

See: 38 N.J.R. 3740(a), 39 N.J.R. 1487(b).

Deleted (c), and recodified (d) through (f) as (c) through (e).

Amended by R.2008 d.101, effective April 21, 2008.

See: 39 N.J.R. 5179(a), 40 N.J.R. 2117(a).

Added new (b), and recodified former (b) through (e) as (c) through (f).

13:37-1.4 Maintaining accreditation: organization and administration of a nursing program

(a) A nursing program shall have:

1. A written organizational and administrative plan describing the internal organization of the program, lines of authority, procedures for providing communication with the governing body and clinical agencies, and the role of any advisory committee associated with the program;
2. Stable financial resources which are allocated to adequately support the program's educational activities;
3. A program administrator who meets the requirements of N.J.A.C. 13:37-1.6 and has direct authority for the fiscal and academic administration of the program. The administrator shall be responsible to the governing body of the sponsoring institution;
4. Written criteria for faculty promotion and faculty retention;
5. Written criteria for student admission, promotion, retention, and completion of the program; and
6. Written policies on grading and graduation requirements.

New Rule, R.2003 d.167, effective April 21, 2003.

See: 34 N.J.R. 1317(a), 35 N.J.R. 1678(a).

Former N.J.A.C. 13:37-1.4, Conditional accreditation, recodified to N.J.A.C. 13:37-1.17.

13:37-1.5 Maintaining accreditation: philosophy, organizing framework, objectives and outcomes

(a) The faculty shall develop, and revise as necessary, a statement of philosophy, a written description or model of the organizing framework, program objectives and program outcomes which are consistent with the definition of nursing as set forth in N.J.S.A. 45:11-23(b).

(b) The philosophy of the nursing program shall include the faculty's beliefs about the following:

1. Nursing;
2. Humans;
3. Health;
4. Environment; and
5. The teaching-learning process.

(c) The nursing program objectives shall identify those competencies required for the successful entry of the nursing graduate into practice.

(d) The faculty shall develop and maintain the written Systematic Plan for Program Evaluation.

(e) The faculty shall be able to show that the philosophy, organizing framework, program objectives and program outcomes have been integrated into the total program of learning.

(f) The philosophy, organizing framework, program objectives and program outcomes shall be communicated to students, cooperating affiliates, advisory committees and communities of interest as outlined in the Systematic Plan for Program Evaluation.

(g) If the faculty determines that the nursing program needs admission requirements in addition to those required by the institution, the faculty shall develop those additional requirements.

(h) The faculty shall develop any additional policies on grading or educational requirements for graduation which the faculty deems necessary.

(i) The faculty, in collaboration with the program administrator, shall construct, implement, teach and evaluate the curriculum. The administrator shall maintain records that indicate the curriculum has been evaluated pursuant to the Systematic Plan for Program Evaluation.

Repealed by R.1985 d.285, effective June 3, 1985.

See: 17 N.J.R. 51(a), 17 N.J.R. 1426(b).

Repeal and New Rule, R.2003 d.167, effective April 21, 2003.

See: 34 N.J.R. 1317(a), 35 N.J.R. 1678(a).

Section was "(Reserved)".

13:37-1.6 Maintaining accreditation; qualifications of program administrators

(a) Every nursing program shall have a program administrator.

(b) An administrator of a generic doctoral degree program, a generic masters degree program, or a baccalaureate degree program shall, in addition to the qualifications contained in N.J.A.C. 13:37-1.7, hold a doctoral degree in nursing or a masters degree in nursing with an earned doctoral degree.

(c) An administrator of an associate degree program or a diploma program shall, in addition to the qualifications contained in N.J.A.C. 13:37-1.7, hold a masters degree in nursing.

(d) An administrator of a practical nursing program shall, in addition to the requirements of N.J.A.C. 13:37-1.7, hold a masters degree in nursing. An administrator for a practical nursing program who began his or her employment prior to (the effective date of these rules) shall not be required to hold a masters degree in nursing but shall be required to hold a bachelors degree in nursing with additional courses in the field of education.

(e) If an administrator of a nursing program is replaced, for any reason, the program shall notify the Board in writing within 30 days of the change.

New Rule, R.2003 d.167, effective April 21, 2003.

