



Wyoming State Board of Nursing

130 Hobbs Avenue, Suite B

Cheyenne, WY 82002

Phone (307) 777-7601 Fax (307) 777-3519

E-Mail: [wsbn-info-licensing@wyo.gov](mailto:wsbn-info-licensing@wyo.gov)

Home Page: <https://nursing-online.state.wy.us/>

**OPINION:** APRN PRACTICE MANAGEMENT

**APPROVED DATE:** February 16, 2016

**REVIEWED DATE:** July 2016

**REVISED DATE:**

**ORIGINATING COMMITTEE:**

Practice & Education Committee

An advisory opinion adopted by WSBN is an interpretation of what the law requires. While an advisory opinion is not law, it is more than a recommendation. In other words, an advisory opinion is an official opinion of WSBN regarding the practice of nursing as it relates to the functions of nursing. Facility policies may restrict practice further in their setting and/or require additional expectations related to competency, validation, training and supervision to assure the safety of their patient population and/or decrease risk.

Within the Scope of Practice/Role of  APRN  RN  LPN  CNA

### **ADVISORY OPINION APRN PRACTICE MANAGEMENT**

In accordance with Wyo. Stat. §33-21-122(c)(iii) of the Wyoming Nursing Practice Act (NPA), the Wyoming State Board of Nursing (WSBN) has approved the following Advisory Opinion on APRN Practice Management.

Advanced Practice Registered Nurses (APRNs) in Wyoming have full practice authority. Because of this autonomy, APRNs have a responsibility for continued duty of care once the relationship has been established: the APRN may not abandon or abruptly withdraw from the care of a patient. This Advisory Opinion incorporates the Wyoming Board of Medicine Rules and Regulations, sections five (5) and six (6) to provide minimum practice requirements regarding:

- Termination of the APRN-Patient Relationship
- Closure of Practice
- After Hours Coverage

#### **Termination of the APRN-Patient Relationship<sup>1</sup>**

**Any APRN who desires to terminate an APRN/patient relationship must notify the patient or the patient's legally-designated agent in writing at least thirty (30) days prior to the date of the termination that the licensee will no longer treat the patient. The written notice of termination shall be sent via certified mail, return receipt requested, and notify the patient that the licensee's care of the patient will continue for thirty days or until such date as the patient notifies the licensee of the name and address of the patient's new provider, whichever occurs first. Such requirements do not apply to APRNs treating patients in an emergency room or under other emergent circumstances.**

#### **Closure of Practice<sup>1</sup>**

**Any APRN who desires to relocate or close a practice should notify patients of such termination, sale, or relocation and unavailability by causing to be published once during each week for four (4) consecutive weeks, in the newspaper of greatest circulation in each county in which the APRN practices or practiced and in a local newspaper that serves the immediate practice area, a notice which shall contain the date of termination, sale, or relocation and an address at which the records may be obtained from the APRN or terminating practice or located or from another licensed provider. A copy of this notice shall also be submitted to the WSBN not less than one (1) month prior to the date of termination, sale, or relocation of the practice. The APRN may, but is not required to, place a sign in a**

conspicuous location on the facade of the office or notify patients by letter, of the termination, sale or relocation of the practice. The sign or notice shall advise the patient of their opportunity and right to transfer or receive copies of their records.

### **After Hours Coverage<sup>1</sup>**

The WSBN recognizes that patients often need help outside of regular office hours. However, since APRNs cannot be continuously available to respond to patients and their emergencies, it is recommended that APRNs provide their patients with instructions about what to do if they need help with their care and treatment when their provider is unavailable. Coverage arrangements should take into account the general nature, complexity and severity of the illnesses and the care and treatment in the patient population regularly seen and treated by the APRN, as well as the availability of other providers qualified and available to respond to their patients' needs. APRNs should make reasonable efforts to arrange adequate and appropriate coverage for their practices and patients when the APRN is unavailable. APRNs who do not have formal call coverage and who instruct patients to use a local emergency room for medical needs should confer with the medical director of the local emergency room to ensure that providers and staff are able to communicate with the APRN, or another provider qualified and available to respond to the patient's needs, about the care of their patients who may present for care at the facility.

Additional resources: The North Carolina Medical Board provides an excellent resource with sample patient letters and suggestions for the development of policies and procedures regarding practice closure<sup>2</sup>.

### **REFERENCES**

- <sup>1</sup> Wyoming Board of Medicine. (2015). *Wyoming Board of Medicine Rules and Regulations*. Retrieved from: <https://sites.google.com/a/wyo.gov/wyomedboard/resources/board-of-medicine-rules-and-regulations>
- <sup>2</sup> North Carolina Medical Board. (2014). *The Doctor is Out: A Physician's Guide to Closing a Practice*. Retrieved from: [http://www.ncmedboard.org/images/uploads/article\\_images/Physicians\\_Guide\\_to\\_Closing\\_a\\_Practice\\_05\\_12\\_2014.pdf](http://www.ncmedboard.org/images/uploads/article_images/Physicians_Guide_to_Closing_a_Practice_05_12_2014.pdf)