



**Nursing Care Quality Assurance Commission (NCQAC)
Licensing and Disciplinary Subcommittee
January 31, 2011
310 Israel Road SW, Tumwater, WA 98501
Telephone Conference Call
7:00PM**

Sub-Committee Members: Margaret Kelly, Chair; Susan Wong, Vice Chair; Bill Hagens, Mindy Schaffner

DOH Staff /Guest: Mary Dale, Teresa Corrado, Sandra (Sam) Prideaux, Miranda Bayne, Joe Grangnelli

Call to order 7:05 p.m.

Roll call

Minutes October 25, 2010
November 29, 2010

- 1. Work Plan Review – Margaret**
The work plan is sent with the agenda as a reference.
- 2. Performance Measures – Quarter 5 - Margaret**
The performance measures come to the subcommittee quarterly, and will be presented to the full commission twice a year. Margaret noted on Completed Investigations vs. Number of Investigators (3.1), NCQAC has increased from 5.4 to 8.8. Measures 2.2 and 2.4 show cases over timelines, and validates the reasoning used for additional staff.
- 3. Sexual Misconduct Procedures and Rules – Margaret/Mindy**
At the January NCQAC meeting, the commission approved the filing of a CR101, the Preproposal Statement of Inquiry, at the appropriate time. The subcommittee considered other priorities, such as the substance abuse objective on the 2010 -2013 Strategic Plan. This item will be noted on the Work Plan to be filed later.
- 4. Cost Recovery in Hardship Cases – Bill/Miranda**
The commission can require cost recovery up to \$1,000 per violation. At the January NCQAC meeting, the subcommittee was asked to create a procedure for hardship cases. Discussion included that respondents are fully aware of the amount of cost recovery, and will attempt to negotiate for a lesser amount or a longer period of time to pay.
Decision: Do not create a procedure. Bill will present to the commission at the March meeting.
- 5. Define “harm” for the Early Remediation Program – Sam/Mary**
Chuck has provided a document by the Institute for Healthcare Improvement, titled “IHI Global Trigger Tool” that includes a definition of harm.
Decision: Mary and Sam will have the Case Management Team review the definition, then add it to the next subcommittee agenda.

6. Budget – Mary

Terry West has asked for information on the expected workload for the subcommittee for development in the budget.

Decision: 11 meetings in the coming year, 10 persons attending, 2 hours per meeting. This item will stay on the agenda for a yearly review.

7. Correspondence – Margaret/Mary

A letter was received from a suspended nurse who offered to assist in the development of a policy/procedure regarding Post Traumatic Stress Syndrome. There was a discussion of options. The suggestion was considered in relation to the subcommittee's priorities and budget. The nurse also sent the suggestion to the National Council of State Boards of Nursing (NCSBN), who has forwarded it to one of their committees.

Decision: A response will be sent stating the idea was considered along with priorities and budget. We will not take action at this time, but will follow the lead of NCSBN.

8. WHPS Program Director Position – Margaret

The commission strongly supports a nurse being hired for this position. A meeting with Karen Jensen has not been set, but Susan will contact her to set it up. An update will be given at the next subcommittee meeting.

Adjournment

8:25