

## WISCONSIN DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES



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- Reported decisions may have an appeal pending, and discipline may be stayed during the appeal. Information about the current status of a credential issued by the Department of Safety and Professional Services is shown on the Department's Web Site under "License Lookup."

The status of an appeal may be found on court access websites at:

<http://ccap.courts.state.wi.us/InternetCourtAccess> and <http://www.courts.state.wi.us/wscca>

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STATE OF WISCONSIN  
BEFORE THE BOARD OF NURSING

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IN THE MATTER OF THE APPLICATION FOR LICENSE OF	: REQUEST FOR ORDER GRANTING : LIMITED LICENSE TO COMPLETE : BOARD-APPROVED NURSING : REFRESHER COURSE :
JANA K HUGHES License # : 76292-30	

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0003456

JANA K HUGHES  
2141 W LAWN AVE  
MADISON WI 53711

I, Jana Hughes, have not renewed my license as a Registered Nurse within 5 years of the date it expired and am unable to document nursing work in other jurisdictions, or document current education or experience in the field. Therefore, I request a LIMITED license pursuant to § N5.08(2)(b) to enable me to complete a board-approved nursing refresher course.

I understand that the LIMITED license will be for the SOLE PURPOSE of enabling me to complete the refresher course and that I am not permitted to use the limited license granted herein to engage in any employment as a nurse.

I understand that pursuant to Uniform Nurse Compact, this LIMITED license for the SOLE PURPOSE of enabling me to complete the refresher course is limited to Wisconsin during the pendency of this limitation. This requirement may be waived only upon the prior written authorization of both the Wisconsin Board of Nursing and the regulatory board in the state in which I propose to practice.

The limited license shall be valid for ONE (1) YEAR from the date of issuance. Upon successful completion of the nursing refresher course, I understand that I may petition the board for issuance of a full license by submitting a written request for full licensure and documentation demonstrating completion of a Board-approved refresher course. If the refresher course is not completed within this timeframe, I must reapply for a limited license.

Jana Hughes  
(Applicant's Signature)

9/17/14  
Date



September 24, 2014

0003456

JANA K HUGHES  
2141 W LAWN AVE  
MADISON WI 53711

**RE: NOTICE REGARDING APPLICATION FOR RENEWAL AFTER 5 YEARS**

Dear Ms. Hughes:

PLEASE TAKE NOTICE THAT the state of Wisconsin Board of Nursing has reviewed your application for reinstatement of your Registered Nurse credential, (#76292-30). Your application shows that you have not renewed your credential within 5 years of its renewal date, and you have not provided documentation demonstrating your continued competence in the field. In order for the Board to act on your application, you must provide documentation of your nursing work in other jurisdictions or current education or experience in the field pursuant to the Wisconsin statutes and rules mentioned below.

Wis. Stat. § 440.08(3)(b), and Wis. Admin. Code §§ N5.08(1), N5.08(2)(a):

**440.08(3)(b)** The department or the interested examining board or affiliated credentialing board, as appropriate, may promulgate rules requiring the holder of a license who fails to renew the credential within 5 years after its renewal date to complete requirements in order to restore the license, in addition to the applicable requirements for renewal established under chs. 440 to 480, that the department, examining board or affiliated credentialing board determines is necessary to protect the public health, safety or welfare. The rules may not require the holder to complete educational requirements that must be completed in order to obtain an initial credential from the department, the examining board or the affiliated credentialing board.

**N5.08(1)** The board may, in the exercise of its discretion, require a credential holder who has failed to renew his or her license within 5 years after its renewal date to demonstrate continued competence in the practice of nursing as a prerequisite to license renewal.

**N5.08(2)(a)** The board may require demonstration of competence by various methods, including but not limited to written or oral examination, documentation of nursing work in other jurisdictions, or documentation of current education or experience in the field. Any examination or education required under this section shall not be more extensive than the educational or examination requirements for an initial credential from the board.

Please submit the required information to [dspscredparalegal@wi.gov](mailto:dspscredparalegal@wi.gov) or DSPS, Attn: Cred Paralegal, P.O. Box 8935, Madison, WI 53708-8935. If you have any questions, please contact (608) 266-2112 and ask for Credential Paralegal.

**If you are unable to provide documentation demonstrating your continued competency, you may apply to the board for a limited license to enable you to complete a board-approved nursing refresher course pursuant to the Wisconsin administrative rules mentioned below.**

Wis. Admin. Code § N5.08(2)(b):

**N5.08(2)(b)** An applicant for renewal who has failed to renew his or her license within 5 years, and who is unable to document nursing work in other jurisdictions, or document current education or experience in the field, may apply to the board for a limited license to enable the applicant to complete a nursing refresher course approved by the board.

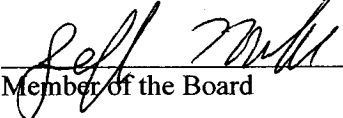
Upon successful completion of an approved nursing refresher course, the license-holder may petition the board for reinstatement of a full license.

**If you prefer this option, please read, sign and return the enclosed document to [dpscredparalegal@wi.gov](mailto:dpscredparalegal@wi.gov) or DSPS, Attn: Cred Paralegal, P.O. Box 8935, Madison, WI 53708-8935. If you have any questions, please contact (608) 266-2112 and ask for Credential Paralegal.**

Upon receipt of the signed document, a limited license to enable you to complete a board-approved nurse refresher course will be issued to you.

Dated this 8th day of July, 2014

STATE OF WISCONSIN  
BOARD OF NURSING

  
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Member of the Board