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Application for Authorization to Provide Written Certifications for the Use of Medicinal Cannabis – Renewal Instructions

The 2025 Kentucky License Renewal period is September 15 through midnight October 31, 2025 (EDT). You are encouraged to renew early in the renewal period!

Beginning midnight, EDT, September 15, 2025, you may access the online renewal application through your KBN Nurse Portal (<https://kybn.boardsofnursing.org/kybn>) account.

Follow these steps to submit your renewal application:

- Log in to your [Nurse Portal](#) account.
 - Under 'Your Licenses with Kentucky' there will be a link 'Apply for Renewal' located next to your authorization number.
 - The link will be available until October 31, 2025.
 - Once you select the link it will open the 2025 renewal application.
- **NOTE:**
 - If you forgot your password to your nurse portal account, you may reset the password by:
 - Selecting 'Forgot your password?' on the Nurse Portal log in screen.
 - Enter your email address.
 - Select 'Submit'.
 - A link will be emailed to you to reset your password.
 - It is recommended to use a personal email address rather than a work or school email.
 - If you need to make an update, you may do so in your nurse portal by following these steps:
 - Select 'Manage Profile'.
 - Select 'Change email address'.

License renewal instructions and information can be found in the renewal section of the KBN Website at <https://kbn.ky.gov/Licensure/Pages/Renewal.aspx>.

You will receive a confirmation message in your nurse portal once your renewal has been processed. You may validate the authorization within the KBN Nurse Portal, as well as through the License Verification Portal: <https://kybn.boardsofnursing.org/licenselookup>

If your authorization has not been renewed before midnight, EDT, October 31, your authorization will lapse. Working on a lapsed authorization is a violation of Kentucky Nursing Law.

If you answered "yes" to the discipline or criminal history questions, your authorization will not be renewed until KBN receives and reviews the required documents.

Licensees are required to maintain a current mailing and email address with KBN per KRS 314.107.

If you have any questions, you may send a message in your nurse portal account to the topic 'APRN – Medicinal Cannabis'.

Kentucky Board of Nursing
312 Whittington Parkway, Suite 300
Louisville, KY 40222
(502) 429-3300 kbn.ky.gov

**Application for Authorization to Provide
Written Certifications for the Use of Medicinal Cannabis – Renewal**

Before submitting your application be advised that **ALL FEES ARE NON-REFUNDABLE.**

Please review the following application requirements and additional information:

- **Purpose:**
 - APRNs that have met the requirements set forth in 201 KAR 20:067 may renew their authorization to provide written certifications for the use of medicinal cannabis.
- **Complete the application and submit the fee of \$100.**
 - Applications are valid through October 31st of the renewal period.
 - If requirements are not met, your application and your authorization will expire and you will need to apply for reinstatement.
- **Meet the following application requirements:**
 - Must have DEA registration on file with KBN
 - Must have PDMP (KASPER) Master Account verification form on file with KBN.
 - Completion of continuing education required set forth 201 KAR 20:067 Section 6(1).
 - An APRN renewing the authorization shall have obtained during the earning period three (3) continuing education hours in the subjects listed:
 - (a) Diagnosing qualifying medical conditions;
 - (b) Treating qualifying medical conditions with medicinal cannabis;
 - (c) The pharmacological characteristics of medicinal cannabis and possible drug interactions; and
 - (d) Indications of cannabis use disorder.

APRN will attest to the completion of the application and submit
- **The medicinal cannabis authorization is valid through the APRN expiration date.**

Note: Please verify that all information on your Nurse Portal Dashboard, as well as under your Manage Profile related to your APRN licensure is correct and current. If you need to make a change, you will submit through the Manage Profile.

If you have an address change, you will need to submit through the Manage Profile link on the upper left corner of your Nurse Portal Dashboard. This is located in the box above the message center.

Reporting Criminal Convictions

If you have any criminal convictions, they will need to be reported on your application. The exception to this is traffic misdemeanors, other than DUIs. For information about what qualifies as a criminal conviction please review the [Mandatory Reporting of Criminal Convictions](#).

Reporting Action in another Jurisdiction

An applicant shall provide a certified copy of any disciplinary action taken on any professional or business license in another jurisdiction and a letter of explanation with each application.