



**Nursys e-Notify File and API Specifications
Version 2.1.9 (02/27/2019)**

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1.0 Introduction

1.1 Introduction

Welcome to National Council of State Boards of Nursing, Inc.'s (NCSBN) Nursys e-Notify. This document covers the file upload and application programming interface (API) facets of utilizing Nursys e-Notify.

1.2 File upload

The file upload process allows institutions to manage their Nursys e-Notify nurse lists by creating a file of nurse information and uploading it to the Nursys e-Notify site. Nursys e-Notify support several different file formats including Microsoft Excel files, text files, and XML files.

1.3 Application Programming Interface (API)

Nursys e-Notify offers an application programming interface (API) so institutions can manage and review their Nursys e-Notify nurses lists using system-to-system processes. Nursys e-Notify exposes various methods via SOAP-based web services for adding, updating, and removing nurses. There are also methods for retrieving extended license information for enrolled nurses.

1.3.1 NCSBN ID

Organizations looking to use the API to consume the NCSBN ID for each nurse can use the API to enroll a license to their Nursys e-Notify Nurse List (Manage Nurse List methods) and then use the Submit Nurse Lookup/Retrieve Nurse Lookup methods to consume the NCSBN ID for that enrolled licensee.

1.4 Support information

Please contact Nursys e-Notify customer service at nursysenotify@ncsbn.org or fill out our online form at <https://www.nursys.com/> with any questions about Nursys e-Notify. Please refer to the API troubleshooting guide in the appendix before contacting Nursys e-Notify support.

2.0 File Upload

2.1 Overview

Institutions can manage their Nursys e-Notify nurse lists by uploading files of nurse information.

2.2 File specifications

The following sections outline the file types, naming conventions, and expected content for a Nursys e-Notify file upload.

2.2.1 File types

The following file types can be used when uploading files of nurse information to Nursys e-Notify:

File type	Extension	Description
CSV	.csv	CSV (Comma Separated Values) is a text file format commonly used to import data into spreadsheet and database programs.
XLS	.xls	XLS is a file format for a Microsoft Excel spreadsheet if you are using Office 2003 or earlier.
XLSX	.xlsx	XLSX is a file format for a Microsoft Excel spreadsheet if you are using Office 2007 or later.
XML	.xml	XML (eXtensible Markup Language) is a file format commonly used in data exchange to import data into other applications.

2.2.2 Field specifications

The following lists all of the fields that comprise a Nursys e-Notify upload file.

Position	Field	Required	Max Length	Valid Values
1	SubmissionActionCode	Y	1	A or R
2	Jurisdiction	Y	4	See appendix
3	LicenseNumber	Y	15	Any
4	LicenseType	Y	4	See appendix
5	Email	N	50	Valid e-mail format
6	CellPhoneNumber	N	10	Ten digits, no special characters
7	Address1	Y	50	Any
8	Address2	N	50	Any
9	City	Y	50	Any
10	State	Y	2	See appendix
11	Zip	Y	10	Five or ten digits
12	LastFourSSN	Y	4	Four digits
13	Filler	Y	2	Leave blank
14	BirthYear	Y	4	Four digits
15	HospitalPracticeSetting	Y	2	See appendix
16	HospitalPracticeSettingOther	N	50	Any
17	Filler	Y	10	Leave blank
18	NotificationsEnabled	Y	1	Y or N
19	RemindersEnabled	Y	1	Y or N
20	Filler	N	1	Leave blank
21	Filler	N	100	Leave blank
22	LocationList	N	100	Pipe delimited list of location codes
23	RecordID	N	50	User-defined field

1. Submission action code (SubmissionActionCode)

- a. "A" indicates that the record has been included in the file to either add a new nurse to your nurse list or update an existing nurse in your nurse list with new information.
- b. "R" indicates that you would like to remove this nurse from your nurse list
- c. Any missing or invalid values will be replaced with an "A".
- d. If an "R" is provided but no matching record can be found in your nurse list, the following error message will be returned: *22 - Invalid Submission Action Code. The supplied value is 'R' (Remove) but no matching license can be found in your nurse list.*

2. State board of nursing (Jurisdiction)

- a. A two or four character code for a Nursys e-Notify participating board of nursing. Please refer to the appendix for a list of valid values.
- b. This value must also match the employment state (see #10 below) or both the state board of nursing and employment state must participate in the Nurse Licensure Compact (NLC). In order to qualify under the NLC the license must also have multistate privilege. Please visit <https://www.ncsbn.org/nlc> for more information on the NLC.
- c. If this value is missing or invalid, the following error message will be returned: *2 - Invalid or missing Jurisdiction. This field is required. Please consult the Nursys e-Notify documentation for a list of valid values.*
- d. If this value does not match the employment state, the following error message will be returned: *28 - Invalid Address State or Licensing State. Both states must match or both states must participate in the Nurse Licensure Compact (NLC). In order to qualify under the NLC the license must also have multistate privilege. For more information about the NLC please visit <https://www.ncsbn.org/nlc>.*

3. License number (LicenseNumber)

- a. A nurse license number corresponding with the supplied state board of nursing.
- b. If this value is missing or invalid, the following error message will be returned: *3 - Invalid or missing License Number. This field is required and must be 15 or fewer characters in length.*

4. License type (LicenseType)

- a. A two to four character license type code corresponding with the supplied license number. Please refer to the appendix for a list of valid values.
- b. If this value is missing or invalid, the following error message will be returned: *4 - Invalid or missing License Type. This field is required and must be two to four characters in length. Please consult the Nursys e-Notify documentation for a list of valid values.*

5. E-mail address (Email)

- a. The nurse's e-mail address in a valid e-mail address format (address@example.com). If license expiration reminders are enabled for this nurse then all such reminders will be sent to this e-mail address.
- b. If this value is invalid, the following error message will be returned: *7 - Invalid E-mail address. This optional field must be 50 or fewer characters in length and in 'address@example.com' format.*

6. Cell phone number (CellPhoneNumber)

- a. The nurse's cell phone number. The number should be supplied as ten digits with no special characters (0000000000). If the license expiration reminders are enabled for this nurse, then all such text messages will be sent to this phone number.
- b. If this value is invalid, the following error message will be returned: *8 - Invalid Cell Phone Number. This optional field must be 10 digits in length.*

Note: By supplying a cell phone number and enabling license expiration reminders for a nurse, the institution is acknowledging that text message reminders will be sent to the number provided and the recipient may be charged fees by their provider.

7. Address line 1 (Address1)

- a. The first line of the nurse's employment address.
- b. If this value is missing or too long, the following error message will be returned: *9 - Invalid or missing Address1. This field is required and must be 50 or fewer characters in length.*

8. Address line 2 (Address2)

- a. The second line of the nurse's employment address.
- b. If this value is too long the following error message will be returned: *10 - Invalid Address2. This optional field must be 50 or fewer characters in length.*

9. City (City)

- a. The city of the nurse's employment address.
- b. If this value is missing or too long, the following error message will be returned: *11 - Invalid or missing City. This field is required and must be 50 or fewer characters in length.*

10. State (State)

- a. The state of the nurse's employment address. This value should be a valid two character USPS abbreviation for a US state or territory. Please refer to the appendix for a list of valid values.
- b. This value must also match the state board of nursing (see #2 above) or both the state board of nursing and employment state must participate in the Nurse Licensure Compact (NLC). In order to qualify under the NLC the license must also have multistate privilege. Please visit <https://www.ncsbn.org/nlc> for more information on the NLC.
- c. If this value is missing or invalid, the following error message will be returned: *12 - Invalid or missing State. This field is required and must be two or fewer characters in length. The State field must be a valid postal code abbreviation for a US state or territory.*
- d. If this value does not match the state board of nursing, the following error message will be returned: *28 - Invalid Address State or Licensing State. Both states must match or both states must participate in the Nurse Licensure Compact (NLC). In order to qualify under the NLC the license must also have multistate privilege. For more information about the NLC please visit <https://www.ncsbn.org/nlc>.*

11. Zip code (Zip)

- a. The zip code of the nurse's employment address. This value should be a five digit (00000) or ten digit (00000-0000) value.
- b. If this value is missing or invalid, the following error message will be returned: *13 - Invalid or missing Zip. This field is required, must be 10 or fewer characters in length, and in '00000' or '00000-0000' format.*

12. Last four digits of social security number (LastFourSSN)

- a. The last four digits of the nurse's social security number. This value should be four digits in length (0000).
- b. This value is only required when a new nurse is being added to your nurse list. It is not required when updating an existing nurse or removing a nurse from your nurse list.
- c. If a new nurse is being added and this value is missing or invalid, the following error message will be returned: *14 - Invalid or missing Last Four Digits of SSN. This field is required and must be four digits in length.*
- d. If a new nurse is being added, this value is also cross-checked with the data provided by the boards of nursing to Nursys. If the value supplied does not match the data provided by the board of nursing, the following error message will be returned: *26 - The last four SSN value does not match what has been provided to Nursys by the board of nursing. Please contact the board of nursing about this license.*
- e. Board of nursing contact information can be found at <https://www.ncsbn.org/contactbon.htm>.
- f. This value is not required if the institution has been approved as an emergency response organization. Any inquiries regarding the emergency response organization program should be directed to Nursys e-Notify customer service (see section 1.4).

