regarding the Nurse Licensure Compact.

A nurse practicing in a party state will be subject to the nursing practice laws and regulations of that remote party state. The nurse must know and conform to the laws, rules and regulations affecting his/her practice in the remote party state. If a nurse violates the Nursing Practice Act (NPA) or rules of the party state, the nursing board of the party state may revoke or restrict the nurse's privilege to practice in that state, but cannot directly sanction the nurse's home state license.

Violations of nursing practice occurring in a remote party state will be reported to the nurse's home state nursing board. The home state nursing board will then investigate and take appropriate disciplinary action for a violation that occurred in a party state. Administrative procedures according to individual state law, including due process rights of a nurse, will apply to disciplinary proceedings related to violations occurring under a compact license privilege.

The shared goal of all US nursing boards is to protect public health and safety through the regulation and monitoring of nursing education and practice. A coordinated licensure information system called NURSUS promotes ongoing attainment of this goal through access to information on the licensing and disciplinary history of each nurse. A party state must submit information on any current significant investigation, action against a nurse's compact privilege, or any denials of applications for licensure.

#### **5. What is the impact of the Nurse Licensure Compact?**

Mutual recognition of a nurse's license in states belonging to the Compact increases nurse mobility and facilitates delivery of health care by innovative communication practices such as telenursing. Additionally, the Compact promotes the public health and safety by encouraging cooperative efforts among the party states in nurse licensing and regulation. As more state legislatures enact the Nurse Licensure Compact, the number of party states will increase and the nation will move closer to allowing one home state license to grant a nursing privilege nationwide.

For questions regarding the Compact or its impact on your nursing license, contact BON staff at (512) 305-6809 or e-mail via [webmaster@bon.state.tx.us](mailto:webmaster@bon.state.tx.us). General questions about the Compact language or the concept of mutual recognition of licensure can be obtained from the National Council of State Boards of Nursing website at <https://www.ncsbn.org/156.htm>.

# Texas Board of Nursing

333 Guadalupe, Ste. 3-460, Austin, TX 78701-3944  
Phone: 512-305-7400 -- Web Site: [www.bon.state.tx.us](http://www.bon.state.tx.us)

## Verification of Licensure for Texas Licensed Vocational Nurses

<b>A P P L I C A N T</b>	APPLICANT: Complete this section of the form and forward it to the state in which you were licensed. There may be a fee charged for completion of this verification form. You may wish to contact the State Board before forwarding this form for completion.
	Name: (Last, First, Middle) _____ Maiden Name _____
	Address: (Street, City, State and Zip Code) _____
	Name of Basic Nursing Program _____ Date of Graduation _____
	Type of Basic Nursing Program: <input type="checkbox"/> VN/PN Program <input type="checkbox"/> Other _____
	Original License No. _____ Date Issued _____ Social Security No. _____
	I hereby authorize the _____ Board of Nursing to furnish the Texas Board of Nursing the information requested below. Date: _____ Signature: _____
<b>B O A R D</b>	<b>DO NOT WRITE BELOW THIS LINE – FOR LICENSING AGENCY ONLY</b>
	This is to certify that the above named individual was issued license number: _____
	to practice Vocational/Practical Nursing on: _____ (Date of Licensure)
	Licensed by: Examination _____ Current licensure status: Active _____ Endorsement _____ Inactive _____ Waiver _____ Delinquent _____
	Date License Expires: _____
	Has this license ever been encumbered in any way? (revoked, suspended, surrendered, restricted, limited, placed on probation) YES _____ NO _____ If yes, attach certified copy of order(s).
	Examination results: SBTPE/NCLEX form _____ Results _____ Board Constructed _____ Score _____
	Nursing Education Program completed: _____
	Location: _____ Graduation Date: _____
	Was school of nursing <u>state</u> approved at the time of graduation? YES _____ NO _____
	Is school currently open? YES _____ NO _____
	(SEAL) Signature: _____
	Title: _____
State: _____ Date: _____	