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Education Frequently Asked Questions

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Most Frequently Asked Continuing Education (CNE) Questions

Q. Is it possible to obtain all 30 contact hours of continuing nursing education (CNE) by INDEPENDENT STUDY

A: Effective April 20, 2001, the 30 contact hours of continuing education required for license renewal or reinstatement may be obtained by interactive and/or independent study. There is no longer the 15 hour limit for independent study. It is still necessary for all classes/courses to be approved by ANY STATE NURSING BOARD, ANY NURSING ORGANIZATION OR ANY NURSING ASSOCIATION.

K.A.R. 60-9-106. Continuing nursing education for license renewal [Word](#)

Need the Individual Offering Approval (IOA) form? Visit the [Forms](#) page to download the form.

Q: How many contact hours of CNE do I need for license renewal?

A: Thirty (30) contact hours of approved CNE (INTERACTIVE AND/OR INDEPENDENT) are required for license renewal for each category of nursing and LMHT. The same CNE can be used for RN/RNA and RN/ARNP renewal. CNE for the RNA must be related to the practice specialty.

Q: I have a certificate that says it is approved by ANCC. Will this be accepted in Kansas?

A: Yes, Continuing Nursing Education approved by ANY national nursing organization (ANCC, AORN, AANA, AWHONN, AACCN, etc.) or ANY state board of nursing or state nursing association can be used as CNE in Kansas. Indicate the provider organization on the renewal application. An IOA form does not need to be completed if already approved.

Q: What do I do if I receive a notice that I am being audited?

A. You are to return the letter along with readable copies of all the CNE items listed on your renewal, or with a note on the bottom of the letter indicating this is your first renewal following licensure examination in Kansas, or endorsement, or reinstatement less than 9 months ago.

Q: Some certificates give credit in CEU's. What's a CEU?

A: One CEU (continuing education unit) = 10 contact hours. A contact hour is equal to 50 clock minutes.

Q: What exactly is CNE?

A: "Continuing Nursing Education" (CNE) means learning experiences intended to build upon the education and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research, or theory development to the end of improving the health of the public. CNE DOES NOT INCLUDE INSERVICE EDUCATION, ON THE JOB TRAINING, ORIENTATION, INSTITUTION-SPECIFIC COURSES, OFFERING CONTAINING THE SAME CONTENT AS COURSES THAT ARE PART OF BASIC PREPARATION AT THE LEVEL OF CURRENT LICENSURE OR CERTIFICATION, CPR, BCLS OR CODE BLUE.

Q: When should I start obtaining CNE?

A: CNE requirements are waived for those who are newly licensed by examination in Kansas

seeking first renewal, or those licensed nine months or less by endorsement or reinstatement.

Q: Can I use contact hours I did not use from my previous renewal for the next renewal?

A: CNE contact hours cannot be carried over to the next renewal period. Acquisition of CNE begins the first day of the month following the renewal period.

Q: Can I get credit for an offering that I attended more than once?

A: Approval will not be granted for identical offerings completed within a renewal period.

Q: Can I add up fractions of contact hours to whole numbers from certificates awarded?

A: Yes. Contact hours for CNE are recorded in contact hours and fractions of hours. A minimum attendance credit of one (1) contact hour is required (50 minutes = 1 contact hour).

Q: Do I have to send copies of my certificates when I renew my license?

A: NO. You are required to keep your CNE records you have used for your renewal. If you receive notice of Audit, you will be required to send readable copies of certificates, transcripts or grade reports.

Q: What must be on the CNE certificate to be accepted?

A: CNE certificates must include the provider name, number, address, title of the offering, date(s) of attendance, number of contact hours awarded and name and license number of the licensee. Independent study or Instructor credit must be clearly identified in contact hours awarded.

Q: Can I use the refresher course I attended as CNE?

A: Completion of a Board approved refresher course will be considered continuing nursing education and accepted for license renewal.

Q: Which college courses will be accepted as CNE?

A: College Course means a course taken through a college and meeting the definition of CNE. College courses are acceptable for CNE if required for completion of a nursing program. One college credit equals 15 contact hours. Courses must have been successfully completed during the renewal period. Credit will not be accepted for audited, incomplete, or failed courses. Requests for approval of college courses, OTHER THAN FOR A NURSING DEGREE, should be submitted on an Individual Offering Approval (IOA) form, printed off the web site: www.ksbn.org or by contacting KSBN.

Q: Can I receive credit for the teleconference course or computerized CNE courses?

A: Yes. Courses must have either KSBN approval or approval of a recognized nursing organization, association, or board of nursing.

Q: How much credit can I get for a standard course like ACLS, MANDT, TNCC?

A: The number of contact hours awarded for standard programs is based on the length of the offering. There is no longer a maximum number of contact hours for standard programs. CNA, CMA, EMT courses do not qualify for CNE credit.

Q: Can I receive CNE credit for an offering I taught?

A: Instructor Credit may be awarded for preparation and presentation of a CNE offering. Credit will be awarded only once for twice the amount of presentation time. The minimum presentation

time is 50 minutes. A 50-minute presentation equals two contact hours. The certificate issued by the provider must list the number of contact hours earned and clearly identify instructor credit. Only 50 percent or 15 contact hours of instructor credit may be used for license renewal. CNA, CMA, or EMT, standard course (ie. ACLS, TNCC, ENPC, MANDT) or nursing course instruction does NOT qualify for CNE Instructor Credit.

Q: An offering I attended does not have nursing approval. How can I receive credit?

A: Licensees attending an offering not approved by the Kansas State Board of Nursing, another board of nursing, or national nursing organization may submit a request for approval of contact hours on an Individual Offering Approval (IOA) form. Individual Offering Approval forms are best submitted prior to license renewal. Upon review, the form will be returned indicating approval or denial of credit. The IOA form can be obtained by written request accompanied by a self-addressed, stamped envelope to the address on the back of the Kansas License, or from the KSBN web site, www.ksbn.org. Please note: completion of the IOA form is not a guarantee of credit.

Q. Does all independent study count for CNE?

A. Independent study must have nursing approval of ANY State Nursing Board, ANY Nursing Association or ANY Nursing Organization. If approval is not listed on either the certificate or brochure, you must fill out an IOA form. (SEE PREVIOUS PARAGRAPH FOR INSTRUCTIONS ON THE IOA FORM)

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