



**Nursing Care Quality Assurance Commission (NCQAC)  
Licensing and Disciplinary Subcommittee  
Special Meeting  
April 29, 2013  
Telephone Conference Call  
4:00PM**

**Sub-Committee Members:** Margaret Kelly, Chair; Cass Tang; Lois Hoell (excused)  
**DOH Staff /Guest:** Mary Dale, Teresa Corrado, Miranda Bayne, Catherine Woodard, Margaret Holm (excused)

**Call to order** Digital recording announcement

**Roll call**

- 1. March Minutes - Margaret**  
The March 25, 2013 minutes were approved to go to the Nursing Commission for final approval.
- 2. Practice on an Expired License –Margaret**  
The procedure changes to be presented at the May NCQAC meeting were reviewed. Practice for less than 2 years will be closed as below threshold, and practice for 2 or more years will be subject to discipline according to the Sanction Standards. Changes are made to two procedures, A06 and A27.
- 3. Regulatory Action Pathway - Mary**  
National Council asked the commission to pilot a 6 month test of the “Regulatory Action Pathway” tool on standard of practice cases. The commission agreed to the pilot at the March 2013 commission meeting. Concern was voiced from the Attorney General Office for using the tool on open cases. A meeting was held with AAG Cassandra Buyserie, Margaret Kelly, Catherine Woodard, Mary Dale, and Kathleen Russell of National Council. It was decided to use the tool on recently closed cases to avoid any concern of unfairness. Ten cases will be assessed and the data will be sent to National Council.
- 4. Marijuana/Safe to Practice Policy – Margaret**  
A suggestion came from CMT to take the marijuana issue to the full commission to request a more in-depth review.  
**DECISION:** This will go to the May NCQAC meeting to discuss using the Safe to Practice policy for these cases. There will be discussion regarding an in-depth review at a higher level.
- 5. Drug Testing for Nurses – Cass**  
Paula Meyer asked for research into the authorization for airline pilots and ferry pilots for drug testing. Cass researched the topic and provided a summary along with FAA regulations and explanations. She presented the information to the subcommittee.  
**DECISION:** Cass will resend the memo. Mary will provide this information to Paula for review.

**6. NCQAC Web Page - Mary**

The subcommittee may request changes to the web page, either for short or long term changes. Suggestions included using the National Council plan for their website, ensuring that documents on the web are not outdated, and use of documents that can be filled in online. They reviewed an outline of suggested web changes from staff, and felt it covered everything.

**7. Nurse Consultant Update – Margaret Holm excused**

The NCI monthly report was reviewed. Workplace diversity was added to the work plan at the last meeting. This is addressed in the report, and Margaret will be reminded to contact Cass if she needs any assistance.

**8. Investigation Update – Catherine**

Catherine provided the status documents showing investigation progress during the month of March. She discussed upcoming changes in staff.

**9. Performance Measures - Margaret**

Margaret reviewed the performance measures for Quarter 3 FY2013. She pointed out that measure 2.3 Case Disposition is the best it has ever been. Measure 2.4 Investigations is at 33%, which is the best it has been. The charts show the number of investigations over timelines has steadily decreased over the last few years. The measures will be on the May NCQAC agenda.

**10. NCSBN Discipline Case Management Conference**

Catherine and Mary will present on “Non-therapeutic prescribing of controlled substances”. They were asked to include the power point presentation at the next subcommittee meeting.

**11. Meeting dates – Margaret**

**DECISIONS:** The May 27 subcommittee will be cancelled. Meetings will permanently remain at 4:00 p.m. on the last Monday of the month.

**12. Work Plan - Margaret**

The work plan was reviewed and changes were made.

**Adjournment 5:07 p.m.**