

**201 KAR 20:062. Standards for advanced practice registered nurse (APRN) programs of nursing.**

RELATES TO: KRS 314.011, 314.042, 314.111, 314.131

STATUTORY AUTHORITY: KRS 314.042, 314.111(3), 314.131(1), (2)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 314.111(3) and 314.131(2) require the board to promulgate administrative regulations to set standards for the establishment and outcomes of nursing programs, to approve schools of nursing preparing persons for advanced practice registered nurse (APRN) licensure, and to monitor standards for APRN competency under KRS Chapter 314. KRS 314.131(1) authorizes the board to promulgate administrative regulations to implement KRS Chapter 314. This administrative regulation establishes standards for APRN programs of nursing.

**Section 1. Definitions.**

(1) "APRN program coordinator" means that individual who is responsible for the administrative oversight of the educational unit that prepares a person for practice and licensure as an APRN and is licensed as an APRN in one (1) of the four (4) roles.

(2) "APRN program of nursing" means the educational unit for which the curricular design prepares a person for practice and licensure as an advanced practice registered nurse in one (1) of the four (4) roles.

(3) "APRN track coordinator" means that individual responsible for the oversight of the APRN track and is licensed as an APRN in the same role and population focus as the track.

(4) "Chief nurse administrator" means the registered nurse who has academic and administrative authority for the overall nursing program.

(5) "National nursing accrediting body" means the Accreditation Commission for Education in Nursing (ACEN), the Commission for Collegiate Nursing Education (CCNE), the Commission on Nursing Education Accreditation (CNEA), the Council on Accreditation of Nurse Anesthesia Educational Programs (COA), or the Accreditation Commission on Midwifery Education (ACME).

(6) "Preceptor" means an advanced practice registered nurse, a physician, or a physician assistant who meets the standards established in Section 5 of this administrative regulation.

(7) "Role" means certified registered nurse anesthetist, certified nurse midwife, certified nurse practitioner, or clinical nurse specialist, as designated by the board pursuant to KRS 314.042.

(8) "Track" means the educational unit that prepares a person for practice and licensure as an APRN in one (1) of the four (4) roles and in a population focus as defined in KRS 314.011(20).

**Section 2. Accreditation Communications.** Copies of all correspondence and reports between the APRN program of nursing or track, and the national nursing accrediting body regarding accreditation shall be forwarded to the board by the APRN program of nursing or track at the time of receipt or submission, but no later than thirty (30) days of receipt.

**Section 3. Establishing a New APRN Program of Nursing or Track.**

(1) An institution may receive consultation from the board prior to establishing an APRN program of nursing or track.

(2) An institution that desires to establish and conduct an APRN program of nursing or track shall be accredited as outlined in 201 KAR 20:260, Section 2(1)(a).

(3) An institution shall submit a letter of intent to establish an APRN program of nursing or track along with the fee required by 201 KAR 20:240, Section 1(2)(o) and (p).

(4) When the letter of intent is submitted to the board, the institution shall begin the accreditation process with a national nursing accrediting body and the Council on Postsecondary Education, if applicable.

(5) The letter of intent shall be completed under the direction of the registered nurse who shall serve as the chief nurse administrator or the APRN program coordinator.

(6) The letter of intent shall include:

(a) General information about the governing institution including the:

1. Mission;
2. Ownership;
3. Accreditation;
4. Enrollment;
5. Geographical area served; and
6. Resources that are sufficient to support defined outcomes and goals;

(b) A description and rationale for the APRN role and track, which includes the post-graduate certificate or graduate degree to be awarded;

(c) Approval from the governing body of the institution planning the APRN program of nursing or track or other empowered approval bodies as applicable;

(d) Results of a needs assessment, including availability of an adequate number of potential students and employment opportunities for program graduates;

(e) Evidence of support from the community of interest;

(f) A description of physical or virtual resources adequate to meet the needs of the faculty and students; and

(g) Evidence of a sound financial base and demonstrated financial stability available for planning, implementing, and maintaining the program of nursing.

(7) If the letter of intent is approved by the board, the chief nurse administrator shall be notified in writing that the program of nursing may move to the proposal phase. The proposal shall be submitted within one (1) year of the date of the approval of the letter of intent or it shall expire.

