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State of North Dakota

***BOARD  
OF  
NURSING***



July 1, 2020 – June 30, 2021

**NORTH DAKOTA BOARD OF NURSING**

919 S 7<sup>TH</sup> STREET, SUITE 504

BISMARCK, ND 58504-5881

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[www.ndbon.org](http://www.ndbon.org)

# 2020-2021 ANNUAL REPORT

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# NORTH DAKOTA BOARD OF NURSING ANNUAL REPORT 2020-2021

## MISSION STATEMENT

The mission of the North Dakota Board of Nursing (NDBON) is to assure North Dakota citizens quality nursing care through the regulation of standards for nursing education, licensure, and practice.

Approved 5/91; 9/93; 11/95.

## GOAL STATEMENTS

The NDBON has the following goals:

1. Public protection is ensured through evidence-based regulation.
2. To purposely promote innovation in nursing through regulation and collaboration.
3. To collaborate with multiple stakeholders to plan for and address evolving healthcare delivery practices.
4. To prepare the NDBON members and staff for leadership roles at the state and national level.
5. To engage nurses, public and stakeholders in accessing and utilizing NDBON resources.

## VISION

The NDBON works creatively to address the public's need for safe and competent nursing practice. It accomplishes these actions through:

1. Openness to innovative approaches to regulation,
2. Monitoring and analyzing trends and changes in health care and regulation, and
3. Anticipating planned changes in nursing regulation.

## 2020-2021 NORTH DAKOTA BOARD OF NURSING MEMBERS

Jane Christianson, RN (President)  
Kevin Buettner, APRN (Vice President)  
Jamie Hammer, RN (Treasurer)  
Michael Hammer, RN  
Janelle Holth, RN  
Mary Beth Johnson, RN  
Julie Dragseth, LPN  
Wendi Johnston, LPN  
Cheryl Froelich, Public Member

Bismarck, ND  
Grand Forks, ND  
Minot, ND  
Velva, ND  
Grand Forks, ND  
Bismarck, ND  
Watford City, ND  
Kathryn, ND  
Mandan, ND

The NDBON held four regular board meetings in 2020-2021 and one special meeting (minutes are available at [www.ndbon.org](http://www.ndbon.org)).

### North Dakota Century Code 43-12.1-08 Duties of the Board

**43-12.1-08. DUTIES OF THE BOARD.** The board shall regulate the practice of nursing. Regulation of the practice of nursing must ensure that a person may not practice or offer to practice nursing or use titles of advanced practice registered nurse, specialty practice registered nurse, registered nurse, licensed practical nurse, or unlicensed assistive person, or titles of a similar nature which denote the practice of nursing to the general public unless licensed or registered as provided in this chapter.

1. **Enforce this chapter.**
2. **Adopt rules necessary to administer this chapter after collaborating and consulting with North Dakota nursing associations and other affected parties.**

67<sup>th</sup> Legislative Assembly 2021

- HB 1044 APRN Licensure Compact:
  - Approved the draft bill for the APRN Licensure Compact, as approved at the 2020 National Council of State Boards of Nursing Delegate Assembly.
  - Pre-filed with legislative council for the 2021 legislative session.
  - Collaborated and consulted with North Dakota nursing associations and stakeholders during the 67<sup>th</sup> Legislative session.
  - HB 1044 passed and enacted April 2021.
- Session participation:
  - Collaborated with stakeholders during legislative session and provided input and education related to the NPA and NDAC and other nursing related issues and to call special meetings at the discretion of the Executive Director and SAAGs.
  - Provided input and education as needed during the 2021 Legislative session related to the following legislation: “A bill for an act to provide an appropriation to the department of commerce for a nursing workforce recruitment and retention grant program” to be introduced by Senator K. Roers.
  - Participated in CFN Legislative monitoring weekly during session to provide updates and education related to pertinent health care and nursing related legislation.
  - Provided testimony at legislative hearings as needed during session.

2020-2021 NDBON member and staff taskforce/committee participation:

- ND Tri-Regulator Collaborative
- ND Nurse Association
  - Collaborated to address stakeholder practice questions
  - Collaborated on legislative monitoring during 67<sup>th</sup> Legislative session
  - Provided reports and presentations for the NDNA Covid 19 Open Forums
  - Report provided at the NDNA Annual Meeting (recorded presentation)
- ND Nurse Practitioner Association-Report provided at Annual Conference (recorded presentation)
- ND Prescription Drug Monitoring Program Advisory Board
- ND Center for Nursing (CFN)- Representation on Board of Directors and select committees/meetings
- Ad hoc committees with a variety of stakeholders
  - Nonresident Nurse Employment Recruitment Program Committee
  - ND Commerce Workforce Development Committee: ND Occupational Licensing
- Nurse Licensure Compact administration
  - Executive Committee
  - Rule-Making Committee
  - Compliance Committee
  - Research Committee
- National Council State Boards of Nursing (Committees and Task Forces)
  - Leadership Succession Committee
  - Institute of Regulatory Excellence (IRE) fellowship-one director
  - Executive Officer Leadership Council

In accordance with NDCC 28-32-14, the NDBON proposed amendments to ND Administrative Code (NDAC) Title 54 and provided final testimony at the June 2020 Administrative Rules Committee. The following rules were implemented July 1, 2020.

- Addition of 54-05-02-08 Dispensing in Title X clinics: Creates rule based upon Senate Bill 2155 enacted during 66<sup>th</sup> Legislative Assembly providing exemption from the practice of pharmacy for registered nurses dispensing contraceptives in Title X clinics. No fiscal impact.

- Repeal of 54-02-05-04 Late renewal fee: Repeals a section that is superseded by licensure reactivation as mandated in NDCC 43-12.1-10 Renewal of license and registration-Reactivation and duplicative to 54-02-07-09 Practice without a license or registration. No fiscal impact: No expected impact on regulatory community.
- Title 54 Licensure/registration fee adjustments: 54-02-01-06 Examination fees; 54-02-05-03 Renewal fees; 54-02-05-06 Reactivating a license; 54-02-06-01 Application and fee (Endorsement); 54-05-03.1-04 Initial requirements for advanced practice registered nurse licensure; 54-05-03.1-06 Requirements for advanced practice registered nurse licensure renewal; 54-05-03.1-06.1 Reactivation of a license; 54-05-03.1-09 Requirements for prescriptive authority; 54-05-03.1-11 Prescriptive authority renewal; 54-05-03.2-04 Initial requirements for specialty practice registered nurse licensure; 54-05-03.2-05 Requirements for specialty practice registered nurse licensure renewal; 54-05-03.2-05.1 Reactivation of a license; 54-07-02-01 Application and fees for unlicensed assistive person registration; 54-07-02-01-1 Renewal of registration. Increases select licensure/registration fees to maintain operational functions required for the Board to meet the statutory duties mandated in NDCC 43-12.1. Many fees have been in effect since 1992, 2003, 2008, or 2012. Fiscal impact on regulated community is in excess of \$50,000 (regulatory analysis included).

**3. Appoint and employ a registered nurse to serve as executive director and approve any additional staff positions necessary to administer this chapter.**

*During the fiscal year (FY) 2020-2021 NDBON staff included the following persons:*

Stacey Pfenning, DNP, APRN, FNP, FAANP	Executive Director
Tammy Buchholz, DNP, RN, CNE, FRE	Associate Director for Education
Melissa Hanson, MSN, RN	Associate Director for Compliance
Maureen Bentz, MSN, RN, CNML	Associate Director for Practice
Corrie Lund, BSN, RN	Compliance Investigator
Michael Frovarp	Accounting/Licensure Specialist I
Gail Rossman	Technology Specialist II
Kathy Zahn	Compliance/Licensing Specialist
Karen Hahn	Administrative/Licensure Specialist I
Arverd Lachowitz	Technology Assistant/Licensing Specialist II
Brian Bergeson	Special Assistant Attorney
Nicholas Simonson	Special Assistant Attorney General
Julie Schwan	Accounting/Licensure Consultant

October 2020, approved addition of 1 FTE effective February 2021 with the following rationale: 1) to align with the 2020 fee increase justification to legislative council; 2) to ensure adequate and timely succession planning of upcoming retirements of one Technology Specialist and one Compliance and Licensing Specialist, and 3) to assist with increased workload demands for duties related to licensing and information technology.

