

January 28, 2016

DIRECTIVE:	JOB CORPS INFORMATION NOTICE NO. 15-27
-------------------	---

TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: LENITA JACOBS-SIMMONS
National Director
Office of Job Corps

SUBJECT: Board of Nursing Regulations, Nurse Practice Acts, Pharmacy Practice Acts, and Scopes and Standards of Practice

1. Purpose. To encourage Job Corps Center Directors, Health and Wellness Managers (HWM), nursing staff, and other applicable center staff to familiarize themselves with their states': 1) Board of Nursing regulations, 2) Nurse Practice Act, 3) Board of Pharmacy regulations, 4) Pharmacy Practice Act, and 5) scopes and standards of practice.

2. Definitions.

- **“Registered Nurse (RN)”** is the designation given to an individual who is licensed to practice professional nursing, holds ultimate responsibility for direct and indirect nursing care, is a graduate of an accredited program in nursing, and is currently licensed as a registered nurse. An RN has an entry-level degree in nursing, which includes diploma, Associate’s Degree in Nursing (ADN), Bachelor of Science degree in Nursing (BSN), Master of Science degree in nursing (MSN), or doctorate degree. Duties, scope and standards of practice, and supervision requirements are based on individual state-practice laws.
- **“Licensed Practical Nurse (LPN)/Licensed Vocational Nurse (LVN)”** is the designation given to an individual who provides basic nursing care, has completed an accredited program in nursing, is currently licensed as an LPN/LVN, and works under the supervision of a registered nurse or physician. Duties, scope and standards of practice, and supervision requirements are based on individual state-practice laws.
- **“Nurse Practitioner (NP)”** is the designation given to an individual who is licensed as an Advanced Practice Registered Nurse (APRN) to practice professional nursing, has graduated from an accredited graduate program, and is currently licensed as an APRN. Duties, scope and standards of practice, and supervision requirements vary based on individual state practice laws.

- **“Scope and standards of practice”** defines the actions, procedures, etc., that are permitted by law for a specific profession. It outlines restrictions and allowances, based on specific experience and educational qualifications.
- **“Nurse Practice Act”** is a state law enacted by an individual state’s legislature that outlines scopes and standards of practice to guarantee the safe practice of nursing. Each state’s board of nursing uses its respective Nurse Practice Act to create administrative rules and regulations that define and clarify scopes and standards of practice.
- **“Multistate license”** refers to a nursing license that is accepted by numerous states. The Nurse Licensure Compact (NLC) allows nurses to have one multistate license, with the ability to practice in their home states and other compact states. Information on the NLC can be accessed at: <https://www.ncsbn.org/nurse-licensure-compact.htm>.
- **“Pharmacy Practice Act”** is a state law enacted by an individual state’s legislature that outlines pharmaceutical management. Each state’s board of pharmacy or other regulatory agency uses its respective Pharmacy Practice Act to outline scopes and standards of practice.

3. Background. Nurse Practice Acts and scopes and standards of practice regulations vary from state to state and by RN, LPN/LVN, or NP licensure rules and regulations. It is vital for applicable center staff to adhere to the nursing regulations in the state in which the center is located.

Most states require that an LPN/LVN be supervised by an RN or a physician, and that the supervision may be direct, indirect, or remote (via phone), depending on the state. Some states require that an NP be supervised by a physician, and that the supervision may be direct, indirect, or remote, depending on the state. If a licensed person delegates an activity or task to another staff member, the person who delegated the activity remains accountable for the activity.

Pharmacy Practice Acts and pharmaceutical regulations also vary from state to state. Rules and regulations on medication management include pharmaceutical distribution, dispensing, repackaging, storage, and recordkeeping. It is vital for applicable center staff to review and adhere to the pharmacy regulations in the state in which the center is located.

4. Action Required. Applicable staff should ensure that current copies of their states’ Nurse Practice Act and Pharmacy Practice Act, as well as their state boards’ scopes and standards of practice regulations for RNs, LPN/LVNs, and NPs, are kept on center. Applicable staff should be familiar with and ensure adherence to the regulations in the state where the center is located. If the state offers a multistate license, staff should be familiar with the states that are included in the multistate agreement.

In the absence of the HWM or RN Supervisor, Center Directors should ensure there is adequate nursing supervision for LPN/LVNs based on the state supervision requirements, state practice laws, and scope and standards of practice for their state.

Addressees are to ensure this Information Notice is distributed to all appropriate staff.

5. Additional Resources.

- National Council of State Board of Nursing: Find Your Nurse Practice Act (Available at: <https://www.ncsbn.org/npa.htm>)
- American Nurses Association Nursing World Scope and Standards of Practice (Available at: <http://www.nursingworld.org/scopeandstandardspractice>)
- American Associate of Nurse Practitioners (Available at: <https://www.aanp.org/legislation-regulation/state-legislation/state-practice-environment>)
- National Association of Boards of Pharmacy (Available at: <https://www.nabp.net/>)
- American Society of Health-Science Pharmacists (Available at: <http://www.ashp.org/>)

6. Expiration Date. Until superseded.

7. Inquiries. Inquiries should be directed to Johnetta Davis at (202) 693-8010 or davis.johnetta@dol.gov.