(8)

(a) A completed proposal shall be submitted to the board by the governing institution for approval.

(b) The proposal shall include:

1. An organizational chart of the governing institution and a written plan which describes the organization of the program of nursing or track and its relationship to the governing institution;

2. A designation of the current or desired national nursing accrediting body to be used for the accreditation of the program;

3.

a. A copy of the curriculum vitae of the APRN identified as the APRN program coordinator or track coordinator;

b. The program coordinator who may serve as a track coordinator if the requirements of Section 1(3) of this administrative regulation are met;

4. A timeline for the admission and enrollment of students, projected graduation of the first class, and any plans for expansion;

5. The philosophy of the APRN program or track and outcomes for graduates;

6. Curriculum design for each identified population focus to include:

a. Proposed course sequence;

b. Description of courses;

c. Credit hours delineating those credits assigned to theory and practice;

d. The total number of clinical hours designated for each population focus; and

e. Information regarding Kentucky nursing laws pertaining to APRNs, including scope of practice, licensure requirements, and the role of the board of nursing.

The provision in this clause shall be implemented by January 1, 2020;

7. A five (5) year plan for securing clinical sites and preceptors sufficient to accommodate the number of students;

8. A five (5) year plan for recruiting and retaining qualified nurse faculty; and

9. Recruitment plan and five (5) year projection for student enrollment and policies and procedures for student selection and progression.

(9) The program shall not be announced or advertised, nor students admitted or enrolled until the proposal has been approved and developmental status has been granted by the board.

(10) Developmental status shall be the approval granted by the board to an APRN program of nursing or track that has met all the requirements of this administrative regulation including evidence that it has applied for accreditation from a national nursing accrediting body.

(11) When developmental status has been granted by the board, implementation of the program or track may proceed, which includes the admission of students.

(12) Developmental status of an APRN program shall expire if a class of students is not admitted within two (2) years of receiving developmental status.

(13) It shall be the program of nursing's responsibility to notify the board of the admission of the first class. The status of the program shall move automatically from developmental status to initial status upon admission of the first class and notification to the board.

(14) All communication between the APRN program of nursing and the national nursing accrediting body shall be forwarded to the board by the chief nurse administrator or the APRN program coordinator at the time of receipt from or submission to the accrediting body, but no later than thirty (30) days of receipt by the program.

(15) The chief nurse administrator or the APRN program coordinator shall notify the board within thirty (30) days of any change in accreditation status.

(16) The chief nurse administrator or the APRN program coordinator shall notify the board of pending site visits by the national nursing accrediting body and shall provide to the board copies of any formal communication submitted to the national nursing accrediting body at the time of submission.

(17) The decision to grant program approval by the board shall be based on review of the following:

(a) Achievement and continued approval by a national nursing accrediting body; and

(b) Reports of site visits conducted by a board representative to evaluate program compliance with administrative regulations.

(18) The board may grant program approval for a period of time not to exceed the approval period of the national nursing accrediting body.

Section 4. Compliance with National Nursing Accrediting Body Standards. An APRN program shall comply with the standards of its national nursing accrediting body.

Section 5. Preceptor Standards.

(1) In addition to the standards of the national nursing accrediting body, the APRN program shall comply with the preceptor standards established in this section.

(2) The APRN program shall secure all necessary preceptors to students enrolled in the program. A student shall not be required to obtain his or her own preceptor, but may have input into the process.

Section 6. Ongoing Approval.

(1)

(a) The board shall be notified in writing of a change, vacancy, or pending vacancy in the position of the APRN program coordinator or the APRN track coordinator within

thirty (30) days of the program of nursing's awareness of the change, vacancy, or pending vacancy.

1. The governing institution shall submit to the board in writing the name of the advanced practice registered nurse who has been designated to assume the administrative duties for the program or track, the date that person will assume the duties, and a copy of his or her curriculum vitae.

2. If there is to be a lapse between the date of the vacancy and the date the newly-appointed program administrator or APRN track coordinator assumes the duties, then the head of the governing institution shall submit a plan of transition to ensure the continuity of the program.