**4. Establish fees and receive all moneys collected under this chapter and authorize all expenditures necessary to conduct the business of the board. Any balance of fees after payment of expenditures must be used to administer this chapter.**

FEE TITLE	AMOUNT	DATE
<b>LICENSURE AND REGISTRATION</b>		
<b>INITIAL LICENSURE – RN/LPN</b>		
License by Examination or Reapplication	\$145.00 (\$125 plus \$20 CHRC Fee)	7/1/03 NDAC 54-02-01-06
License by Endorsement	\$170.00 (\$150 plus \$20 CHRC Fee)	10/1/12 NDAC 54-02-06-01
Late Application Fee	Double the initial application fee	4/1/04 NDAC 54-02-07-09
<b>RENEWAL FEES – RN/LPN (BIENNIAL)</b>		
RN Renewal or Reactivation	\$140.00 (\$10 NEL)	10/01/12 NDAC 54-02-05-03

FEE TITLE	AMOUNT	DATE
LPN Renewal or Reactivation	\$130.00 (\$10 NEL )	10/01/12 NDAC 54-02-05-03
Reactivation Fee	\$ 50.00	7/1/02 NDAC 54-02-05-06
Late Renewal Fee	Double the renewal fee	9/1/94 NDAC 54-02-05-04 NDAC 54-02-07-09
<b>ADVANCED PRACTICE LICENSURE</b>		
Initial APRN Licensure	\$145.00 (\$125 fee plus \$20 CHRC Fee)	3/1/92 NDAC 54-05-03.1-04
Biennial APRN Renewal	\$ 80.00	3/1/92 NDAC 54-05-03.1-06
Initial Prescriptive Authority Application	\$ 75.00	3/1/92 NDAC 54-05-03.1-09
Biennial Prescriptive Authority Renewal	\$ 75.00	6/1/01 NDAC 54-05-03.1-11
Reactivation of APRN without RN license	\$ 50.00	7/1/08 NDAC 54-05-03.1-06.1
<b>SPECIALTY PRACTICE REGISTERED NURSE</b>		
Initial Specialty Practice Registered Nurse	\$145.00 (\$125 fee plus \$20 CHRC Fee)	7/1/02 NDAC 54-05-03.2-04
Biennial Specialty Practice RN Renewal	\$ 80.00	7/1/02 NDAC 54-05-03.2-05
Reactivation of SPRN without RN License	\$ 50.00	7/1/08 NDAC 54-05-03.2-05.1
<b>DESIGNATED FEES to other programs</b>		
Nursing Education Loan	\$ 10.00 of each renewal and reactivation fee	10/1/87 NDAC 54-04.1-01-01
<b>UNLICENSED ASSISTIVE PERSON (UAP)</b>		
Initial UAP Application	\$ 60.00 (\$40 plus \$20 CHRC fee) (Biennial)	7/1/08 NDAC 54-07-02-01
UAP Renewal	\$ 40.00 (Biennial)	7/1/08 NDAC 54-07-02-01.1
UAP Reactivation Fee (in addition to renewal)	\$ 30.00	7/1/08 NDAC 54-07-02-02.2
Medication Assistant III Registration	\$ 60.00 (\$40 plus \$20 CHRC Fee) (Biennial)	8/1/05 NDAC 54-07-05-05
Medication Assistant III Renewal	\$ 40.00	8/1/05 NDAC 54-07-05-06
Medication Assistant Reactivation Fee	\$ 30.00	8/1/05 NDAC 54-07-05-07
Late UAP/Med Assist Renewal	Double the fee	1/1/03 NDAC 54-02-07-09
<b>OTHER SERVICE FEES</b>		
Criminal History Record Check Processing Fee	\$20.00 with all Initial Applications	7/1/09 Board Motion 5/2009
Verification Fee	\$30.00	7/1/05 Board Motion 5/2005
Transcript	\$15.00	7/1/05 Board Motion 5/2005
<b>REQUEST COPY OF SPECIFIC RECORD</b>		
E-mail List	\$50.00 for RNs \$20.00 for LPNs \$15.00 for APRNs \$12.00 for APRNs & RX	2/1/02 Board Motion
Open Record Request (s) <u>Entity may impose a fee not exceeding \$25.00 per hour per request, excluding the initial hour, for locating records, including electronic records)</u>	Minimum charge 0.25 cents per page 1 <sup>st</sup> hour to locate & to redact not chargeable \$25.00 per hour after 1 <sup>st</sup> hour	7/1/06 8/1/08 NDAC 44-04-18 (2)

FEE TITLE	AMOUNT	DATE			
<b>EDUCATION DIVISION</b>					
<b>NURSING EDUCATION PROGRAM SURVEY FEES (five-year approval)</b>					
On-site School Survey Fee	\$750.00	4/27/19 Board Motion 5/2004 In Policy			
Interim Paper/Focused Onsite Survey Fee	\$375.00	4/27/19 Board Motion 5/2004 In Policy			
Short Term Clinical Education Program Fee	\$100.00	4/1/04 NDAC 54-02-11-01			
<b>OUT OF STATE PROGRAM RECOGNITION APPROVAL FEES</b>					
Out of State Program Approval Recognition Fee	\$600.00 graduate program \$400.00 RN program \$300.00 PN program	7/1/17 Board Motion 5/2017			
Refresher Course Recognition Fee	\$200.00 two-year recognition	5/1/14 Board Motion 5/2014 Approved Guidelines			
<b>COURSE REVIEW FEES</b>					
IV Therapy Course	\$300.00	9/1/99 Board Motion 9/1999			
Refresher Course (RN/LPN)	\$500.00	9/1/99 Board Motion 9/1999			
<b>CONTACT HOUR APPROVAL FEES</b>					
CE Approval Application Fee	\$100.00 (includes 1 contact hour) and \$20 for each additional contact hour	7/1/17 Board Motion 5/2017			
<b>NURSING EDUCATION LOAN FEES</b>					
NEL Application Fee	\$25.00	7/1/16 Board Motion 5/2016			
NEL Reapplication Fee	\$25.00	7/1/16 Board Motion 5/2016			
<b>EDUCATION</b>					
Educational Presentations	\$300.00 per contact hour plus mileage and hotel	7/1/17 Board Motion 5/2017			
Ethics Course	\$50.00	10/1/02			
<b>COMPLIANCE DIVISION</b>					
<b>MONITORING FEES</b>					
Program Monitoring Monthly Fee	\$30.00	7/1/05 Board Motion 5/2005			
Board Order Non-Compliance Administrative fee	\$100.00 1 <sup>st</sup> Letter of Concern \$150.00 2 <sup>nd</sup> Letter of Concern \$200.00 3 <sup>RD</sup> Letter of Concern	7/1/17 Board Motion 5/2017			
<b>DISCIPLINE PENALTY FEES</b> <i>Per NDCC 43-12.1-14 Violation as indicated</i>					
	<b>UAP</b>	<b>LPN</b>	<b>RN</b>	<b>APRN and/or RX Authority</b>	
Reprimand fee ( <i>per violation</i> )	\$200	\$500	\$600	\$700	7/1/17 Board Motion 5/2017
Encumbrance fee ( <i>per violation</i> )-monitoring fees additional	\$200	\$500	\$600	\$700	7/1/17 Board Motion 5/2017
Suspension or Emergency Suspension Fee ( <i>per violation</i> )	\$400	\$700	\$800	\$900	7/1/17 Board Motion 5/2017
Surrender	\$200	\$500	\$600	\$700	7/1/17 Board Motion 5/2017
Revocation	\$200	\$500	\$600	\$700	7/1/17 Board Motion 5/2017

FEE TITLE	AMOUNT	DATE
<b>NON-DISCIPLINARY FEES – PRACTICING WITHOUT A CURRENT LICENSE/REGISTRATION</b>		
First month of unauthorized practice	Double licensure/registration renewal fee plus Administrative fee - \$200 RN/LPN \$100 UAP \$300 APRN \$400 Prescriptive Auth	4/1/14 & 7/18/19 Board Motion 3/2014 & 7/2019 Approved Guidelines
After first month of unauthorized practice	Double licensure/registration renewal fee plus Administrative fee - \$500 RN/LPN \$200 UAP \$700 APRN \$800 Prescriptive Auth	4/1/14 & 7/18/19 Board Motion 3/2014 & 7/2019 Approved Guidelines
<b>NON-DISCIPLINARY FEES – LETTER OF CONCERN</b>		
Letter of Concern (fee assessed at the discretion of CAC)	\$100.00 1 <sup>st</sup> Letter of Concern \$150.00 2 <sup>nd</sup> Letter of Concern \$200.00 3 <sup>rd</sup> Letter of Concern	4/1/14 Board Motion 3/2014 Approved Guidelines 7/1/17 Board Motion 5/2017

Reviewed/Revised 06/20  
NDBON Approved 07/2020

The NDBON developed an annual budget for receipts and expenditures. Appendix II includes a statement of the 2020-2021 receipts and expenditures. An audit of receipts and expenditures is performed at the end of each FY and submitted by the auditor to the Governor's office. Completed audit reports are available for review at the board office.

**5. Collect and analyze data regarding nursing education, nursing practice, and nursing resources.**

The NDBON collects data annually from all approved nursing education programs and provides a Nursing Education Annual Report to the Governor. The NDBON collects data related to nurse licensure through a database for initial, renewal, and reactivation application processes. The NDBON contributes to the Board Membership Profile which includes data collection through survey of 59 Member Boards of the NCSBN.

**6. Issue and renew limited licenses or registration to individuals requiring accommodation to practice nursing. Emergency Limited Licensure/Registry for non-practicing nurses was established March 31, 2020 for assistance during the COVID-19 pandemic declared state-of-emergency.**

Ten Emergency Limited Licenses were issued to retired or non-practicing nurses between July 1, 2020, and June 30, 2021. Nine (9) of these individuals were able to fully reactivate their licenses.

\* NDAC chapter 54-02-09 related to a limited license became effective September 1, 1996.

**7. Establish a nursing student loan program funded by license fees to encourage individuals to enter and advance in the nursing profession.**

- The Nursing Education Committee (NEC) met five times during the 2020-2021 FY (July 1, July 8 (NEL), October, January, April). NEC Board members: Mary Beth Johnson, RN (Committee Chair), Janelle Holth, RN, Jamie Hammer, RN, (through July 2020), Cheryl Froelich, Public Member (beginning July 2020). External members: Erica Evans, RN (through October 2020), Diana Kostrzewski, RN, Andrea Paulson, RN, Cheryl Lantz, RN, and Deborah Cave, RN (beginning October 2020).
- April 2020 the Board approved a reduction in annual NEL funding to recipients to align with three-year goal for reserve/earned fund replenishment for fiscal stability of the NDBON.
- July 2020 approved a total \$20,000.00 of NEL funding for 19 recipients. Approved refund of \$25.00 application fee for 19 individuals eligible to reapply for the NEL.



