



Nursing Care Quality Assurance Commission (NCQAC)

Regular Meeting Minutes

November 8, 2013 8:30 AM

Doubletree Inn

The Capital Room

415 Capital Way N

Olympia WA 98501

Commission Members:

Suelyn Masek, MSN, RN, CNOR, Chair
Erica Benson-Hallock, MPPA, Public Member, Vice-Chair
Mary Baroni, PhD, RN
Linda Batch, LPN
Charlotte Foster, BSN, MHA, RN
Barbara Gumprecht, MSN, RN
Lois Hoell, MS, MBA, RN
Margaret Kelly, LPN
Gene I. Pingle, BSN-BC, CEN, RN
Donna L. Poole MSN, ARNP, PMHCNS-BC
Tracy Rude, LPN
Laurie Soine PhD, ARNP
Cass Tang, PMP, Public Member
Jeannie M. Eylar, MSN, RN
Stephen J. Henderson, JD, MA, BA, Public Member

Excused
Excused

Assistant Attorney General:

Gail Yu, Assistant Attorney General

Staff:

Paula R. Meyer, MSN, RN, Executive Director
Debbie Carlson, MSN, RN, Nursing Practice Advisor
Teresa Corrado, LPN, Health Services Consultant
Michael Hively, Administrative Assistant
Karl Hoehn, Staff Attorney
Mindy Schaffner, PhD, MSN-CNS, RN, Nursing Education
Advisor
Catherine Woodard, Chief Investigator
Martha Worcester, PhD, ARNP, ARNP Advisor
Mary Dale, Discipline Manager
Anne Schuchmann, MSN, RN, Deputy Executive Director

Excused
Excused

This meeting was digitally recorded to assist in the production of accurate minutes. All recordings are public record. The minutes of this meeting will be posted on our website after they have been approved at the January 10, 2014 NCQAC meeting. For a copy of the actual recording, please contact the Public Disclosure Records Center (PDRC) at PDRC@doh.wa.gov.

I. 8:30 AM Opening – Suellyn Masek, Chair – DISCUSSION/ACTION

II. Call to order

- A. Introductions
- B. Order of the Agenda
- C. Correspondence
- D. Announcements
 1. Ms. Meyer acknowledged the following staff appointments:
 - Dr. Mindy Schaffner appointed to National Council of State Boards of Nursing's (NCSBN) Distance Learning committee
 - Catherine Woodard and Mary Dale published in October issue of the Journal of Nursing Regulation
 - Teresa Corrado appointed to the NCSBN Board Member Profile Committee
 - Catherine Woodard appointed to the NCSBN Leadership Academy Committee
 2. Ms. Meyer welcomed new members and explained to the NCQAC that Ms. Gumprecht has accepted a position as a Nursing Consultant Advisor effective November 16th, 2013 and will resign her commission appointment on November 15th, 2013

III. 8:40 AM Consent Agenda – DISCUSSION/ACTION

- A. Approval of minutes
 1. NCQAC Business Meeting, September 13, 2013
 2. NCQAC Disciplinary Hearing minutes, June 6, 2013, June 28, 2013, July 25, 2013
 3. Advanced Registered Nurse Practitioner (ARNP) sub-committee minutes, September 14, 2013, October 2, 2013
 4. Licensing and Discipline sub-committee minutes, July 29, 2013, August 26, 2013
 5. Consistent Standards of Practice sub-committee minutes, September 3, 2013
 6. Nursing Program Approval Panel (NPAP), June 30, 2013, July 18, 2013
 7. Nursing Assistant – Nursing Program Approval Panel (NA-NPAP), July 8, 2013, September 9, 2013
 9. Veteran's Administration Nurse Practitioner Residency Program
 10. NCSBN Conference on Leadership and Public Policy, Rapid City, South Dakota, Sept. 17-19, 2013, Lois E. Hoell
 11. National Council of State Boards of Nursing, Letter from the President, Myra Broadway, October 16, 2013

12. HEAL-WA usage report
13. Department of Health, Health System Quality Assurance (HSQA) Boards and Commissions Leadership Meeting Report, October 21, 2013
14. Northwest Regional Primary Health Care Conference, October 19-22, 2013

Motion: Motion by Mr. Pingle with a second from Ms. Kelly to remove items III.A.1 NCQAC Business Meeting, September 13, 2013 and III.A.3 ARNP sub-committee October 2, 2013 minutes from the consent agenda for edits. Motion Passed.

- Ms. Hallock and Ms. Kelly explained the required corrections to items III.A.1 and III.A.3, the ARNP October 2, 2013 minutes

Motion: Motion by Ms. Poole with a second by Ms. Tang to adopt the consent agenda with changes. Motion Passed.

IV. 8:45 – 9:15 AM Chair Report –Suellyn Masek - DISCUSSION/ACTION

A. Appointment of new members to sub-committee and panels

1. NPAP – A:
 - Mary Baroni,
 NPAP – B:
 - Lois Hoell
2. CSP:
 - Public Member – Stephen Henderson
 - LPN – Tracy Rude
 - RN – Jeannie Eylar
3. Case Disposition Panel (CPD)
 - CDP 1: Lois Hoell, Jeannie Eylar, Suellyn Masek
 - CDP 2: No Change
 - CDP 3: Cass Tang Chair, Stephen Henderson
 - CPD 4: Mary Baroni, Susan Woods, Stephen Henderson
4. NA – PAP:
 - Erica Benson-Hallock

B. Task Force members

- Ms. Masek asked for NCQAC volunteers to work as members of task forces
1. Newsletter
 - Ms. Schaffner explained the NCQAC newsletter and the roles of its members. Mary Baroni, Laurie Soine, and Gene Pingle.
 2. Budget
 - Ms. Masek, Erica Benson-Hallock, and Lois Hoell.
 3. Legislative

- Ms. Masek, Erica Benson-Hallock, Linda Batch, Donna Poole, and Charlotte Foster.

