TN LICENSURE VERIFICATION GUIDELINES

LINK

http://www2.state.tn.us/health/licensure/index.htm

You can check licensure information by name or by license number.

BY NAME

- Type in first and last name (middle initial if you have it)
- Select Registered Nurse (Licensed Practical Nurse) from the drop down list under “Profession”
- CLICK submit
- You will get a list of people with that name. You may then compare the license number and/or address to your employee information to find the match.
- Note if a record does not appear when you enter the name check to see if the person has had a name change before assuming there is no license information on this person.

BY LICENSE NUMBER

- Type in the license number
- Select Registered Nurse (Licensed Practical Nurse) from the drop down list under “Profession”
- CLICK submit

OTHER NOTES

- If a license from another state is listed in the CATS database AND there is a TN license, the TN license is the one that counts.
- If there is a license from another state in the record (and there is not a TN license) verify that this license is from a COMPACT state. If so the person can live in that state but work in TN. If the person has moved to TN and made TN their primary residence they can practice under the other state license for 30 days, then they must have a TN license to continue to work. You may need to verify this information with the employee.

Policy references for complete licensure information:
http://vumcpolicies.mc.vanderbilt.edu/E-manual/Hpolicy.nsf

OP 30-10.03, “Licensure: Primary Source Verification/Re-verification”
CL 20-06.02, “Nursing Licensure Verification/Re-verification”
CL 20-07.02, “Orientation, Competency and Performance Development”
OP 30-10.01, “Licensed Nurse Credentialing”
OP 10-20.09, “Privileging Licensed Practitioners in the Event of a Disaster”