**NURSING EDUCATION LOAN DISBURSEMENTS PER FISCAL YEAR**

The following table identifies NEL disbursements by program type and monetary awards for the last five years.

<i>Nursing Education Loans</i>	<i>2016-2017</i>		<i>2017-2018</i>		<i>2018-2019</i>		<i>2019-2020</i>		<i>2020-2021</i>	
LPN Certificate Program	1	\$850	2	\$1400	2	\$1,816	0	\$0	7	\$630
LPN Associate Degree Program	0	\$0	0	\$0	1	\$908	0	\$0	0	\$0
RN Associate Degree Program	4	\$5750	7	\$8960	5	\$7,652	4	\$9,092	2	\$2,510
RN Baccalaureate Degree Program	24	\$37,725	16	\$25,106	12	\$24,378	10	\$15,801.21	4	\$7,528
Master's Degree Program	18	\$29,476	19	\$35,895	15	\$37,294	16	\$38,478.49	5	\$4,930
Doctoral Program	12	\$17,945	12	\$17,510	11	\$26,962	8	\$21,478.30	1	\$622
Refresher Course	0	0	1	\$500	1	\$500	0	\$0	0	\$0
<b>Total</b>	<b>59</b>	<b>\$91,746</b>	<b>57</b>	<b>\$89,371</b>	<b>47</b>	<b>\$99,510</b>	<b>39</b>	<b>\$84,850</b>	<b>19</b>	<b>\$20,000</b>

**NURSING EDUCATION LOAN PROGRAM CANCELLATIONS PER FISCAL YEAR**

Prior NEL were cancelled in the last five years in the following manner:

<i>Cancellations:</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>	<i>2020-2021</i>
By Employment in N.D.	30	26	26	38	14
Partial Repayment/Partial Employment in ND	1	0	1	1	4
By Monetary Repayment	2	5	4	5	1
Cancelled - Military Deployment	1	0	0	0	0
Cancelled due to Death/Disability	0	0	0	0	0
<b>Total</b>	<b>34</b>	<b>31</b>	<b>31</b>	<b>44</b>	<b>19</b>

**8. Establish a registry of individuals licensed or registered by the board.**

**TOTAL NUMBER OF LICENSED NURSES PER FISCAL YEAR**

Nursing licenses expire on December 31. Total numbers of nurses licensed each FY are as follows:

<i>Year</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>	<i>2020-2021</i>
Registered Nurse	15580	16264	16778	16896	17349
Advanced Practice only- (RN in other compact state)	206	238	297	347	443
Licensed Practical Nurse	3959	3928	3912	3788	3742

<b>Total Nurses Licensed</b>	<b>19745</b>	<b>20430</b>	<b>20987</b>	<b>21031</b>	<b>21534</b>
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**TOTAL ADVANCED PRACTICE LICENSED BY FISCAL YEAR**

<i>Year</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>	<i>2020-2021</i>
Certified Registered Nurse Anesthetist (CRNA)	408	413	434	443	434
Certified Nurse Midwife (CNM)	19	21	23	26	25
Clinical Nurse Specialist (CNS)	48	49	43	42	36
Nurse Practitioner (NP)	945	1053	1182	1333	1549
Clinical Nurse Specialist/Nurse Practitioner (CNS, NP)	5	7	7	7	5
Nurse Clinician (NC)	2	2	2	2	2
Certified Registered Nurse Anesthetist/Nurse Practitioner (CRNA, NP)	0	1	1	1	2
Certified Nurse Midwife/Nurse Practitioner (CNM, NP)	2	3	4	6	7
<b>Total</b>	<b>1264</b>	<b>1433</b>	<b>1550</b>	<b>1860</b>	<b>2060</b>

**TOTAL SPECIALTY PRACTICE LICENSED BY FISCAL YEAR**

<i>Year</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>	<i>2020-2021</i>
Specialty Practice RN	5	6	6	6	5

**TOTAL NUMBER OF UNLICENSED ASSISTIVE PERSON REGISTRATIONS PER FISCAL YEAR**

Effective April 1, 2004 unlicensed assistive person registration were subject to renewal on or before June thirtieth of the second year and every two years thereafter.

	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>	<i>2020-2021</i>
<b>Total</b>	761	832	1056	1089	1108

**TOTAL NUMBER OF MEDICATION ASSISTANT III REGISTRATIONS PER FISCAL YEAR**

The Medication Assistant III registration is issued to correspond with the applicant registration as an unlicensed assistive person. The NDBON transferred the Medication Assistant I & II Registry to the North Dakota Department of Health effective July 1, 2011 as the result of a legislative mandate HB 1041.

<i>Year</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>	<i>2020-2021</i>
Medication Assistant II Registry	232	236	214	217	206

9. **Report annually to the governor and nursing profession regarding the regulation of nursing in this state.**

The board prepares an annual report and a nursing education annual report for the governor and publishes to [www.ndbon.org](http://www.ndbon.org), the board website.

**10. Conduct and support projects pertaining to nursing education and practice.**

- Refer to the Nursing Education Annual Report for specific nursing education projects.
- “Collect and analyze data regarding nursing education, nursing practice, and nursing resources” (page 7).
- Implemented CE Broker project to enhance tracking of continuing education mandates for licensees.
- CFN project activities:
  - Pledged an organizational donation of \$320.00 per ND Center for Nursing request to be dispersed.
  - Participated in CFN activities through NDBON representation on Board of Directors and select committees and open forums.
  - Accepted the Impact Management Solutions Proposal for Group Facilitation with John Trombley for the NDBON and NDCFN Joint Executive Committee meeting to explore future support of ND workforce center; and paid half the service fee.
- Explored options for an Alternative to Discipline (ATD) program for ND nurses.
- Collaborated with ND Professional Health Program in the exploration of ATD potential, including a pilot for APRNs in the program.
- Provided national presentation for the National Council of State Boards of Nursing Discipline Case Management Conference (May 2021)-Pfenning.
- Provided national presentations for the Nurse Licensure Compact Conference Roadmap to the NLC (May 17; and May 26)-Pfenning.
- Provided national presentation for the Nurse Licensure Compact Conference Roadmap to the NLC- NLC Compliance Committee presentation (June 2)-Hanson.
- Provided national presentation for the Nurse Licensure Compact Conference Roadmap to the NLC- NLC Research Committee presentation (June 9)-Buchholz.
- Supported e-notify through tracking trends and providing education to licensee’s and stakeholders through education on website and publications in the North Dakota Nurse Connection.
- Approved continuation of project enhancements for database and online application form for the licensure process in ND. The project provides for continued security and availability of online applications.
- Completed implementation and processes required for the discipline module to be a centralized component within existing software. This project will assist with workflow and tracking of compliance administrative documents.
- Board member J. Hammer, staff Hanson and Bentz, participated in NCSBN International Center for Regulatory Scholarship (ICRS) certificate program.
- Accepted the South Dakota Board of Nursing request to separate the quarterly Dakota Nurse Connection into ND and SD publications effective at the end of the 2021 contract; and to move forward with a contract as a separate state publication with PCI publishing; and to title the publication: “North Dakota Nurse Connection”.

**ADMINISTRATION OF THE NATIONAL NURSE AIDE ASSESSMENT PROGRAM**

The NNAAP Examination is a nationally administered certification program. NNAAP is an assessment instrument to determine competency for eligibility and enrollment on the North Dakota certified nurse aide registry. Pearson VUE, a leading international educational publisher and assessment company continues to provide testing services for the NDBON. The NNAAP examination was previously co-developed and maintained by both Pearson VUE and NCSBN (National Council State Boards of Nursing). As of January 2009, NCSBN purchased the NNAAP examination and going forward will be developed and maintained solely by NCSBN. In 2018, the NDBON made the decision to discontinue NNAAP testing. The discontinuation process occurred over 3 months. December 31, 2018 was the date of discontinuation. This section of will appear on the Annual Report until the testing summary is at 0.

**(NNAAP) TESTING SUMMARY PER FISCAL YEAR**

<i>Year</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>	<i>2020-2021</i>
Written/Oral	1376	1333	496	0	0
Manual	1397	1352	494	0	0

11. **Adopt and enforce administrative rules to allow nurses licensed by another state to receive short term clinical education in North Dakota health care facilities.** No requests FY 2020-2021.

12. **Adopt and enforce rules for continuing competence of licensees and registrants.**

- January 2021 ratified practice hours for 3 licensees who cared for ill family members and used nursing practice skills to apply for practice hours at reactivation.
- See Appendix IV for list of continuing education educational activities approved by the NDBON.
- Collaborated with CE Broker to finalize the implementation plan and processes for CE tracking, including collaborations with Albertson to merge required data elements.

