



**Nursing Care Quality Assurance Commission (NCQAC)  
March 18, 2011 8:30am – 5:00pm  
Business Meeting Minutes  
Videoconference**

- Commission Members:** Susan Wong, MBA, MPA, RN, Chair  
Rhonda Taylor, MSN, RN, Vice-Chair  
Linda Batch, LPN  
Erica Benson-Hallock, MPPA, Public Member  
Charlotte Coker, Public Member  
William Hagens, MA, Public Member  
Margaret Kelly, LPN  
Suelyn M. Masek, RN, MSN, CNOR  
Darrell Owens, Ph.D., ARNP, ACHPN  
Judith D. Personett, EdD, Certified Nurse  
Administrator Advanced (CNAA), RN  
Gene I. Pingle, RN-BC, BSN  
Diane Sanders, RN, BC, MN  
Susan Woods, PhD, RN, FAHA, FAAN  
Laura Yockey, LPN
- Excused Absence:** William Hagens, MA, Public Member
- Assistant Attorney General:** Gail Yu, Assistant Attorney General
- Staff:** Paula R. Meyer, MSN, RN, Executive Director  
Usrah Claar-Rice, MSN, RN, Nursing Education Advisor  
Teresa Corrado, LPN, Health Services Consultant  
Chuck Cumiskey, BSN, MBA, RN, Nursing Practice Advisor  
Mary Dale, Discipline Manager  
Trent Kelly, Staff Attorney  
Louise Taylor, Secretary  
Sam Prideaux, Chief Investigator  
Terry West, Health Services Consultant  
Martha Worcester, PhD, ARNP, ARNP Advisor

**1. 8:30 AM Opening – Susan Wong, Chair – DISCUSSION/ACTION**

**A. Call to order – 8:33 AM**

**B. Introductions** - NCQAC members, staff, and public members

**C. Order of the Agenda** – Approved

**D. Correspondence** – none

**E. Announcements**

1. Dr. Owens – Received the Washington ARNP of the Year, Clinical Excellence, Washington Region 10, American Academy of Nurse Practitioners

2. Ms. West – Outstanding Evaluation Award
  - award will be presented in June 2011
3. May 13, 2011 meeting will be face-to-face Tumwater.

## **2. Consent Agenda – DISCUSSION/ACTION**

Consent agenda items are considered routine agency matters. The NCQAC approves the consent agenda by a single motion without separate discussion. To discuss a separate item requires a motion to remove the item and then place the item on the regular business agenda.

### **A. Approval of minutes**

1. NCQAC Business Meeting,
2. NCQAC Disciplinary Hearing minutes
3. Continuing Competency sub-committee
4. Licensing and Discipline sub-committee
5. Consistent Standards of Practice sub-committee – no minutes
6. ARNP sub-committee Jan & Feb 2011
7. Nursing Program Approval Panel (NPAP)
8. Licensing reports

**MOTION:** Ms. Serna motioned with a second from Mr. Pingle to accept the consent agenda. The motion passed.

## **3. Chair Report –Susan Wong- DISCUSSION/ACTION**

### **A. Institute of Regulatory Excellence (IRE) report – Susan Wong and Paula Meyer**

- Ms. Wong and Ms. Meyer are members of the IRE fellowship program
- As first year members they ensure goals align with the report required in house bill 1103:
  - Develop and complete the steps working toward an IRE project
  - Work on literature review and develop problem statements to determine work to be delegated.
- Ms. Wong compares financial outcomes and statistical analysis with other states.
- Ms. Meyers reviews NCQAC performance measures, comparing our measures with other states in the Commitment to Ongoing Regulatory Excellence (CORE) program with the NCSBN.

