

STATE OF MISSISSIPPI
BOARD OF NURSING
Employer Guidelines

Thank you for your willingness to support nurses with restricted licenses. Please understand that it is the responsibility of the restricted individual and not the employer and/or supervisor who enters into the Employer/Employee Agreement and prepares evaluation reports to assure timely submission of reports. The following are meant to be guidelines for employers and supervisors of nurses with restricted licenses:

1. The restricted licensee must execute an Employer/Employee Agreement and **have it approved** by the Board of Nursing **PRIOR** to beginning any new employment. If the nurse is already employed when the license is restricted, the Employer/Employee Agreement **must be approved** within 14 calendar days.
2. All of the designated terms identified in the agreement must be addressed. If, however, the employer feels that additional terms are needed, they may be added to the document.
3. Please identify the number of units of your facility, the number of beds per unit and the type of patients. Restricted individuals cannot work on more than 2 units.
4. A specific job description for the position being offered to the restricted individual should be attached to the agreement.
5. Identify the types and numbers of methods to be utilized in the evaluation process as appropriate to your facility and the area of emphasis of the restricted individual. You may identify additional methods to be used in your facility as necessary. You do not have to utilize suggested methods that are not appropriate for your facility.
6. It is recommended that the restricted nurse have more than one nurse who functions in the role of direct supervisor. The restricted individual cannot work without the presence of the direct supervisor **on the unit**. Each direct supervisor should sign the enclosed statement agreeing to the terms of the agreement. It is important that each direct supervisor review the agreement and be familiar with the terms.
7. Contact the Compliance Officer prior to submitting the Employer/Employee Agreement to ensure the restricted nurse is eligible for approval of the agreement.
8. The primary responsibility of the Board of Nursing is to assure the safety of the public by regulating the practice of licensed nurses. If it is determined that the restricted individual is non-compliant with any of the identified restrictions, the Employer/Employee Agreement may be suspended immediately for further investigation. If it is determined that the restricted individual is safe to return to practice, you will be notified as soon as possible, and the nurse will be permitted to return to work. Any

decisions regarding termination or suspension of employment are solely that of the employer.

9. Please call if you have any questions about the Employer/Employee Agreement or working with a restricted individual. We welcome the opportunity to assist you in executing the Employer/Employee Agreement and supervising a nurse with a restricted license. The telephone number for the Board of Nursing is (601) 957-6300.

For the Mississippi Board of Nursing

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