See: 34 N.J.R. 1317(a), 35 N.J.R. 1678(a).

Former N.J.A.C. 13:37-1.6, Probation, recodified to N.J.A.C. 13:37-1.18.

13:37-1.7 Maintaining accreditation: faculty qualifications

(a) For purposes of this subchapter, the term "faculty" shall include full-time and part-time teachers as well as individuals who are responsible for teaching students in a clinical agency located in New Jersey.

(b) Faculty members shall:

1. Have current licensure in New Jersey as a registered professional nurse;

2. Have documentation that shows that the nurse has taken courses in, or has professional or clinical experience in, the specific area of teaching responsibility;

3. For faculty in baccalaureate degree programs, associate degree programs and diploma programs who began their current employment position after September 1, 1981, have graduated from a masters degree program with a major in nursing; and

4. For faculty in licensed practical nursing programs who began their current employment position after September 1, 1981, hold a bachelors degree with a major in nursing.

(c) The educational institution shall maintain on file a record of professional preparation and experience for all faculty.

(d) Faculty shall develop an individual plan to maintain competency in the theoretical and practice areas directly related to their area of teaching responsibility. These plans shall be approved by the program administrator.

(e) Faculty members shall supervise no more than 10 students in a clinical setting.

Repeal and New Rule, R.2003 d.167, effective April 21, 2003.

See: 34 N.J.R. 1317(a), 35 N.J.R. 1678(a).

Section was "Plans of organization and administration".

13:37-1.8 Maintaining accreditation: curriculum organization and content

(a) The curriculum of all nursing education programs shall enable students to develop the knowledge, skills and competencies necessary for the level of nursing practice as defined in N.J.S.A. 45:11-23 et seq.

(b) Nursing courses shall only be taught by nursing faculty, except that nutrition courses may be taught by a dietician with a masters degree in nutrition and pharmacology courses may be taught by a licensed pharmacist with a masters degree in pharmacology.

(c) The nursing curriculum shall be based on the philosophy, organizing framework, program objectives and program outcomes that the faculty have developed pursuant to N.J.A.C. 13:37-1.5.

(d) Faculty shall select clinical experiences for students that correlate with course objectives and/or competencies.

(e) All nursing courses and clinical experiences shall reflect participation by the community of interest which has been identified in the Systematic Plan for Program Evaluation required by N.J.A.C. 13:37-1.2(e).

(f) The nursing curriculum of all professional nursing education programs shall include:

1. Content in the sciences, social sciences and humanities; and
2. Nursing courses and clinical experiences in a variety of settings that include:
 - i. The promotion, restoration and maintenance of health across the lifespan;
 - ii. Critical thinking;
 - iii. The nursing practice act, N.J.S.A. 45:11-23 et seq., and Board rules, N.J.A.C. 13:37;
 - iv. Legal and ethical issues;
 - v. Cultural implications for practice;
 - vi. The structure and economics of the health care delivery system;
 - vii. Delegation to, and supervision of, licensed practical nurses and unlicensed assistive personnel;
 - viii. Management and leadership;
 - ix. Interdisciplinary collaboration;
 - x. Pain management and end of life issues; and
 - xi. Socialization to the role of the professional nurse.

(g) The curriculum of a practical nursing education program shall:

1. Include content in the sciences and social sciences;
2. Contain nursing courses and clinical experiences that include:
 - i. The provision of supportive and restorative care under the direction of a registered professional nurse;
 - ii. Critical thinking;
 - iii. The nursing practice act, N.J.S.A. 45:11-23 et seq., and Board rules, N.J.A.C. 13:37;
 - iv. Legal and ethical issues affecting licensed practical nursing practice and responsibilities;
 - v. Delegation from a registered professional nurse pursuant to N.J.A.C. 13:37-6.2, and delegation from a licensed physician or licensed dentist;
 - vi. Cultural implications of practice;
 - vii. Pain management and end of life issues; and

viii. Interdisciplinary collaboration at the level of practice of the licensed practical nurse;

3. Be at least 44 weeks long, excluding holidays and vacations;
4. Offer theory and clinical experience concurrently throughout the entire program; and
5. Equally distribute time between theoretical and clinical work.