**APPROVED CONTINUING EDUCATION PROGRAMS (Appendix IV)**

<i>Year</i>	<i>FY 2016-2017</i>	<i>FY 2017-2018</i>	<i>FY 2018-2019</i>	<i>FY 2019-2020</i>	<i>FY 2020-2021</i>
Approved Continuing Education Programs	124	99	135	97	99

**CONTINUING EDUCATION AUDIT 2020**

<b>AUDIT LIST</b>	<b>TOTAL (that were audited)</b>
LPN	50
RN	190
APRN/ APRN with Prescriptive Authority	25
Total	265

**CONTINUING EDUCATION AUDIT 2020 REPORT**

Continuing education was mandated in 2003 for license renewal in North Dakota. Nurses are randomly selected for CE audit annually. During the renewal period, a request for audit was generated through the online renewal process to obtain a random sample of 265 nurses who renewed for the licensure period and verified completion of 12 contact hours of continuing education. The 265 nurses were asked to submit documents through CE Broker to verify completion of the required contact hours for the previous two (2) years by furnishing a copy of the verification of attendance for the earned contact hours. All nurses met the continuing education requirements by obtaining the appropriate number of contact hours. The audit resulted in no disciplinary action for licensees.

**LPN IV Therapy Courses 2020-2021:**

July 2020 granted Prairie Educational Services, LPN Intravenous Therapy Course continued approval until July 2024.

**RN/LPN Refresher Courses 2020-2021:**

July 2020 granted continued full approval of the Minnesota State Community and Technical College, Workforce Development Solutions, RN Refresher Course until July 2024.

October 2020 granted continued full approval of the Minnesota State Community and Technical College, Workforce Development Solutions, LPN Refresher Course until October 2024.

13. **Adopt and enforce rules for nursing practices.** See page 3, “Adopt rules necessary to administer this chapter after collaborating and consulting with North Dakota nursing associations and other affected parties”.

14. **Issue practice statements regarding the interpretation and application of this chapter.**

- Approved revisions to the Practice FAQ related to LPN scope of practice.

- Drafted public notice of the draft “RN and LPN Scope of Practice: Components of Nursing Comparison Chart” and approved with stakeholder feedback October 2020.
- Directed staff to explore stakeholder request for dialysis practice scope expansion and include an advisory panel for input.
- Adopted the National Council of State Boards of Nursing guidance titled, “Policy Brief: COVID-19 Vaccine Administration”.
- Endorsed the ND Medical Imaging & Radiation Therapy Board Position Statement: APRN Supervising/Performing Fluoroscopy.

**43-12.1-09 Initial licensure and registration.**

The board shall license and register nursing applicants. The board shall adopt rules establishing qualifications for initial licensure and registration. The NDBON contracts with the National Council of State Boards of Nursing, Inc. to use the NCLEX-RN® examination and NCLEX-PN® examination. Computerized adaptive testing is the method used to administer the NCLEX-RN® examination and NCLEX-PN® examination. A biennial license cycle is followed for registered nurses and licensed practical nurses. Newly licensed nurses shall receive a license expiring on December thirty-first of the following licensure year. The NDBON maintains a permanent electronic file of licenses or registrations issued to registered nurses, licensed practical nurses and the unlicensed assistive person. The file is open to the public.

**NEW LICENSES ISSUED BY FISCAL YEAR**

<i>Registered Nurse</i>	<i>FY 2016-2017</i>	<i>FY 2017-2018</i>	<i>FY 2018-2019</i>	<i>FY 2019-2020</i>	<i>FY 2020-2021</i>
Examination	567	600	620	581	795
Endorsement	788	995	832	775	755
<i>Licensed Practical Nurse</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>	<i>2020-2021</i>
Examination	271	313	311	294	315
Endorsement	116	122	96	58	80
<b>Total</b>	<b>1742</b>	<b>2030</b>	<b>1859</b>	<b>1708</b>	<b>1945</b>

**NEW ADVANCED PRACTICE LICENSES ISSUED PER FISCAL YEAR**

<i>Year</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>	<i>2020-2021</i>
<b>Total</b>	<b>159</b>	<b>183</b>	<b>224</b>	<b>233</b>	<b>303</b>

- Approved the following policies:
  - Ratified revisions to the “State of Emergency Licensure Exceptions Policy and Procedure” to add the APRN temporary permit for prescriptive authority in response to Executive Order 2020-20 until criminal history record checks resume.
  - Repealed and retired the COVID 19 Policy and Procedures: 1) NDBON State of Emergency Licensure Exceptions; and 2) Emergency Limited License (when the underlying and applicable state Executive Orders repealed)
- Ratified acceptance of the education and ANCC certification as Acute Care Nurse Practitioner to qualify for APRN licensure in North Dakota.
- Approved accepting the CNAT exam to meet licensure requirements for ND single-state license for Texas applicant, Kerri Ortega, RN.

**NEW UNLICENSED ASSISTIVE PERSON REGISTRATIONS ISSUED PER FISCAL YEAR**

Initial registry listing will be subject to renewal on or before June thirtieth of the second year and every two years thereafter. The NDBON transferred the Unlicensed Assistive Person Registry (certified nurse aide and nurse aide) and Medication Assistant I & II to the North Dakota Department of Health effective July 1, 2011 as a result of a legislative change required by HB 1041.

**THE ACTIVE UNLICENSED ASSISTIVE PERSON REGISTRY (NDBON) STATISTICS PER FY:**

Year	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
<b>Total</b>	<b>259</b>	<b>238</b>	<b>243</b>	<b>211</b>	<b>225</b>

**43-12.1-09.1 NURSING LICENSURE OR REGISTRATION – CRIMINAL HISTORY RECORD CHECKS (CHRC)**

The NDBON was granted the authority to require criminal history record checks in 2007. The process was implemented July 2008. All initial applicants after July 2008 have been required to submit to a CHRC.

Year	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Completed results	2255	2583	2434	2424	2670

**43-12.1-14 Grounds for Discipline – Penalties.**

The Compliance Advisory Council comprised of the executive director, associate and assistant directors, and special assistant attorney generals, review and investigates all requests for investigation. Disciplinary action is taken by the NDBON and may include acceptance of a stipulated settlement, conducting a board hearing, or dismissal of the request for lack of evidence.

**INVESTIGATIVE AND DISCIPLINARY STATISTICS (RN/LPN/UAP) BY FISCAL YEAR**

<b>PENDING/OPEN CASES</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>
	31	36	44	24	34
<b>DISCIPLINARY ACTION</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>
Reprimand	24	29	16	27	11
Probation	16	8	10	11	11
Suspension	13	16	8	19	13
Emergency Suspension	15	7	1	13	12
Suspension Stayed	0	2	0	2	2
Surrender	5	7	14	7	3
Revocation	1	0	2	0	0
Denial of License/Reg	1	3	3	1	1
Cease and Desist	5	4	2	9	6
NLC Privilege	1	4	0	1	4
<b>TOTAL</b>	<b>81</b>	<b>80</b>	<b>56**</b>	<b>90</b>	<b>75</b>
<b>PRACTICE BREAKDOWN CATEGORIES</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>
Medication Administration	11	8	4	6	3
Documentation	11	7	9	10	4
Attentiveness/Surveillance	2	1	0	3	2
Clinical Reasoning	1	1	0	1	0
Interpretation of authorized provider's orders	2	0	0	1	0
Intervention	0	1	1	2	2
Prevention	0	0	1	0	0
Professional responsibility/ patient advocacy	22	10	12	21	10
<b>INTENTIONAL MISCONDUCT OR CRIMINAL BEHAVIOR</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>
Changed/falsified charting	0	0	1	2	0
Criminal conviction	2	2	0	1	2
Deliberately cover up error	1	1	0	0	0
Fraud	7	17	1	3	3

Patient abuse	0	0	1	0	0
Theft (include drug diversion)	12	9	8	15	1
Other	1	1	3	3	5
<b>OTHER VIOLATIONS</b>	<i>FY 16-17</i>	<i>FY 17-18</i>	<i>FY 18-19</i>	<i>FY 19-20</i>	<i>FY 20-21</i>
Action in Another Jurisdiction	2	5	3	2	3
Alcohol/Drug Abuse/Dependency	10	13	14	14	17
Failure to Adhere to CE Requirements	1	1	0	2	0
Practicing Without a License/Registration	14	8	12	13	20
Violation of Board Order	5	12	8	8	6
Failure to comply with investigation	3	2	6	7	2
Other	0	4	2	13	5
<b>INVESTIGATIVE/NON-DISCIPLINE DISPOSITION</b>	<i>FY 16-17</i>	<i>FY 17-18</i>	<i>FY 18-19</i>	<i>FY 19-20</i>	<i>FY 20-21</i>
Positive Response	153	248	351	256	263
PVR's Received	134	111	126	117	148
Dismissal	34	35	51	52	38
Letter of Concern	51	45	61	45	21

\*\*NDBON moved from 6 meetings per year to 4 meetings per year.

**Approved the following Compliance policies:**

- CHRC Policy
- Open Record Request Policy and Procedure
- Required Evaluation Policy and Procedure
- Evaluation Criteria and Board Requirements Table

**Please refer to the Nursing Education Annual report for the following:**

- **NDCC 43-12.1-17 Nursing Education Programs.**  
The board shall adopt and enforce administrative rules establishing standards for nursing education programs leading to initial or advanced licensure. In-state programs must be approved by the board. Out-of-state programs must be approved by the state board of nursing of the jurisdiction in which the program is headquartered. The board shall approve, review, and reapprove nursing education programs in this state. The board may not require a statement of intent as part of the approval process under this section.
- **NDCC 43-12.1-18. Nursing practice standards. Repealed.**
- **NDCC 43-12.1-20 Continuing education requirements. Repealed.**
- **NDCC 43.12.1-04(12).** Upon written notification to the board by an out-of-state nursing program, a student practicing nursing as a part of a nursing education program preparing for initial or advanced licensure as a registered nurse or licensed practical nurse which is approved by a board of nursing and is located in an institution of higher education that offers transferable credit.

