

Apply Online For Clinical Nurse Specialist (CNS) Certification

Who may apply online for a CNS Certification?

1. This application is not for Certified Registered Nurse Practitioners (CRNP) or Certified Registered Nurse Anesthetists (CRNA).

If you hold or ever held a PA CNS certification, your PA certification must be reactivated. DO NOT PROCEED with this application.

An applicant for CNS certification must meet the following requirements:

- Hold a current unrestricted license as an RN in the Commonwealth.
- Hold a graduate degree from a Board-approved or equivalent CNS program OR an educational program in a related discipline previously recognized for national certification as a CNS by the American Nurses Association or the American Nurses Credentialing Center
- Hold current national certification or its equivalence (National certification requires the passing of a national certifying examination in the specialty in which the applicant is seeking certification by the Board. An applicant who is not eligible for national certification must demonstrate BOTH that: The applicant's educational program does not make the applicant eligible to take a national certification examination. The applicant has experience in the CNS role through education and work history.)

If you do not meet the requirements, YOU MAY NOT BE ELIGIBLE. DO NOT PROCEED.

2. If you previously held an RN license in the Commonwealth of Pennsylvania and it is either expired or inactive, contact the State Board of Nursing for a reactivation form.
3. If you have never held RN licensure in the Commonwealth of Pennsylvania, return to the "Board Forms/Applications" link and apply for RN Licensure.

How do I apply online?

1. Read ALL instructions thoroughly. Errors in submission will lead to delays in processing. ALL FEES SUBMITTED ARE NON-REFUNDABLE.
2. Go to: INITIAL APPLICATION REGISTRATION/LOG IN PAGE
  - Click *Login Page*
  - Enter the User ID and Password that is associated with your Pennsylvania RN license.
3. Select "Apply for New License."
4. COMPLETE all sections of the checklist.

How soon after I apply online will my certification be issued?

Allow **approximately 14 BUSINESS DAYS (M-F)** from the date that all **required** documents are received and found to be accurate. These **required** documents include:

- APPLICATION complete and correct (legal name, DOB, SS#)
- FEE(S)
- VERIFICATION OF CLINICAL NURSE SPECIALIST EDUCATION PROGRAM (proof from school of program completion)
- NATIONAL CERTIFICATION VERIFICATION
- COURT DOCUMENTS (IF APPLICABLE)
- CRIMINAL HISTORY RECORDS CHECK (IF APPLICABLE)
- TRANSCRIPTS
  - Transcripts must be mailed directly to the Board from the program/school which awarded the degree or certificate.
  - Non-official transcripts are not accepted. Transcripts must designate the degree or certificate awarded and must indicate the month, day and year the program was completed.
- VERIFICATION OF CNS LICENSURE
  - This form is required only for CNSs who are licensed/certified in another jurisdiction.
- OTHER INFORMATION AS REQUESTED BY THE BOARD OF NURSING FROM YOUR PROGRAM; i.e. course syllabi, course descriptions, etc.

How do I verify the status of my application?

You can verify the status of your online application at: <https://www.mylicense.state.pa.us/Login.aspx> and accessing the system using the user ID and password you created and saved when you applied.

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## Requirement for approved training in child abuse recognition and reporting

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The Bureau of Professional and Occupational Affairs (BPOA), in conjunction with the Department of Human Services (DHS), is providing notice to all health-related licensees and funeral directors that are considered “mandatory reporters” under section 6311 of the Child Protective Services Law (CPSL) (23 P.S. § 6311), as amended, that EFFECTIVE JANUARY 1, 2015, all persons applying for issuance of an initial license shall be required to complete 3 hours of DHS-approved training in child abuse recognition and reporting requirements as a condition of licensure. Please review the Board website for further information on approved CE providers. Once you have completed a course, the approved provider will electronically submit your name, date of attendance, etc., to the Board. [Child Abuse Continuing Education Providers Information can be found here.](#)