Note: Nursys e-Notify requires this information for record verification purposes only.

13. Filler (Filler)

- a. Leave blank

14. Birth year (BirthYear)

- a. The nurse's year of birth. This value should be a four digit year and it must be more than 16 years from the current year. For example, in 2013 the year must be before 1997 (2013 – 16 = 1997). In 2013, valid birth years would include 1996, 1995, 1994, 1993, etc.
- b. This value is only required when a new nurse is being added to your nurse list. It is not required when updating an existing nurse or removing a nurse from your nurse list.
- c. If a new nurse is being added and this value is missing or invalid, the following error message will be returned: *16 - Invalid or missing Birth Year. This field is required and must be a four digit numeric value. The Birth Year must be prior to 16 years from the current year.*
- d. If a new nurse is being added, this value is also cross-checked with the data provided by the boards of nursing to Nursys. If the value supplied does not match the data provided by the board of nursing, the following error message will be returned: *27 - The birth date values do not match what has been provided to Nursys by the board of nursing. Please contact the board of nursing about this license.*
- e. Board of nursing contact information can be found at <https://www.ncsbn.org/contactbon.htm>.
- f. This value is not required if the institution has been approved as an emergency response organization. Any inquiries regarding the emergency response organization program should be directed to Nursys e-Notify customer service (see section 1.4).

Note: Nursys e-Notify requires this information for record verification purposes only.

15. Hospital practice setting (HospitalPracticeSetting)

- a. The nurse's primary practice setting. This is only required if the institution type of "Hospital" was indicated when the institution's Nursys e-Notify account was being registered. This value will be ignored for all other institution types.
- b. When required, this value should be a one or two digit value. Please refer to the appendix for a list of valid values. If a value of 0 (Other) is supplied then a hospital practice setting (other) value must be provided (field 16).
- c. If this value is required and missing or invalid, the following error message will be returned: *17 - Invalid or missing Hospital Practice Setting. This field is required for hospitals and must be a one or two digit numeric value. Please consult the Nursys e-Notify documentation for a list of valid values.*

Note for API Users: Some API users have been unable to submit requests without specifying a hospital practice setting value, even though their institution type is not set to "Hospital". In these cases the recommendation is to set the hospital practice setting value to "-1" (Blank).

16. Hospital practice setting (other) (HospitalPracticeSetting Other)

- a. If a value of 0 (Other) is supplied for hospital practice setting (field 15), then this value is required. If any other hospital practice setting value is supplied then this value is ignored.
- b. If this value is invalid, the following error message will be returned: *23 - Invalid or missing Hospital Practice Setting (Other). If 'Other' is given as the Hospital Practice Setting, then this field must be provided and 50 or fewer characters in length.*

17. **Filler** (Filler)

- a. Leave blank

18. **License and state licensure action notifications enabled** (NotificationsEnabled)

- a. "Y" indicates that license and state licensure action notifications about this nurse should be sent to the institution.
- b. "N" indicates that license and state licensure action notifications about this nurse should not be sent to the institution.
- c. Any missing or invalid values will be replaced with "Y".

19. **License expiration reminders enabled** (RemindersEnabled)

- a. "Y" indicates that license expiration reminders should be sent to this nurse.
- b. "N" indicates that license expiration reminders should not be sent to this nurse.
- c. Any missing or invalid values will be replaced with "N".
- d. License expiration reminders will be sent to the nurse using the provided nurse e-mail address (field 5).
- e. If a cell phone number is provided (field 6), then license expiration reminders will be sent to the nurse via text message using provided cell phone number.
- f. If neither an email address nor a cell phone number are provided then this value will be automatically replaced with "N".

Note: By supplying a cell phone number and enabling license expiration reminders for a nurse, the institution is acknowledging that text message reminders will be sent to the number provided and the recipient may be charged fees by their provider.

20. **Filler** (Filler)

- a. Leave blank

21. **Filler** (Filler)

- a. Leave blank

22. **Location list** (LocationList)

- a. List of location codes this nurse is assigned to. If the nurse is assigned to multiple locations then each location code should be separated by a pipe “|” character (ASCII character 124; Unicode character U+007C). For example, if the nurse is assigned to Location A, then “A” should be provided. If the nurse is assigned to both Location A and Location B then “A|B” should be provided.
- b. If updating an existing nurse, any existing location values will be overwritten with the provided location values. For example, if the nurse is currently assigned to Location A and Location B and only “A” is provided, then after processing has completed the nurse will be removed from Location B and will only be assigned to Location A.
- c. This value is only evaluated if the institution has more than one location registered with Nursys e-Notify. If the institution has only one location this value is ignored.
- d. Any invalid location codes will be ignored. If no valid location codes are provided then the nurse will be assigned to the default location.

Note: Nursys e-Notify users with administrative rights may review, add, edit, and remove locations by signing into Nursys e-Notify and navigating to Settings > Location Information. There they can also find information about location codes and default locations.

23. **User defined field** (RecordID)

- a. You may use this field to store an internal identifier for this nurse, such as an employee number.
- b. Please do not enter any private or personal information, such as a Social Security Number (SSN).
- c. Only the first 50 characters will be accepted. All characters beyond 50 will be removed.

2.3 Sample files

The following sections show sample files for each of the accepted Nursys e-Notify nurse list upload file types.

2.3.1 CSV (Comma Separated Values)

The following is a sample of a CSV data file. Note that each field value is enclosed in quotation marks and each field is separated by a comma. Each nurse record should be on its own row. There is no header row in the file.

```
"A","NC","3547891543","RN","kwotter@example.com","","2025 WOOTTLOU STREET","SUITE 200","Charlotte","NC","28201","7503","","1985","6","","","Y","Y","","",""
"A","NC","3547884315","RN","dwillsen@example.com","7045552121","2010 WILSOCAN LANE","","Charlotte","NC","28201","","","0","Vestibulum","","Y","Y","","A",""
"A","NC","3547871345","RN","bswemmins@example.com","","2024 WILKIAMA AVE","","Charlotte","NC","28201","7042","1984","19","","","N","N","","A|B",""
"R","NC","3547865431","RN","tweegertz@example.com","","2025 WIGHISAR ROAD","PO BOX 324","Charlotte","NC","28201","","","4","","","N","N","",""
"A","NC","3547853154","RN","tweegrandel@example.com","7045551212","2023 WIEGASAR STREET","","Charlotte","NC","28201","5060","","1983","2","","","Y","Y","",""
```

2.3.2 XLS/XLSX (Microsoft Excel)

The following is a sample of a Microsoft Excel data file. Note that each field value is in its own column. Each nurse record should be on its own row. There is no header row in the file.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
1	A	NC	3547891543	RN	kwotter@example.com		2025 WOOTTLOU STREET	SUITE 200	Charlotte	NC	28201	7503		1985	6			Y	Y				
2	A	NC	3547884315	RN	dwillsen@example.com	7045552121	2010 WILSOCAN LANE		Charlotte	NC	28201				0	Vestibulum		Y	Y			A	
3	A	NC	3547871345	RN	bswemmins@example.com		2024 WILKIAMA AVE		Charlotte	NC	28201	7042		1984	19				N	N			A B
4	R	NC	3547865431	RN	tweegertz@example.com		2025 WIGHISAR ROAD	PO BOX 324	Charlotte	NC	28201				4				N	N			
5	A	NC	3547853154	RN	tweegrandel@example.com	7045551212	2023 WIEGASAR STREET		Charlotte	NC	28201	5060		1983	2				Y	Y			

2.3.3 XML (eXtensible Markup Language)

The following is a sample of an XML data file. Note that there is a root Nurses node that contains a collection of individual Nurse nodes. Each Nurse node has all of the elements for a single nurse record.

```
<Nurses>
  <Nurse>
    <SubmissionActionCode>A</SubmissionActionCode>
    <Jurisdiction>NC</Jurisdiction>
    <LicenseNumber>3547891543</LicenseNumber>
    <LicenseType>RN</LicenseType>
    <Email>kwotter@example.com</Email>
    <CellPhoneNumber></CellPhoneNumber>
    <Address1>2025 WOOTTLAU STREET</Address1>
    <Address2>SUITE 200</Address2>
    <City>Charlotte</City>
    <State>NC</State>
    <Zip>28201</Zip>
    <LastFourSSN>7503</LastFourSSN>
    <BirthYear>1985</BirthYear>
    <HospitalPracticeSetting>6</HospitalPracticeSetting>
    <HospitalPracticeSettingOther></HospitalPracticeSettingOther>
    <NotificationsEnabled>Y</NotificationsEnabled>
    <RemindersEnabled>Y</RemindersEnabled>
    <LocationList></LocationList>
  </Nurse>
  <Nurse>
    <SubmissionActionCode>R</SubmissionActionCode>
    <Jurisdiction>NC</Jurisdiction>
    <LicenseNumber>3547865431</LicenseNumber>
    <LicenseType>RN</LicenseType>
    <Email>tweggertz@example.com</Email>
    <CellPhoneNumber></CellPhoneNumber>
    <Address1>2025 WIGHISAR ROAD</Address1>
    <Address2>PO BOX 324</Address2>
    <City>Charlotte</City>
    <State>NC</State>
    <Zip>28201</Zip>
    <LastFourSSN></LastFourSSN>
    <BirthYear></BirthYear>
    <HospitalPracticeSetting>4</HospitalPracticeSetting>
    <HospitalPracticeSettingOther></HospitalPracticeSettingOther>
    <NotificationsEnabled>N</NotificationsEnabled>
    <RemindersEnabled>N</RemindersEnabled>
    <LocationList>A|B</LocationList>
  </Nurse>
</Nurses>
```