### **B. National Council of State Boards of Nursing (NCSBN) mid-year meeting report – Susan Wong, Rhonda Taylor and Paula Meyer**

- Training with board chairs and executive officers to learn how to work with different personalities.
- Requested other states participate in benchmarking for comparison with audit outcomes and performance measures for alternative to discipline programs. Louisiana - RN, Massachusetts, and Texas boards of nursing volunteered to participate. Since Texas is a compact state, other compact states may be interested in participating.
- Compare nursing commission education in our state with military training. Virginia had a bill similar to the bill introduced in Washington State.
- Uniform Core Licensure Requirements were presented. The Uniform Core Licensure committee asked if applicants in Washington Master's entry programs receive a letter from the dean of the program stating the equivalent portion of the RN nursing program had been completed. This can allow applicants that have not graduated, to take the RN NCLEX exam. The model rules contain language allowing MEPN applicants to complete the NCLEX examination after the equivalent is completed, but not graduating from an approved program. The NCQAC requested the Nursing Program Approval Panels to review the proposed language and present their recommendations.

**E. Washington Health Professional Services (WHPS) director, meeting with Karen Jensen – Susan Wong**

- Ms. Meyer and Ms. Lisa Hodgson are interviewing candidates for the director position.

**4. Executive Director Report – Paula Meyer – DISCUSSION/ACTION**

**A. Institute of Medicine (IOM) and the Robert Wood Johnson Foundation (RWJF) Future of Nursing, Regional Advisory Committee (RAC) application**

- Washington State has been chosen as the Regional Advisory Committee to implement the recommendations.
  - Nursing co-leader - Linda Tieman, the Executive Director for Washing State Center for Nursing
  - Non-nursing co-leader - Greg Vigdor, President and CEO for the Washington Health Foundation
    - Goals are to raise awareness and seek groups to leverage action on the eight recommendations.
  - a. Eight recommendations are listed in the packet of materials
- Consideration is being given of how to title the group since RAC could be a negative term.

**B Sanctioning Standards – Substance Abuse cases**

- Emphasis - follow the adopted Sanction Standard for processing substance abuse cases.
- Documentation needed for failure to comply with sanction standards.

**C. Chairs of all panels – Review RCW 18.130.060(2)**

- Persons appointed as Chair for all disciplinary panels must be a NCQAC member. Pro tem members of the NCQAC cannot serve as the chair of any panel.

**D. Nursing Consultant, Institutional – process and responsibilities**

- Consultants will work with the NCQAC, pro tem members, staff, government agencies, and subcommittees.
- Information received from the NCQAC will be delivered to facilities such as hospitals, nursing homes, public health offices, home care, and hospice. Each consultant will cover facilities in their geographic areas.
- Consultants will be assigned to work with Facilities Services Licensing Division and the Department of Social Health Service Surveyors to communicate concerns of nurses with consistent standards of practice, continuing competency, and licensing and discipline.
- A goal for the Nursing Consultants is to decrease discipline cases.

**E. Recruitment for upcoming RN member vacancy on commission**

- Dr. Personett completes her second term in June 2011. Ms. Meyer requested characteristics, skills, and competencies needed in a new member.
- Two Characteristics identified in 2010
  - Leadership involvement in associations and organizations
  - Involved in survey processes in their facility such as Joint Commission or the Department of Social and Health Services survey.

**F. Candidates for NCSBN offices – applications due April 11, 2011 – Rhonda Taylor and Suellyn Masek**

- Candidates will be interviewed to determine their competencies to lead the NCSBN.
  - Ms. Taylor applied for the Area 1 board of director's position.

- Ms. Masek applied for the board member of a member board position on the Leadership Succession Committee.

**G. 2012 legislative issues and rules – priorities needed and review of impact on the strategic plan**

- In the next year, several legislative issues may increase workload. In addition, the NCQAC adopted the 2012 Strategic Plan. Ms. Meyer requests input on priorities to guide NCQAC and staff work.
  - Pilot project (1103) work to meet performance measures and reports due to the legislature.
  - Continuing Competency Subcommittee decision package or Initiative 960 request for retired active fee.
  - Medication Assistants
  - Nurse delegation in schools
  - Nurse delegation in community based care settings for certified homecare aids.
    - Clinical Nurses Specialists request to be recognized by the NCQAC as advance practice and align with the NCSBN's Consensus Model may need legislation
  - Rules issues include:
    - Substance use and abuse rules
    - Sexual misconduct
    - Endorsement rules for internationally educated nurses
  - Psychiatric Clinical Nurse Specialists from out of state who apply for endorsement into WA: rules need revision to allow this to occur.