**NDCC 43-12.4 Nurse Licensure Compact.** ND enacted legislation for the enhanced Nurse Licensure Compact (NLC) and Advanced Practice Registered Nurse (APRN) Compact in April 2017. The enhanced NLC was implemented January 19, 2018. The APRN Licensure Compact legislation enacted with the 67<sup>th</sup> Legislative Session in 2021 revised the previously enacted compact and will be come into effect once 7 states enact legislation (see Duties of the Board number 2 on p.3).

**NDCC 43-51-07 License compacts.** In 2020-2021, there were 38 states with enacted Nurse Licensure Compact legislation; the newly enacted Advanced Practice Registered Nurse Compact currently has 2 member states (ND and DE).

**NDAC 54-02-10. RN and LPN Licensure Compact. Repealed 2018.**

**APPENDIX I  
FINANCIAL REPORTS**

**NORTH DAKOTA BOARD OF NURSING  
SCHEDULE OF REVENUES AND EXPENSES - BUDGET AND ACTUAL  
YEAR ENDED JUNE 30, 2020**

		<b>GENERAL FUND</b>		
		<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
<b>REVENUES</b>				
	Endorsements			
	Professional	120,000	115,328	4,672
	Practical	12,000	11,685	315
	Re-registration			
	Professional	884,650	761,838	122,812
	Practical	155,760	136,283	19,477
	Exams			
	Professional	78,125	83,723	(5,598)
	Practical	37,500	37,734	(234)
	Fees			
	APRN License Renewal	60,640	39,040	21,600
	Reactivation Fee	6,250	10,830	(4,580)
	Advanced Licensure	22,625	31,751	(9,126)
	Prescriptive Authority	54,375	55,194	(819)
	Unlicensed Assistive Person Registry Renewal/Late/Reactivation	21,660	24,800	(3,140)
	Medication Assistant	4,800	5,260	(460)
	List Requests	3,500	3,106	394
	Disciplinary Fees (RN/LPN Late Renewal Fees)	3,500	10,165	(6,665)
	Penalty Fees	38,000	46,210	(8,210)
	Encumbrance Fees	6,120	6,120	0
	School Surveys	3,375	5,625	(2,250)
	Publications, Verifications, and other fees	3,000	2,735	265
	Course Review Fee	500	0	500
	Continuing Education Presentations	600	0	600
	Continuing Education Approval Fee	20,000	21,300	(1,300)
	NEL Application Fee	1,000	1,275	(275)
	CHRC Processing Fee	50,000	54,500	(4,500)
	Program Recognition fees	20,000	21,600	(1,600)
	Interest	3,500	3,932	(432)
	NEL Income	82,280	82,540	(260)
	<b>Total Revenues</b>	<b>1,693,760</b>	<b>1,572,571</b>	<b>121,189</b>



<b>APPENDIX I CONTINUED</b>				
<b>FINANCIAL REPORTS</b>				
<b>DETAILED STATEMENT OF REVENUES AND EXPENSES - BUDGET AND ACTUAL - page 2</b>				
<b>GENERAL FUND</b>				
		<b>Amended and Final Budget</b>	<b>Actual</b>	<b>Variance</b>
<b>EXPENSES</b>				
	Salaries **	727,000	732,305	(5,305)
	Benefits **	146,000	143,187	2,813
	EAP Program Premiums **	180	172	8
	Health Insurance **	146,000	142,674	3,326
	Life Insurance	50	31	19
	Workers Compensation & State Unemployment Tax	1,850	360	1,490
	Staff Development Expenses	7,500	1,603	5,897
	<i>Total employee compensation &amp; benefits</i>	<i>1,028,580</i>	<i>1,020,332</i>	<i>8,248</i>
	Board Staff Expenses	2,500	945	1,555
	Board Meeting Expenses	27,750	7,876	19,874
	Unappropriated Expenses	250	320	(70)
	<i>Total Board Expenses</i>	<i>30,500</i>	<i>9,140</i>	<i>21,360</i>
	Rent	44,340	44,340	0
	Phone Expense	4,500	4,827	(327)
	Office Supplies Expense	5,000	1,116	3,884
	Document Disposal Expense	350	141	209
	Postage Expense	4,000	2,360	1,640
	Publications & Subscriptions	300	0	300
	Office Insurance	1,750	1,426	324
	Bank Charges	50	70	(20)
	Office Maintenance	3,720	1,920	1,800
	Office Furniture & Software Expense	12,500	8,007	4,493
	Internet Service & Hosting	27,000	25,538	1,462
	Technology Maintenance	8,200	8,384	(184)
	Online System Payments	25,000	27,694	(2,694)
	Program Enhancements & Website Updates	30,000	18,083	11,917
	Service contract	900	834	66
	Repairs & Parts	250	0	250
	Disciplinary Process	1,500	469	1,031
	Legal Fees	78,000	67,458	10,542
	Audit Fees	12,200	12,000	200
	Consultant	10,000	770	9,230
	NCSBN	6,000	6,000	0
	Rule Revisions	3,500	0	3,500
	NEL Transfer	82,280	82,530	(250)
	<i>Total Other Operating Expense</i>	<i>493,190</i>	<i>481,321</i>	<i>11,839</i>
	Depreciation Expense		14,497	
	<b>Total Expenses</b>	<b>1,420,420</b>	<b>1,357,937</b>	<b>62,483</b>
	<b>REVENUES OVER EXPENSES</b>	<b>273,340</b>	<b>214,634</b>	<b>58,706</b>

\*\* Salary and benefits amended at January meeting to budget for addition of one FTE starting 2/1/2021. Categories increased: Salary by \$21,000; Benefits by \$5,000; EAP Premiums by \$10; Health Insurance by \$6,000; Software by \$200

**APPENDIX II  
STATEWIDE STATISTICS**

<b>CATEGORIES</b>	FY 2018-2019		FY 2019-2020		FY 2020-2021	
	LPN	RN	LPN	RN	LPN	RN
Licensed Nurses	3912	16778	3788	16896	3742	17349
Advanced Practice RN	0	1698	0	1859	0	2060
Prescriptive Authority	0	1202	0	1369	0	1602
<b>GENDER STATISTICS</b>						
Male	201	1390	201	1411	212	1481
Female	3711	15388	3587	15485	3530	15868
<b>ETHNIC</b>						
African American	166	453	168	437	181	446
Asian	32	506	35	515	41	543
Asian Indian	19	60	19	57	21	58
Other Asian	6	101	6	94	6	88
Hispanic	62	180	65	180	67	202
Native American	142	212	136	219	141	234
Other	64	294	70	303	73	312
Pacific Islander	4	28	3	25	2	24
White not of Hispanic Origin	3417	14944	3286	15066	3210	15442
<b>EMPLOYMENT</b>						
Employed Full Time	2324	12148	2242	12205	2221	12551
Employed Part Time	595	2038	601	2083	584	2142
Not Employed	794	1678	772	1701	740	1681
Nursing Volunteer	3	53	3	54	4	42
Per Diem	151	662	130	640	145	696
Retired	45	199	40	213	48	223
<b>EMPLOYMENT SETTING</b>						
Academic Setting	4	131	4	135	2	159
Ambulatory Care Clinic	380	1451	398	1551	432	1686
Church	0	43	0	41	0	37
Correctional Facility	13	51	13	48	15	50
Government	77	331	82	344	101	370
Home Health	98	421	104	450	113	447
Hospital	464	7111	400	7113	380	7348
Insurance Claims/Benefits	7	613	8	729	9	798
Military	5	55	5	50	4	47
Nursing Home/Extended Care	967	1116	943	1144	916	1174
Nursing Education	5	283	4	302	4	307
Occupational Health	16	110	15	102	16	95
Other	1114	3421	1059	3192	1002	3023
Physicians Office	665	997	662	1024	648	1050
Policy/Planning/Regulatory/ Licensing Agency	1	9	1	12	1	15
Public/Community Health	45	371	46	379	50	448
School Health	21	104	16	110	17	118
Self Employed	11	86	9	89	8	103
Social Services	4	17	5	16	3	15
Temporary Agency	13	32	14	31	20	33
Volunteer	2	25	0	34	1	26

