

# Advanced Practice Registered Nurse Licensure Requirements

*The following information is the general information needed for licensure and does not reflect other information that may be requested based on review of an application.*

## Application and Fee

1. Apply online at [www.maine.gov/boardofnursing](http://www.maine.gov/boardofnursing). Select “I want to apply for a license” and follow the directions.
2. Upload a current picture (not a copy of a driver’s license, ID, or passport).
3. Upload a signed and dated signature page. The online process will provide information where to find this form or go to [www.maine.gov/boardofnursing](http://www.maine.gov/boardofnursing) and the form is located in the licensing section.
4. Send in supporting documentation. All “yes” responses to questions in the disciplinary section of the application require a signed explanation (**and court documents for any incidents that occurred less than 10 years ago**).
  - Maine State Board of Nursing, 158 SHS, Augusta, ME 04333-0158; or
  - [APRN.PFRNursing@maine.gov](mailto:APRN.PFRNursing@maine.gov)
5. A non-refundable application fee of \$100.00

## Active Registered Professional Nursing License

1. An active registered professional nursing license in Maine is required; or evidence of an active registered professional nurse license in another compact state where the applicant legally resides.
2. Complete verification of registered professional nurse licensure at [www.nursys.com](http://www.nursys.com) (\$30.00 fee, Visa or MasterCard).

## Proof of National Certification

1. The national certifying body must send or e-mail a copy of a document verifying current certification in the specialty the applicant is applying for.
  - Maine State Board of Nursing, 158 SHS, Augusta, ME 04333-0158; or
  - [APRN.PFRNursing@maine.gov](mailto:APRN.PFRNursing@maine.gov)

## Official Transcript

1. The APRN program must send or e-mail a final transcript with the degree and date conferred to:
  - Maine State Board of Nursing, 158 SHS, Augusta, ME 04333-0158; or
  - [APRN.PFRNursing@maine.gov](mailto:APRN.PFRNursing@maine.gov)
2. If the APRN program was a post master’s certificate program, both the master’s and post master’s certificate transcript must be submitted.

## Prescriptive Practice Requirements (Nurse Practitioners, Nurse Mid-Wives, Nurse Anesthetists)

1. Transcripts must reflect the completion of a 3-credit pharmacology course; or the applicant must provide evidence of a 3-credit or 45 contact hours course that included: applicable federal/state laws, prescription writing, drug selection, dosage and route, drug interactions, information resources, and clinical application of pharmacology related to specific scope of practice.
2. If the applicant has prescribed in the last 2 years, a letter (on official letterhead) signed by a supervising MD or NP verifying current prescriptive practice must be submitted. If you will be providing proof of supervision, you can meet the prescribing requirement through completion of the [Verification of Completion of Supervision](#) form located under the Maine State Board of Nursing Website “Licensing” tab.
3. If the applicant has not prescribed in the last 2 years, 15 contact hours of pharmacology, completed within the last 2 years, must be completed.
4. If the applicant has not prescribed in the last 5 years, 45 contact hours or a 3-credit pharmacology course completed in the last 2 years must be completed.

## Supervisory Requirements for Nurse Practitioners

1. Nurse practitioners must be supervised for 2 years by a physician or nurse practitioner in the same practice category. Registration of a supervisory relationship may be completed online at [www.maine.gov/boardofnursing](http://www.maine.gov/boardofnursing). Select “I want to add or change a nurse practitioner supervisor” under online services. The fee is \$50.00
2. If the applicant has been supervised outside of the State of Maine, the current or previous supervising provider can complete the [Verification of Completion of Supervision](#) form located under the Maine State Board of Nursing website “Licensing” tab. Please be sure all areas of the form are completed and include the supervisor’s signature and contact information.

## Criminal Background Check

1. Maine state law authorizes the State Board of Nursing to require an applicant to complete the fingerprinting process for a criminal background check on initial licensure. Go to [www.maine.gov/boardofnursing](http://www.maine.gov/boardofnursing) and select “I want to obtain a criminal background check” and follow the instructions. The criminal background check results are **only valid for 90 days**.

## Important Information

1. Applicants are processed in the order they are received. Status of an application may be checked by going to the following link: [www.maine.gov/boardofnursing](http://www.maine.gov/boardofnursing). Select “I want to check the status of an application” and follow the instructions.
2. Verification of active APRN licenses in other states is NOT required.
3. After verifying an active Maine state license on the Board website, enrollment with [Nursys E-Notify](#) is recommended. Select “As a Nurse” to complete the registration process.

4. A license will be e-mailed to the current e-mail address on file with the Board.
5. Maintain current contact information with the Maine State Board of Nursing. To update your information, go to [www.maine.gov/boardofnursing](http://www.maine.gov/boardofnursing) and select the appropriate option in the “I want to” box.