(h) Before an individual is admitted to a nursing education program, the program shall inform the individual that a criminal history background check is a prerequisite for licensure as a registered professional nurse or a licensed practical nurse.

Repeal and New Rule, R.2003 d.167, effective April 21, 2003.

See: 34 N.J.R. 1317(a), 35 N.J.R. 1678(a).

Section was "Program philosophy and objectives".

Amended by R.2007 d.210, effective July 2, 2007.

See: 38 N.J.R. 4985(a), 39 N.J.R. 2539(b).

Added (h).

13:37-1.9 Maintaining accreditation: required educational and administrative resources

(a) The nursing education program shall provide:

1. Classrooms and laboratories to meet the needs of the students and faculty;
2. Office space, conference rooms and equipment for the administrator, faculty and clerical staff;
3. Furnishings, supplies and equipment to achieve the program's objectives and outcomes; and
4. Access to current reference resources.

Repeal and New Rule, R.2003 d.167, effective April 21, 2003.

See: 34 N.J.R. 1317(a), 35 N.J.R. 1678(a).

Section was "Qualifications of program administrator".

13:37-1.10 Maintaining accreditation; clinical agencies

(a) Every nursing program shall provide clinical experiences through an affiliation with a clinical agency or agencies that are licensed by a governmental agency or accredited by a nationally recognized accrediting body.

(b) There shall be a written agreement between the nursing program and the clinical agency. The agreement shall be signed and adhered to by the parties and shall include provisions for:

1. Review of the terms of the agreement;
2. Notice of termination of the agreement by either party at least 120 days prior to termination;
3. Faculty responsibility for student education;
4. Collaboration between faculty and clinical agency personnel in selecting clinical experiences;

New Rule, R.2006 d.156, effective May 1, 2006.
 See: 37 N.J.R. 1921(a), 38 N.J.R. 1844(a).
 Amended by R.2008 d.379, effective December 15, 2008.
 See: 40 N.J.R. 1760(a), 40 N.J.R. 6989(a).
 Rewrote (d)1; added new (d)2 and (d)3; recodified former (d)2 through (d)12 as (d)4 through (d)14; and rewrote (d)4.
 Amended by R.2010 d.004, effective January 4, 2010.
 See: 41 N.J.R. 95(a), 42 N.J.R. 72(a).
 Added new (d)2; and recodified former (d)2 through (d)14 as (d)3 through (d)15.
 Amended by R.2011 d.025, effective January 18, 2011.
 See: 42 N.J.R. 1481(a), 43 N.J.R. 193(a).
 Deleted (j).

13:37-5.4 (Reserved)

New Rule, R.2000 d.55, effective February 7, 2000.
 See: 31 N.J.R. 3988(a), 32 N.J.R. 450(a).
 Former N.J.A.C. 13:37-5.4, Reporting of unlawful conduct, repealed.
 Amended by R.2006 d.156, effective May 1, 2006.
 See: 37 N.J.R. 1921(a), 38 N.J.R. 1844(a).
 Designated the former first through third sentences as (a); designated the former last sentence as (b); and added the last sentence in (b).
 Repealed by R.2008 d.139, effective June 2, 2008.
 See: 39 N.J.R. 2585(a), 40 N.J.R. 3318(b).
 Section was "Categories of licenses".

13:37-5.5 Fee schedule

(a) The following fees shall be charged by the Board in connection with licensure of professional and practical nurses:

1. Application fee..... \$75.00
2. Application fee for graduates of foreign nursing programs..... \$100.00
3. Initial license fee 120.00
4. Application for licensure by endorsement 75.00 plus initial license fee set forth in (a)2 above
5. Verification for endorsement..... 30.00
6. Renewal of license (biennial)
 - i. Active..... 120.00
 - ii. Inactive..... 60.00
7. Late license renewal (one to 30 days)..... 50.00 plus the applicable biennial license renewal fee set forth in (a)6 above
8. Reinstatement fee 100.00
9. Duplicate license 35.00
10. Written verification of licensure..... 25.00
11. Copy of Nurse Practice Act..... 5.00
12. Alternative to Discipline surcharge 5.00

(b) The following fees shall be charged by the Board in connection with certification of homemaker-home health aides:

1. Application fee \$50.00
2. Program approval fee for each location at which course is offered (annual) 250.00
3. Instructor's Manual 25.00
4. Student Manual 15.00
5. Initial certification fee
 - i. If paid during the first year of a biennial renewal period..... 30.00
 - ii. If paid during the second year of a biennial renewal period..... 15.00
6. Renewal of certificate (biennial) 30.00

7. Late renewal of certificate (one to 30 days)..... 10.00 plus the certification renewal fee set forth in (b)6 above
8. Lapsed certification fee (after 30 days)..... 20.00 plus the certification renewal fee set forth in (b)6 above
9. Duplicate certificate..... 10.00
10. Application for certification by endorsement..... 30.00 plus the applicable initial certification fee set forth in (b)5 above

(c) The following fees shall be charged by the Board in connection with certification of advanced practice nurses:

1. Application fee..... \$100.00
2. Initial certification fee
 - i. If paid during the first year of a biennial renewal period..... 160.00
 - ii. If paid during the second year of a biennial renewal period..... 80.00
3. Renewal of certification (biennial)
 - i. Active..... 160.00
 - ii. Inactive..... 80.00
4. Application for certification by endorsement..... 100.00 plus the applicable initial certification fee set forth in (c)2 above
5. Lapsed certification fee (after 30 days)..... 100.00 plus the certification renewal fee set forth in (c)3 above
6. Duplicate certificate..... 35.00

(d) The following fees shall be charged by the Board in connection with accreditation of nursing programs:

1. Initial accreditation application..... \$1,000
2. Renewal of accreditation without waiver 1,000
3. Renewal of accreditation with waiver 400.00

(e) The following fees shall be charged by the Board in connection with certification of forensic nurses-certified sexual assault:

1. Application fee.....\$100.00
2. Initial certification fee
 - i. If paid during the first year of a biennial renewal period 100.00
 - ii. If paid during the second year of a biennial renewal period 50.00
3. Renewal of certification (biennial)
 - i. Active 100.00
 - ii. Inactive 50.00
4. Application for certification by endorsement..... 100.00
 Plus the applicable initial certification fee set forth in (e)2 above
5. Late certificate renewal..... 50.00
6. Reinstatement of certification 100.00

(f) The following fees shall be charged by the Board in connection with certification of massage, bodywork and somatic therapists:

1. Application fee \$75.00
2. Initial certification fee
 - i. If paid during the first year of a biennial renewal period \$120.00

ii. If paid during the second year of a biennial renewal period.....	\$60.00
3. Renewal of certification	\$120.00
4. Late certification renewal.....	\$50.00
Plus the applicable biennial certification renewal fee set forth in (f)3 above	
5. Lapsed certificate fee.....	\$100.00
Plus the applicable biennial certification renewal fee set forth in (f)3 above	
6. Duplicate certificate	\$35.00
7. Inactive license fee.....	(to be established by the Committee by rule)
8. Verification of certification for endorsement	\$30.00
9. Written verification of certification.....	\$25.00

Amended by R.1996 d.127, effective March 4, 1996.

See: 27 N.J.R. 4496(a), 28 N.J.R. 1394(a).

Amended by R.1999 d.49, effective February 1, 1999.

See: 30 N.J.R. 3602(a), 31 N.J.R. 443(a).

Rewrote the section.

Recodified from N.J.A.C. 13:37-5.8 by R.2000 d.55, effective February 7, 2000.

See: 31 N.J.R. 3988(a), 32 N.J.R. 450(a).

Former N.J.A.C. 13:37-5.5, Self-reporting, repealed.

Amended by R.2003 d.167, effective April 21, 2003.

See: 34 N.J.R. 1317(a), 35 N.J.R. 1678(a).

Added (d).

Amended by R.2004 d.114, effective March 15, 2004 (operative July 13, 2004).

See: 35 N.J.R. 1195(a), 36 N.J.R. 1407(a).

Added (e).

Amended by R.2004 d.432, effective November 15, 2004.

See: 35 N.J.R. 4819(a), 36 N.J.R. 5133(a).

Added (f).

Amended by R.2006 d.117, effective March 20, 2006.

See: 37 N.J.R. 4179(a), 38 N.J.R. 1461(a).

In (a), (b) and (c), increased fees throughout; deleted (a)11.