2.4 File upload process

The file upload process has three steps:

1. **Uploading the file.** In this step, the institution selects the Nursys e-Notify file they would like to upload. Here the file type, name, and contents are validated per the rules outlined in section 2.2.
2. **Reviewing and editing the file records.** In this step the institution reviews all of the records contained in their Nursys e-Notify file. Any validation errors that were found are displayed. The institution can review and resolve each of the validation errors. Any records with unresolved validation errors are automatically excluded from further processing.
3. **Submitting the file.** Each nurse record in the file is individually processed. The appropriate adds, updates, and removals are made to the list of nurses the institution has enrolled in Nursys e-Notify.

Only one Nursys e-Notify file may be uploaded by an institution at a time. All steps must be completed before a new file can be uploaded. The institution also has the option to entirely cancel a file upload at any point during the process.

2.5 Review nurse information

After completing the file upload process the enrolled nurses can be reviewed from the Nursys e-Notify Nurse List page.

Nursys e-Notify Nurse List

Here are all of your enrolled nurse licenses and their discipline and expiration information. Add, edit, or delete your enrolled nurse licenses. Turn notifications on and off. View individual and summary reports. Download a copy of your current nurse list.

[Export](#) [Enroll a Nurse](#)

Filters:

Last name:

License type:

State:

Status:

[Search](#) [Reset](#)

Viewing 1 - 50 of 3565 nurses [Recent notification details](#) [Summary Report](#)

Filtered by: location

<< < 1 2 3 4 5 6 7 8 9 10 > >>

NAME	TYPE	STATE	LICENSE #	ACTIVE	LICENSE STATUS	EXPIRATION	OTHER LICENSES IN PART. STATES	DELETE	EDIT
[Redacted]	PN	ILLINOIS	[Redacted]	Contact board of nursing	UNENCUMBERED	01/31/2015 Remind	NO		

Click on the nurse's name to review individual details such as NCSBN ID, license number, expiration date, license status, discipline/final orders history, and authorization to practice.

[Redacted]	RN	ARIZONA	[Redacted]	N/A	DENIAL OF LICENSE RN PRIVILEGE ADVERSE ACTION: MAINE (see nurse report)	N/A	YES		
----------------------------	----	---------	------------	-----	--	-----	-----	--	--

Use the Summary Report feature to download a file of information about all of your nurses including NCSBN ID, license number, expiration date, and license status. The Summary Report offers several different filter and format options.

Nursys e-Notify Summary Report ✕

Summary Report Filters

Licenses to include

All licenses ▾

Active status

All licenses ▾

Notification settings

All licenses ▾

Summary Report Format

Report format

Excel ▾

Include User Defined Field column in report

Summary Report
Close

Here is a sample of some of the information available from the Summary Report in Microsoft Excel (XLSX) format.

NCSBN ID	Enrolled License	License State	Type	Name on License	License	Active	License Status
...	Y	IL	PN	ABBOTT,	Contact board of nursing	UNENCUMBERED
7128479	Y	IL	RN	ABERNATHY,	Contact board of nursing	CONTACT BOARD OF NURSING (see nurse report)
6769062	Y	CARN	RN	ABERNATHY,	Contact board of nursing	UNENCUMBERED
5688554	Y	CARN	RN	ADRAMS,	Contact board of nursing	UNENCUMBERED
...	Y	CAVN	PN	ADRAMS,	Contact board of nursing	UNENCUMBERED

3.0 Application Programming Interface (API)

Institutions can automate the adding, updating, and removal of nurses from their nurse list using the Nursys e-Notify application programming interface (API). The API exposes methods using a SOAP-based web service. Institutions should contact Nursys e-Notify customer service (see section 1.4) to request API credentials. Only one username and password are required for each institution.

3.1 About web services

3.1.1 Web services defined

A Web Service is defined by the [W3C \(http://www.w3.org/TR/ws-gloss/\)](http://www.w3.org/TR/ws-gloss/) as a software system designed to support [interoperable machine-to-machine](#) interaction over a [network](#). It has an interface described in a machine-processable format (specifically [WSDL](#)). Other systems interact with the Web service in a manner prescribed by its description using SOAP-messages, typically conveyed using HTTP with an XML serialization in conjunction with other Web-related standards. This type of interface was used by Nursys e-Notify due to its extensible, platform-independent nature.

For more information about Web services, please navigate to the following site:

<http://www.w3schools.com/webservices/default.asp>.

3.1.2 HTTPS

HTTPS is an industry-standard mechanism for securely transmitting data. This technology ensures both the client request message and the Nursys e-Notify response details are securely communicated. Nursys e-Notify requires connecting using the Transport Layer Security (TLS) version 1.2 protocol.

For more information about HTTPS, please navigate to http://en.wikipedia.org/wiki/HTTP_Secure. For more information about TLS, please navigate to https://en.wikipedia.org/wiki/Transport_Layer_Security.

3.1.3 Authentication

In order to use the Nursys e-Notify API, an institution must provide valid credentials to be authenticated. Each institution wishing to use the Nursys e-Notify API will have one account consisting of a username and password. Please contact Nursys e-Notify customer service (see section 1.4) to request API credentials. Only one username and password are required for each institution.

Once received, your credentials can be managed by your institution's administrator. Administrators can view the API username, change the API password, and view the API URL. API passwords must be updated every 90 days.

Note: The communication of authentication information is secure since the Nursys e-Notify API requires HTTPS. However, it is the responsibility of each institution to protect the credentials stored in their infrastructure according to information security best practices.

3.1.4 Request and response

The Nursys e-Notify API is designed around a “request and response” model. Each request is a logical unit of work to be performed and will receive a corresponding response. Requests and responses are tied with a transaction identifier (TransactionID). The TransactionID is a reference ID specified by the client application and echoed back as a part of the response.

3.1.5 Fault processing

The Nursys e-Notify API allows for different types of fault handling. The types of faults supported fall into two categories:

1. **Credentials Fault:** The specified request did not contain valid credential information based on authentication validation architecture.
2. **Services Fault:** The request results in a processing error, either specific to the business rules defined for the Nursys e-Notify API or an unexpected error in the processing of a transaction.

3.2 Methods

The Nursys e-Notify API exposes four methods. The first method is for adding, updating, and removing nurses from an institution’s nurse list. The second method is for changing the institution’s API password. The third and fourth methods return extended license information for a nurse enrolled in an institution’s nurse list.

3.2.1 Manage nurse list (ManageNurseList)

The ManageNurseList method allows nurses to be added, update, or removed from an institutions’s Nursys e-Notify nurse list. The MangeNurseList method takes a MangeNurseListRequest object as an input and returns a MangeNurseListResponse object as an output. It is recommended to send 200 licenses in a single request.

3.2.2 Change password (ChangePassword)

The ChangePassword method allows institutions to change their Nursys e-Notify API passwords. Passwords must be changed every 90 days. The new password must be different from the old (current) password. The ChangePassword method takes a ChangePasswordRequest object as an input and returns a ChangePasswordResponse object as an output.

3.2.3 Submit nurse lookup (SubmitNurseLookup)

The SubmitNurseLookup method allows institutions to submit a list of licenses for lookup. The SubmitNurseLookup method takes a NurseLookupRequest object as an input and returns a SubmitNurseLookupResponse object as an output. The SubmitNurseLookupResponse output object will contain a TransactionID value. The institution will submit the TransactionID to the Retrieve nurse lookup (RetrieveNurseLookup) method to receive their lookup results. Up to 2,000 licenses may be submitted in a single request.

3.2.4 Retrieve nurse lookup (RetrieveNurseLookup)

The RetrieveNurseLookup method allows institutions to receive the results of their previously submitted lookup request. The RetrieveNurseLookup method takes a RetrieveNurseLookupRequest object as an input and returns a NursLookupResponse object as an output. The RetrieveNurseLookupRequest input object will contain a TransactionID value. The institution will use the TransactionID they received from a previous SubmitNurseLookup request.

