



## Inactive Certified Neuroscience Registered Nurse (CNRN®) Status

The American Board of Neuroscience Nursing (ABNN) developed the Inactive CNRN status to recognize CNRNs who temporarily do not meet eligibility requirements for recertification (whether it be practice hours or CE hours) and do not want to forfeit their credential. Inactive status is appropriate for those planning to meet the renewal eligibility requirements within a **3-year timeframe from their expiration date**. Candidates may reactivate their certification anytime during the 3-year Inactive status period, once the established renewal eligibility requirements are met. At the time of renewal, continuing education credits and other requirements must meet the time frame as defined at the time of renewal (i.e. within 5 years of submitting the renewal application).

In order to be eligible for Inactive CNRN status, candidates must:

- be a current CNRN in the last year of their recertification cycle (i.e. due to expire December 31<sup>st</sup> of the current year)
- have a current, unrestricted RN license
- does not meet the recertification eligibility criteria, but is planning to return to neuroscience nursing (i.e. does not meet the practice hour requirements within the 5-year cycle OR does not meet the neuroscience CE hour requirement during their 5-year cycle.
- Applications must be submitted prior to the end of the grace period for their current renewal cycle (i.e., if the certification expires on December 31, 2023, the inactive application must be submitted before January 31, 2024.
- No submission of CEs is required at the time of applying for Inactive status, however, in order to regain full CNRN status, candidates must meet the CE requirement.

An individual who has been granted Inactive CNRN status may not represent himself/herself as a Certified Neuroscience Registered Nurse (CNRN). Candidates may not apply for Inactive Status and deferment of renewal for two consecutive certification cycles. If eligibility is not met at the end of the 3-year extension period, the certification will no longer be renewable except by meeting the current exam eligibility criteria, paying the examination fee, and passing the CNRN exam.

The fee for Inactive CNRN status is below:

Fees	
Application Fee	\$85.00

**Please complete the Inactive CNRN Application on the next page and mail to the appropriate address by January 31, 2024.**

## Inactive CNRN Application

### Contact Information:

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Primary Phone Number: \_\_\_\_\_ Primary E-mail Address: \_\_\_\_\_

CNRN Certificate Number (available in your ABNN Certification Center): \_\_\_\_\_

CNRN Expiration Date: \_\_\_\_\_

RN License Number: \_\_\_\_\_ State: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

### Inactive CNRN Application Fees:

☐ \$85.00

### Payment Method (please select one):

☐ I have enclosed a check payable to the American Board of Neuroscience Nursing (ABNN).

#### Mail to Address for paying by check:

ABNN

PO Box 3781

Oak Brook, IL 60522

☐ I have provided credit card information (VISA, MasterCard, American Express).

#### Mail to Address for paying by credit card:

ABNN

8735 W Higgins Rd. Suite 300

Chicago, IL 60631

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ACCOUNT NUMBER

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EXP. DATE

### Billing Address (if different than contact information address above)

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### Statement of Understanding

I understand that by applying for Inactive CNRN status, I acknowledge that I have a current, unrestricted RN license and plan to meet renewal eligibility by December 31, 2026. I understand that I will pay the full CNRN Recertification fee at the time of renewal. I understand that I may not represent myself as a Certified Neuroscience Registered Nurse or use the CNRN designation during this timeframe. I understand that the application fee for Inactive status may not be applied toward future certification activities and is not refundable.

E-Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Internal Use Only:  
Cert G/L = 5630-620  
LF G/L = 5630-620