V. 9:15 AM– 9:30 AM Executive Director Report – Paula Meyer – DISCUSSION/ACTION

A. Upcoming meeting dates and locations

- January 10th - Center Point, Kent
- March 14th - Center Point in Kent
- May 9th, - Spokane
- July 11th - TBD

B. Education at NCQAC meetings – change to January meeting presentation

- January 10th, 2014 meeting: presentation on performance measures
- May 9th, 2014 meeting: presentation on Washington Health Professional Service program.
- Ms. Benson-Hallock suggested adding to the May 9th, 2014 presentation on the legalization of marijuana.
- Ms. Kelly suggested a presentation on the LEAN process.

VI. 9:30 AM – 10:15 AM House Bill 1518 Report – Steering Committee – DISCUSSION/ACTION

House Bill 1518 amended RCW 18.79.390 and made permanent the authority granted to the NCQAC in 2008. The bill also requires the NCQAC to submit a report to the Governor and legislature with recommendations for further improvements by December 31, 2013. Jonathan Seib and Joanie Deutsch, Strategy 360, are consultants working with the NCQAC Steering Committee on the report.

- Mr. Seib and Ms. Deutsch from Strategies 360 provided a report that broke down the cumulative information including the recommendations of the NCQAC scheduled to go to the Governor and legislature in December 2013.

VII. 10:15 AM – 10:30 AM BREAK

VIII. 10:30 AM – 11:30 AM House Bill 1518 Report, Continued– Steering Committee – DISCUSSION/ACTION

- The NCQAC discussed their concern with Secretary Dr. John Wiesman of the Department of Health.

IX. 11:30 – 1:00 PM Working Lunch

The process for disciplinary hearings: roles and responsibilities for NCQAC members, attorneys general, health law judges. The NCQAC watched a DVD produced by the NCQAC. Copies of the DVD were distributed to all NCQAC and pro tem members.

X. 1:00PM - OPEN MICROPHONE

Open microphone is for public presentation of issues to the NCQAC. Members of the NCQAC may not be able to respond to concerns, but thank the presenters for their comments. Members of the public seeking information on disciplinary cases are

asked to call 360-236-4713.

- Mr. Mark Backstrom introduced himself and recalled his presence at the NCQAC September 13, 2013 business meeting. Mr. Backstrom addressed his concerns about being referred to the NCQAC newsletter for license discipline action. Mr. Backstrom held up a cardboard sign approximately 18” high x 24” wide with his contact information and asked any NCQAC member to contact him for case discussion. Mr. Backstrom had taken what appeared to be a \$100 bill from his pocket offering it to any staff or NCQAC member that can show him where the case was shown.
- The NCQAC Chair Ms. Masek informed Mr. Backstrom that his actions were inappropriate and that the NCQAC staff had prepared a packet of information for Mr. Backstrom.
- Ms. Meyer informed Mr. Backstrom that the case he was referring to had informal discipline and therefore was not published in the NCQAC newsletter. Ms. Meyer apologized for any inconvenience that had been caused. Ms. Meyer explained that all disciplinary actions are released to the public and state boards of nursing on three data bases:
 1. Washington State Provider Credential Search
 2. NURSYS, a national data base for employers and state boards of nursing
 3. Health Integrity & Portability Data Base: a federal data base that all health professional regulatory entities must report all disciplinary actions

**XI. 1:30 PM – 2:30 PM Retired Active Status Rules Hearing - -
DISCUSSION/ACTION**

The NCQAC adopted requirements for Continuing Competency in rules. The Retired Active Status addresses the requirements for nurses to renew licenses if they are retired from active employment.

- NCQAC took comments from the public.

The hearing commenced at 1:30pm. The hearing concluded at 1:44pm.

Motion: Motion by Ms. Hoell with a second by Ms. Tang to adopt Retired Active Status Rules. Motion Passed.

XII. 2:30 PM – 2:45 PM BREAK

XIII. 2:45 PM – 3:45 PM Subcommittee Reports – DISCUSSION/ACTION

A. Licensing and Discipline – Margaret Kelly, chair

- Ms. Kelly stated the L&D information is in the subcommittee minutes.

B. Continuing Competency – Lois Hoell, chair

- Ms. Hoell discussed awaiting the NCSBN report on Continuing Competency.

- C. Consistent Standards of Practice – Gene Pingle, chair**
 - Mr. Pingle stated there were no actions at this time.
- D. Advanced Registered Nurse Practitioner, Donna Poole, chair**
 - Changing name of Advanced Registered Nurse Practitioner Subcommittee to Advanced Practice Subcommittee

Motion: Motion by Ms. Poole with a second by Ms. Soine that the Steering Committee look at how to improve the integration of Advanced Practice representation on all subcommittees. Motion passed.

Motion: Motion by ARNP Subcommittee with a second by the subcommittee to change name from Advanced Registered Nurse Practitioner Subcommittee to Advanced Practice Subcommittee. Motion Passed.

XIV. 3: 45 PM – 4:00 PM – Meeting Evaluation

PRO	CON
Venue	Coffee
Informative	Parking
Security	Need questions and answer session for new members
Secretary Wiesman’s attendance	Healthier Meals
Strategies 360 Report	Outline needed for rules hearing process
Meals	
Wireless Internet Access	
Warm Welcome for new members	
Staff preparation	
Productive Meeting	

XV. 4:00 PM - Closing