

TEXAS BOARD OF NURSING
3.1.3.a. EDUCATION GUIDELINE
Notification of Transfer of Administrative Control of a
Pre-licensure Nursing Education Program

Revised: 06/29/2020

Background:

Rules 214.3(c) Vocational Nursing Education and 215.3(c) Professional Nursing Education require “the authorities of the governing entity shall notify the Board office in writing of an intent to transfer the administrative authority of the program.”

The governing entity as defined in Rules 214.2(23) and 215.2(24) is the body with administrative and operational authority over a Board-approved nursing education program. The governing entity shall be licensed or approved by the appropriate state agency (Texas Workforce Commission of the Texas Higher Education Coordinating Board) and, when they are a degree-granting institution must hold the proper accreditation credentials (Rules 214.6 and 215.6). The governing entity might be a state or private university or college, or a business entity that provides educational programs. The governing entity is responsible for providing physical and fiscal resources for the program, and for advising the Board when there is a change in program director [Rules 214.6(g) and 215.6(h)].

Changes in Administrative Authority:

The authorities of the governing entity shall notify the Board in writing when there are changes in administrative authority such as a change in ownership, a merger of educational settings, name changes, or other changes that may directly affect the nursing program. A notification form is provided with this guideline that will provide Board Staff of the required information. Board Staff may request additional information. If the change will have minimal effect on the functioning and direct administration of the nursing education program, no further action will be necessary. However, if the change will result in a different organizational structure, new reporting channels, or alternations in the program or its curriculum, the transfer of authority or changes to the program may be viewed as creating a new program and will require that a proposal for a new nursing education program be submitted to the Board for approval. The required proposal shall follow Board Education Guideline 3.1.1.c.

Important: Please be aware that references to Rules 214 and 215 are not all inclusive.