

Guidelines

Updated December 2022

For nurses applying for endorsement as a nurse practitioner

Introduction

The Nursing and Midwifery Board of Australia (NMBA) undertakes functions as set by the Health Practitioner Regulation National Law, as in force in each state and territory (the National Law). The NMBA regulates the practice of nursing and midwifery in Australia and one of its key roles is to protect the public. The NMBA does this by developing registration standards, professional codes, guidelines and standards for practice which together establish the requirements of the professional practice framework for the professional and safe practice of nurses and midwives in Australia.

These guidelines must be used to supplement the [Registration standard: Endorsement as a nurse practitioner](#). The guidelines provide further information about the requirements for registered nurses (RNs) applying for an endorsement as a nurse practitioner (NP).

Who do these guidelines apply to?

These guidelines apply to RNs who hold general registration as a nurse in Australia and who are applying for endorsement as an NP.



Note: The admission to, and completion of, an NMBA-approved program of study does not grant immediate endorsement as an NP. Entry to a program of study is determined by the NP accreditation standards and admission criteria of the education provider. Endorsement as an NP is subject to the applicant meeting the requirements of the NMBA *Registration standard: Endorsement as a nurse practitioner* and associated guidelines.

Requirements for endorsement as an NP

The *Registration standard: Endorsement as a nurse practitioner* (the registration standard) state that a nurse seeking endorsement as an NP must be able to demonstrate the following:

1. Current general registration as an RN in Australia with no conditions or undertakings on their registration relating to unsatisfactory professional performance or unprofessional conduct.
2. The equivalent of three years' (5,000 hours) full-time experience at an advanced practice level, within the past six years, from the date when the application seeking endorsement as an NP is received by the NMBA.



Note: Advanced practice hours that are part of an NMBA-approved program of study **cannot** be included as evidence towards the 5,000 hours of advanced practice.

3. Successful completion of:

- **Pathway 1:** an NMBA-approved program of study leading to endorsement as an NP

or

- **Pathway 2:** a program that is substantially equivalent to an NMBA-approved program of study leading to endorsement as an NP, as determined by the NMBA.

4. Compliance with the NMBA [Nurse practitioner standards for practice](#).

Your application

Applicants are required to complete the [AENP-40 Application for endorsement as a nurse practitioner form](#), which is located on the NMBA website, and attach supporting documentation.

Your complete application must address the requirements of the registration standard as listed above, by providing evidence as described in these guidelines.



Note: It is your responsibility to ensure your application is complete at the time of submission. An application will not be considered unless it is complete, and all supporting documentation has been provided. An incomplete application will delay the progress and assessment of the endorsement application.

Further detail to assist in the submission of a complete application is provided in **Table 1: Evidence model for RNs applying for endorsement as an NP**. The table can also be used as a checklist for the required documents.

Table 1: Evidence model for RNs applying for endorsement as an NP

Requirement	Evidence	Check
<p>1. Current general registration as an RN in Australia with no conditions or undertakings on registration relating to unsatisfactory professional performance or unprofessional conduct.</p>	<p>Your current registration status will be checked by Ahpra staff on receipt of your application. You do not need to submit evidence of your registration as a nurse in Australia.</p>	<input type="checkbox"/>
<p>2. The equivalent of three years' (5,000 hours) full-time experience at an advanced practice level, within the past six years, taken from the date when the complete application seeking endorsement as an NP is received by the NMBA.</p>	<p>You are required to provide evidence of practising at the advanced practice level in accordance with the NMBA definition.</p> <p>This means you must clearly document examples of the following in your application:</p> <ul style="list-style-type: none"> • Leadership • Education activities • Research • Support of systems • Autonomous practice • Complex decision making • Management of, and direct clinical care of people with complex health conditions <p>You can provide this evidence in your CV or through case studies. If you choose to provide case studies these cannot be the same as case studies used for your Master of Nursing (NP) program.</p>	<input type="checkbox"/>

Requirement	Evidence	Check
	<p>Statement/s of service</p> <p>The Statement of service is provided as part of your application to support your 5,000 hours of advanced practice</p> <p>The Statement of service should clearly reflect the evidence you have provided in your CV and:</p> <ul style="list-style-type: none"> • be on the employer's letterhead • be dated and signed by the Director of Nursing or equivalent • detail the title of your advanced practice, dates of employment and hours • detail any periods of extended leave (e.g. long service leave, maternity/paternity or extended sick leave). • provide a breakdown/percentage of hours of any position that includes indirect or non-clinical components, such as management or education • be correctly certified – refer to Ahpra's guidance on certification of documents <p>Note: Self-employed nurses may provide a statutory declaration as their proof of service</p> <p>Curriculum vitae (CV)</p> <p>For guidance on CV format refer to the Ahpra guidelines Standard format for curriculum vitae.</p> <p>The CV must clearly mirror the information provided in the Statement of Service from your employer/s or in the letter of support if this is how evidence of hours is provided:</p> <p>The CV will include:</p> <ul style="list-style-type: none"> • primary qualification/s • post graduate qualification/s • education and/or study relevant to specialist area of practice • a breakdown/percentage of hours that you spend in each role providing both direct clinical care and performing other indirect or non-clinical duties. This will require third-party verification from your employer • detail that demonstrates responsibility and accountability for the management and direct clinical care of people with complex healthcare requirements • detail that shows the evidence of the clinical domain of practice that integrates with the other three NP domains of practice of professional leadership, education and research. <p>(For example- published research and/or application of research into evidence-based practice and/or policy and procedures at local, state or national level)</p>	<p style="text-align: center;"><input type="checkbox"/></p> <p style="text-align: center;"><input type="checkbox"/></p>

Requirement	Evidence	Check
	<p>An applicant following Pathway 2 is required to provide information about the masters qualification you have provided including:</p> <ul style="list-style-type: none"> • Mapping of your units of study to evidence advanced practice as defined by the <i>Nurse practitioner standards for practice</i>. This will assist with establishing a qualification that is substantially equivalent • Position description/s • Narratives 	<input type="checkbox"/>

For more information

- [Registration standard: Endorsement as a nurse practitioner](#)
- [Fact sheet: Nurse practitioner standards of practice](#)
- [Nurse practitioner standards for practice](#)
- [Registration Standard: Recency of practice](#)
- [Position Statement: Nurses and cosmetic medical procedures](#)
- [Audit information](#) on the NMBA website
- [Ahpra's guidance on certification of documents](#)
- [Standard format for curriculum vitae](#)
- Visit www.nursingmidwiferyboard.gov.au under *Contact us* to lodge an online enquiry form
- For registration enquiries: 1300 419 495 (within Australia) +61 3 9275 9009 (overseas callers)

Document history

Approved by:	Nursing and Midwifery Board of Australia
Date commenced:	December 2022
Next review due:	December 2027
Policy history:	<p>Is this a new policy? N</p> <p>Does this policy amend or update an existing policy? Y</p> <p>If so which version v2.0</p> <p>Does this policy replace another policy with a different title? N</p>

Approval date	Version	Reason for change
December 2022	v3.0	Clarification on the evidence required to support the application Inclusion of an evidence checklist
October 2021	v2.0	Amended to include revised definition of advanced practice
June 2016	v1.0	