



**Nursing Care Quality Assurance Commission (NCQAC)  
Continuing Competency Subcommittee Minutes  
September 19, 2011  
9:00 AM to 11:00 AM  
310 Israel Rd SE, Room 231  
Tumwater, WA 90501**

**Commission Members:** Rhonda Taylor MSN, RN, Chair  
Linda Batch, LPN  
Erica Benson-Hallock, MPPA, Public Member

**Pro-Tem Member:** Lois Hoell, MS, MBA, RN  
Mary Hoerner, RN, MN - Absent  
Judith D. Personett, EdD, RN - Absent

**DOH Staff** Teresa Corrado, LPN, Licensing Manager  
Linda Patterson, Nurse Consultant – Absent

**Visitors:** Sally Watkins – WSNA  
Linda Glaeser - Seattle Cancer Care Alliance

**1. Opening – Rhonda Taylor, Chair**

- Call to order – 9:08am
- Roll call

**2. Review and approve minutes - June 17, 2011 and July 15, 2011**

**3. Continue implementing the rules project plan development**

- Update on Audit procedure (No ILRS)
  - Discussion and changes to be made for October meeting. Due to commission involvement, the procedure will go to full commission for vote and approval.
- Review compliance Audit Diagram
  - Changes made due to changes in the audit process and brought back to October meeting.
- Review Audit Checklist
  - Changes to make more consistent with attachment and WACs and brought back to October meeting.
- Review and approve Renewal Notice
  - Grammatical changes only.
- Discuss/clarify WAC 246-840-202(5) for “review cycle”-Linda
  - Linda had requested clarification for this WAC to ensure the intent of it. The subcommittee was unanimous that the audit cycle is in fact three years, not to be in consecutive years following the first three year cycle.

**4. Review web pages**

- Discuss approval for posting CE providers on Web
  - a. Free vs. cost?
  - b. Appearance of approval or accredited
    - Rhonda to take this issue to the November Commission meeting.  
Teresa will add to the commission packet for that meeting.

**5. Retired active status**

- Waiting for decision package

**6. Closing- 10:55 am**