



CHECKLIST INSTRUCTIONS
APRN REINSTATEMENT APPLICATION (lapsed or expired)

Check One or Both (if applicable):

☐ APRN (\$150)

☐ RX Authority (\$35)

Pursuant to Virginia nursing regulation [18 VAC 90-30-110](#) and [18 VAC 90-40-60](#) an Advanced Practice Registered Nurse whose license and/or license with Prescriptive Authority (RX Authority) has lapsed for more than one (1) renewal period (**over 2 years**) shall apply for license reinstatement. **However, if your license is not active because of a suspension or revocation you must file a different (reinstatement) application.**

Note: Virginia is a *compact* state under the Nurse Licensure Compact (NLC). Under the NLC, to receive and/or maintain an RN license with *multi-state privilege(s)*, an applicant must meet all *Uniform Licensure Requirements* in accordance with [Virginia Code § 54.1-3040.3 C](#). If you do not meet all **Uniform Licensure Requirements** (ULRs) OR reside in a 'non-compact' state, you may be eligible for a single-state RN license authorizing practice only in Virginia. For current information on the NLC go to: <https://www.ncsbn.org/nurse-licensure-compact.htm>.

REQUIREMENTS BELOW – COMPLETE ALL APPLICABLE ITEMS:

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Completed Reinstatement Application and required Fee(s): Fees must be paid by credit card (**online only**), check or money order, made payable to *The Treasurer of Virginia*. An application will not be reviewed or considered until payment is submitted. **Fees are non-refundable.**

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Current license as a registered nurse in Virginia or a current multistate licensure privilege as a registered nurse: must meet this requirement to be eligible to reinstate an Advanced Practice Registered Nurse license.

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Current unrestricted license as an Advanced Practice Registered Nurse in Virginia: must meet this requirement to be eligible to reinstate RX Authority.

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Current professional certification in the specialty area of practice issued by the appropriate certifying agency identified in [18 VAC 90-30-90](#).

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Completed continuing competency requirements indicated for Advanced Practice Registered Nurse licensure renewal in accordance with [18 VAC 90-30-105](#) and [18 VAC 90-40-55](#) (RX Authority requirements) during the (2) years immediately preceding application for reinstatement.

OR (If Applicable)

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Current, unrestricted licensure or certification as an Advanced Practice Registered Nurse and/or current practice as an Advanced Practice Registered Nurse with RX Authority in another state.

Additional Information:

- License application processing times are approximately 30 **business** days to complete (e.g. starts from the date the **application fee** posts on *checklist* until licensure).
- Applicants may receive emails throughout the application process, so be sure to check your **JUNK** mail to look for important information from the BON (email will be from noreply@dhp.virginia.gov).
- **Periodically log into your DHP license application portal:** <https://www.license.dhp.virginia.gov/apply/Login.aspx> to monitor progress of your application and remember “unchecked” items may have been received but are **pending** review.
- **Check your license status by going to:** [License Lookup](#) (*license information is posted in *real time*; *specialization* may take up to 24 hours to appear on license lookup).
- Nursing laws and regulations may be obtained at www.dhp.virginia.gov/Boards/Nursing.
- Documents submitted with the application are property of the Board and cannot be returned.

The VBON may request additional evidence that the nurse is prepared to resume practice in a safe, competent manner.