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2012 Registered Nurse Workforce Survey Frequently Asked Questions

- 1) When does the license renewal and survey start?**
The 2012 Registered Nurse (RN) license renewal and workforce survey begins January 5, 2012 and ends March 1, 2012.
- 2) How and when will I be notified about the renewal process?**
The Department of Safety and Professional Services will mail *green* renewal postcards on January 5, 2012. The postcard will include instructions for completing the renewal process and survey online and how to obtain materials to renew by mail. ***This postcard will be the only official notice, so be sure to look for it. It will be green in color.***
- 3) How long will it take to complete the survey?**
The entire online renewal and paper survey process is expected to take most nurses about 15 minutes, with 10 of those minutes devoted to the survey. The survey tool includes 75 questions, but it is highly unlikely that any one nurse will be asked all of them. Instead, the survey tool uses logic called “driver flows” to present specific sequences of questions based on responses to prior questions. The actual number of questions posed to a nurse will depend on each nurse’s particular circumstances.
- 4) What should I have ready to help me complete the survey?**
To ease completion of the survey, have the following information within easy reach before starting:

 - Your nursing credential number;
 - Your place(s) of work address(es) with county location(s) and zip codes.
- 5) Can I save the survey and come back later to complete it?**
No. *It is necessary to complete the survey in one sitting.* If the survey is canceled or the browser is closed when the survey is only partially complete, the data entered up to that point will not be saved, and a new survey will need to be started.
- 6) Is the survey mandatory to get my license renewed?**
Yes. The state budget, 2009 Wisconsin Act 28 signed into law on June 29, 2009, mandates the satisfactory completion of the nursing workforce survey to renew Registered Nurse licenses. This survey will be a required component of every renewal.
- 7) What organizations supported the development of the Nursing Workforce Survey?**
This data collection effort was supported by the Wisconsin Association of Licensed Practical Nurses, Association of Nurse Educators of Wisconsin (ANEW), the Wisconsin Center for Nursing (WCN), the Wisconsin Nurses Association (WNA), the Wisconsin

Nursing Coalition (WNC), and the Departments of Health Services (DHS), Safety and Professional Services (DSPS formerly DRL) and Workforce Development (DWD).

8) How was the survey developed?

The survey was developed by a work group that included representatives of the nursing organizations listed under FAQ #7 and technical survey experts comprised of economists, workforce research analysts and survey software advisors. The workgroup, RN and APN focus groups provided input on question development and survey design.

9) How will the survey data be used?

The survey is designed to produce detailed and accurate information about the current supply, demand, location, and skill level of Wisconsin's RN workforce. The information collected through this survey can be used by public policymakers, educational programs, nursing organizations, and health care organizations to develop strategies to assure a sufficient, diverse and highly skilled nursing workforce in Wisconsin.

10) What data will be released?

Data collected through this survey will be released in the form of summary statistics and public use files with no personally-identifiable information included. A formal report summarizing findings from the survey will be presented to various state officials and representatives of the Wisconsin nursing profession as specified by 2009 Wisconsin Act 28, and made available to the general public. In addition, nurse researchers working with the Wisconsin Center for Nursing will conduct an in-depth analysis of the RN survey data. Their report will be available on the Wisconsin Center for Nursing website at www.wicenterfornursing.org.

11) Is my license number public information?

Yes. License numbers and associated information for individual health professionals, business professionals, and business entities are public information and are available online at the Wisconsin Department of Safety and Professional Services; however, no personally-identifiable information gathered from the survey will be available to the public.

12) Will someone be able to identify my personal responses?

No. Personally-identifiable information is not attached to the survey responses. The data collected are kept strictly confidential. All data results will be presented in an aggregate format so that no one individual's responses can be distinguished. For example, if there is one or only a very few nurses in a specific position or job title in a specific employment setting and in a specific geographic location, survey data at this level of detail will not be shared because it could be used to identify individuals. APN certification questions are essential to understand the characteristics of this group. The questions allow for a detailed understating of nursing capabilities and the location in which they are provided. For nurses responding to questions on APN status, please be aware of the institutional safeguards afforded the requested additional information. No information collected will be publicly reported in a way potentially revealing individual responses.

13) How much is the renewal fee?

The 2012 renewal fee is \$86.

- 14) What is the web address for the online renewal process?**
Go to www.drl.wi.gov and select “License Renewal Online”.
- 15) Who do I contact if I have questions about my license renewal?**
Contact the renewal office at the Department of Safety and Professional Services, telephone 608-266-0627.
- 16) Where do I find the results of the nursing survey?**
Please check the Department of Workforce Development WORKnet website for the report when published at:
<http://worknet.wisconsin.gov/worknet/worknetinfo.aspx?htm=publications>.

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