



Roca Q. Sablan, NP
Board Chairwoman

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Vice-Chair

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Secretary

P. O. Box 501458
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Introduction

Online Advance Practice Registered Nurse (APRN) Program in the CNMI – Students for Preceptorships

Proposal Application for APRN Nursing Programs

This application packet will serve as your guide in establishing approval of your online APRN program in the Northern Mariana Islands. It is strongly recommended that prior to submitting this application this guideline should be read and understood.

Should you need further information, please do not hesitate to contact me.

Sincerely,

/s/

Roca Q. Sablan, NP
Chairperson



ONLINE ADVANCE PRACTICE REGISTERED NURSE PROGRAM

Program Name: _____

Address: _____

City/State/Zip Code: _____

Accreditation: _____
(please provide copies)

Name of Contact: _____

Phone: _____ Fax: _____

E-mail Address: _____

Anticipated Start Date: _____

Level of Program: _____

Degree(s) Offered: _____

Number of Students Per Admission Period: _____

Number of Admission Period: _____

Annual Admission Capacity: _____

Will your online school provide preceptorship compensation? _____

We have limited providers so this may help your students attract preceptors.

Nursing Director and E-mail: _____

Please return to: NMI Board of Nursing
P. O. Box 501458
CDA Bldg., 2nd Floor, San Jose Beach Road
Saipan, MP 96950
Tel: (670) 233-2263 / Email: nmibon@nmibon.info

***Application fee of \$1,000, accreditation letter and MOU (Doc. 54) must be included upon submission & prior to commencement of preceptorship.**



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APRN PROGRAM ADMINISTRATOR

Background:

The Board is receiving inquiries from interested parties of online APRN clinical preceptorship programs for the CNMI. It is the Board's responsibility to adhere that these proposals meet rule requirements for APRN program administrator. The Board will clarify enforcement of existing rules relating to nursing program administrator as detailed below:

Rules:

Organization and Administration

1. The institution shall center the administrative control of the APRN program.
2. The institution shall appoint an APRN program administrator who meets the requirements of the Board.
3. An APRN program shall notify the Board of a vacancy or pending vacancy in the position of nursing program administrator within 15 days of the program's awareness of the vacancy or pending vacancy and do the following:
 - a. Appoint an interim administrator or a permanent administrator who meets the requirements of the Board within 15 days of the effective date of the vacancy, and
 - b. Notify the Board of the appointment of an interim or permanent administrator within 15 days of appointment and provide a copy of the administrator's credentials to the Board.

Resources, Facilities, Services, and Records

1. The institution of an APRN program shall consider the size of the program faculty and number of program students and shall provide facilities for the program that meet the following requirements:
 - a. A private office for the administrator of the APRN program.

Administrator; Qualifications and Duties

1. An APRN shall appoint an administrator who holds a current CNMI registered nurse license in good standing and not needed if the APRN program is online;
 - a. For professional APRN programs, a graduate degree with a major in nursing; or

- b. For practical nursing programs, a baccalaureate degree with a major in nursing.
 - c. For online schools, may follow their states requirements.
- 2. The administrator shall have comparable status with other program administrator in the institution and shall report directly to an academic officer of the institution.
- 3. The administrator shall:
 - a. Administer the APRN education program;
 - b. Facilitate and coordinate activities related to academic policies, personnel policies, curriculum, resources, facilities, services, and program evaluation;
 - c. Prepare and administer the budget;
 - d. Recommend candidates for faculty appointment, retention, and promotion;
 - e. In addition to any other evaluation used by the institution, ensure that faculty are evaluated:
 - i. At least every three years – if online, an APRN must follow their state requirements.
 - ii. By the nurse administrator or a nurse educator designated by the nurse administrator, and
 - f. Maintain, enforce, and evaluate written policies and procedures that require all students, faculty, and preceptors who participate in clinical practice settings to be physically and mentally able to provide safe client care; and
 - g. Participate in activities that contribute to the governance of the institution.
- 4. The administrator of the nursing program shall not teach more than 45 contact hours per academic session.

Faculty; Personnel Policies; Qualifications and Duties

- 1. The APRN Program faculty, together with the program administrator, shall:
 - a. Develop, implement, and evaluate the program of learning; and
 - b. Develop and implement standards for the admission, progression, and graduation of students.