

**655—7.3(17A,147,152) Application process.**

**7.3(1)** An applicant shall submit to the board:

- a.* An ARNP application for each population focus.
- b.* A dated copy of the applicant's current advanced level certification issued by the appropriate national professional certification organization.
- c.* If the applicant is not licensed as a registered nurse in Iowa, verification of an active registered nurse license in another state recognized for licensure in this state pursuant to the nurse licensure compact contained in Iowa Code chapter 152E.
- d.* A nonrefundable license fee of \$81.

**7.3(2)** The applicant shall request that official transcripts be sent directly to the board from the educational program verifying the coursework, date of completion of the program, and the degree conferred.

**7.3(3)** The executive director of the board or the executive director's designee has the authority to determine if all requirements have been met for licensure of the applicant as an ARNP. If all requirements have been met:

- a.* The applicant will be issued a license and a certificate to practice as an ARNP that clearly denotes the applicant's name, title, and population focus, and the expiration date of the license.
- b.* The expiration date of the ARNP license will be the same as the expiration date of the applicant's license to practice as a registered nurse.

**7.3(4)** Licensure completion. An applicant shall complete the ARNP licensure process within 12 months from the start of the application. The board reserves the right to destroy incomplete application materials after 12 months.

**7.3(5)** Renewal of licensure. An ARNP license may be renewed beginning 60 days prior to the license expiration date and ending 30 days after the expiration date. To renew, a licensee shall submit the information required by subrule 7.3(1). The expiration date assigned to a renewed ARNP license is the same as the expiration date of the licensee's license to practice as a registered nurse.

**7.3(6)** Inactive status. Failure to renew an ARNP license within 30 days after its expiration results in an inactive ARNP license.

- a.* Continuing to work as an ARNP with an inactive ARNP license may result in disciplinary action.
- b.* To reactivate the license, the licensee must reactivate the underlying license to practice as a registered nurse, if required, and complete the license renewal process for the ARNP license.

**7.3(7)** License denial. Rule 655—3.9(17A,272C) governs the denial of an application for an ARNP license.

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