3.2.5 Notification lookup (NotificationLookup)

The NotificationLookup method allows institutions to receive a list of licenses that have had a status change for a given date range. The NotificationLookup method takes a NotificationLookupRequest object as an input and returns a NotificationLookupResponse object as an output.

3.3 Manage nurse list (ManageNurseList) input

3.3.1 Request (ManageNurseListRequest)

The ManageNurseListRequest object is an input into the ManageNurseList method. The ManageNurseListRequest object is made up of three components: credentials, a transaction identifier, and a collection of nurses.

ManageNurseListRequest

Element Name	Data Type	Length	Usage	Description
<Credentials>			Required	API authentication credentials.
<TransactionID>	String	50	Required	Transaction identifier.
<Nurses>	Collection		Required	Collection of nurse objects.

3.3.2 Credentials (Credentials)

The Credentials component of the ManageNurseListRequest includes a username and a password. Institutions should contact Nursys e-Notify customer service (see section 1.4) to secure credentials. Only one username and password are required for each institution.

Credentials

Element Name	Data Type	Length	Usage	Description
<Username>	String	50	Required	Authentication login.
<Password>	String	50	Required	Authentication password.

3.3.3 Transaction identifier (TransactionID)

A transaction identifier is required so API requests and responses can be tied together in an asynchronous programming model. It is recommended that every API request have a unique transaction identifier, though this is not a requirement.

TransactionID

Element Name	Data Type	Length	Usage	Description
<TransactionID>	String	50	Required	Transaction identifier.

3.3.4 Collection of nurses (Nurses)

The Nurses component is a collection of nurse records that the institution is submitting to add, update, or remove nurses from their Nursys e-Notify nurse list. It is an aggregation of individual nurse objects.

Nurses

Element Name	Data Type	Length	Usage	Description
<Nurses>	Collection		Required	Collection of nurse objects.

Nurse (please refer to section 2.2.2 for field definitions and processing rules)

Element Name	Data Type	Usage	Length	Description
<SubmissionActionCode>	String	Required	1	Submission action code
<Jurisdiction>	String	Required	4	State board of nursing.
<LicenseNumber>	String	Required	15	License number.
<LicenseType>	String	Required	4	License type.
<Email>	String	Optional	50	E-mail address.
<CellPhoneNumber>	String	Optional	10	Cell phone number.
<Address1>	String	Required	50	Address line 1.
<Address2>	String	Optional	50	Address line 2.
<City>	String	Required	50	City.
<State>	String	Required	2	State.
<Zip>	String	Required	10	Zip code.
<LastFourSSN>	String	Required	4	Last four digits of social security number.
<BirthMonth>	Integer	Optional	2	Unused/ignored
<BirthYear>	Integer	Required	4	Birth year.
<HospitalPracticeSetting>	Integer	Required	2	Hospital practice setting.
< HospitalPracticeSetting Other>	String	Optional	50	Hospital practice setting (other).
<HireDate>	Date	Optional		Unused/ignored
<NotificationsEnabled>	String	Required	1	License and state licensure action notifications enabled.
<RemindersEnabled>	String	Required	1	License expiration reminders enabled.
<ReleasedForDiscipline>	String	Optional	1	Unused/ignored
<ReleasedComments>	String	Optional	100	Unused/ignored
<LocationList>	String	Optional	100	Pipe delimited list of location codes.
<RecordID>	String	Optional	50	Client-provided identifier echoed back as part of the response.

Note: By supplying a cell phone number and enabling license expiration reminders for a nurse, the institution is acknowledging that text message reminders will be sent to the number provided and the recipient may be charged fees by their provider.

3.3.5 XML sample

The following is a sample XML representation of a ManageNurseListRequest object.

```
<?xml version="1.0"?>
<s:Envelope xmlns:s="http://schemas.xmlsoap.org/soap/envelope/">
  <s:Body>
    <ManageNurseListRequest xmlns="http://com.nursys.services.ServiceModel/2012/eNotifyService">
      <Credentials xmlns:a="http://com.nursys.services.ServiceModel/2012/Credentials"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:Username>MyAPIUsername</a:Username>
        <a>Password>MyAPIPassword#1</a>Password>
      </Credentials>
      <Nurses xmlns:a="http://com.nursys.services.ServiceModel/2012/eNotify"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:Nurse>
          <a:SubmissionActionCode>A</a:SubmissionActionCode>
          <a:Jurisdiction>IL</a:Jurisdiction>
          <a:LicenseNumber>00000001</a:LicenseNumber>
          <a:LicenseType>RN</a:LicenseType>
          <a>Email>address@example.com</a>Email>
          <a:CellPhoneNumber>3125555555</a:CellPhoneNumber>
          <a:Address1>123 Fake Street</a:Address1>
          <a:Address2>Suite 100</a:Address2>
          <a:City>Chicago</a:City>
          <a:State>IL</a:State>
          <a:Zip>60601</a:Zip>
          <a>LastFourSSN>9999</a>LastFourSSN>
          <a:BirthYear>1950</a:BirthYear>
          <a:HospitalPracticeSetting>21</a:HospitalPracticeSetting>
          <a:HospitalPracticeSettingOther>Lorem Ipsum</a:HospitalPracticeSettingOther>
          <a:NotificationsEnabled>Y</a:NotificationsEnabled>
          <a:RemindersEnabled>Y</a:RemindersEnabled>
          <a:LocationList>001</a:LocationList>
          <a:RecordID>12345</a:RecordID>
        </a:Nurse>
      </Nurses>
      <TransactionID>6f5c1159-bb8c-454d-b989-06cfd4a2ef9b</TransactionID>
    </ManageNurseListRequest>
  </s:Body>
</s:Envelope>
```

3.4 Manage nurse list (ManageNurseList) output

3.4.1 Response (ManageNurseListResponse)

The ManageNurseListResponse object is the output of the ManageNurseList method. The ManageNurseListResponse object is made up of two components: a transaction header and a collection of nurse responses.

ManageNurseListResponse

Element Name	Data Type	Length	Usage	Description
<Transaction>			Required	Information about the API request and response.
<NurseResponses>	Collection		Required	Collection of nurse response objects.

3.4.2 Transaction header (Transaction)

The Transaction object contains information about the API request and response. It echoes back the TransactionID supplied in the request and provides other information about the processing of the request.

Transaction

Element Name	Data Type	Length	Usage	Description
<TransactionID>	String	50	Required	Transaction identifier supplied in the request.
<TransactionDate>	Date		Required	System date and time when the request was processed.
<TransactionComment>	String	5000	Optional	System provided comments regarding the processing of the request.
<TransactionSuccessFlag>	Boolean		Required	True or False indicator if the request was successfully processed or not.
<TransactionErrors>	Collection		Optional	A collection of system errors that may have occurred during the processing of the request.

TransactionError

Element Name	Data Type	Length	Usage	Description
<ErrorID>	Integer	10	Required	System assigned processing error identifier.
<ErrorMessage>	String	5000	Required	System provided processing error message.

3.4.3 Nurse response collection (NurseResponses)

NursesResponses is a collection of NurseResponse objects. A NurseResponse object represents the processing status of each Nurse object sent in the request. The NurseResponse object has three components: the Nurse object sent in the request, a flag indicating if the nurse was successfully added, updated, or removed from the institution's Nursys e-Notify nurse list, and a collection of validation errors.

NurseResponses

Element Name	Data Type	Length	Usage	Description
<NurseResponses>	Collection		Required	Collection of nurse response objects.

NurseResponse (please refer to section 3.3.4 for the Nurse object definition)

Element Name	Data Type	Usage	Length	Description
<Nurse>		Required		Nurse sent via request.
<SuccessFlag>	Boolean	Required		True or False indicator if the Nurse was successfully added/updated/removed.
<Errors>	Collection	Optional		A collection of validation errors that may have occurred during the processing of the Nurse.

Error (please refer to section 3.3.4 for validation error definitions)

Element Name	Data Type	Length	Usage	Description
<ErrorID>	Integer	10	Required	System assigned validation error identifier.
<ErrorMessage>	String	5000	Required	System provided validation error message.

