

# Nursing Education Program Initial Approval Process

Virginia Law and Board of Nursing regulations require approval and oversight of all pre-licensure registered nursing and practical nursing education programs located in Virginia.

Information sessions are offered free of charge for those interested in establishing a nursing education program. The Board requires program representatives to attend an information session. Information regarding the application process, Board of Nursing regulations, guidance documents, and trends in nursing education will be reviewed. Registration is required. Session dates and additional information are posted on the Board website at <https://www.dhp.virginia.gov/Boards/Nursing/AbouttheBoard/EstablishingMaintainingEducationPrograms/>.

An application packet is available to assist with compiling the required information and documents. After attending an information session, the application fee of \$1650.00 and the application packet may be submitted for review. Once the application packet and required fee have been received, you will receive written notification. The application period starts on the day the application and fee are received by the Board of Nursing and is active for 12 months.

The application review process by the Board will take 60-90 business days. The program will be notified in writing the results of the application review. Once the Board has deemed the program has submitted a completed application and required documents, a site visit will be conducted to ensure that the classroom, skills lab, and student resources are appropriate and available. Please note, the site should be **student ready** for the site visit.

If regulatory compliance cannot be verified, initial approval will not be granted. The program will be given the opportunity to correct cited deficiencies during the 12 months the application is active.

Once the program is granted initial approval and is authorized to admit students, the program will submit quarterly reports to the Board to show progress toward full approval. Quarterly reports will continue until the program is granted full-approval by the Board. A template for quarterly reports is located on the Board of Nursing website.

Pursuant to 18VAC90-27-150, full approval of the nursing program may be granted once the program has achieved a rate of not less than 80% for the program's first-time test takers taking the NCLEX based on at least 20 graduates within a two-year period; and a satisfactory survey visit has been made verifying compliance with all requirements for program approval. The program is responsible for completing a comprehensive self-evaluation report (the format is prescribed by the Board), and submit a survey visit fee of \$2,200.00.

The visit may take place over two days. Based on the survey visit report and the NCLEX testing results, the program may be granted full approval, continue on initial approval with a specified time to meet certain criteria, placed on conditional approval with terms, or have initial program approval withdrawn.

Once the program has been granted full approval, Board of Nursing regulations require onsite survey of programs every five years if the nursing program is not accredited and every ten years if the nursing program has programmatic accreditation. Pursuant to regulation, 18VAC90-27-220 (B)(2) every registered nursing program shall have accreditation or candidacy status by February 7, 2021 and shall be reevaluated at least every 10 years.

Refer to 18VAC90-27-30 and Guidance Document 90-13 for additional information on the initial approval process.