



Dora NEWSLETTER

Department of Regulatory Agencies

Division of Registrations

May 2010

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**Consumer protection
is our mission**

RENEWAL OF IV AUTHORITY

This renewal period represents the first time the Board will be renewing the IV Authority separately from the nursing license. Please be sure to follow the instructions carefully to assure that the IV Authority, if you have that authority, is renewed in addition to your license. As a result of this modification, to verify the IV Authority associated with your license, the look-up process on our online look-up system, ALISON, requires that your name be entered instead of your nursing license number. Please be sure to share this important information with your employer who may need to verify your IV Authority.

DELEGATED MEDICAL FUNCTIONS

During the 2009 Legislative session, language was modified in the Nurse Practice Act regarding LPNs and "delegated medical functions." To clarify this change, it should be noted that the language change does not extend the scope of practice for LPNs performing delegated medical functions. Delegated medical functions still have to be within the education and training the LPN obtained in his/her education program. The only way to expand the scope of practice for a LPN is to obtain IV Authority. The revised definition for practical nursing is as follows:

"Practice of practical nursing" means the performance, under the supervision of a dentist, physician, podiatrist, or professional nurse authorized to practice in this state, of those services requiring the education, training, and experience, as evidenced by knowledge, abilities, and skills required in this article for licensing as a practical nurse pursuant to section 12-38-112 C.R.S., in:

- (I) Caring for the ill, injured, or infirm;
- (II) Teaching and promoting preventive health measures;
- (III) Acting to safeguard life and health; or
- (IV) Administering treatments and medications prescribed by:
 - (A) A legally authorized dentist, podiatrist, or physician; or
 - (B) Physician assistant implementing a medical plan pursuant to subsection (4) of this section.
- (b) "Practice of practical nursing" includes the performance of delegated medical functions.
- (c) Nothing in this article shall limit or deny a practical nurse from supervising other practical nurses or other health care personnel.

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WALL CERTIFICATES

PROOF OF LAWFUL PRESENCE



Effective January 1, 2007, all persons requesting original licensure, renewal of an active license or reinstatement of a lapsed license must verify lawful presence in the United States based on the passage of House Bill 06S-1009. This bill applies to all applicants and licensees in the Division of Registrations, with the exception of apprentices, interns, and businesses.

Licenses will not be issued or renewed without completing the Affidavit of Eligibility form.

The good news is that you can complete this affidavit online when you renew using Registrations Online Services!

You must possess at least one secure and verifiable document and include information about that document on the Affidavit itself (or provide the information during online renewal). The list of secure and verifiable documents is available to you when you renew online.

More information regarding this law is available on our website at

<http://www.dora.state.co.us/registrations/Affidavit.htm>

For those of you that may be interested, the Division of Registrations is pleased to announce that it has outsourced the production of wall certificates to Wall Certificate Service (WCS) a division of Professional Credential Services, Inc. (PCS). The outsourcing of the certificates provides enhancements to the certificates that both new and existing licensees will find beneficial. Specifically, the certificate provided by WCS is a larger, professionally designed, better quality certificate than what the Division was able to provide. For more information regarding wall certificates, which license types are eligible, and how to obtain one, please visit our website at <http://www.dora.state.co.us/registrations/wallcert.html>. You will be able to order and pay the fee online. The fee for U.S. residents is \$25 and for international residents there is an additional international shipping fee.

NURSE COMPACT UPDATE

Missouri will be joining the Multistate Nurse Licensure Compact effective June 1, 2010. If you are a permanent resident in the state of Missouri, and declare Missouri as your home state, do not renew your Colorado license. If you declare Missouri as your home state, your Colorado License will be automatically cancelled shortly after June 1, 2010 when Missouri joins the Compact.

