



**Nursing Care Quality Assurance Commission (NCQAC)  
Consistent Standards of Practice (CSP) Minutes  
September 19, 2011 10:00 AM to 11:30 AM**

**Committee Members:** Suellyn Masek, RN, MSN, CNOR, Chair  
Margaret Kelly, LPN  
Bill Hagens, Public Member

**Staff:** Chuck Cumiskey, BSN, MBA, RN, Nurse Practice Advisor  
Nancee Tardif, MN, Nurse Consultant  
Shari Kincy, Operations Secretary Senior

**Called to order - 10:06 AM  
Roll Call**

**1. Adoption of August 22, 2011 minutes**

- The committee discussed the changes to the Interpretive Statements that were in the NCQAC September 9<sup>th</sup> Business meeting packet.
- Mr. Cumiskey stated that he is waiting for Ms. Rhonda Taylor to send back her suggestions for changes.
- Ms. Masek would like to see the Interpretive Statements before they go in the packet.
- Ms. Kelly suggested to the committee that they use the same format for looking over documents that the Licensing & Discipline committee uses to approve documents prior to the NCQAC Business meeting. Ms. Masek agreed.
- The Committee reviewed and approved the August 22, 2011 meeting minutes.
- The Committee would like to see the minutes for the September 19, 2011 meeting by October 3, 2011.

**2. Review draft interpretive statements**

**a. RNFA**

- The Committee would like to see the changes highlighted in yellow.
- The Committee reviewed the statement and made some minor changes.
- The changes will be made and sent to Ms. Masek for approval to go into the November Business meeting packet.
- Mr. Cumiskey will verify whether a RN "must" or "should" have a Certification in Peri-Operative nursing (CNOR).

**b. Telehealth**

- The committee requested that this Interpretive Statement be formatted before they make any corrections.
- The committee will send Mr. Cumiskey any changes they would like to see done.

**c. Procedural Sedation**

- The committee was not comfortable with how the Interpretive Statement read.

- The committee made a recommendation that this statement be sent back to the NPAG to be re-worked.
- Ms. Masek suggested letting Gene Pingle look over this statement.
- Ms. Masked would like to see more current references.
- The committee requested that this Interpretive Statement be formatted before they make any corrections.

d. Epidural Analgesia

- Ms. Masek would like the NPAG group to reach out to Obstetrics people.
- The committee feels this statement needs a lot of work.
- The committee requested that this Interpretive Statement be formatted before they make any corrections.
- The committee will send Mr. Cumiskey any changes they would like to see done.

**3. Review progress report on each team**

- Mr. Cumiskey informed the committee that the NPAG leaders would like to have a face to face to go over some the concerns they have regarding the Interpretive Statements.
- Mr. Hagens suggested that one or more of the committee members attend the meeting that Mr. Cumiskey would like to set up. Preferably the Chair.
- Mr. Cumiskey will send out the date of October 19, 2011
- Mr. Cumiskey will have an agenda to Ms. Masek by September 21, 2011.

**4. Consistent Standards link for home page/timeline/Issue review form**

- This will be on the agenda for next meeting.

**5. Discuss revision plan for the “Determining Your Scope of Practice” document**

- This will be on the agenda for next meeting.

**6. Update on F01.01 “Development, Rescinding and Archiving of Interpretive Statements, Advisory Opinions, Policy Statements and Declaratory Orders”.**

- Mr. Hagens discussed the policy. He feels that this is a key document. Mr. Hagens has a draft ready and he would like to send it in for review at the next meeting.

**7. Newsletter articles**

- Ms. Masek will get the Newsletter articles to Dr. Schaffner by September 23, 2011.

**8. Nurse Consultant Nancee Tardiff**

**a. Job priorities**

- Ms. Masek suggested that the committee members go over the information that was sent to the committee last month.

**b. Relationship to CSP and NCQAC**

- Ms. Masek suggested that the committee members go over the information that was sent to the committee last month.

**c. Ideas for work relationship enhancement**

- Ms. Masek suggested that the committee members go over the information that was sent to the committee last month.

**9. Next meeting October 24, 2011 at 10:00 AM-11:30 AM**

- The committee will meet on October 10, 2011. The agenda for that meeting needs to go out on the Listserv on September 26, 2011.
- The committee changed the October 24, 2011 meeting to October 31, 2011 from 10:00 am to 11:30 am. If the committee feels they do not need this meeting, it can be cancelled.
- The committee changed the times of the November 28, 2011 meeting from 10:00 am through 11:30 am to 11:45 am through 1:00 pm.

**10. Next Agenda due to Listserv October 10, 2011**

- The committee decided to have a meeting on October 10, 2011. The agenda for that meeting will need to go out on September 26, 2011.
- Agenda items for that agenda will include:
  - F01.01
  - RNFA
  - Job Titles
  - Question of Assignment
  - TeleHealth

**11. Update and review Interpretive Statements in plain talk and proper format by September 23, 2011 to meet packet deadline of October 7, 2011 for November Business meeting packet.**

**12. Meeting Adjourned 11:36 AM**