3.4.4 XML sample

The following is a sample XML representation of a ManageNurseListResponse object.

```
<s:Envelope xmlns:s="http://schemas.xmlsoap.org/soap/envelope/">
  <s:Body>
    <ManageNurseListResponse xmlns="http://com.nursys.services.ServiceModel/2012/eNotifyService">
      <NurseResponses xmlns:a="http://com.nursys.services.ServiceModel/2012/eNotify"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:NurseResponse>
          <a:SuccessFlag>true</a:SuccessFlag>
          <a:Errors/>
          <a:Nurse>
            <a:SubmissionActionCode>A</a:SubmissionActionCode>
            <a:Jurisdiction>IL</a:Jurisdiction>
            <a:LicenseNumber>00000001</a:LicenseNumber>
            <a:LicenseType>RN</a:LicenseType>
            <a:Email>address@example.com</a:Email>
            <a:CellPhoneNumber>3125555555</a:CellPhoneNumber>
            <a:Address1>123 FAKE STREET</a:Address1>
            <a:Address2>SUITE 100</a:Address2>
            <a:City>CHICAGO</a:City>
            <a:State>IL</a:State>
            <a:Zip>60601</a:Zip>
            <a>LastFourSSN/>
            <a:BirthMonth>-1</a:BirthMonth>
            <a:BirthYear>-1</a:BirthYear>
            <a:HospitalPracticeSetting>21</a:HospitalPracticeSetting>
            <a:HospitalPracticeSettingOther>LOREM IPSUM</a:HospitalPracticeSettingOther>
            <a:NotificationsEnabled>Y</a:NotificationsEnabled>
            <a:RemindersEnabled>Y</a:RemindersEnabled>
            <a:ReleasedForDiscipline/>
            <a:ReleasedComments/>
            <a:RecordID>12345</a:RecordID>
            <a:LocationList>|001</a:LocationList>
            <a:HireDate>0001-01-01T00:00:00</a:HireDate>
          </a:Nurse>
        </a:NurseResponse>
      </NurseResponses>
      <Transaction xmlns:a="http://com.nursys.services.ServiceModel/2012/Transaction"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:TransactionID>6f5c1159-bb8c-454d-b989-06cfd4a2ef9b</a:TransactionID>
        <a:TransactionDate>2018-01-01T15:56:22.8278625-06:00</a:TransactionDate>
        <a:TransactionComment/>
        <a:TransactionSuccessFlag>true</a:TransactionSuccessFlag>
        <a:TransactionErrors/>
      </Transaction>
    </ManageNurseListResponse>
  </s:Body>
</s:Envelope>
```

3.5 Change password (ChangePassword) input

3.5.1 Request (ChangePasswordRequest)

The ChangePasswordRequest object is an input into the ChangePassword method. The ChangePasswordRequest object is made up of three components: credentials, a transaction identifier, and the new password.

ChangePasswordRequest

Element Name	Data Type	Length	Usage	Description
<Credentials>			Required	API authentication credentials.
<TransactionID>	String	50	Required	Transaction identifier.
<NewPassword>	String	50	Required	New API authentication password.

3.5.2 Credentials (Credentials)

The Credentials component of the ChangePasswordRequest includes a username and a password. Institutions should contact Nursys e-Notify customer service (see section 1.4) to secure credentials. Only one username and password are required for each institution.

Credentials

Element Name	Data Type	Length	Usage	Description
<Username>	String	50	Required	Authentication login.
<Password>	String	50	Required	Authentication password.

3.5.3 Transaction identifier (TransactionID)

A transaction identifier is required so API requests and responses can be tied together in an asynchronous programming model. It is recommended that every API request have a unique transaction identifier, though this is not a requirement.

TransactionID

Element Name	Data Type	Length	Usage	Description
<TransactionID>	String	50	Required	Transaction identifier.

3.5.4 New password (NewPassword)

This will be the new Nursys e-Notify API password for the institution account provided in the Credentials. The NewPassword must comply with the following Nursys e-Notify password rules:

- Must be at least eight characters in length
- Must contain at least one uppercase alphabetic character
- Must contain at least one digit

As long as these rules are met the password can contain any combination of mixed case letters, numbers, and punctuation characters.

NewPassword

Element Name	Data Type	Length	Usage	Description
<NewPassword>	String	50	Required	New API authentication password.

3.5.5 XML Sample

The following is a sample XML representation of a ChangePasswordRequest object.

```
<?xml version="1.0"?>
<s:Envelope xmlns:s="http://schemas.xmlsoap.org/soap/envelope/">
  <s:Body>
    <ChangePasswordRequest xmlns="http://com.nursys.services.ServiceModel/2012/eNotifyService">
      <Credentials xmlns:a="http://com.nursys.services.ServiceModel/2012/Credentials"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:Username>MyAPIUsername</a:Username>
        <a:Password>MyAPIPassword#1</a:Password>
      </Credentials>
      <NewPassword>MyAPIPassword#2</NewPassword>
      <TransactionID>6f5c1159-bb8c-454d-b989-06cfd4a2ef9b</TransactionID>
    </ChangePasswordRequest>
  </s:Body>
</s:Envelope>
```

3.6 Change password (ChangePassword) output

3.6.1 Response (ChangePasswordResponse)

The ChangePasswordResponse object is the output of the ChangePassword method. The ChangePasswordResponse object is made up of a transaction header.

ChangePasswordResponse

Element Name	Data Type	Length	Usage	Description
<Transaction>			Required	Information about the API request and response.

3.6.2 Transaction header (Transaction)

The Transaction object contains information about the API request and response. It echoes back the TransactionID supplied in the request and provides other information about the processing of the request.

Transaction

Element Name	Data Type	Length	Usage	Description
<TransactionID>	String	50	Required	Transaction identifier supplied in the request.
<TransactionDate>	Date		Required	System date and time when the request was processed.
<TransactionComment>	String	5000	Optional	System provided comments regarding the processing of the request.
<TransactionSuccessFlag>	Boolean		Required	True or False indicator if the request was successfully processed or not.
<TransactionErrors>	Collection		Optional	A collection of system errors that may have occurred during the processing of the request.

TransactionError

Element Name	Data Type	Length	Usage	Description
<ErrorID>	Integer	4	Required	System assigned processing error identifier.
<ErrorMessage>	String	5000	Required	System provided processing error message.

3.6.3 XML Sample

The following is a sample XML representation of a ChangePasswordResponse object.

```
<s:Envelope xmlns:s="http://schemas.xmlsoap.org/soap/envelope/">
  <s:Body>
    <ChangePasswordResponse xmlns="http://com.nursys.services.ServiceModel/2012/eNotifyService">
      <Transaction xmlns:a="http://com.nursys.services.ServiceModel/2012/Transaction"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:TransactionID>6f5c1159-bb8c-454d-b989-06cfd4a2ef9b</a:TransactionID>
        <a:TransactionDate>2018-01-01T16:05:35.3251067-06:00</a:TransactionDate>
        <a:TransactionComment/>
        <a:TransactionSuccessFlag>true</a:TransactionSuccessFlag>
        <a:TransactionErrors/>
      </Transaction>
    </ChangePasswordResponse>
  </s:Body>
</s:Envelope>
```

3.7 Submit nurse lookup (SubmitNurseLookup) input

3.7.1 Request (NurseLookupRequest)

The NurseLookupRequest object is an input into the SubmitNurseLookup method. The NurseLookupRequest object is made up of two components: credentials and a collection of licenses to be looked up (LicenseRequests).

NurseLookupRequest

Element Name	Data Type	Length	Usage	Description
<Credentials>			Required	API authentication credentials.
<LicenseRequests>	Collection		Required	Collection of license request objects.

3.7.2 Credentials (Credentials)

The Credentials component of the NurseLookupRequest includes a username and a password. Institutions should contact Nursys e-Notify customer service (see section 1.4) to secure credentials. Only one username and password are required for each institution.

Credentials

Element Name	Data Type	Length	Usage	Description
<Username>	String	50	Required	Authentication login.
<Password>	String	50	Required	Authentication password.

3.7.3 Collection of licenses to look up (LicenseRequests)

The LicenseRequests component is a collection of license records that the institution is submitting to receive extended license information. The institution must have previously enrolled the license in Nursys e-Notify. It is an aggregation of individual license (LicenseRequest) objects. The LicenseRequests collection may contain up to 2,000 LicenseRequest objects.

LicenseRequests

Element Name	Data Type	Length	Usage	Description
<LicenseRequests>	Collection		Required	Collection of license request objects.

LicenseRequest

Element Name	Data Type	Usage	Length	Description
<LicenseNumber>	String	Required	15	License number.
<Jurisdiction>	String	Required	4	State board of nursing. Please see the appendix for a list of valid values.
<LicenseType>	String	Required	4	License type. Please see the appendix for a list of valid values.
<RecordID>	String	Optional	50	Client-provided identifier echoed back as part of the response.

3.7.4 XML sample

The following is a sample XML representation of a NurseLookupRequest object.

```
<s:Envelope xmlns:s="http://schemas.xmlsoap.org/soap/envelope/">
  <s:Body>
    <NurseLookupRequest xmlns="http://com.nursys.services.ServiceModel/2012/eNotifyService">
      <Credentials xmlns:a="http://com.nursys.services.ServiceModel/2012/Credentials"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:Username>MyAPIUsername</a:Username>
        <a>Password>MyAPIPassword#1</a>Password>
      </Credentials>
      <LicenseRequests xmlns:a="http://com.nursys.services.ServiceModel/2012/eNotify"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:LicenseRequest>
          <a:LicenseNumber>00000001</a:LicenseNumber>
          <a:Jurisdiction>IL</a:Jurisdiction>
          <a:LicenseType>RN</a:LicenseType>
          <a:RecordID>12345</a:RecordID>
        </a:LicenseRequest>
      </LicenseRequests>
    </NurseLookupRequest>
  </s:Body>
</s:Envelope>
```

3.8 Submit nurse lookup (SubmitNurseLookup) output

3.8.1 Response (SubmitNurseLookupResponse)

The SubmitNurseLookupResponse object is the output of the SubmitNurseLookup method. The SubmitNurseLookupResponse object is made up a single transaction header.