CHANGE TO THE LICENSED PRACTICAL NURSE AND INTRAVENOUS CERTIFICATION EXPIRATION DATE FOR 2012

In our continuing effort to reduce costs and increase efficiency, we are changing the Licensed Practical Nurse (PN), Intravenous Certification (IV) and S-Intravenous Certification (SIV) license expiration dates from June 30th of even numbered years to August 31st of even numbered years. What this means for PN, IV and SIV license holders is, the renewal coming up this June 30th, will result in a license that is valid until August 31, 2012. Subsequent renewals, starting with September 1, 2012, will show a license that is valid from September 1st through August 31st.

HAVE YOU CHANGED YOUR MAILING OR EMAIL ADDRESS LATELY?

It is imperative that you keep your contact information updated with the Division. The Division mails renewal notices and other information to you at the last address furnished to us. Failure to receive a renewal notice does not relieve you of your obligation to timely renew.

Once you have logged into Registrations Online Services, check your mailing address and update it if it is not correct. If you received your renewal notice due to a forwarding order it is important that you change your address on file with us, since we cannot change the information based on the forwarding order.

You should also add or update your email address. The Division wants to keep you abreast of legislation, events and other information that impact your profession. We have recently implemented "eUpdates" and look forward to providing more of these in the future.



RENEW YOUR LICENSE ON TIME!

Licensed Practical Nurse and Intravenous Certification licenses are set to Lapse on June 30, 2010

You may renew your license online using Registrations Online Services. Renewals are generally made available 6 to 8 weeks prior to the license expiration date and there is a 60-day grace period after the deadline. So that means you typically have a timeframe of 16 weeks within which to renew your license!

Any license not renewed prior to the end of the grace period will be considered lapsed. Once a license is in lapsed status, a reinstatement application must be completed and returned to our office with the appropriate fee listed on the form.

If you do not renew your license prior to the end of the grace period and continue to practice, you will be practicing on a lapsed license and may be subject to disciplinary action. The Division sees a number of situations every year of individuals who have failed to renew their license on time and practiced without a license. The reasons that are offered boil down to some common themes: I forgot; I thought I renewed but I guess I didn't; I moved and I forgot to notify the Board so I never got the renewal notice; I thought that my assistant/secretary/spouse/boyfriend, et cetera, handled it; it's the Board's fault because I *did* renew my license...or I *thought* I renewed my license. The result is that depending on how long it takes for the individual to "remember" to renew, the Division often takes disciplinary action against the individual because it is against the law to practice without an active license.

So, here's where we need your help. And the steps are just 1-2-3 easy!

1. Go to the Division of Registrations website at www.dora.state.co.us/registrations and click on Registrations Online Services to renew your license.
2. Note the expiration date in your calendar to remind yourself of when it is time to renew your license the next time.
3. Make sure that the address listed on your record is accurate. If it is not, then update your address with the Division. Remember to update your address anytime that you move so that you do not miss out on any important notices from the Division.

Remember, it is each licensee's responsibility to renew his or her license on time. With our online system, you can handle all of this yourself, any time, day or night.



DISCIPLINARY ACTIONS AND REGISTRATIONS ONLINE DOCUMENTS

If you would like to view a board action you may use the **Registrations Online Documents (ROD)**. ROD is a website that makes certain scanned documents related to board actions taken on licensees available to the public via the Internet. The document may be found on ROD if a licensee had been disciplined or if the board has taken some other non-disciplinary action against the licensee that restricts or limits the individual's license.

The following documents are available via ROD:

- All Stipulations, Final Agency Orders, and Suspensions that were in effect in February 2000 plus any that became effective since that date. Child support suspensions are not available online but may be obtained by contacting the appropriate board/program.
- Any document Revoking or agreeing to a Voluntary Relinquishment/Surrender of license or registration, Cease and Desist Orders and Letters of Admonition from January 1, 1999 to the present.
- All Injunctions.

To view a list of Board Actions taken since the last newsletter [click here](#).

[Click here](#) for more information about the types of documents provided by this online system and definitions of terms used within the disciplinary documents.

If you are interested in viewing these documents, please visit
www.dora.state.co.us/registrations/ROD.htm.