



**Registration
with the
Nursing and Midwifery Board of Ireland (NMBI)
as a
Registered Nurse or Registered Midwife Prescriber (RN/MP)**

Registration with the NMBI as a Registered Nurse/Midwife Prescriber



Candidate Nurse or Midwife Prescriber:

The candidate nurse/midwife prescriber must on successful completion of an approved education programme apply to the NMBI to have their name entered in the NMBI's Division of the Register for Nurse/Midwife Prescriber within one month of completing the education programme.

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Adding a New Division to Your Registration

This is relevant to those who are registered in the Register of Nurses and Midwives and would like to add a new division to their registration record i.e. Registered Nurse or Midwife Prescriber

Registrant

- Log into MyNMBI (for more information on first time login see First Time Login User Guide)

https://www.nmbi.ie/NMBI/media/NMBI/First_Time_Login_User_Guide.pdf?ext=.pdf

- In the navigation bar selects 'Registration Services' and then 'Add New Division'
- Update personal details if needed
- Provide education/course details (an automatic email is sent to the HEI from NMBI to confirm successful completion of course)
- Upload evidence of qualifications (Official Transcript of Results)
- Pay fee (Currently a once off fee of €80)

Registration with the NMBI as a Registered Nurse/Midwife Prescriber

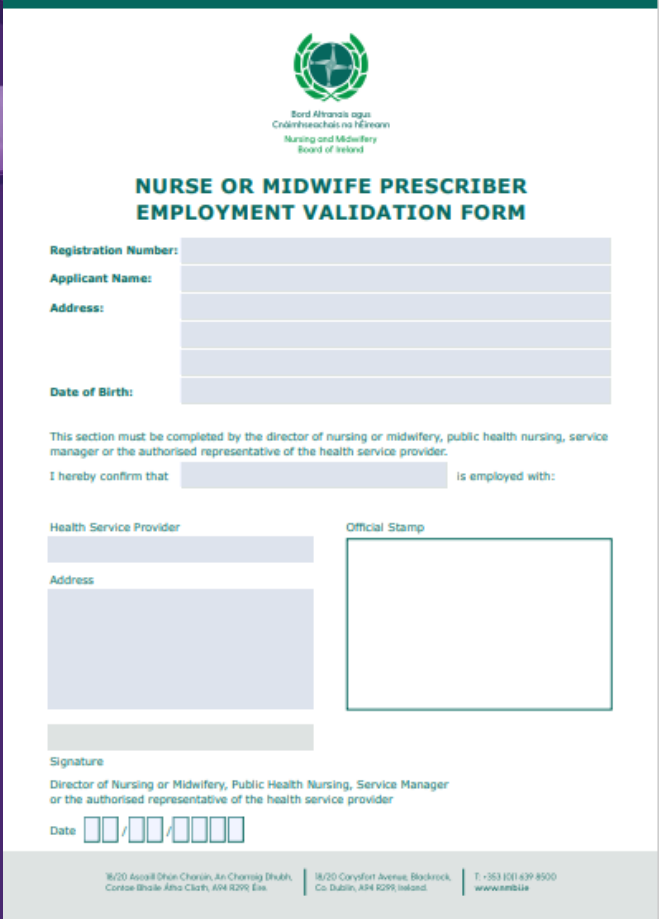
Adding a New Division - Nurse or Midwife Prescriber to Your Registration Details

Step 1: Update your Personal Details

- Review your personal details and update if needed.

Step 2 Submit your Education Details

- Please provide the name of the Higher Education Institution, select the programme of study and programme of study start and end dates,
- Upload evidence of your qualifications (Transcript),
- Download, complete and upload the completed 'Nurse or Midwife Prescriber Employment Validation Form',
<https://www.nmbi.ie/NMBI/media/NMBI/Prescriber-Employment-Validation-Form.pdf?ext=.pdf>
- The form is to be completed by the Director/employer or the authorised representative of the health service provider,
- Submit a Fit and Proper Person Declaration (A tick box section which is shown within the application).



The form is titled 'NURSE OR MIDWIFE PRESCRIBER EMPLOYMENT VALIDATION FORM' and features the NMBI logo at the top. It contains several input fields for personal and professional details. The 'Registration Number' field is followed by a grid of four rows for 'Applicant Name' and 'Address'. A 'Date of Birth' field is also present. A section for employer confirmation includes a line for 'I hereby confirm that' followed by a grid for 'is employed with:'. Below this, there are fields for 'Health Service Provider' and 'Address', and a large box for an 'Official Stamp'. A 'Signature' line is followed by a title field: 'Director of Nursing or Midwifery, Public Health Nursing, Service Manager or the authorised representative of the health service provider'. A 'Date' field is represented by a grid of boxes. The footer contains the NMBI address in Dublin, contact information, and the website URL.

**NURSE OR MIDWIFE PRESCRIBER
EMPLOYMENT VALIDATION FORM**

Registration Number:

Applicant Name:

Address:

Date of Birth:

This section must be completed by the director of nursing or midwifery, public health nursing, service manager or the authorised representative of the health service provider.

I hereby confirm that is employed with:

Health Service Provider

Address

Official Stamp

Signature

Director of Nursing or Midwifery, Public Health Nursing, Service Manager
or the authorised representative of the health service provider

Date

18/20 Asiall (Shes-Chasen, An-Channag Dhulh, Corcos Shale Atha Clath, A94 R209) Eire | 18/20 Caryfort Avenue, Blackrock, Co. Dublin, A94 R209, Ireland | T: +353 (0)1 439 8500 | www.nmbi.ie

Nurse Midwife Prescriber-Employment-Validation-Form

Step 3 Pay the Appropriate Fee

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How Long Does it Take?

It takes a maximum of 10 working days to process a new division application.

Please note that for those applying to add ANP or AMP division to their registration through the developmental pathway, it can take up to 20 working days to process.

Once you are a registered Nurse/Midwife Prescriber with NMBI, you are eligible to register for the HSE National Data Collection System:

<https://www.nurseprescribing.ie/>

You can also register for the RN/MP ENetwork for all communications:

<https://peach.ease.lsoft.com/scripts/wa-PEACH.exe?A0=IRISH-RNP-ENETWORK&A0=IRISH-RNP-ENETWORK>

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Confirmation of Registration

MyNMBI

- Receives an email with a decision,
- If approved Registration and Annual Retention Certificates are made available in the 'My Documents' section of your MyNMBI account,
- Submit a copy of confirmation of registration to your Director/employer,
- The Director/employer must inform the RN/MP in writing of the commencement date on which they are authorised to commence prescribing.



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Questions and Answers

Thank You

The Nurse and Midwife Medicinal Product Prescribing Team,
Office of the Nursing and Midwifery Services Director,
Health Service Executive.

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References

Health Service Executive (2020). National Nurse and Midwife Medicinal Product Prescribing Guideline. Dublin: Office of the Nursing and Midwifery Service Director, Health Service Executive. Available at:
<https://healthservice.hse.ie/filelibrary/onmsd/national-nurse-and-midwife-medicinal-product-prescribing-policy.pdf>

Nursing and Midwifery Board of Ireland. MyNMBI Registrant User Guide. Dublin: Nursing and Midwifery Board of Ireland. Available at:
https://www.nmbi.ie/NMBI/media/NMBI/First_Time_Login_User_Guide.pdf?ext=.pdf