SubmitNurseLookupResponse

Element Name	Data Type	Length	Usage	Description
<Transaction>			Required	Information about the API request and response.

3.8.2 Transaction header (Transaction)

The Transaction object contains information about the API request and response. It contains a unique TransactionID and provides other information about the processing of the request.

Note: This TransactionID will be used as an input into the RetrieveNurseLookup method to receive the lookup results.

Transaction

Element Name	Data Type	Length	Usage	Description
<TransactionID>	String	50	Required	Unique transaction identifier. Used as an input for RetrieveNurseLookup.
<TransactionDate>	Date		Required	System date and time when the request was processed.
<TransactionComment>	String	5000	Optional	System provided comments regarding the processing of the request.
<TransactionSuccessFlag>	Boolean		Required	True or False indicator if the request was successfully processed or not.
<TransactionErrors>	Collection		Optional	A collection of system errors that may have occurred during the processing of the request.

TransactionError

Element Name	Data Type	Length	Usage	Description
<ErrorID>	Integer	10	Required	System assigned processing error identifier.
<ErrorMessage>	String	5000	Required	System provided processing error message.

3.8.3 XML Sample

The following is a sample XML representation of a SubmitNurseLookupResponse object.

```
<s:Envelope xmlns:s="http://schemas.xmlsoap.org/soap/envelope/">
  <s:Body>
    <SubmitNurseLookupResponse
xmlns="http://com.nursys.services.ServiceModel/2012/eNotifyService">
      <Transaction xmlns:a="http://com.nursys.services.ServiceModel/2012/Transaction"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:TransactionID>001ealb3-6a20-40c6-96d9-5dc2467387c9</a:TransactionID>
        <a:TransactionDate>2018-03-02T15:18:15.4895367-06:00</a:TransactionDate>
        <a:TransactionComment/>
        <a:TransactionSuccessFlag>true</a:TransactionSuccessFlag>
        <a:TransactionErrors/>
      </Transaction>
    </SubmitNurseLookupResponse>
  </s:Body>
</s:Envelope>
```

3.9 Retrieve nurse lookup (RetrieveNurseLookup) input

3.9.1 Request (RetrieveNurseLookupRequest)

The RetrieveNurseLookupRequest object is an input into the RetrieveNurseLookup method. The RetrieveNurseLookupRequest object is made up of two components: credentials and a transaction identifier.

RetrieveNurseLookupRequest

Element Name	Data Type	Length	Usage	Description
<Credentials>			Required	API authentication credentials.
<TransactionID>	String	50	Required	Unique transaction identifier. Output by the SubmitNurseLookup method.

3.9.2 Credentials (Credentials)

The Credentials component of the RetrieveNurseLookupRequest includes a username and a password. Institutions should contact Nursys e-Notify customer service (see section 1.4) to secure credentials. Only one username and password are required for each institution.

Credentials

Element Name	Data Type	Length	Usage	Description
<Username>	String	50	Required	Authentication login.
<Password>	String	50	Required	Authentication password.

3.9.3 XML Sample

The following is a sample XML representation of a RetrieveNurseLookupRequest object.

```
<s:Envelope xmlns:s="http://schemas.xmlsoap.org/soap/envelope/">
  <s:Body>
    <RetrieveNurseLookupRequest
xmlns="http://com.nursys.services.ServiceModel/2012/eNotifyService">
      <Credentials xmlns:a="http://com.nursys.services.ServiceModel/2012/Credentials"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:Username>MyAPIUsername</a:Username>
        <a:Password>MyAPIPassword#1</a:Password>
      </Credentials>
      <TransactionID>001ea1b3-6a20-40c6-96d9-5dc2467387c9</TransactionID>
    </RetrieveNurseLookupRequest>
  </s:Body>
</s:Envelope>
```

3.10 Retrieve nurse lookup (RetrieveNurseLookup) output

3.10.1 Response (NurseLookupResponse)

The NurseLookupResponse object is the output of the RetrieveNurseLookup method. The NurseLookupResponse object is made up of three components: a transaction header, a processing status flag, and a collection of license lookup responses (NurseLicenseResponses).

If the API has not finished processing the submitted request, then the ProcessingCompleteFlag will be false and the NurseLicenseResponses collection will be empty. If the API has finished processing the submitted request then the ProcessingCompleteFlag will be true and the NurseLicenseResponses collection will be populated.

NurseLookupResponse

Element Name	Data Type	Length	Usage	Description
<NurseLicenseResponses>	Collection		Required	Collection of license response objects.
<ProcessingCompleteFlag>	Boolean		Required	Indicates if the API has finished processing the request.
<Transaction>			Required	

3.10.2 License response collection (NurseLicenseResponses)

NurseLicenseResponses is a collection of NurseLicenseResponse objects. A NurseLicenseResponse object represents the processing status of each license lookup object sent in the request.

LicenseResponses

Element Name	Data Type	Length	Usage	Description
<LicenseResponses>	Collection		Required	Collection of license response objects.

LicenseResponse (please refer to section 3.7.3 for the LicenseRequest object definition)

Element Name	Data Type	Usage	Length	Description
<SuccessFlag>	Boolean	Required		True or False indicator if the lookup was successful.
<Errors>	Collection	Optional		A collection of errors that may have occurred during the processing of the license request.
<LicenseRequest>		Required		License sent via request.
<NCSBNID>	Integer	Optional	10	NCSBN ID is the public, globally unique identifier for all nurses from participating boards of nursing.
<Messages>	Collection	Optional		A collection of notification messages regarding the nurse. It is vital to review these messages as they may contain important information.
<NurseLicenses>	Collection	Optional		A collection of licenses.
<RNAuthorizationToPractices>	Collection	Required		A collection of RN authorization to practice information for each state.
<PNAuthorizationToPractices>	Collection	Required		A collection of PN authorization to practice information for each state.

NurseLicense

Element Name	Data Type	Usage	Length	Description
<Jurisdiction>	String	Required	4	State board of nursing. See appendix for a list of valid values.
<LicenseNumber>	String	Required	15	License number.
<LicenseType>	String	Required	4	License type. See appendix for a list of valid values.
<FirstName>	String	Required	50	Licensee first name.
<LastName>	String	Required	50	Licensee last name.
<CompactStatus>	String	Optional	50	Nurse Licensure Compact (NLC/ENLC) status of the license. Please visit nursys.com for more information about the NLC/ENLC.
<Active>	String	Optional	50	Active status for the license.
<OriginalIssueDate>	Date	Optional		Original issue date for the license.
<ExpirationDate>	Date	Optional		Expiration date for the license.
<LicenseStatus>	String	Optional	500	Current status of the license.
<Messages>	Collection	Optional		A collection of notification messages regarding the license. It is vital to review these messages as they may contain important license information.

AuthorizationToPractice

Element Name	Data Type	Usage	Length	Description
<StateAbbreviation>	String	Required	2	State. See appendix for a list of valid values.
<StateDescription>	String	Required	50	State. See appendix for a list of valid values.
<AuthorizationToPracticeCode>	String	Required	1	Code indicating the authorization to practice in the given state. See appendix for a list of valid values.
<AuthorizationToPracticeDescription>	String	Required	50	Description indicating the authorization to practice in the given state. See appendix for a list of valid values.
<AuthorizationToPracticeNarrative>	String	Required	5000	Detailed information regarding the authorization to practice in the given state.

Messages

Element Name	Data Type	Length	Usage	Description
<Message>	String	5000	Required	A notification message regarding the nurse or license. It is vital to review this message as it may contain important information.

Error

Element Name	Data Type	Length	Usage	Description
<ErrorID>	Integer	10	Required	System assigned validation error identifier.
<ErrorMessage>	String	5000	Required	System provided validation error message.