**APPENDIX II CONTINUED**

<b>PRACTICE AREA</b>	FY 2018-2019		FY 2019-2020		FY 2020-2021	
	LPN	RN	LPN	RN	LPN	RN
Anesthesia	0	368	0	357	0	361
Chemical Dependency	13	37	15	39	19	42
Community	29	113	30	128	39	166
Critical Care	11	821	8	841	6	908
Emergency Care	11	695	16	685	14	705
Family Practice	431	942	441	947	450	1036
Geriatrics	885	1019	850	1056	838	1082
Home Health	74	371	77	393	84	385
Maternal Child	48	542	34	527	25	535
Medical/Surgical	232	1862	205	1824	195	1859
Mental Health	88	530	88	548	86	571
Neonatology	4	297	4	315	5	321
Nursing Administration	15	405	16	427	12	438
Occupational Health	15	106	13	100	15	96
Oncology	26	378	24	387	26	411
Other	1739	6001	1667	5937	1603	5900
Palliative Care	7	67	11	79	14	73
Parish	1	48	2	45	2	42
Pediatrics	100	404	93	429	99	452
Perioperative	11	713	10	716	8	749
Public/Community Health	40	340	39	356	48	413
Quality Assurance	11	180	10	188	9	184
Rehabilitation	46	140	55	135	61	137
School	25	153	21	171	21	191
Trauma	2	40	2	41	3	43
Women's Health	48	206	57	225	60	249
<b>NURSING POSITION</b>						
Advanced Practice RN	0	1401	0	1512	0	1617
Advanced Practice w/ RN in other Compact State	0	297	0	347	0	443
Nurse Administrator	11	288	9	302	9	304
Nurse Consultant	3	249	6	249	5	263
Nurse Educator	6	429	6	454	8	467
Nurse Executive	0	84	1	99	2	104
Nursing Faculty	40	151	40	161	40	178
Nursing Manager	49	1072	48	1102	44	1108
Office Nurse	550	802	532	881	525	895
Other	1141	3388	1098	2994	1061	3399
Specialty Practice Nurse	0	6	0	86	0	5
Staff Nurse	2022	8220	1977	8414	1970	8684
Travel Nurse	90	391	71	295	78	325
<b>EDUCATION</b>						
Vocational Certificate/Diploma	1784	905	1799	839	1794	724

Associate Degree	1994	4205	1847	4180	1786	4146
Bachelors in Nursing	18	8911	21	8994	17	9276
Bachelors in Other	107	273	108	277	130	295
Masters in Nursing	0	1790	0	1871	0	2110
Masters in Other	8	285	12	300	13	316
Doctorate in Nursing	0	279	0	319	0	386
Doctorate in Other	1	53	1	52	2	49
AP Post Basic Education	0	52	0	38	0	26
Post BS Anesthesia	0	25	0	26	0	21

**APPENDIX III  
FISCAL YEAR COUNTY DISTRIBUTION OF LICENSED NURSES**

County	FY 2018-2019			FY 2019-2020			FY 2020-2021		
	LPN	RN	APRN	LPN	RN	APRN	LPN	RN	APRN
Adams	13	48		13	45	4	12	50	6
Barnes	49	126		49	125	4	46	128	4
Benson	26	49		20	50	3	19	48	4
Billings	3	11		3	9	0	4	10	1
Bottineau	32	95		26	98	9	23	99	10
Bowman	11	38		11	39	5	10	38	5
Burke	5	20		4	21	0	5	20	0
Burleigh	323	2149		314	2185	259	299	2230	244
Cass	861	3658		887	3780	397	889	3973	404
Cavalier	29	44		30	49	4	29	47	4
Dickey	22	75		23	77	4	27	79	4
Divide	7	31		7	28	1	6	30	1
Dunn	12	37		12	37	5	12	38	5
Eddy	15	37		19	36	2	20	43	4
Emmons	13	52		14	51	3	12	51	3
Foster	17	61		14	65	1	10	67	1
Golden Valley	4	20		5	20	2	4	18	2
Grand Forks	373	1174		355	1179	141	381	1188	145
Grant	11	38		10	35	3	10	34	3
Griggs	17	23		16	20	1	16	21	1
Hettinger	8	18		6	15	0	4	15	1
Kidder	7	31		5	36	3	4	36	4
Lamoure	33	54		30	56	6	30	63	6
Logan	6	25		5	24	1	4	24	1
McHenry	23	70		20	73	8	21	80	8
McKenzie	22	49		25	47	7	24	42	8
McIntosh	24	71		29	76	7	26	85	9
McLean	32	126		26	137	14	26	138	14
Mercer	25	101		20	97	13	17	101	13
Morton	114	573		116	582	47	120	605	48
Mountrail	16	65		15	65	7	15	60	7
Nelson	20	47		22	49	2	21	52	2

**APPENDIX III CONTINUED**

County	FY 2018-2019			FY 2019-2020			FY 2020-2021		
	LPN	RN	APRN	LPN	RN	APRN	LPN	RN	APRN
Oliver	4	19		5	19	1	4	19	1
Out of State	675	4676		594	4578	592	577	4611	779
Pembina	50	59		51	65	7	45	70	9
Pierce	25	58		23	61	8	22	62	8
Ramsey	77	154		76	161	14	71	168	18
Ransom	36	60		37	56	3	38	65	3
Renville	4	30		4	31	3	5	30	3
Richland	86	164		85	162	14	81	185	17
Rolette	57	124		59	123	7	64	127	8
Sargent	27	41		20	43	1	18	42	2
Sheridan	4	16		5	16	2	4	17	2
Sioux	9	11		11	12	0	10	16	0
Slope	2	3		1	4	0	1	5	0
Stark	123	351		126	353	22	132	378	25
Steele	12	29		12	29	0	12	28	0
Stutsman	95	315		96	305	31	90	318	33
Towner	15	25		15	25	3	16	34	3
Traill	47	115		47	124	9	52	128	9
Walsh	77	135		71	142	10	72	147	9
Ward	183	978		171	977	132	157	999	122
Wells	19	65		18	64	8	18	62	2
Williams	112	334		110	340	29	107	325	35
<b>Total</b>	<b>3912</b>	<b>16778</b>		<b>3788</b>	<b>16896</b>	<b>1859</b>	<b>3742</b>	<b>17349</b>	<b>2060</b>

**APPENDIX IV**

**2020-2021 ND Board of Nursing Approved Continuing Education Contact Hours**

<b>Course #</b>	<b>Course Name</b>	<b>Sponsor</b>	<b>Date</b>
1859	Travel Health Update 2020	American Travel Health Nurses Association, New York, NY	July 2020 - July 2021
1860	Code Ana's New Online Epinephrine Training Program 2019-2020	Code Ana, Charlottesville, VA	August 2020- August 2021
1861	2020 Spotlight on Prevention Summit & Training	CHI St Alexius Health, Bismarck, ND	August 2020 - August 2021
1862	Bowel & Bladder Dysfunction: Common but Never Normal	North Dakota School Nurse Organization, Bismarck, ND	July 2020 - July 2021
1863	2020 InterQual Review: Acute, Behavioral Health, Behavioral Health Procedures, Post-Acute	BCBS ND, Fargo, ND	July 2020 – July 2021
1864	2020 Concussion Symposium	ND Brain Injury Network, Grand Forks, ND	August 2020 – August 2021
1865	Parkinson's Seminar	Bismarck Parkinson's Support Group, Bismarck, ND	August 2020 – September 2021
1866	Cardiovascular Risk Reduction: Communication, Compliance, & Care	Ft. Berthold Diabetes Program, Newtown, ND	August 2020 – August 2021
1867	Rural Emergency Nursing Educational Program	McCare Global Center Winnipeg, Manitoba, Canada	August 2020-August 2021
1868	Hearing Loss & Healthcare	NDSD/RCDHH Adult Outreach Services, Devils Lake, ND	September 2020– September 2021
1869	Compassion Fatigue Educator Training	Dakota Children's Advocacy Center Bismarck, ND	September 2020– September 2021
1870	Building Resilient Professionals	Dakota Children's Advocacy Center Bismarck, ND	September 2020– September 2021
1871	Dakota Eye Institute Education Day	Dakota Eye Institute Bismarck, ND	September 2020– September 2021
1872	2020 Focusing on the Future (CHD Conference)	Minnesota Sheriff's Association/Correctional Health Division, Carlton, MN	September 2020– September 2021
1873	Adrien Lawyer: Transgender 101	Mid Dakota Clinic, Bismarck, ND	September 2020– September 2021
1874	The Art of E visit	Care Span, Edina, MN	September 2020– September 2021
1875	Psychiatric Health is a Part of Everyone's Health	Saint Sophie's Psychiatric Center, Fargo, ND	September 2020– September 2021
1876	Fall 2020 Educational Event: 1) Category III Codes 2) ALJ Hearing 3) Incident II -E/M Services	Noridian Healthcare Fargo, ND	September 2020– September 2021
1877	2020 North Dakota Health Tracks	North Dakota Department of Human Services Rocklake, ND	September 2020– September 2021
1878	2020 ND Biennial Breastfeeding Conference	Breastfeeding Perspectives San Antonio, TX	September 2020– September 2021
1879	The ABCs of Blood Transfusion	Heart of America Medical Center, Rugby, ND	September 2020- September 2021
1880	2020 Northern Plains Conference on Aging	NPCA, Moorhead, MN	September 2020– September 2021
1881	NDHA Embrace the Change	ND Hospital Association Bismarck, ND	September 2020– September 2021
1882	High in Plain Sight – Half-Day Class	Elbowoods Memorial Health Center, Newtown ND	October 2020- October 2021