3.

a. The length of the appointment of an interim program administrator shall not exceed six (6) months. Additional six (6) month periods may be granted upon request to the board based on a documented inability to fill the position.

b. Progress reports shall be submitted if requested by the board.

(b) Approved APRN programs of nursing accredited by a national nursing accrediting body may be subject to a site visit at intervals associated with their national nursing accreditation.

(c) The APRN program of nursing shall submit to the board the annual report it submits to the national nursing accrediting body.

(2) The board requires continuous accreditation by a national nursing accrediting body.

(3) The board may perform a site visit of a program on an announced or unannounced basis.

(4) Factors that may indicate the need for a site visit and that jeopardize program approval status shall include:

(a) Identified deficiencies in compliance with this administrative regulation;

(b) Noncompliance with the governing institution or program of nursing's stated philosophy, mission, program design, objectives, outcomes, or policies;

(c) Ongoing failure to submit records or reports to the board within the designated time frame;

(d) Failure to provide sufficient clinical learning opportunities including securing preceptors for students to achieve stated outcomes;

(e) Failure to comply with requirements of the board or to respond to recommendations of the board within the specified time;

(f) Failure to submit communication from the accrediting agencies within the time frames identified in Section 2 of this administrative regulation;

(g) Withdrawal of accreditation of either the program of nursing, college, or university by a national or regional accrediting body, or if accredited for less than the maximum accreditation period;

(h) Failure to obtain board approval at least six (6) months prior to implementation of:

1. The addition of a new APRN program of nursing or track; or

2. A change that affects the APRN program of nursing's compliance with the accreditation standards;

(i) Providing false or misleading information to students or the public concerning the program of nursing; or

(j) A change in the ownership or organizational restructuring of the governing institution.

(5) If the APRN program of nursing achieves reaccreditation, it shall submit documentation from the national nursing accrediting body to the board for action. If the board finds that all requirements have been met, the program shall continue to be eligible for approval.

(6) Action following a site visit:

- (a) The board shall evaluate a program of nursing in terms of its compliance with this administrative regulation.
- (b) Following a site visit and prior to board consideration, a draft of the site visit report shall be made available to the chief nurse administrator and to the APRN program coordinator for review and correction of factual data.
- (c) The APRN program coordinator or designee shall be available during the discussion of the report at the board committee meeting to provide clarification.
- (d) Following the board's review and decision, a letter shall be sent to the chief nurse administrator, the APRN program coordinator, and the head of the governing institution regarding any requirements to be met along with required timelines.

Section 7. Withdrawal of Approval of an APRN Program.

- (1) Approval of an APRN program may be withdrawn if:
  - (a) It loses its national nursing accreditation; or
  - (b) It is unable to or does not meet the requirements of this administrative regulation.
- (2) The board shall send notice to the chief nurse administrator, the APRN program coordinator, and the head of the governing institution of its intent to withdraw approval.
- (3) Within thirty (30) days of receipt of this notice, the chief nurse administrator may request an administrative hearing pursuant to KRS Chapter 13B. If an administrative hearing is not requested, approval shall be withdrawn and the program shall be closed. A closed program shall comply with 201 KAR 20:360, Section 7.
- (4)
  - (a) If a program requests an administrative hearing, that hearing shall be held within sixty (60) days of the request.
  - (b) The board shall decide whether the hearing shall be held before a hearing officer or before the full board.

Section 8. Licensure Requirement.

- (1) The chief nurse administrator and the APRN program coordinator shall hold an unencumbered active RN license in this state or a privilege to practice pursuant to KRS 314.475. The APRN program coordinator shall also hold an unencumbered active APRN license in this state.
  - (2) Nurse faculty who teach via distance learning shall hold an unencumbered active APRN license and an unencumbered active RN license in the nurse faculty's primary state of residence.
- (37 Ky.R. 637; 1217; 1415; eff. 12-15-2010; 2895; eff. 8-17-2011; 40 Ky.R. 1328; 1708; eff. 2-19-2014; 483; 1135; eff. 11-6-2015; 45 Ky.R. 1736, 2577; eff. 3-13-2019.)