



STATE OF IOWA

Governor Terry E. Branstad
Lt. Governor Kim Reynolds

BOARD OF NURSING
Kathleen R. Weinberg, MSN, RN
Executive Director

January 29, 2015

Honorable Governor Terry E. Branstad
Honorable Senators
Honorable Representatives
Iowa Capitol
Des Moines, IA 50319

Dear Governor Branstad and members of the General Assembly:

I am sending this letter in response to the Home Base Iowa Act, reporting on the substance of rules and procedures adopted to implement the provisions of this Act.

The Board of Nursing has established a new chapter in 655 Iowa Administrative Code, chapter 18, *Military Service and Veteran Reciprocity*.

The rules were approved by the Board on September 1, 2014, filed October 30, 2014, and published on November 26, 2014. There was a hearing on December 1, 2014, with no public comment noted. The rules are scheduled to be approved and adopted by the Board during the scheduled February 11, 2015, conference call. Following the standard rule making process, the rules will be effective March 8, 2015.

Accordance with the Home Base Iowa Act, the Board of Nursing has also incorporated the following questions on all licensure applications; Are you a veteran? Are you the spouse of a veteran?

The Board of Nursing in the past has issued licenses in a timely fashion to all applicants. It is the goal of the Board of Nursing to continue this service and give priority to military service members and veterans.

Accompanying this letter is a copy of chapter 18, *Military Service and Veteran Reciprocity* and the following report; Number of Veteran Applications Processed.

Sincerely,

Kathleen R. Weinberg, MSN, RN
Executive Director
Iowa Board of Nursing

NURSING BOARD[655]

Notice of Intended Action

Twenty-five interested persons, a governmental subdivision, an agency or association of 25 or more persons may demand an oral presentation hereon as provided in Iowa Code section 17A.4(1)“b.”

Notice is also given to the public that the Administrative Rules Review Committee may, on its own motion or on written request by any individual or group, review this proposed action under section 17A.8(6) at a regular or special meeting where the public or interested persons may be heard.

Pursuant to the authority of Iowa Code sections 17A.3 and 147.76, the Board of Nursing hereby gives Notice of Intended Action to adopt new Chapter 18, “Military Service and Veteran Reciprocity,” Iowa Administrative Code.

Chapter 18 is being promulgated as a result of the Home Base Iowa Act, which requires all professional and occupational licensing boards, commissions, and other authorities subject to Iowa Code chapter 272C to adopt by January 1, 2015, rules on military service and veteran licensure. The rules address the process under which the Board will provide credit toward licensure qualifications for military service, education, and training and the procedures for expediting reciprocal and provisional licensure for veterans who are licensed in other states.

Any interested person may make written suggestions or comments on the proposed rules on or before December 16, 2014. Such written materials should be directed to the Executive Director, Iowa Board of Nursing, RiverPoint Business Park, 400 S.W. 8th Street, Suite B, Des Moines, Iowa 50309-4685. E-mail may be sent to rules.comments@iowa.gov. Persons who wish to convey their views orally should contact the Executive Director at (515)281-3256, or at the Board office at 400 S.W. 8th Street, Suite B, Des Moines, by appointment.

Also, there will be a public hearing on December 16, 2014, at 9 a.m. at the Board of Nursing office, 400 S.W. 8th Street, Suite B, Des Moines, at which time persons may present their views either orally or in writing. At the hearing, persons will be asked to give their names and addresses for the record and to confine their remarks to the subject of the rules.

Any persons who intend to attend the public hearing and have special requirements, such as those relating to hearing or mobility impairments, should contact the Board and advise of specific needs.

The proposed rules are subject to waiver or variance pursuant to 655—Chapter 15.

The proposed rules were approved by the Board on September 17, 2014.

After analysis and review of this rule making, no fiscal impact has been found.

After analysis and review of this rule making, there will be a positive impact on jobs because these rules will streamline the licensing process for veterans when locating in or coming back to Iowa.

These rules are intended to implement 2014 Iowa Acts, chapter 1116, division VI.

The following amendment is proposed.

Adopt the following **new** 655—Chapter 18:

**CHAPTER 18
MILITARY SERVICE AND VETERAN RECIPROCITY**

655—18.1(85GA,ch1116) Definitions.

“Military service” means honorably serving on federal active duty, state active duty, or national guard duty, as defined in Iowa Code section 29A.1; in the military services of other states, as provided in 10 U.S.C. Section 101(c); or in the organized reserves of the United States, as provided in 10 U.S.C. Section 10101.

“Military service applicant” means an individual requesting credit toward licensure for military education, training, or service obtained or completed in military service.

“Reciprocity” means the process by which a nurse licensed in another jurisdiction becomes licensed in Iowa. Reciprocity may also be referred to as “endorsement.”

“Veteran” means an individual who meets the definition of “veteran” in Iowa Code section 35.1(2).

655—18.2(85GA,ch1116) Military education, training, and service credit. A military service applicant may apply for credit for verified military education, training, or service toward any experience or educational requirement for licensure by submitting a military service application form to the board office.

18.2(1) The application may be submitted with an application for licensure or examination or prior to application for licensure or to take an examination. No fee is required with submission of an application for military service credit.

18.2(2) The applicant shall identify the experience or educational licensure requirement to which the credit would be applied if granted. Credit shall not be applied to an examination requirement.

18.2(3) The applicant shall provide documents, military transcripts, a certified affidavit, or forms that verify completion of the relevant military education, training, or service, which may include, when applicable, the applicant’s Certificate of Release or Discharge from Active Duty (DD Form 214) or Verification of Military Experience and Training (VMET) (DD Form 2586).

