



**Nursing Care Quality Assurance Commission
(NCQAC) Licensing and Disciplinary Subcommittee
Minutes Special Meeting
December 9, 2013
Telephone Conference Call
4:00PM**

- Committee Members:** Cass Tang, PMP, Public Member, Chair
Margaret Kelly, LPN
Lois Hoell, MS, MBA, RN
Tracy Rude, LPN
- DOH Staff /Guest:** Mary Dale, Discipline Manager
Teresa Corrado, LPN, Health Services Consultant
Karl Hoehn, Staff Attorney
Margaret Holm, Nurse Consultant
- Excused:** Catherine Woodard, Chief Investigator
- Call to order** Digital recording announcement
- Roll call**
- 1. November Minutes - Margaret**
Minutes from the 11/25/13 meeting were reviewed and edits were made.
DECISION: The minutes were approved for the January NCQAC meeting agenda.
 - 2. Procedure A31 No Response to a STID – Karl**
Karl provided a revised draft of the procedure for consideration. The changes were reviewed and final changes were made.
DECISION: Procedure A31.02 was approved for the January NCQAC meeting agenda.
 - 3. Sanction Standards for Continuing Competency Failed Audits – Teresa**
Karl provided WAC 246-840-207 Failure to meet continuing competency requirements. This rule provides direction to address licensees not meeting the requirements of continuing competency. It was determined that the three letters required in the WAC would not be considered “repeated failure”, but it would be failure to document for multiple audits. Employers would not be notified of the status change from active to inactive, but would be notified if they are in “E-notify” with National Council. They can also check provider credential search to find the employee’s status.

DECISION: A procedure is not needed; the WAC will be included in the commission packet for the January meeting.

4. Performance Measures – Margaret

Margaret reviewed the performance measures for Quarter 1, Fiscal Year 2014.

- Measure 1.2 Notice of Decision (NOD) was discussed. Margaret still has concerns on this chart, and feels the way it is done reflects negatively on the commission. Steve Hodgson has offered to create a second chart for a special report out.
- Margaret praised the investigation measures 2.2 and 2.4, and the progress made in investigations.
- Measure 2.7 shows sexual misconduct cases that were transferred to the secretary within timelines since July 2010. Margaret has asked Steve to roll the time period, rather than have it continue back to that date.
- Measure 3.1 has questionable data. The data on this quarter's report is the same as the previous quarter for all charts. This is very unlikely, and may be in error.

DECISION: Margaret and Teresa will discuss options on NODs (1.2). Licensing will work with the attorney prior to entering cases into the system.

Margaret and Mary will discuss getting the change on measure 2.7.

Margaret will send a request to Catherine Woodard to follow up on measure 3.1.

5. Work Plan

Drug testing for Nurses: Karl will discuss with Paula when he meets with her on 12/10/13.

Performance Measures: Margaret will present them at the January NCQAC meeting.

Sexual Misconduct Rules: Draft language will go to the commission for approval at the January NCQAC meeting.

Sanction standards for continuing competency: This item will be discussed at the January NCQAC meeting, and removed from the work plan.

Licensing report: This will be added to the January subcommittee meeting, as Teresa was not available to ask questions at the November meeting. Licensing reports will go out with the meeting agenda.

Adjournment: 5:29 p.m.