



## SOUTH DAKOTA BOARD OF NURSING

4305 S. Louise Ave., Suite 201 | Sioux Falls, SD 57106-3115  
605-362-2760 | <https://doh.sd.gov/boards/nursing/>

### Application for a Nursing Certificate of Registration For a Health Care Professional Corporation Under SDCL 47-11F

1. Name of corporation, limited liability company or limited liability partnership (herein referred to as Corporation):

(Refer to [SDCL 47-11F-11](#)): \_\_\_\_\_

2. Purpose of Corporation: \_\_\_\_\_

3. Corporation address: \_\_\_\_\_

4. Corporation phone number: \_\_\_\_\_

5. Corporation email address: \_\_\_\_\_

6. Submit documentation to support:

- a. **Officer/Director Information:** provide name of president, vice president, secretary-treasurer. Include profession, state(s) of licensure and number(s), business address, phone number, and email address.
- b. **Nursing Shareholder(s) Information:** state(s) of nursing license(s) and number(s), business address, phone number, and email address.
- c. **List of Employees** of the Corporation who are authorized to practice nursing (other than the officers, directors, or shareholders) include: name(s), business address(es), state(s) of licensure and number(s).
- d. **Other Professional Shareholder(s) Information:** profession, state(s) of license(s) and number(s), business address, phone number, email address.
- e. **Copy of Articles of Incorporation** of the Corporation and amendments certified by Secretary of State.
- f. **Copy of Minutes** of the Corporation's organizational meeting.
- g. **Include a statement in the forming documents of the Corporation** that the shareholders of Corporation, members of the limited liability company, or partners in limited liability partnership, may only be professional persons licensed to render the kind of professional service that fit the purpose of the corporation, limited liability company, or limited liability partnership.
- h. **Include a statement in the forming documents of the corporation** that the officers and directors of corporation, the governors and managers of limited liability company, and the partners of limited liability partnership, must be professional persons licensed to render the kind of professional services that fit the purpose of the corporation, limited liability company, or limited liability partnership.
- i. **Include a sworn statement from nursing shareholder(s)** stating that licensee will not hold self out to the public as possessing any skills or expertise not possessed by nurses in noncorporate practices; and the Corporation will not do anything which if done by a nurse employed by it would violate the standards of professional conduct established for such a nurse pursuant to SDCL 36-9, 36-9A, ARSD 20:48, or 20:62.

7. Submit completed application, supporting documentation, and \$100 fee payable to the SD Board of Nursing. Mail to: SD Board of Nursing, 4305 S. Louise Ave., Suite 201; Sioux Falls, SD 57106-3115

Please allow 10 business days for processing. Notice will be sent if additional information is required. Upon approval, a *Nursing Certificate of Registration for a Health Care Professional Corporation under SDCL 47-11F* will be issued and mailed to the address listed on this application, or upon request, to a legal representative.



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### Additional Information:

- **Renewal of Certificate:** By November 1 of each year, a holder of a *Nursing Certificate of Registration for a Health Care Professional Corporation under SDCL 47-11F* shall apply to the board for renewal of registration for the following calendar year. The applicant shall provide in writing any changes to the initial application or previous renewal and submit required fee.
- **Changes to Corporation's Location/Contact Information:** Submit a written notice of change in address, phone number, or email address to the Board office within 30 days. The Board may request additional information to determine continuing approval status to meet requirements in 47-11F.
- **Changes to Corporation's Ownership:** Submit written notice of a proposed change in ownership. The Board will notify the Corporation within 10 days regarding the additional information the Corporation will need to submit to allow the Board to determine continuing approval status to meet requirements in 47-11F.