



**Nursing Care Quality Assurance Commission (NCQAC)  
Licensing and Disciplinary Subcommittee  
Special Meeting  
January 28, 2013  
Telephone Conference Call  
7:00PM**

**Sub-Committee Members:** Margaret Kelly, LPN, Chair;  
Cass Tang, PMP, Public Member  
Lois Hoell, MS, MBA, RN  
Susan Wong

**DOH Staff /Guest:** Mary Dale, Discipline Manager  
Teresa Corrado, LPN, Health Services Consultant  
Miranda Bayne, Staff Attorney  
Catherine Woodard, Chief Investigator  
Margaret Holm,  
Paula Meyer, MSN, RN, Executive Director  
Karl Hoehn, Staff Attorney

**Call to order** Digital recording announcement

**Roll call**

**1. November Minutes - Ms. Kelly**

**DECISION:** The subcommittee approved the November minutes to go to the March NCQAC meeting for approval.

**2. Regulatory Action Pathway – Ms. Meyer**

**DISCUSSION:** Paula reviewed the request from National Council to use the tool they developed for the just culture philosophy. They have asked Washington to test the tool and report our experience back to them. The tool would be used by the reviewing commission member (RCM) and the charging panel. It would assist in determining if the error was based on system design or behavioral choices.

**DECISION:** The subcommittee will take a motion to the March NCQAC meeting that the commission adopt a 6 month pilot to test the tool from National Council. Training will be required for commission and pro-tem members. Prior to the February 25, meeting, Ms. Dale and Ms. Woodard will develop a format to track information reviewed with the tool. This will be added to the work plan.

**3. Practice on an Expired License – Ms. Dale/Mr. Hoehn**

**DISCUSSION:** Several commission members are concerned that our Sanction Standards are too harsh on this issue. Most, if not all cases are unintentional. A survey was sent to all boards of nursing. The information was sent to the subcommittee with a summary of the data received. Twenty-two states responded. Several have sanctions similar to Washington, but many issue a letter of admonishment, warning, or guidance. Ms. Dale and Mr. Hoehn suggested we issue a Notice of Concern (NOC) for these cases. It is not disciplinary action so it is not reported to the National Data Bank, and the respondent does not have a right to a hearing.

**DECISION:** Ms. Hoell and Ms. Wong will review the information and bring a recommendation to the February subcommittee meeting. If commission action is needed, it will go to the March 8 commission meeting.

**4. Strategic Plan – Ms. Kelly**

**DISCUSSION:** The subcommittee developed objectives for the FY2014 strategic plan. **DECISION:** The strategic plan includes:

- Performance Measures
- Substance Use and Abuse
- Sexual misconduct rule
- Drug testing nurses
- Regulatory Action Pathway (Just Culture)
- Licensing rules (endorsement and international)

**5. Subcommittee Meeting Times – Ms. Woodard/Ms. Kelly**

**DISCUSSION:** There was discussion regarding changing the time of this meeting. There is no phone support in the evenings, and some staff must remain in the office for the call. There are benefits to having the meeting during the workday.

**DECISION:** The meeting start time will be changed from 7:00 p.m. to 4:00 p.m. for the next three months. Ms. Dale will ask this information be added to the web. The topic will be added to the April subcommittee agenda for review.

**6. Disciplinary Worksheet – Ms. Dale**

**DISCUSSION:** The subcommittee reviewed the changes in the work sheet from our last meeting. The boxes for cost reimbursement and fines were changed, as well as adding the respondent name and case number on each page, and adding a revision date.

**DECISION:** The revised worksheet will go to the March 8 commission meeting with a motion to adopt the changes.

**7. Sexual Misconduct Rule – Ms. Tang/ Ms. Kelly**

**DISCUSSION:** Draft language was reviewed. Miranda says the definitions should be included in the “definitions” section of the WAC (010), rather than in the sexual misconduct WAC (740). Section 010 is currently open for revision, so we cannot add these definitions until the current revision has been completed. We will have to withdraw the CR101 and submit a revised one to do this. The nursing program has agreed not to submit any rule changes until the four rules in process are completed.

**DECISION:** We will re-file the CR101 after the four current rules are completed.

**8. Drug Testing for Nurses – Ms. Tang/Ms. Wong**

**DISCUSSION:** There are no other states currently doing this. It has been considered an employer issue.

**DECISION:** Miranda, Ms. Tang, Ms. Wong, and Ms. Corrado will develop discussion points for the February subcommittee meeting.

**9. Nurse Consultant Update – Margaret Holm**

**DISCUSSION:** Ms. Holm gave her monthly report. The nurse consultants have updated some presentations, and created new ones.

**DECISION:** Ms. Holm was asked to include a link to the presentations in the next NCQAC packet.

**10. Investigation Update – Ms. Woodard**

**DISCUSSION:** Ms. Woodard gave her monthly report, including statistics on open investigations and workload.

**11. Work Plan - Margaret**

**DISCUSSION:** The work plan was reviewed.

**DECISIONS:** Changes were made according to the meeting discussions.

**Adjournment: 8:59 p.m.**