STATE OF NEW MEXICO
BOARD OF NURSING
6301 Indian School NE, Suite 710
Albuquerque, NM 87110

From: Cathy Baca, Executive Administrative Assistant

To: Requestors of nursing lists

Re: How to obtain DATABASE with names and addresses of nurses currently licensed in New Mexico (***downloaded approximately every 4 months***).

The cost for a file containing a complete list of all RNs is **$150.00** and **$ 75.00** for LPNs. (There are **approx** 26,000 RNs and approx 3,800 LPNs licensed in NM.)

A file containing only specialty licensees, ie (Certified Nurse Practitioners, Certified Registered Nurse Anesthetists, Clinical Nurse Specialists) will cost **$ 50.00 each**.

<u>If you require a special list (certain gender, specialty, only in state, etc) there will be an extra charge for this service.</u>

In order to obtain any of the lists, the following must be submitted:

1-Written request, (preferably on your letterhead) specifying which list(s) you are ordering, **as well as a brief statement explaining your need for the information, for example, recruiting, continuing ed, etc.**; **or if your prefer, you can fax your request to:505-841-8347**. **DO NOT USE THIS FORM TO PLACE AN ORDER AND DO NOT SEND ANY BROCHURES).**

2-Payment in the form of a **business check, cashier's check or money order**, made payable to New Mexico Board of Nursing, **(NO PERSONAL CHECKS)**. We also accept **MasterCard and Visa** credit cards for those who prefer to Fax. (Please provide the 16 digit credit card # and expiration date).

The Board of Nursing handles TEXT FILES ONLY**;** purchasers are responsible for converting data to useable (label/list) format in their own Data Base. Those who do not possess the technical expertise to convert data are responsible for employing a person or firm to perform the conversion. **<u>The Board of Nursing does not have staff available for consultation on conversion.</u>**

PLEASE NOTE: WE WILL NOW BE TRANSMITTING THE DATA **ELECTRONICALLY ONLY, SO PLEASE PROVIDE AN EMAIL ADDRESS ON THE REQUEST LETTER, AND;** THEREFORE WILL **NOT BE ABLE TO PROVIDE RECEIPTS**.
Please allow two weeks processing time.

If you need further information about **obtaining a list only**, please feel free to contact me directly at 505-841-9085 or via Fax (505) 841-8347.

If you have questions pertaining to licensure, please contact main line at (505) 841-8340.