18.2(4) Upon receipt of a completed military service application, the board shall promptly determine whether the verified military education, training, or service will satisfy all or any part of the identified experience or educational qualifications for licensure requirement.

18.2(5) The board shall grant the credit requested in the application in whole or in part if the board determines that the verified military education, training, or service satisfies all or part of the experience or educational qualifications for licensure.

18.2(6) The board shall inform the military service applicant in writing of the credit, if any, given toward an experience or educational qualification for licensure, or explain why no credit was granted. The applicant may request reconsideration upon submission of additional documentation or information.

18.2(7) A military service applicant who is aggrieved by the board’s decision may request a contested case (administrative hearing) and may participate in a contested case by telephone. A request for a contested case shall be made within 30 days of issuance of the board’s decision. No fees or costs shall be assessed against the military service applicant in connection with a contested case conducted pursuant to this subrule.

18.2(8) The board shall grant or deny the military service application prior to ruling on the application for licensure. The applicant shall not be required to submit any fees in connection with the licensure application unless the board grants the military service application. If the board does not grant the military service application, the applicant may withdraw the licensure application or request that the licensure application be placed in pending status for up to one year or as mutually agreed. The withdrawal of a licensure application shall not preclude subsequent applications supported by additional documentation or information.

655—18.3(85GA,ch1116) Veteran reciprocity.

18.3(1) A veteran with a nursing license in another jurisdiction may apply for licensure in Iowa through reciprocity (endorsement) pursuant to 655—Chapter 3. A veteran must pass any examinations required for licensure to be eligible for licensure through reciprocity. A fully completed application for licensure submitted by a veteran under this subrule shall be given priority and shall be expedited.

18.3(2) Such an application shall contain all of the information required of all applicants for licensure who hold licenses in other jurisdictions and who are applying for licensure by reciprocity, including, but not limited to, completion of all required forms, payment of applicable fees, disclosure of criminal or disciplinary histories, and, if applicable, a criminal history background check. The

applicant shall use the same forms as any other applicant for licensure by reciprocity and shall additionally provide such documentation as is reasonably needed to verify the applicant's status as a veteran under Iowa Code section 35.1(2).

18.3(3) Upon receipt of a fully completed licensure application, the board shall promptly determine if the professional or occupational licensing requirements of the jurisdiction where the veteran is licensed are substantially equivalent to the licensing requirements in Iowa. The board shall make this determination based on information supplied by the applicant and such additional information as the board may acquire from the applicable jurisdiction. The board may consider the following factors in determining substantial equivalence: scope of practice, education and coursework, degree requirements, postgraduate experience, and examinations required for licensure.

18.3(4) The board shall promptly grant a license to the veteran if the veteran is licensed in the same or similar profession in another jurisdiction whose licensure requirements are substantially equivalent to those required in Iowa, unless the applicant is ineligible for licensure based on other grounds, for example, the applicant's disciplinary or criminal background.

18.3(5) If the board determines that the licensing requirements in the jurisdiction in which the veteran is licensed are not substantially equivalent to those required in Iowa, the board shall promptly inform the veteran of the additional experience, education, or examinations required for licensure in Iowa. Unless the applicant is ineligible for licensure based on other grounds, such as disciplinary or criminal background, the following shall apply:

a. If a veteran has not passed the required examination(s) for licensure, the veteran may not be issued a provisional license, but may request that the licensure application be placed in pending status for up to one year or as mutually agreed to provide the veteran with the opportunity to satisfy the examination requirements.

b. If additional experience or education is required in order for the applicant's qualifications to be considered substantially equivalent, the applicant may request that the board issue a provisional license for a specified period of time during which the applicant will successfully complete the necessary experience or education. The board shall issue a provisional license for a specified period of time upon such conditions as the board deems reasonably necessary to protect the health, welfare or safety of the public unless the board determines that the deficiency is of a character that the public health, welfare or safety will be adversely affected if a provisional license is granted.

c. If a request for a provisional license is denied, the board shall issue an order fully explaining the decision and shall inform the applicant of the steps the applicant may take in order to receive a provisional license.

d. If a provisional license is issued, the application for full licensure shall be placed in pending status until the necessary experience or education has been successfully completed or the provisional license expires, whichever occurs first. The board may extend a provisional license on a case-by-case basis for good cause.

18.3(6) A veteran who is aggrieved by the board's decision to deny an application for a reciprocal license or a provisional license or is aggrieved by the terms under which a provisional license will be granted may request a contested case (administrative hearing) and may participate in a contested case by telephone. A request for a contested case shall be made within 30 days of issuance of the board's decision. No fees or costs shall be assessed against the veteran in connection with a contested case conducted pursuant to this subrule.

These rules are intended to implement 2014 Iowa Acts, chapter 1116, division VI.

Iowa Board of Nursing

Number of Veteran Applications Processed From 12/8/2014 through 1/27/2015

Application Type	Number of Applications	Avg Days *
ARNP Initial	3	23
ARNP Reactivation	2	5
ARNP Renewal	16	5
RN Exam/Re-Exam	3	31
RN Endorsement	2	23
RN Renewal	269	0
RN Reactivation	4	9
LPN Exam/Re-Exam	1	35
LPN Endorsement	1	6
LPN Renewal	52	0
LPN Reactivation	2	36

Totals

Applications Processed:	355
Average Days:	16

* The average number of days to process the application is based on the date the application was first initiated and the date the application was completed. Processing time is dependent upon the receipt of required hard copy documentation, such as transcripts or fingerprint cards.