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Oklahoma Tax Requirement

State income tax laws require persons holding state licenses to be tax compliant in order to renew licenses. The Oklahoma Tax Commission (OTC) shall notify any licensee who is not in compliance with the Oklahoma income tax law. The notification shall include:

- A statement that the licensee's license will not be renewed or reissued until the taxpayer is deemed compliant by the Tax Commission.
- Reasons that the licensee is considered to be out of compliance with Oklahoma tax laws, include any amount of tax, penalties and interest due or a year for which income tax returns have not been filed as required by law.
- An explanation of the rights of the taxpayer and the procedures which must be followed by the taxpayer in order to come into compliance with the Oklahoma tax laws. [68 O.S. §238.1]

The Oklahoma Board of Nursing cannot address tax issues. If you receive a notice from the OTC, you must contact them. Professional individuals (defined by the OTC as individuals who require a license to work) may call or email using following link <https://oklahoma.gov/tax/contact/general.html>.

Notification of License Expiration

The Oklahoma Board of Nursing no longer mails a courtesy letter notifying the licensee of the upcoming expiration; however, an email reminder is sent to those nurses who have provided an email address. A renewal is completed through the Nurse Portal. Also, you may add your email address through your Nurse Portal account.

NOTICE: The new online Nurse Portal was launched on October 13, 2020. Through the Nurse Portal, applications, renewals, name and address changes are submitted in an electronic format. Please click [here](#) for more information.

If, during the renewal process, you plan to change your license status from a single state to multistate, you must meet all requirements for a multistate license and submit fingerprints for a federal criminal background check no more than (90) days prior to application. To complete the application process, you should allow at least 2 weeks for the criminal background check results to reach the Board office. For complete instructions review <http://nursing.ok.gov/MSLexisting.pdf>.

Please consider enrolling in Nursys e-Notify, a FREE, convenient way for a nurses to receive license expiration reminders. Licensed nurses may subscribe to the service FREE of charge at <https://www.nursys.com/EN/ENDefault.aspx> .

Child Abuse Examination Training

April is National Child Abuse Prevention Month. The Oklahoma State Department of Health (OSDH) and community partners encourage all individuals and organizations to play a role in making Oklahoma a safer place for children and families.

In 1982, the Oklahoma Commission on Children and Youth (OCCY) was created to bring accountability and oversight into the child and youth service systems of Oklahoma. OCCY has helped create quality systems for children, youth and families. In effort to provide education, OCCY shares the following conference.

Advanced Practice Registered Nurses and Sexual Assault Nurse Examiners (SANE) nurses often encounter cases of child abuse. The following education is available for interested healthcare professionals.

Child Abuse Medical Examiner Training Institute

28th Oklahoma Child Abuse and Neglect Conference

Hilton Garden Inn Edmond / Oklahoma City North

April 13, 2022 9:00- 4:00pm

Medical evaluation of alleged child abuse is critical to the investigation of alleged child maltreatment. This institute will provide four distinct training sessions designed for medical professionals and will also be relevant for prosecutors, law enforcement, and Child Protective Services.

- A Look Under the Hood of DNA in Sexual Assault Investigations by Campbell Ruddock
- Diagnostic Imaging Approach to Non-accidental Trauma in Children by Sateesh Jayappa, MD
- Current Child Maltreatment Medical Research and Controversies by Ryan Brown, MD, and Larissa Hines, MD, FAAP
- Sexual Assault Nurse Examiners and Child Sexual Abuse in Oklahoma by Kathy Bell, MS, RN

Throughout the state, SANE nurses provide services, including evaluations, in cases of child sexual abuse. This training will provide an overview of SANE and their work in Oklahoma.

Conference Registration:

<https://www.ouhsc.edu/okcantraining/Annual-Conference/Registration>

Peer Assistance Program Coordinator Position

The Oklahoma Board of Nursing is seeking to hire a Registered Nurse for the position of Peer Assistance Program Coordinator. This position is assigned responsibilities under the supervision of the Executive Director, with ultimate responsibility to the Oklahoma Board of Nursing. The Program Coordinator has the responsibility for administering the Peer Assistance Program and must possess knowledge of the disease of chemical dependency and principles of recovery.

To learn more about minimum qualifications, required experience, and how to apply, please visit jobs.ok.gov.

