



NURSE PRACTITIONER LICENSING – MONTANA

Contact Information

Montana Board of Nursing (BON)

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Website: <http://boards.bsd.dli.mt.gov/nur>

Summary of the Process

1. RN License by Credentialing / Endorsement*

- Fees
 - \$200 standard licensing fees
- Timeline
 - Per BON: Allow 30 business days from the receipt of the application
- Application
 - Print: http://boards.bsd.dli.mt.gov/Portals/133/Documents/nur/nur_aprn_app.pdf

2. APRN License*

- Fees
 - \$75 APRN Application Fee
 - \$30 Fingerprint/Background Check fee
 - \$100 Prescriptive Authority
- Timeline
 - Per BON: Allow 30 business days from the receipt of the application
- Application
 - Standard:
http://boards.bsd.dli.mt.gov/Portals/133/Documents/nur/nur_aprn_app.pdf
 - Prescriptive Authority:
http://boards.bsd.dli.mt.gov/Portals/133/Documents/nur/presc_auth_app.pdf

3. Other Critical Steps

- DEA Registration
 - You will need a Montana address. See our [FAQ](#) for instructions.
- Business License
 - See [FAQ](#) for details.

*Note: In Montana, you must apply for both be licensed as an RN in a compact state or apply for both your Montana RN & APRN licenses simultaneously

Please contact recruiting@wildernessmedicalstaffing.com if you have any corrections or suggestions.

RN Application Checklist:

- Fees
- Fully completed application
- Proof of Nursing Education
- Fingerprinting
- Verification of License (sent directly from your state or via www.nursys.com)
- Verification of Nursing Experience

APRN Application Checklist:

- Fees
- Fully completed application
- Certified transcripts, issued by school
- National certification, sent directly by certifying body

APRN Application for Authorization to Prescribe and Dispense Controlled Sub. Checklist:

- Fee
- Copies of certificates showing 15 contact hours of pharmacology education
- Application for APRN Prescriptive Authority

Frequently Asked Questions

- **Professional Licensing**
 - ***Am I able to apply for RN and APRN licenses simultaneously?***
 - Yes. We recommend that providers submit both applications upfront to minimize processing times.
 - ***How long does this process typically take?***
 - Although timing varies, in our experience it takes approximately four weeks for out-of-state FNPs to become licensed as an RN & ARNP in Montana.
 - ***How do I check the status of my application?***
 - Licensure status can be accessed via the “Licensee Lookup” system on the board website, www.nurse.mt.gov

- **DEA Registration* (Our team can help you address this step later in the process)**
 - ***How do I satisfy the DEA registration requirement?***
 - By law, practitioners may only administer, dispense, or prescribe a controlled substance in a state if they first hold a DEA registration in that state, and are complying with all federal and state laws and regulations. Simply put, you’ll need a DEA certificate that displays a Montana address in order to legally handle controlled substances in that State.
 - You can either purchase a new DEA registration or transfer your existing registration. Although very situation specific, many of our providers have opted to simply transfer their registration.
 - ***How do I apply for a new DEA registration?***
 - Alternatively, a practitioner can apply for a separate DEA registration in each state where they plan to administer, dispense, or prescribe controlled substances. More information can be found at the DEA website: <https://www.deadiversion.usdoj.gov/>
 - ***How do I transfer my DEA registration?***
 - To transfer, request the change on-line at <http://www.deadiversion.usdoj.gov>.
 - There is a green box in the top right-hand corner – click on ‘Registration Changes (Address, Drug Code, Name Schedule)’ and follow the directions.
 - ***How long does it take to transfer my DEA registration?***
 - This is a free process that takes 1-5 business days to complete, and you can change it back after your locum assignment ends.

- **Business Licensing**
 - ***Do I need a Montana business license to work as an independent contractor with WMS?***
 - Yes. Our team can help you navigate this step later in the assignment and contracting process. As an independent contractor (IC) you will either need to be a sole proprietor and obtain an Independent Contractor Exemption Certificate (ICEC) in addition to a Montana nursing license or be working under a corporation (e.g. LLC, PLLC, S-Corp, etc.).

- **Nurse Licensure Compact**
 - ***What is the Nurse Licensure Compact (NLC)?***
 - The NLC is a mutual recognition model of nurse licensure that allows a nurse to have one license, issued by the state in which the nurse

claims primary residence, and to practice in all states that have entered into the Compact without having individual licenses in each of the Compact states.

- To view a list of states in the Compact or more information regarding the Compact, go to <https://www.ncsbn.org/compacts.htm> or https://www.ncsbn.org/NLC_Map.pdf