1883	High in Plain Sight – Full-Day Class	Elbowoods Memorial Health Center, Newtown, ND	October 2020- October 2021
1884	Human Trafficking: Watch for the Signs	Sigma Kappa Upsilon Chapter Bismarck, ND	October 2020- October 2021
1885	2020 Tribal Maternal, Infant and Child Health Symposium	North Dakota State University Fargo, ND	November 2020-November 2021
1886	Prenatal Care of American Indian Women of ND	U of Mary, Bismarck, ND	November 2020-November 2021
1887	Future Generations: Clinical Research and Diabetes	Dakota Diabetes Coalition, Fargo, ND	November 2020-November 2021
1888	Intimate Partner Violence	CHI St Alexius, Bismarck, ND	November 2020-November 2021
1889	Connected Parents-Connected Kids	CHI St Alexius, Bismarck, ND	November 2020-November 2021
1890	Adolescent Relationship Abuse	CHI St Alexius, Bismarck, ND	November 2020-November 2021
1891	Summit on Behavioral Health in Energy Country	Vision West North Dakota, Dickinson, ND	November 2020-November 2021
1892	Sexual Assault Nurse Examiner (SANE): Clinical Skills Lab	Hennepin Healthcare, Minneapolis, MN	November 2020-November 2021
1893	Advanced Cardiac Life Support Provider	CHI St. Alexius Health Bismarck, ND	December 2020-December 2021
1894	Pediatric Advanced Life Support	CHI St. Alexius Health Bismarck, ND	December 2020-December 2021
1895	IQIP Education	ND Health Department Bismarck, ND	December 2020-December 2021
1896	Challenges & Opportunities Related to Long Term Care Amidst COVID19	Sigma Global Nursing Excellence, Bismarck, ND	December 2020-December 2021
1897	Through the Looking Glass	North Dakota Human Services Bismarck, ND	December 2020-December 2021
1898	Basic Rhythm Course	CHI St. Alexius Health, Dickinson, ND	December 2020-December 2021
1899	STABLE Provider Course	CHI St. Alexius Health, Bismarck, ND	January 2021-January 2022
1900	Cardiac Rhythm Analyses & Responses	CHI St. Alexius Health, Williston, ND	January 2021-January 2022
1901	HIV. STD.TB. Viral Hepatitis Program Lunch & Learn	ND Department of Health, Bismarck, ND	January 2021 to January 2022
1902	Mental Health Conference	NDSU, SON, Fargo, ND	January 2021-January 2022
1903	Age Friendly Care	UND, Grand Forks, ND	January 2021-January 2022
1904	Basic Foot Care for Nursing	Elbowoods Memorial Health Care Clinic, New Town, ND	January 2021-January 2022
1905	Teaching Nursing Clinical Judgment for Next Gen NCLEX (Julie Traynor)	Lake Region State College Devils Lake, ND	January 2021-January 2022
1906	Cultivating LTC Leaders: Topics in Regulatory Lega & Compliance Management	ND Long Term Care Association, Bismarck, ND	February 2021-February 2022
1907	Standards of Care: Driving LTC Clinical Quality	ND Long Term Care Association, Bismarck, ND	February 2021-February 2022
1908	Mental Health First Aid	Valley Senior Living, Grand Forks, ND	February 2021-February 2022
1909	Cultural Considerations for Diabetes Care	Cultural Diabetes Coalition, Bismarck, ND	February 2021-February 2022
1910	Innovative Strategies for Home-Based Colorectal Cancer Screening	American Cancer Society, Northern Region, Billings, MT	February 2021-February 2022
1911	Fundamental Concepts & Use of Neonatal/Pediatric High Flow Nasal Cannula and Nasal Continuous Positive	CHI St Alexius Health, Bismarck, ND	February 2021- February 2022



	Airway Pressure		
1912	Nursing Leadership Research Resilience and Change Spring 2021 Summit	Sigma Theta Tau International, Omega Omicron Chapter Marshall, MN	February 2021 to February 2022
1913	Cannabis 101: What Medical Professionals Need to Know	Be Well Healing Arts Valley City, ND	February 2021 to February 2022
1914	ND POLST Awareness Education & Implementation	Honoring Choices North Dakota, Grand Forks, ND	February 2021 to February 2022
1915	Case Studies in Diabetes	McKenzie County Healthcare System, Watford City, ND	February 2021 to February 2022
1916	Nourishing Health Symposium by ND Academy of Nutrition & Dietetics	Sanford Health, Bismarck, ND	March 2021 to March 2022
1917	Nurses Make a Difference	NDAND, Bismarck, ND	March 2021 to March 2022
1918	Mental Health First Aid for First Responders	Delaware Association of Occupational Health Nurses, Wilmington, DE	March 2021 to March 2022
1919	ScreeND Rapid Action Collaborative Webinar Series	Quality Health Care Associates, Minot, ND	March 2021 to March 2022
1920	Cultural Competency_EduCare	Mirabelle Management, Dassel, MN	March 2021 to March 2022
1921	Resident Rights Series_EduCare	Mirabelle Management, Dassel, MN	March 2021 to March 2022
1922	Vulnerable Adult Series_EduCare	Mirabelle Management, Dassel, MN	March 2021 to March 2022
1923	Emergency Prep Series_EduCare	Mirabelle Management, Dassel, MN	March 2021 to March 2022
1924	OSHA & Infection Control Series_EduCare	Mirabelle Management, Dassel, MN	March 2021 to March 2022
1925	Dementia Series_EduCare	Mirabelle Management, Dassel, MN	March 2021 to March 2022
1926	Restorative Nursing (Mirranda Gross)	ND Long Term Care Association, Bismarck, ND	March 2021 to March 2022
1927	Human Trafficking & Exploitation: A Community Response	CHI St. Alexius Health, Bismarck, ND	March 2021 to March 2022
1928	Masterclass on Reimbursement, Documentation, & Coding for APRNs	National Nurse Practitioner Entrepreneur Network Elkins Park, PA	March 2021 to March 2022
1929	Initial Oncology Infusion Course	Trinity Health, Minot ND	March 2021 to March 2022
1930	When the Government Knocks	National Nurse Practitioner Entrepreneur Network, Elkins Park, PA	March 2021 to March 2022
1931	Vaccination for Children	ND Department of Health, Bismarck, ND	March 2021 to March 2022
1932	Blood Pressure Protocol Training	ND Health Department Bismarck, ND	March 2021 to March 2022
1933	Biology and Cytogenetics of Multiple Myeloma Disease	Sanford Health, Bismarck ND	March 2021 to March 2022
1934	Youth Mental Health First Aid	Central Valley Health, Jamestown ND	March 2021 to March 2022
1935	Medical Emergencies The First Five Minutes	Minnesota State Community & Tech College, Moorhead, MN	March 2021 to March 2022
1936	Workplace Violence in Healthcare	North Dakota State University Fargo, ND	March 2021 to March 2022
1937	University of Mary, SGSHS, 2021 Michael G. Parker Research & Scholarship Colloquium	University of Mary, Bismarck, ND	April 2021 to April 2022
1938	Project Firstline	ND Health Dept/ CDC Foundation, Bismarck, ND	June 2021 to June 2022
1939	3rd Annual Embrace Your Disability Conference	Dakota Center for Independent Living, Bismarck, ND	April 2021 to April 2022

1940	Transgender Healthcare: Best Practices	Canopy Medical Clinic Fargo, ND	April 2021 to April 2022
1941	Obstacles in Treating Diabetes with Low Income Patients (Ann Fraase)	Dakota Diabetes Coalition & ND DOH Diabetes Prevention & Control Program, Bismarck, ND	April 2021 to April 2022
1942	Spring 2021 Noridian Healthcare Solutions Educational Event: 1) Select Lab and Path Services 2) Cataracts 3) Bariatric Surgeries	Noridian Healthcare Solutions, Fargo, ND	April 2021 to April 2022
1943	Building Connections in ND: A collaborative approach to CSEC	Dakota Children's Advocacy Center, Bismarck, ND	May 2021 to May 2022
1944	REAL Essentials Foundations Certification Training	The Center for Relationship Education, Denver, CO	May 2021 to May 2022
1945	Instructor-Led Advanced Cardiac Life Support	Presentation Medical Center, Rolla, ND	May 2021 to May 2022
1946	CPC+ PCMH Model Benefits Individuals with Diabetes (Ann Fraase)	Dakota Diabetes Coalition & ND DOH Diabetes Prevention & Control Program, Bismarck, ND	June 2021 to June 2022
1947	2021 CHI Spotlight on Prevention Summit	CHI/ St. Alexius Health Bismarck, ND	June 2021 to June 2022
1948	Soul Shop Fargo Moorhead – Bismarck - Mandan	ND Board of American Foundation for Suicide Prevention, Fargo, ND	June 2021 to June 2022
1949	Preceptor Development Program	Trinity Health, Minot, ND	June 2021 to June 2022
1950	Increasing HIV Testing Among Priority Populations in ND	ND Department of Health, Bismarck, ND	June 2021 to June 2022
1951	Multi Victim Crash	Sanford Health, Bismarck, ND	June 2021 to June 2022
1952	West River Conference of Social Welfare	Southwestern District Health Unit, Dickinson, ND	June 2021 to June 2022
1953	Mental Health First Aid	City-County Health District, Valley City, ND	June 2021 to June 2022
1954	Partners in Transplant: How You Can Help Save Lives- Organ, Tissue, & Eye Donation	Life Source, Mahanomen, MN	June 2021 to June 2022
1955	Leaving on a Jet Plane/ What clinicians need to Know about Travel Post Pandemic	Delaware Association Occupational Health Nurses, Wilmington, DE	June 2021 to June 2022
1956	Immunization Program Lunch and Learn	ND Health Department, Bismarck, ND	June 2021 to June 2022
1957	Adult Mental Health First Aid	Pembina County Memorial Hospital Association, Cavalier, ND	June 2021 to June 2022
1958	NDLTCA 44th Annual Convention and Trade Show	ND Long Term Care Association, Bismarck, ND	June 2021 to June 2022

