



## Guide and Tips for Psychiatric Mental Health Nurse Practitioner Questionnaire

Prior to completing the form, Authorized Legal Entity Representative or Designee should ensure they have the following documents handy for reference to information requested in the attestation:

- License of the NP - for Name Match
- Job Description of the role for which the NP was hired
- 103 Certification Status for the NP - can be verified using BBS Registry
- Collaborative Agreement copy - ready to be attached electronically to the Attestation Form for NP's that are not 103 Certified
- Resume / Past work experience of the NP - for reference of hours acquired, which should include scope, population of focus, setting, and age group

### Questionnaire Guidance in Orange

Practitioner's Name: **Enter name as it appears on the individual's license.**

Job Description (Please include site(s) of practice, population focus, age group, and anticipated scope of practice and/or job duties): **Utilize job description to answer this question.**


**Example:**

**Program Name, outpatient setting - dedicated to serve at-risk pregnancy - youth population with clients age ranges between 12yrs-21 yrs. Scope is inclusive of Therapy, diagnosis, care plan, assessments, etc.**

1. Provider is (choose all that apply):

- Certified as a NP by the CA Board of Registered Nursing: **This box should be checked for all NPs**
- Holds a National Certification in a recognized population focus by an accredited national certifying body (specify type): **Select type- Select Psychiatric Nurse Practitioner only if the NP is Board Certified. For all other Board Certifications, select Other. If NP is not Board Certified, do not select this option.**
- Does not hold a National Certification in a recognized population focus by an accredited national certifying body.

2. Parameters of anticipated practice:

- With a collaborating physician, under standardized procedures: **If checked, attach Collaborative Agreement using the attachment button:** 
- As a 103 PMHNP with medical leadership and organizational infrastructure as defined under Business and Profession Code Section 2837.103: **Check if the NP is 103 certified, and the certification was verified via Board of Behavioral Sciences.**
- Other: **Check if neither from above apply**

3. Is provider certified as a 103 PMHNP?

- Yes. The practitioner is certified as a 103 PMHNP. Proceed to Question 4
- No. The practitioner is not/not yet certified/certifying as a 103 PMHNP. Proceed to Question 5

4. For providers certified as a 103 PMHNP, the practitioner has acquired 40% or more of transition of practice hours in settings similar to anticipated work setting (i.e., age, diagnostic, clinical & therapeutic complexity) as evidenced by (specify): **Include only work experience that qualifies in 40% or more of similar work to that which of they have been hired for your Program/Entity. For the experience listed, include setting (outpatient/inpatient), age group for the population of focus, and clinical and therapeutic complexity.**

Example: **Youth program, average hours worked 3000. Outpatient setting with focus on children and adolescent 8-21years old, justice involved youth, youth in foster care; complex medical or substance use comorbidity, severe or persistent mental illness such as schizophrenia, bipolar disorder, etc.**

5. For providers who are **not/not yet** certified/certifying as a 103 PMHNP. Since graduation and licensure, the provider has:

- Acquired 3 full-time equivalent years of practice or 4600 hours. (Proceed to question 6)
- Has not acquired 3 full-time equivalent years of practice or 4600 hours.
  - i. Provide estimated hours or experience since graduation:
  - ii. Provide estimated hours of experience since graduation for focused area:

6. For provider who are **not/not yet** certified/certifying as a 103 PMHNP, but with **3 fulltime equivalent years of practice of 4600 hours**, since graduation and licensure, the provider has:

- Acquired 40% or more of transition of practice hours in settings similar to anticipated work setting (i.e., age, diagnostic, clinical & therapeutic complexity) as evidenced by (specify):  
*Check this box if the hours have been completed. Include only work experience that qualifies in 40% or more of similar work to that which of they have been hired for your Program/Entity. For the experience listed, include setting (outpatient/inpatient), average hours, age group for the population of focus, and clinical and therapeutic complexity.*
- Is working to acquire 40% of transition of practice hours in settings similar to anticipated work setting (i.e., age, diagnostic, clinical & therapeutic complexity) as evidenced by (specify): *Check this box if the NP will begin working to acquire the hours with the role which you are hiring them for and use the job description to identify the setting (outpatient/inpatient), average hours, age group for the population of focus, and clinical and therapeutic complexity.*