



**Nursing Care Quality Assurance Commission (NCQAC)
Continuing Competency Subcommittee Minutes
February 21, 2014 9:30 AM
Town Center 2
111 Israel Rd SE, Tumwater, WA 98501
Room 115**

Committee Members: Lois Hoell, MS, MBA, RN, Chair
Linda Batch, LPN
Erica Benson-Hallock, MPPA, Public Member

Staff: Teresa Corrado, Licensing Manager
Thomas Bolender, Continuing Competency Compliance Officer
Becky Cebula, Nurse Licensing Representative

Excused: Linda Patterson, Nurse Consultant

Guests: Karen Greenwalt

- I. 9:30 AM Opening — Lois Hoell, Subcommittee Chair**
 - Called to order at 9:35 AM
- II. Roll call**
 - Completed
- III. January minutes**
 - Approved
- IV. Retired Active nurses volunteering to help with audit process**
 - Teresa reported on her discussion with Paula.
 - Decision
 - No volunteers will be utilized
- V. Audit procedure**
 - Tom gave the number of audit letters written and audits completed
 - 54 Random audits
 - 56 Late renewal audits
 - 7 Audits completed
 - Tom will bring updated numbers to the March meeting
 - Teresa spoke about the surprising number of people entering into the 177-15 agreement for reactivation. These audits will need to be completed starting next year.
 - Becky will bring the number of reactivation applications that require 177-15 agreements to the next meeting

VI. Deficiency letters

- Teresa reported that a large number of renewals are coming in without signed attestation paperwork. She discussed a change to the renewal notices that will hopefully lower the number of letters sent.
- The number of deficiency letters sent will be brought to the next meeting.

VII. Open rules

- Teresa talked about a discussion with Paula about obtaining more stakeholder input. Paula thought the number of stakeholder meetings were adequate.
- Decision
 - No additional stakeholder meetings needed.

VIII. Nursing numbers

- Tom reported on the number of nurses who switched their status from Active to Inactive or Retired Active
 - From December to the meeting date there has been an increase of 102 nurses in Inactive status
 - To date, 113 nurses changed status to Retired Active

IX. Continuing competency articles

- There was discussion about the number of articles being written about continuing competency. The thought was there should be some overlap. The need for multiple articles for different groups is necessary but the articles could all be derived from one. By doing so, the message will be consistent..
- Teresa is currently working on an article for WSNA that can be used as a template.

X. Public comment

- Public attendee Karen Greenwalt talked about the number of nurses that are dropping licensure due to the lack of knowledge regarding the Retired Active status. There was discussion about how the commission could communicate the information about the process.
- Teresa will look into running a report to determine the number of letters it would take to target a demographic of nurses age 50 and up in an effort to communicate the process of Retired Active status.

XI. Time Change

- The March meeting time will be changed from 9:30 AM to 10:30 AM

XII. Adjourned – 10:22 AM