North Dakota Board of Nursing

Guidelines & Checklist for Distance Nursing Education Program Recognition

The North Dakota Board of Nursing (NDBON) adheres to a distance nursing education program recognition process. The process facilitates collaborations between the NDBON and distance nursing education programs seeking clinical placements of pre-licensure students in ND facilities. NDCC 43-12.1-04 identifies PERSONS EXEMPT FROM PROVISIONS OF THE NURSE PRACTICES ACT. Subsection 12 states “a student practicing nursing as a part of a board recognized nursing education program, upon written notification to the board and contingent upon clinical site availability.”

To qualify for distance nursing education program recognition, the following must occur:

I. A request for distance nursing education program recognition for the purpose of student clinical placement in ND facilities must be submitted to the NDBON by program administrator(s) 60 days prior to student activity in ND facilities. The following will be required initially and updated annually (each Fall):
   - Proof of Board of Nursing approval in the state in which the program(s) is headquartered; AND if applicable, proof of nursing program accreditation by a nationally recognized accrediting body.
   - Program requirements for clinical faculty and preceptors.
   - Proof of State Board of Higher Education exemption or authorization (see section III)
   - Non-refundable $300 recognition fee which designates approval for 1 academic year (Fall, Spring, Summer)
   - Requests may be submitted via email to Tammy Buchholz, Associate Director for Education

II. Once NDBON recognition is granted, the distance nursing education program must submit the following information each semester prior to student activity in ND facilities.
   - Student name(s) and number of students at each facility. (Student must email advisor the date range they plan to be at each site with each preceptor)
   - Syllabi for courses pertaining to current student clinical placement(s).
   - Copies of written agreements with each ND facility accepting students for the semester. (Copy of Affiliation Agreement)
   - Brief resume for clinical faculty and preceptor (specify role). Current ND or compact license information for supervising faculty. (Separate for faculty, Step 2 for Preceptor)
☐ Name of each facility accepting student(s) and verification of clinical availability from facility representative. (Step 2)

III. All degree-granting post-secondary institutions offering on-site or distance education to ND students must seek authorization or exemption through the State Board of Higher Education. Refer to the ND University System site.

Advisor Signature: ____________________________________________ Date: ______________