

## Ohio Board of Nursing RN/LPN Reactivation/Reinstatement

1. Complete the online application at [https://elicense.ohio.gov/OH\\_CommunitiesLogin](https://elicense.ohio.gov/OH_CommunitiesLogin) and submit payment, if applicable. Portal registration instructions will be sent in a separate email if you are not registered in the Ohio eLicense system.
2. Upload your Continuing Education (CE) documents to your application and complete the criminal records checks, as needed. See summary below and please refer to Rule 4723-14-03(E), OAC.
3. Submit documentation of CE in the form of a completion certificate issued by the provider or a school transcript that includes your name, title and date of the program, name of the provider, number of contact hours and name of the authorized approver.
4. Category A is Ohio Law & Rules and it must be approved by an OBN Approver or offered by an OBN approved provider unit headquartered in the State of Ohio. Refer to the list of the OBN Approvers and the On-Line Resources for Ohio Law and Rules on the Continuing Education page on the Board website [www.nursing.ohio.gov](http://www.nursing.ohio.gov).
5. For additional CE information, see the CE FAQs on the Continuing Education page of the Board website
6. Questions? Please email [renewal@nursing.ohio.gov](mailto:renewal@nursing.ohio.gov).

### Continuing Education (CE)

**Has your Ohio license been inactive or lapsed less than 2 years?**

**OR**

**Do you have a current, valid license in another jurisdiction?**

**If you answer yes to either one of these questions,  
then the following 24 Contact Hours of CE are required:**

Category A – Ohio Law and Rule – 1 hour  
General Nursing Practice – 23 hours

All CEs must have been completed during the 24-month period immediately BEFORE the date of the reinstatement or reactivation application.

**Has your Ohio license been inactive or lapsed 2 years or more?**

**AND**

**You do not have a current, valid license in another jurisdiction?**

**If you answer yes to both of these questions, then the following 24 Contact Hours of CE are required:**

Category A – Ohio Law and Rule – 2 hours  
Critical Thinking, Nursing Process, or Nursing Judgment – 6 hours  
Pharmacology – 6 hours  
Clinical or Organizational Ethical Principles – 2 hours  
Content relevant to Nurse's Practice – 8 hours

All CEs must have been completed during the 24-month period immediately BEFORE the date of the reinstatement or reactivation application.

## Criminal Records Check Requirements

**Has your Ohio license has been inactive or lapsed 5 years or more?**

**If you answer yes, complete the BCI (Civilian) and FBI (Federal) Criminal Records Checks**

Ohio Applicants: Go to your local law enforcement office or BMV to have the records checks completed. Please tell them that a copy of your results is to be provided directly to the **Ohio Board of Nursing**.

Out of State Applicants: Request fingerprint cards and instructions by emailing [CRC@nursing.ohio.gov](mailto:CRC@nursing.ohio.gov). When you receive the cards and instructions in the mail, take them to a local law enforcement office for fingerprinting to be completed.