**APPENDIX V**

**ND BOARD OF NURSING STRATEGIC PLAN  
2018-2022**

(Strategic Plan Progress Reports Available at [www.ndbon.org](http://www.ndbon.org))

<b>MISSION:</b>		
The mission of the North Dakota Board of Nursing (NDBON) is to assure North Dakota citizens quality nursing care through the regulation of standards for nursing education, licensure and practice.		
<b>GOAL 1: Ensure Public Protection Through Evidence-Based Regulation</b>		
<b>INITIATIVES</b>	<b>STRATEGIES</b>	<b>OPERATIONAL PLAN</b>
1. Proactively address the public's need for safe and competent nursing practice.	<ol style="list-style-type: none"> <li>1. Ongoing review of the Nurse Practices Act (NPA) and ND Administrative Code (NDAC).</li> <li>2. Implement and evaluate processes related to interpretation and application of NPA and NDAC related to nursing practice.</li> <li>3. Monitor and analyze trends and issues related to nursing practice.</li> <li>4. Collaborate with state and national entities to contribute NDBON data related to nursing practice.</li> </ol>	<ul style="list-style-type: none"> <li>• Review NPA and Rules annually-July meetings.</li> <li>• Monitor and respond to practice inquiries submitted to the NDBON.</li> <li>• Invite nurses and stakeholders to volunteer for committee appointments and Advisory Panels-activate as needed.</li> <li>• Provide practice guidance regarding interpretation and application of the NPA and NDAC.</li> <li>• Participate in the NCSBN CORE and Board Member Profile data and consider reports related to nursing practice.</li> <li>• Review and/or revise nursing practice division processes annually.</li> </ul>
2. Ensure licensure and registration of qualified individuals for the practice of nursing or assist in the practice of nursing.	<ol style="list-style-type: none"> <li>1. Provide accurate and efficient licensure/registration processes.</li> <li>2. Provide electronic licensure notification for employers, licensees, and registrants.</li> <li>3. Comply with state and federal laws, rules, and procedures/policies regarding use and dissemination of FBI Criminal Background Checks (CHRC) required for licensure or registration.</li> <li>4. Monitor continued competency of licensure through audits related to continuing education and practice hours per NPA and NDAC.</li> <li>5. Collaborate with state and national entities to contribute NDBON data related to licensure and registration.</li> </ol>	<ul style="list-style-type: none"> <li>• Review NNAAP examination contract-2018-2019.</li> <li>• Provide notification related to licensure and registration renewal.</li> <li>• Promote and monitor use of E-notify. Provide periodic reports to NDBON.</li> <li>• Assist NDBON Noncriminal Agency Coordinator in ensuring compliance with ND Bureau of Criminal Investigations FBI CHRC requirements and audits.</li> <li>• Provide continuing education approval of offerings which may be utilized to meet initial or continued competency.</li> <li>• Conduct annual continuing education audits.</li> <li>• Participate in the NCSBN CORE and Board Member Profile data and consider reports related to licensure.</li> </ul>

<p>3. Ensure the nursing education programs meet NDBON standards through evidence-based processes.</p>	<ol style="list-style-type: none"> <li>1. Evaluate, approve, and monitor nursing education programs according to NPA and NDAC.</li> <li>2. Implement and evaluate monitoring processes for nursing education programs according to the NPA and NDAC.</li> <li>3. Collect and evaluate data from NDBON approved nursing education programs.</li> <li>4. Monitor and analyze trends and issues related to nursing education.</li> <li>5. Collaborate with state and national entities to contribute NDBON data related to nursing education.</li> </ol>	<ul style="list-style-type: none"> <li>• Survey and evaluate NDBON approved nursing education programs, RN Refresher Courses, LPN IV Therapy Courses.</li> <li>• Facilitating the work of the Nursing Education Committee (NEC).</li> <li>• Facilitate and evaluate the distance education recognition process. Provide periodic reports to NDBON.</li> <li>• Facilitate and evaluate the faculty developmental program. Provide periodic reports to NDBON.</li> <li>• Review and/or revise Nursing Education Program Survey Process.</li> <li>• Prepare the Nursing Education Annual Report and contribute to NDBON Annual Report.</li> <li>• Participate in the NCSBN CORE and Board Member Profile data and consider reports related to education.</li> </ul>
<p>4. Assure consumer protection through evidence-based compliance processes and solid, defensible investigative and disciplinary procedures.</p>	<ol style="list-style-type: none"> <li>1. Implement and evaluate compliance and disciplinary processes related to nursing licensure and practice according to the NPA and NDAC.</li> <li>2. Collect and evaluate data from NDBON Compliance Division related to investigative cases and disciplinary action.</li> <li>3. Monitor and analyze trends and issues related to investigative processes, disciplinary action procedures, and encumbrance monitoring programs.</li> <li>4. Collaborate with state and national entities to contribute NDBON data related to disciplinary processes and actions.</li> </ol>	<ul style="list-style-type: none"> <li>• Review and/or revise Compliance Division policy and procedures annually.</li> <li>• Consider workload and resources utilized for PVR intake, investigation of cases, Compliance Advisory Council, and case dispositions.</li> <li>• Prepare compliance related data for the Annual Report. Provide periodic reports to NDBON.</li> <li>• Participate in the NCSBN CORE and Board Member Profile data and consider reports related to compliance.</li> <li>• Participate in NCSBN Discipline Efficiency Project-2018-2020.</li> <li>• Report disciplinary actions to state and national databanks.</li> </ul>

**GOAL 2: Collaborate with Stakeholders to Promote Safe Nursing Practice that is Adaptive to an Evolving Healthcare Environment**

INITIATIVES	STRATEGIES	OPERATIONAL PLAN
<p>1. Assure that innovation in practice provides the public with safe, quality care and maximizes nursing resources.</p>	<ul style="list-style-type: none"> <li>• Participate in state, national, and international initiatives to support a competent and mobile nursing workforce.</li> <li>• Monitor and analyze trends and issues in state and national nursing regulation.</li> <li>• Promote communication and collaboration among regulatory boards, organizations, and education organizations.</li> <li>• Promote communication and collaboration with policy makers and stakeholders regarding legislative issues relating to nursing.</li> <li>• Support ND Center for Nursing (NDCFN) initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in the Nurse Licensure Compact in accordance to NPA.</li> <li>• Provide NDBON representation on coalitions, professional organizations, committees, and other entities related to nursing.</li> <li>• Review NDCFN strategic plan and budget report annually to the NDBON.</li> <li>• Participate in NDCFN strategic plan initiatives and activities, such as committees, legislative tracking teams, and conferences.</li> <li>• Collaborate with NDCFN for collection and analysis of workforce related data and trends. Provide periodic reports to the NDBON.</li> </ul>

**GOAL 3: Engage Nurses, Public, and Stakeholders in Accessing and Utilizing NDBON Resources**

INITIATIVES	STRATEGIES	OPERATIONAL PLAN
<p>1. Be proactive in engaging nurses, public, and stakeholders in accessing and utilizing NDBON resources for licensure, practice, education, and discipline.</p>	<ol style="list-style-type: none"> <li>1. Monitor information technology trends to maintain accurate database, online forms, and website, including considerations related to program enhancements.</li> <li>2. Analyze trends and changes in technology to address generational needs, challenges, culture, and environment related to licensure, practice, education, and discipline.</li> <li>3. Promote utilization of NDBON resources regarding licensure, practice, education, and discipline</li> </ol>	<ul style="list-style-type: none"> <li>• Explore NDBON workload and resources necessary to maintain database, website, and technology.</li> <li>• Publish communications and regulatory information in the quarterly Dakota Nurse Connection and NDBON website.</li> <li>• Share NDBON news and updates on NDCFN website, newsletters, and social media.</li> <li>• Update and provide continuing education presentations related to nursing regulation upon request as workload permits.</li> <li>• Provide written or verbal reports to associations, committees, etc.</li> </ul>

**GOAL 4: Prepare NDBON Members and Staff for State/National Leadership Roles**

INITIATIVES	STRATEGIES	OPERATIONAL PLAN
<p>1. Ensure NDBON Members/staff opportunities for leadership development.</p>	<ol style="list-style-type: none"> <li>1. Support NDBON leadership roles within NDBON and at the state, regional, and national level.</li> <li>2. Promote growth and development of NDBON Members/staff.</li> <li>3. Maintain and evaluate the orientation process for new NDBON Members to include the mentor process.</li> <li>4. Promote NDBON member role development.</li> <li>5. Succession planning for NDBON/staff positions.</li> </ol>	<ul style="list-style-type: none"> <li>• Facilitate NDBON Member/staff attendance and active participation in meetings, committees, initiatives at the state, regional, and national level. Report periodically to the NDBON.</li> <li>• Secure funds through NCSBN for meeting attendance.</li> <li>• Provide annual NDBON Retreat for continued training, education, and development of members/staff.</li> <li>• Facilitate new NDBON Members/staff orientation to include completion of orientation day by staff, completion of NCSBN 101, and mentorship of new members/staff.</li> <li>• Annually review Board member terms.</li> <li>• Prepare for anticipated retirement-2018-2019</li> </ul>

Annual Report Approved by the NDBON 01/21/2021