Education Required for Signing Death Certificates

As of November 1, 2021, Advanced Practice Registered Nurses in charge of the patient's care are able to certify Death Certificates. Certificates are signed through an electronic program, ROVER. Training is provided by the Oklahoma State Department of Health. Information needed to complete the training follows.

Before a new program user is set up as a Rover user, the person must receive ROVER training. The online training should take 30 minutes or less and will require a computer with working speakers. After the video, there is a brief evaluation and data sheet link. Upon receipt of these, you will be provided a username and temporary password for access to the ROVER system. When completing the data sheet, please include your work address and telephone number rather than your personal residential information.

The online ROVER training video is located at:

<https://oklahoma.gov/health/birth-and-death-certificates/rover-support/self-trainings-user-tools-and-resources.html>

The online ROVER Data Sheet and Quiz is located at:

https://forms.office.com/Pages/ResponsePage.aspx?id=ZHgwmpg-CE-5CnKLYs8yxX_CU3yJOoxFi3-8lhBEDmiUMU1ZQUNGWU81ODZUTVhTNDZKSUIGQIRZRS4u

The ROVER Help Desk is open Monday through Friday from 8:00 a.m. to 5:00 p.m. except legal holidays. Please feel free to contact Ask ROVER with any questions or you may call, email or fax.

Phone: 405.426.8686

Email: Askrover@health.ok.gov

Fax: 405.900.7566

Changing Supervising Physician for Prescriptive Authority

Under the Oklahoma Nursing Practice Act it is the responsibility of the Advanced Practice Registered Nurse (APRN) with prescriptive authority to document with the Oklahoma Board of Nursing the supervising physician for prescriptive authority. If there is any change in the supervising physician, the APRN must document the change by filing a **Request for Change in Physician(s) Supervising Advanced Practice Prescriptive Authority** within thirty (30) days of the change. Notification of the change in supervising physician should be done through the Nurse Portal.

In effort to complete the process promptly, the APRN should review and follow the instructions for *Change in Supervising Physician for Advanced Practice Prescriptive Authority* located in forms/applications <https://nursing.ok.gov/pa-2.pdf>.

NOTICE: Should an APRN receive notice that the supervising physician is no longer available to serve as supervising physician, the APRN must immediately cease prescribing (unless the APRN has an additional supervising physician).

Name and Address Changes

Convenient Way to Provide Name and Address Changes

Name changes and address changes can now be provided through your Nurse Portal Account.

To make the name change, you will create an individual account through the Nurse Portal <https://okbn.boardsofnursing.org/okbn>. Name Changes are submitted through the *Other Application* link in your Nurse Portal account. In addition to providing your change of name, please upload a certified copy of the legal document changing your name to the newly requested name. If needed, additional instructions for creating your account can be viewed at: <http://nursing.ok.gov/nurseportalinfo.pdf>.

To change your address, access your Nurse Portal Account, click on "Manage Profile". Next, click on "Demographics", scroll to "Contact Information". To complete the process, click on "+ Change Address", noted on the right-hand side of the page, and enter your new address.

Recent Policy Revisions

The following policy has been revised/approved and is available for review by hyperlink provided.

Approved during the November 2021 and February 2022 Board Meetings

Decision-Making Model for Scope of Nursing Practice Decisions: Determining Advanced Practice Registered Nurse, Registered Nurse and Licensed Practical Nurse Scope of Practice Guidelines, #P-10 <https://nursing.ok.gov/prac-decmak.pdf>

Advanced Practice Registered Nurse (APRN) Certification Examinations Approved By the Oklahoma Board of Nursing for Initial Licensure, #P-52A <https://nursing.ok.gov/prac-natlcert.pdf>

Advanced Practice Registered Nurse (APRN) Certification Examinations NO Longer Approved By the Oklahoma Board of Nursing for Initial Licensure, #P-52B <https://nursing.ok.gov/prac-natlcert.pdf>

Nursing Education Programs Offering Non-Traditional Learning Options Guidelines, #E-08 <https://nursing.ok.gov/schlsnotradi.pdf>

Medic Veteran to Licensed Practical Nurse Bridge Course Guideline, #E-45 <https://nursing.ok.gov/medicveteranbridgegl.pdf>

Board Document Definitions, #P-20 <https://nursing.ok.gov/docdefin.pdf>

All guidelines are available at: <http://nursing.ok.gov/prac1.html>

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