**5. 9:30 am Rules Hearing – Management of Chronic, Non-Cancer Pain Management filed on February 1, 2011 as WSR 11-04-087 – Terry West - DISCUSSION/ACTION**

- Rules adopted
- The Rules Hearing adjourned - 10:37 AM

**6. Subcommittee Reports – DISCUSSION/ACTION**

**A. Licensing and Discipline – Margaret Kelly, chair**

- **Cost recovery for hardship cases draft procedure**
  - The sub-committee discussed drafting a procedure. The members recommended these cases be reviewed and evaluated individually.
- **Limited Educational Authorizations in orders and process**
  - Information to clarify and define Limited Education Authorizations will be sent through emails to commission members
- **Performance Measures**
  - Quarterly report on NCQAC disciplinary and licensing measures. Progress on investigations and cases in case disposition noted. Licensing measures are at or above targets.

**B. Continuing Competency – Dr. Judith Personett, chair**

- Retired Active License status and process
  - WAC 246-12-120 retired active credential
  - WAC 246-12-130 renewal
  - WAC 246-12-140 return to active from retired

**MOTION:** Dr. Personett moved with a second from Ms. Coker to have retired active nurses meet 25% of the requirements currently defined in continuing competency rules. Dr. Personett withdrew the motion. The motion was restated to establish as a priority to seek an Initiative 960 exemption to adopt the retired active fee and definition for nurses. The motion passed with two abstentions.

**C. Consistent Standards of Practice – Suellyn Masek, chair**

Consistent Standards of Practice – position description

- The February meeting for the position description noted that it was for a nursing consultant and not the licensing manager.

**MOTION:** Ms. Masek moved with a second from the subcommittee to request a revision to the position description replacing the nursing practice advisor with licensing manager. The motion passed.

**D. ARNP – Dr. Darrell Owens, chair**

- Subcommittee meets monthly
- Clinical Nurse Specialist representatives participated in the February meeting.
- The Clinical Nurse Specialist group believes the NCQAC has the authority in current law to recognize them as Advanced Registered Nurse Practitioners if they meet the same requirements.
- The Clinical Nurse Specialists request the NCQAC amend their rules to clarify this.
- The subcommittee supports the concept of Clinical Nurse Specialists being recognized as Advanced Practice and the inclusion as described in the Consensus Model.
  - This inclusion would include titling as Advanced Registered Nurse Practitioners in Washington State, a primary care focus, and meeting educational standards now required.
  - The subcommittee recognizes the need to include other stakeholders in this process. The subcommittee will continue to work with stakeholders.
- ARNP consensus model - can be found at <https://www.ncsbn.org/index.htm>

**MOTION:** Dr. Owens moved with a second from the subcommittee that the NCQAC support the APRN Consensus Model developed by the NCSBN. Motion passed.

**7. Legislation Task Force – Paula Meyer - DISCUSSION/ACTION**

Ms. Meyer updated the NCQAC on bills followed by the legislative task force and positions taken.

- HB 1417 was amended to remove a requirement to have the NCQAC evaluate military training and compare the training with requirements for nursing.
  - The NCQAC completed comparative reports in 2004.

**MOTION:** Ms. Taylor moved with a second from Ms. Yockey to have the Licensing and Discipline review the Idaho statement regarding medical cannabis and come up with a similar statement for the NCQAC to consider at the May 2011 meeting. Motion passed.

**MOTION:** Ms. Taylor moved with a second from Ms. Serna that Ms. Masek and a pro tem review and update the 2004 report Military Training to present at the May 2011 meeting.