Amended by R.2006 d.160, effective May 1, 2006.

See: 37 N.J.R. 1920(a), 38 N.J.R. 1840(a).

Added new (a)2; recodified former (a)2 through (a)10 as (a)3 through (a)11.

Administrative correction.

See: 38 N.J.R. 2834(d).

Amended by R.2007 d.138, effective May 7, 2007.

See: 38 N.J.R. 4397(a), 39 N.J.R. 1757(a).

Added (f)9 and (f)10.

Amended by R.2008 d.55, effective March 17, 2008.

See: 39 N.J.R. 1997(a), 40 N.J.R. 1677(a).

In (e), substituted "forensic nurses-certified sexual assault" for "sexual assault nurse examiners".

Amended by R.2008 d.102, effective April 21, 2008.

See: 40 N.J.R. 91(a), 40 N.J.R. 2117(b).

Added (a)12.

Amended by R.2008 d.139, effective June 2, 2008.

See: 39 N.J.R. 2585(a), 40 N.J.R. 3318(b).

In (a)7, substituted "(a)6" for "(a)5" in the second column; and rewrote (a)8.

Amended by R.2008 d.160, effective June 16, 2008.

See: 39 N.J.R. 1991(b), 40 N.J.R. 3729(a).

In the introductory paragraph of (c), substituted "advanced practice nurses" for "nurse/practitioners/clinical nurse specialists"; in the introductory paragraph of (c)3, deleted the fee; added (c)3i and (c)3ii; deleted former (c)5; and recodified former (c)6 and (c)7 as (c)5 and (c)6.

Amended by R.2009 d.259, effective August 17, 2009.

See: 40 N.J.R. 6757(a), 41 N.J.R. 3093(a).

Deleted former (f)6; and recodified former (f)7 through (f)10 as (f)6 through (f)9.

Amended by R.2011 d.037, effective January 18, 2011.

See: 42 N.J.R. 1000(a), 43 N.J.R. 194(a).

Rewrote (e)3; and added (e)5 and (e)6.

13:37-5.6 Responsibilities of licensure

A licensee shall be held to the level of practice associated with his or her licensure, either as a registered professional nurse or licensed practical nurse, regardless of his or her employment status. For example, when a registered professional nurse is employed as a licensed practical nurse, he or she will be held to the standards of a registered professional nurse.

New Rule, R.2000 d.55, effective February 7, 2000.

See: 31 N.J.R. 3988(a), 32 N.J.R. 450(a).

Former N.J.A.C. 13:37-5.6, Biennial license renewal, repealed.

13:37-5.7 Notification of change of address

A licensee or certificant shall notify the Board in writing of any change of address from that registered with the Board and shown on the most recently issued license or certificate. This address shall not be a post office box unless there is another address on file with the Board that includes a street, city, state and zip code. Such notice shall be given no later than 30 days following the change of address. Service to the street address registered with the Board shall constitute effective notice pursuant to N.J.A.C. 13:45-3.2.

New Rule, R.2000 d.55, effective February 7, 2000.

See: 31 N.J.R. 3988(a), 32 N.J.R. 450(a).

Former N.J.A.C. 13:37-5.7, Reinstatement, repealed.

Amended by R.2005 d.251, effective August 1, 2005.

See: 37 N.J.R. 208(a), 37 N.J.R. 2885(a).

Added the second sentence; and in the last sentence, inserted "street".

13:37-5.8 Reporting of unlawful conduct

A licensee or certificant shall report to the Board any incident or series of incidents which the licensee or certificant, in good faith, believes is in violation of the Nurse Practice Act, N.J.S.A. 45:11-23, this chapter or N.J.A.C. 13:45C.

New Rule, R.2000 d.55, effective February 7, 2000.

See: 31 N.J.R. 3988(a), 32 N.J.R. 450(a).

Former N.J.A.C. 13:37-5.8, Fee schedule, recodified to N.J.A.C. 13:37-5.5.

13:37-5.9 Self-reporting

(a) A licensee or certificant shall immediately notify the Board if he or she:

1. Is incapable, for medical or any other good cause, of discharging the functions of a licensee in a manner consistent with the public's health, safety and welfare;

2. Is indicted or convicted of a crime involving moral turpitude or a crime adversely relating to his or her practice;