3.10.3 XML sample

The following is a sample XML representation of a NurseLookupResponse object (some elements removed for brevity).

```
<s:Envelope xmlns:s="http://schemas.xmlsoap.org/soap/envelope/">
  <s:Body>
    <NurseLookupResponse
xmlns="http://com.nursys.services.ServiceModel/2012/eNotifyService">
      <NurseLicenseResponses
xmlns:a="http://com.nursys.services.ServiceModel/2012/eNotify"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:NurseLicenseResponse>
          <a:SuccessFlag>true</a:SuccessFlag>
          <a:Errors/>
          <a:LicenseRequest>
            <a:LicenseNumber>00000001</a:LicenseNumber>
            <a:Jurisdiction>IL</a:Jurisdiction>
            <a:LicenseType>RN</a:LicenseType>
            <a:RecordID>12345</a:RecordID>
          </a:LicenseRequest>
          <a:NCSBNID>24680</a:NCSBNID>
          <a:Messages/>
          <a:NurseLicenses>
            <a:NurseLicense>
              <a:Jurisdiction>IL</a:Jurisdiction>
              <a:LicenseNumber>00000001</a:LicenseNumber>
              <a:LicenseType>RN</a:LicenseType>
              <a:FirstName>JANE</a:FirstName>
              <a:LastName>PUBLIC</a:LastName>
              <a:CompactStatus>N/A</a:CompactStatus>
              <a:Active>YES</a:Active>
              <a:OriginalIssueDate>2000-01-01T00:00:00</a:OriginalIssueDate>
              <a:ExpirationDate>2025-12-31T00:00:00</a:ExpirationDate>
              <a:LicenseStatus>UNENCUMBERED</a:LicenseStatus>
              <a:Messages/>
            </a:NurseLicense>
          </a:NurseLicenses>
          <a:RNAuthorizationToPractices>
            <a:AuthorizationToPractice>
              <a:Jurisdiction i:nil="true"/>
              <a:StateAbbreviation>AK</a:StateAbbreviation>
              <a:StateDescription>ALASKA</a:StateDescription>
              <a:AuthorizationToPracticeCode>N</a:AuthorizationToPracticeCode>
              <a:AuthorizationToPracticeDescription>NO AUTHORIZATION TO
PRACTICE</a:AuthorizationToPracticeDescription>
              <a:AuthorizationToPracticeNarrative>ALASKA: THIS NURSE DOES NOT HAVE
AUTHORIZATION TO PRACTICE AS AN RN IN ALASKA. THIS IS BASED ON INFORMATION PROVIDED TO
NURSYS BY THE ALASKA BOARD OF NURSING.</a:AuthorizationToPracticeNarrative>
            </a:AuthorizationToPractice>
            <a:AuthorizationToPractice>
              <a:Jurisdiction i:nil="true"/>
              <a:StateAbbreviation>IL</a:StateAbbreviation>
              <a:StateDescription>ILLINOIS</a:StateDescription>
              <a:AuthorizationToPracticeCode>Y</a:AuthorizationToPracticeCode>
              <a:AuthorizationToPracticeDescription>AUTHORIZATION TO
PRACTICE</a:AuthorizationToPracticeDescription>
              <a:AuthorizationToPracticeNarrative>ILLINOIS: THIS NURSE HAS
AUTHORIZATION TO PRACTICE AS AN RN IN ILLINOIS BECAUSE THEY HOLD AN RN LICENSE FROM
```

```

ILLINOIS. THIS IS BASED ON INFORMATION PROVIDED TO NURSYS BY THE ILLINOIS BOARD OF
NURSING.</a:AuthorizationToPracticeNarrative>
  </a:AuthorizationToPractice>
</a:RNAuthorizationToPractices>
<a:PNAuthorizationToPractices>
  <a:AuthorizationToPractice>
    <a:Jurisdiction i:nil="true"/>
    <a:StateAbbreviation>AK</a:StateAbbreviation>
    <a:StateDescription>ALASKA</a:StateDescription>
    <a:AuthorizationToPracticeCode>N</a:AuthorizationToPracticeCode>
    <a:AuthorizationToPracticeDescription>NO AUTHORIZATION TO
PRACTICE</a:AuthorizationToPracticeDescription>
    <a:AuthorizationToPracticeNarrative>ALASKA: THIS NURSE DOES NOT HAVE
AUTHORIZATION TO PRACTICE AS A PN IN ALASKA. THIS IS BASED ON INFORMATION PROVIDED TO
NURSYS BY THE ALASKA BOARD OF NURSING.</a:AuthorizationToPracticeNarrative>
  </a:AuthorizationToPractice>
</a:PNAuthorizationToPractices>
</a:NurseLicenseResponse>
</NurseLicenseResponses>
<ProcessingCompleteFlag>true</ProcessingCompleteFlag>
<Transaction xmlns:a="http://com.nursys.services.ServiceModel/2012/Transaction"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
  <a:TransactionID>001ealb3-6a20-40c6-96d9-5dc2467387c9</a:TransactionID>
  <a:TransactionDate>2018-03-05T11:47:51.5284166-06:00</a:TransactionDate>
  <a:TransactionComment/>
  <a:TransactionSuccessFlag>true</a:TransactionSuccessFlag>
  <a:TransactionErrors/>
</Transaction>
</NurseLookupResponse>
</s:Body>
</s:Envelope>

```

3.11 Notification lookup (NotificationLookup) input

3.11.1 Request (NotificationLookupRequest)

The NotificationLookupRequest object is an input into the NotificationLookup method. The NotificationLookupRequest object is made up of four components: credentials, a transaction identifier, a start date, and an end date.

NotificationLookupRequest

Element Name	Data Type	Length	Usage	Description
<Credentials>			Required	API authentication credentials.
<TransactionID>	String	50	Required	Transaction identifier.
<StartDate>	Date		Required	The method will return licenses with a license status change on or after this date.
<EndDate>	Date		Required	The method will return licenses with a license status change on or before this date.

3.11.2 Credentials (Credentials)

The Credentials component of the NotificationLookupRequest includes a username and a password. Institutions should contact Nursys e-Notify customer service (see section 1.4) to secure credentials. Only one username and password are required for each institution.

Credentials

Element Name	Data Type	Length	Usage	Description
<Username>	String	50	Required	Authentication login.
<Password>	String	50	Required	Authentication password.

3.11.3 Transaction identifier (TransactionID)

A transaction identifier is required so API requests and responses can be tied together in an asynchronous programming model. It is recommended that every API request have a unique transaction identifier, though this is not a requirement.

TransactionID

Element Name	Data Type	Length	Usage	Description
<TransactionID>	String	50	Required	Transaction identifier.

3.11.4 XML Sample

The following is a sample XML representation of a NotificationLookupRequest object.

```
<?xml version="1.0"?>
<s:Envelope xmlns:s="http://schemas.xmlsoap.org/soap/envelope/">
  <s:Body>
    <NotificationLookupRequest
xmlns="http://com.nursys.services.ServiceModel/2012/eNotifyService">
      <Credentials xmlns:a="http://com.nursys.services.ServiceModel/2012/Credentials"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:Username>MyAPIUsername</a:Username>
        <a:Password>MyAPIPassword#1</a:Password>
      </Credentials>
      <EndDate>2018-01-31T00:00:00</EndDate>
      <StartDate>2018-01-01T00:00:00</StartDate>
      <TransactionID>12345</TransactionID>
    </NotificationLookupRequest>
  </s:Body>
</s:Envelope>
```

3.12 Notification lookup (NotificationLookup) output

3.12.1 Response (NotificationLookupResponse)

The NotificationLookupResponse object is the output of the NotificationLookup method. The NotificationLookupResponse object is made up of three components: a transaction header, a flag to indicate if any license status changes occurred during the period, and a collection of licenses with a status change (NotificationResponses).

NotificationLookupResponse

Element Name	Data Type	Length	Usage	Description
<Transaction>			Required	Transaction header.
<NotificationLookupFlag>	Boolean		Required	Indicates if any status changes occurred during the specified date range.
<NotificationResponses>	Collection		Required	Collection of notification response objects.

3.12.2 Transaction header (Transaction)

The Transaction object contains information about the API request and response. It echoes back the TransactionID supplied in the request and provides other information about the processing of the request.

Transaction

Element Name	Data Type	Length	Usage	Description
<TransactionID>	String	50	Required	Transaction identifier supplied in the request.
<TransactionDate>	Date		Required	System date and time when the request was processed.
<TransactionComment>	String	5000	Optional	System provided comments regarding the processing of the request.
<TransactionSuccessFlag>	Boolean		Required	True or False indicator if the request was successfully processed or not.
<TransactionErrors>	Collection		Optional	A collection of system errors that may have occurred during the processing of the request.

TransactionError

Element Name	Data Type	Length	Usage	Description
<ErrorID>	Integer	10	Required	System assigned processing error identifier.
<ErrorMessage>	String	5000	Required	System provided processing error message.

3.12.3 Notification response collection (NotificationResponses)

NotificationResponses is a collection of NotificationResponse objects. A NotificationResponse object represents a license with a status change within the specified date range. The NotificationResponse object has the date the status change was report as well as basic license information.

NotificationResponses

Element Name	Data Type	Length	Usage	Description
<NotificationResponses>	Collection		Required	Collection of license response objects.

NotificationResponse

Element Name	Data Type	Usage	Length	Description
<NotificationDate>	Date	Required		Date the status change was reported.
<Jurisdiction>	String	Required	4	State board of nursing. See appendix for a list of valid values.
<LicenseType>	String	Required	4	License type. See appendix for a list of valid values.
<LicenseNumber>	String	Required	15	License number.
<LastName>	String	Required	50	Licensee last name.
<FirstName>	String	Required	50	Licensee first name.
<RecordID>	String	Optional	50	Client-provided identifier.
<LicenseStatusChange>	String	Optional	500	License status changes affecting the enrolled license.
<DisciplineStatusChange>	String	Optional	500	State licensure action status changes affecting the enrolled license.
<DisciplineStatusChangeOther>	String	Optional	500	State licensure action status changes affecting licenses the nurse may hold that may not be enrolled.