**8. No Executive Session needed**

**9. OPEN MICROPHONE**

- Dr. Sally Watkins
  - Requests conference call option for public use for subcommittee meetings

- Raine Beeson
  - Nurses are concerned with the IOM recommendation requiring that by 2020 80% of nurses seek and are baccalaureate prepared which may cause nursing schools to close
  - Lack of online licensing renewal which may allow quicker customer service

**10. Prescription Monitoring Program (PMP) – Chris Baumgartner – DISCUSSION/ACTION**

Mr. Baumgartner presented information on the requirements of the program, regulations, and information available on the Prescription Monitoring Program.

- Mr. Baumgartner will work with the ARNP sub-committee on draft rules for the program.
- Mr. Baumgartner is preparing an article for the next Nursing Commission Newsletter.

**11. Medication Assistants – Paula Meyer - DISCUSSION/ACTION**

At the January 2011 meeting, the NCQAC discussed the concept of nursing assistants certified, receiving an endorsement on their credential to administer medications in nursing homes. A letter from Representative Eileen Cody and Representative Tami Green was reviewed and discussed.

- An interim work group and report will be completed.

**12. Nominating Committee – Bill Hagens - DISCUSSION/ACTION**

**A. Slate of candidates**

- Ms. Wong - re-election as the chair.
- Ms. Taylor - election as the chair.
- Dr. Woods - election as the vice chair

**MOTION:** Ms. Masek moved with a second from Ms. Yockey to adopt the slate of candidates. The motion passed.

**B. Revisions to position descriptions**

- Chair
- Vice Chair
- Legislative task force
- Nominations committee

Note: Characteristics, skills and competencies were added to the position descriptions to reflect requirements for officers. The legislative task force is to be lead by the vice chair. Duties of the nominations committee were completed.

**MOTION:** Ms. Masek motioned with a second from Mr. Pingle to adopt the revised position descriptions. The motion passed.

**C. Award nominees**

1. Extra Mile

- Adena Nolet
- Shari Kincy

2. NCSBN

- Dr. Personett – Distinguished Achievement
- Usrah Claar- Rice – Exceptional Contribution
- Dr. Personett and Ms. Claar-Rice - Outstanding work with the NCQAC and NCSBN.

**13. Nursing Assistants - Kendra Pitzler - DISCUSSION/ACTION**

**A. Review of regulations and NCQAC responsibilities**

**B. Nursing Assistant, Certified, Contract for Competency Evaluation**

Review of Request for Proposal for testing contract and NCQAC responsibilities

**C. Transfer of approval of Nursing Assistant Training Programs to Nursing Education Advisor, July 2011**

- Currently, Ms. Pitzler completes these responsibilities.
- With the HSQA reorganization and the pilot project implementation, Ms. Pitzler no longer reports to Ms. Meyer.
- Ms. Pitzler's duties associated with the NCQAC responsibilities for the Nursing Assistants will be transferred to the Nursing Education Advisor position after July 1, 2011.
- A full report on these two items will be presented at the May meeting.

**14. Early Remediation Program – Sandra Prideaux and Mary Dale - DISCUSSION/ACTION**

Update on the Early Remediation Program. Compared statistics from November's report have not changed

- Most cases in the Early Remediation Program are closed below threshold or returned for full investigation.
- A brief investigation is completed and resolution of the case is quicker than the traditional route.

**15. Discussion Items – Paula Meyer, Chuck Cumiskey - DISCUSSION/ACTION**

Discussion items are a standing agenda item to review issues presented to the NCQAC. Under the Nursing Law and the Uniform Disciplinary Act (UDA), the NCQAC may consider forming advisory opinions, interpretive statements, or declaratory orders. Since this is a discretionary action of the NCQAC, the NCQAC determines the priority and urgency of the issues and the availability of resources to complete work on these issues.

**A. School Nursing**

- Working with stakeholders on school nurses being supervised by non health care personnel, such as principals and superintendents. Instances of nurses being told not to conform to their scope of practice have been presented. A bill was introduced on this subject but did not move out of committee.
- The second issue of concern is delegating by school nurses to non-health care personnel. The group is working on a white paper describing the issue with recommendations. This is listed as a priority for potential legislative work next year.

**16. Closing – 2:29 PM**