



RN licensure: A guide to get licensed in Hawaii



Overview

eNLC	No
Walk through	No
Temporary license	Yes
Nursys participation	Yes

Fees

Endorsement application fee	\$234*
Temporary fee	\$50

*\$234 if license will be issued between July 1 in an odd numbered year and June 30 of an even numbered year. Otherwise, \$166 if license will be issued between July 1 in an even numbered year and June 30 in an odd numbered year.

Timing

Permanent license	45-60 business days
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Ensuring you or your providers become licensed registered nurses (RN) in Hawaii doesn't have to be an intimidating process. With the right planning and understanding of each step, it can be an exciting journey toward a rewarding career for your providers and growth for your organization. Our guide will walk you through the fees, timelines, renewal processes and key things to know to get an RN license in the Aloha State.

License renewals

Cadence: Every 2 years

All licenses, regardless of issuance date, expire on June 30 of each odd-numbered year and are subject to renewal.

Process

Renewal applications are made available about 60 days prior to the license expiration date.

Required contact hours

Choose one option from the following 10 options [here](#).

Online renewal of a nurse license is available to licensees who have not had any disciplinary action pending or taken or have not had a conviction during the two years prior to the renewal date.

Renewal fee

The fee to renew is \$198 if it's done on time. Late renewals have an additional fee of \$12.



Licensure by endorsement process

For a permanent license

1. Apply using this [form](#) and pay the fee
2. Provide a copy of your government issued photo ID including your date of birth.
3. Provide a copy of your signed social security card
4. Provide a background check with fingerprints. Note: Any application received after July 1, 2017 or license issued on or after July 1, 2017 are required to be fingerprinted. You must file your license application within thirty (30) days of the fingerprinting to ensure that the results can be obtained.
5. If the BON is unable to obtain the results, you will be required to submit to the fingerprinting process again.
6. If you are licensed as an LPN or RN under the laws of another state, territory, or foreign country, you will be required to submit a self-query report from the National Practitioner Data Bank ("NPDB"). To obtain the report, go to the NPDB website and click on "Perform a Self-Query"
7. Request verification of licensure via Nursys from your original state of licensure. If this state does not participate in Nursys, you will need to contact that state's BON and request verification be sent to the Hawaii BON via.

For a temporary license

To obtain a temporary permit, you must complete the application and submit the following in order for us to process your temporary permit in a timely manner:

1. i. Pay the separate fee of \$50 for the temporary permit.
2. ii. The attached application for license (without exam)
3. iii. A verification of a current U.S. nursing license indicating the expiration date of license.
4. iv. A completed original "Verification of Employment" form (NSG-05) which must first be signed by your employer in Hawaii. Letters of hire will not be accepted.
5. v: Proof of mailing the "Verification of License" form (NSG-03) OR NURSYS verification (receipt of certified mail, copy of the canceled check for the verification fee).

Only ONE temporary permit is allowed. Permittee is allowed to practice nursing only if employed by an employer indicated on the "Verification of Employment" form (NSG-04). Once a permit is issued, no other will be reissued in care of another employer. **PRIOR DISCIPLINARY ACTION OR CONVICTION, WHICH HAS NOT BEEN EXPUNGED, MUST BE REVIEWED BY THE BOARD.**



Three things to know

1

Background checks

You may be selected at random to complete a background check if you were licensed in Hawaii before July 1, 2017.

2

Verification of employment and work status

While permitted you are only allowed to practice nursing only if employed by the employer indicated on your Verification of Employment form. Once your permit is issued, no other will be reissued in the care of another employer.

3

License inactivation and reactivation of license

All nurses with inactive licenses who have not practiced nursing in the United States or U.S. territories for five or more years may be required to:

- a) Retake and pass the NCLEX or
- b) Complete appropriate continuing education approved by the Hawaii Board of Nursing.

It is the responsibility of each nurse to keep abreast with amendments to laws relating to nursing. Licensing requirements at the time of application shall apply.



Evaluating which states to license in and finding your strategic advantage

Things to consider

When determining which states to pursue medical licensure in, it's essential to weigh the potential benefits against the complexity and cost of the process.

Hawaii offers a vast and diverse patient population and numerous professional opportunities. If you're aiming to position yourself in a competitive market with vast opportunities, the investment in a Hawaii license might prove advantageous in the long run.

Evaluate your long-term goals, available resources and timeframe to strategically choose your licensing paths.

Getting RN licensure in Hawaii is simplified with Medallion

If you and your providers are pursuing licensure as a Registered Nurse in Hawaii, you need more than just a step-by-step checklist: you need Medallion.

Medallion makes it easy to navigate the licensure process for healthcare professionals. We help keep you on track and compliant with all state-specific requirements and regulations.

With Medallion, obtaining your RN license becomes a streamlined process. We assist with the completion of necessary documentation, guide you through the application process, and provide resources

for continuing education requirements - all from one centralized platform.

Whether your provider is a local graduate, a nurse from another state seeking endorsement or a foreign-educated nurse, Medallion simplifies the complexities of obtaining an RN license in Hawaii on their behalf. Learn more and get in touch [here](#).

Remember to stay organized, be patient and always keep up-to-date with the Hawaii Board of Registered Nursing's latest guidelines. Good luck!