3.12.4 XML Sample

The following is a sample XML representation of a NotificationLookupResponse object.

```
<s:Envelope xmlns:s="http://schemas.xmlsoap.org/soap/envelope/">
  <s:Body>
    <NotificationLookupResponse
xmlns="http://com.nursys.services.ServiceModel/2012/eNotifyService">
      <NotificationLookupFlag>true</NotificationLookupFlag>
      <NotificationResponses xmlns:a="http://com.nursys.services.ServiceModel/2012/eNotify"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:NotificationResponse>
          <a:Jurisdiction>IL</a:Jurisdiction>
          <a:LicenseNumber>00000001</a:LicenseNumber>
          <a:LicenseType>RN</a:LicenseType>
          <a:FirstName>JANE</a:FirstName>
          <a:LastName>PUBLIC</a:LastName>
          <a:RecordID/>
          <a:LicenseStatusChange>--</a:LicenseStatusChange>
          <a:NotificationDate>2018-01-01T00:00:00</a:NotificationDate>
          <a:DisciplineStatusChange>Discipline added</a:DisciplineStatusChange>
          <a:DisciplineStatusChangeOther>--</a:DisciplineStatusChangeOther>
        </a:NotificationResponse>
        <a:NotificationResponse>
          <a:Jurisdiction>IL</a:Jurisdiction>
          <a:LicenseNumber>00000001</a:LicenseNumber>
          <a:LicenseType>RN</a:LicenseType>
          <a:FirstName>JANE</a:FirstName>
          <a:LastName>PUBLIC</a:LastName>
          <a:RecordID/>
          <a:LicenseStatusChange>Active status changed</a:LicenseStatusChange>
          <a:NotificationDate>2018-01-05T00:00:00</a:NotificationDate>
          <a:DisciplineStatusChange>--</a:DisciplineStatusChange>
          <a:DisciplineStatusChangeOther>--</a:DisciplineStatusChangeOther>
        </a:NotificationResponse>
      </NotificationResponses>
      <Transaction xmlns:a="http://com.nursys.services.ServiceModel/2012/Transaction"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <a:TransactionID>12345</a:TransactionID>
        <a:TransactionDate>2018-01-31T09:14:43.0942004-06:00</a:TransactionDate>
        <a:TransactionComment/>
        <a:TransactionSuccessFlag>true</a:TransactionSuccessFlag>
        <a:TransactionErrors/>
      </Transaction>
    </NotificationLookupResponse>
  </s:Body>
</s:Envelope>
```

A.0 Appendix

A.1 Boards of nursing (Jurisdictions)

Please visit <https://www.nursys.com/> for an up to date list of Nursys e-Notify participating boards of nursing.

Value	Notes
AK	ALASKA
AL	ALABAMA
AR	ARKANSAS
AS	AMERICAN SAMOA
AZ	ARIZONA
CARN	CALIFORNIA – RN
CAVN	CALIFORNIA – VN
CO	COLORADO
CT	CONNECTICUT
DC	DISTRICT OF COLUMBIA
DE	DELAWARE
FL	FLORIDA
GA	GEORGIA
GU	GUAM
HI	HAWAII
IA	IOWA
ID	IDAHO
IL	ILLINOIS
IN	INDIANA
KS	KANSAS
KY	KENTUCKY
LARN	LOUISIANA – RN
LAPN	LOUISIANA – PN
MA	MASSACHUSETTS
MD	MARYLAND
ME	MAINE
MI	MICHIGAN
MN	MINNESOTA
MO	MISSOURI
MP	NORTHERN MARIANA ISLANDS
MS	MISSISSIPPI
MT	MONTANA
NC	NORTH CAROLINA
ND	NORTH DAKOTA
NE	NEBRASKA
NH	NEW HAMPSHIRE
NJ	NEW JERSEY
NM	NEW MEXICO
NV	NEVADA
NY	NEW YORK
OH	OHIO
OK	OKLAHOMA
OR	OREGON
PA	PENNSYLVANIA

RI	RHODE ISLAND
SC	SOUTH CAROLINA
SD	SOUTH DAKOTA
TN	TENNESSEE
TX	TEXAS
UT	UTAH
VA	VIRGINIA
VI	VIRGIN ISLANDS
VT	VERMONT
WA	WASHINGTON
WI	WISCONSIN
WVRN	WEST VIRGINIA – RN
WVFN	WEST VIRGINIA – PN
WY	WYOMING

A.2 License types

Value	Notes
RN	Registered Nurse
PN	Practical Nurse (Vocational Nurse)
CNM	Certified Nurse Midwife
CRNA	Certified Registered Nurse Anesthetist
CNS	Clinical Nurse Specialist
CNP	Certified Nurse Practitioner

A.3 States

Value	Notes
AK	ALASKA
AL	ALABAMA
AR	ARKANSAS
AS	AMERICAN SAMOA
AZ	ARIZONA
CA	CALIFORNIA
CO	COLORADO
CT	CONNECTICUT
DC	DISTRICT OF COLUMBIA
DE	DELAWARE
FL	FLORIDA
FM	FED STATES OF MICRONESIA
GA	GEORGIA
GU	GUAM
HI	HAWAII
IA	IOWA
ID	IDAHO
IL	ILLINOIS
IN	INDIANA
KS	KANSAS
KY	KENTUCKY
LA	LOUISIANA
MA	MASSACHUSETTS
MD	MARYLAND
ME	MAINE
MH	MARSHALL ISLANDS
MI	MICHIGAN

MN	MINNESOTA
MO	MISSOURI
MP	NORTHERN MARIANA ISLANDS
MS	MISSISSIPPI
MT	MONTANA
NC	NORTH CAROLINA
ND	NORTH DAKOTA
NE	NEBRASKA
NH	NEW HAMPSHIRE
NJ	NEW JERSEY
NM	NEW MEXICO
NV	NEVADA
NY	NEW YORK
OH	OHIO
OK	OKLAHOMA
OR	OREGON
PA	PENNSYLVANIA
PR	PUERTO RICO
PW	PALAU
RI	RHODE ISLAND
SC	SOUTH CAROLINA
SD	SOUTH DAKOTA
TN	TENNESSEE
TX	TEXAS
UT	UTAH
VA	VIRGINIA
VI	VIRGIN ISLANDS
VT	VERMONT
WA	WASHINGTON
WI	WISCONSIN
WV	WEST VIRGINIA
WY	WYOMING

A.4 Hospital Practice Settings

Value	Notes
1	Critical Care
2	Adult Health/Family Health
3	Anesthesia
4	Community Health
5	Geriatric/Gerontology
7	Obstetrics
8	Medical Surgical
9	Occupational health
10	Oncology
11	Palliative Care
12	Pediatrics/Neonatal
14	Psychiatric/Mental Health
15	Rehabilitation
17	Trauma
18	Women's Health
20	Operating Room
21	Emergency Room
22	Radiology
23	Recovery
24	Transplant
25	Substance Abuse
26	Cardiology
27	Neurology
0	Other
-1	Blank

A.5 API Troubleshooting Guide

1. **Authentication.** Ensure that your API username and password are both correct. Passwords must be changed every 90 days or they will expire.
2. **HTTPS.** Ensure that your applications, servers, proxies, and firewalls are properly configured to send and receive using HTTPS and not just HTTP. Although you may have specified HTTPS in the Nursys e-Notify API URL, there may be some additional configuration options that need to be set.
3. **TLS 1.2.** Ensure that your HTTPS connection is using the Transport Layer Security (TLS) version 1.2 protocol for secure communication.
4. **Message Size.** Ensure that your applications, servers, proxies, and firewalls have message size quotas that are adequate to exchange large data sets with the Nursys e-Notify API.
5. **Timeouts.** Ensure that your applications, servers, proxies, and firewalls have appropriate timeout settings for long-running connections. The Nursys e-Notify API timeout limit is 20 minutes. All processing for a particular transaction must complete within that time.
6. **Data Quality.** Ensure that the information you are submitting is complete and valid. Please refer to section 2.2.2 for details on required fields and processing rules.
7. **Data Format.** Ensure that the information you are submitting is in the appropriate format. Ensure that the license numbers you are submitting match the format supplied to Nursys by the state boards of nursing. This can include prefixes (RN12345), leading zeros (00012345), and special characters (1234-5 or 123.45).
8. **Data Collision.** For methods that update data, such as Manage Nurse List, ensure that transactions are submitted sequentially and that one transaction completes processing before a second transaction is submitted. This will reduce the chances of data collision and locking.
9. **Version.** If you are using a framework that generates proxy classes for interacting with the Nursys e-Notify API, ensure that your references are up to date with the latest definitions. This may require a refresh or update of your references and a recompilation and deployment of your application.

A.6 Authorization to Practice

Code	Description
Y	Authorization to Practice
N	No Authorization to Practice
C	Contact Board of Nursing
X	Non-participating Jurisdiction