

Minimum Qualification Specifications
for the Classes:NURSE PRACTITIONER I, IILicense Required:

A valid license with the State of Hawaii as a professional nurse at the time of appointment.

Recognition Requirement:

Recognition as an Advanced Practice Registered Nurse (APRN) from the State of Hawaii Board of Nursing as a Nurse Practitioner at the time of appointment.

For Level II: Recognition as an Advanced Practice Registered Nurse with ***Prescriptive Authority*** (non controlled substance or controlled substance) from the State of Hawaii, Department of Commerce & Consumer Affairs at the time of appointment.

Class Title	Nursing & Supervisory Experience	Supervisory Aptitude	Administrative Aptitude
Nurse Practitioner I	3 – ½ years	*	
Nurse Practitioner II	3 – ½ years		**

Experience Requirement: Three and one-half (3-1/2) years of professional nursing work experience, of which one (1) year must be satisfactory work experience serving in a full supervisory, or similarly responsible capacity and supervising the nursing care services for a hospital or group of patient care units in a specific clinical service area or providing consultative and educational services to nurses, program administrators and others for the development and improvement of nursing policies, procedures and practices; organizing and managing a specialized health clinic in support of a hospital, institution or public health medical program; responsibility for implementing nursing programs, policies and procedures; assuring conformance to doctor's orders; evaluating the need for and providing emergency treatment services when necessary; determining whether or not to notify the physician of changes in patient's condition, etc., and assigning and/or rescheduling nursing personnel.

*Supervisory aptitude is the demonstration of aptitude or potential for the performance of supervisory duties through successful completion of regular or special assignments which involve some supervisory responsibilities or aspects; by serving as a group or team leader, previous work experience in a position that demonstrates or performs supervisory functions or in similar work in which opportunities for demonstrating supervisory capabilities exist; by completion of training courses in supervision accompanied by application of supervisory skills in work assignments; or by favorable appraisals by a supervisor indicating the possession of supervisory potential.

**Administrative aptitude may be demonstrated in experience which shows strong affirmative evidence of the necessary administrative abilities. Such evidence may be in the form of success in regular or special assignments or projects which involved administrative problems; e.g., in planning organizing, promoting, evaluating, controlling and directing programs; providing staff advice and assistance; interest in management demonstrated by awareness of managerial problems and the ability to solve them; completion of educational or training courses in the areas of management accompanied by the application of the principles which were learned to work assignments; management's observation and favorable evaluation of the applicant's leadership and managerial capabilities, success in trial assignments to managerial and/or administrative tasks.

Selective Certification:

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. In such positions, applicants may be restricted to those who possess the pertinent experience and/or training required to perform the duties of the position.

Departments requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position.

Physical Requirements:

Applicants must be physically able to perform, efficiently and effectively, the essential duties of the position which typically require the ability to read without strain printed material the size of typewritten characters, glasses permitted, and the ability to hear the conversational voice, with or without a hearing aid, or the ability to compensate satisfactorily. Disabilities in these or other areas will not automatically result in disqualification. Those applicants who demonstrate that they are capable of performing the essential functions of the position will not be disqualified under this section.

Any condition which would cause applicants to be a hazard to themselves or others is cause for disqualification.

Any disqualification under this section will be made only after a review of all pertinent information including the results of the medical examination, and requires the approval of the Director of Human Resources/Designee.

Mental/Emotional Requirements:

All applicants must possess emotional and mental stability appropriate to the job duties and responsibilities and working conditions.

This is an amendment to the minimum qualification specifications for the classes, NURSE PRACTITIONER I & II, to update recognition as APRN requirement and insert the experience chart for easier reference, effective August 29, 2013.

This is an amendment to the minimum qualification specifications for the classes, NURSE PRACTITIONER I & II, to clarify supervisory aptitude, effective April 16, 2013.

This is an amendment to the minimum qualification specifications for the classes, NURSE PRACTITIONER I & II, to delete the 1000 hour requirement, Collegial Working Relations Agreement and revise the prescriptive authority, effective August 18, 2011.

This is an amendment to the minimum qualification specifications for the classes, NURSE PRACTITIONER I & II, to revise the license requirement, effective June 25, 2008.

This is the first minimum qualification specifications for the classes NURSE PRACTITIONER I & II.

DATE APPROVED: August 29, 2013

PAUL TSUKIYAMA
Director of Human Resources