



**Nursing Care Quality Assurance Commission (NCQAC)  
Continuing Competency Subcommittee minutes  
June 13, 2014  
111 Israel Rd SE, Room 115  
Tumwater, WA**

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

**DOH Staff:** Teresa Corrado, Licensing Manager  
Thomas Bolender, Continuing Competency Compliance Officer  
Becky Cebula, Nurse Licensing Representative  
Linda Patterson, Nurse Consultant

**Public:** Karen Greenwalt, RN, Parish Nurse  
Sally Watkins, RN, Franciscan Health System

**I. Opening — Lois Hoell, Subcommittee Chair**

- Called to order at 9:39 AM

**II. Roll call**

- Completed

**III. May Minutes**

- Approved

**IV. Audit Progress**

- Tom went over the audit graphs and gave numbers for May
  - Late audit letters sent – 35
  - Random audit letters sent – 56
  - Second letters sent– 22
  - Final letters sent– 11
  - Completed audit files – 80
  - Pending audit files at the end of the month – 223
  - Files needing supervisor approval – 0
  - Files with documentation received awaiting auditor review – 76
  - One nurse placed in Inactive status
- The number of nurses entering into the 177-15 agreements was discussed.
  - Need to change heading on 177-15 graph to say approved instead of pending
  - Signed for reactivation – 23
  - Signed for renewal – 12

## **V. Nursing Numbers**

- Retired Active – 523 up 147 since last month
- Inactive – 1438 an increase of 103 since last month
- Numbers just keep going up
- There was discussion on coming up with a report to establish the average age of nurses who are entering into either Retired Active or Inactive status.
- There was discussion around the decrease in revenue for the commission due to status changes. Teresa brought up the fact more licenses are being issued than ever before. She feels those who are dropping or changing status will not affect the overall revenue needs.
- Lois spoke on the number of out of state schools that are getting faculty licensed in Washington in an effort to be able to teach Washington nurses. Although the number of these nurses who apply may be small, it may offset some change in revenue.

## **VI. Consequences of Changing to Inactive**

- The discussion revolved around a nurse whose license was placed in Inactive status. After ignoring three letters, the nurse's license status was changed to Inactive. Three days after receiving the letter stating this information, the nurse called to find out why it happened.
- The consensus with the group was while the rules are open, there needs to be some actions available to address the issue.

## **VII. Discipline Case**

- Lois questioned if we can amend the rules to add that anyone brought up on discipline charges may be audited for the last continuing competency period. Teresa will check with legal.

## **VIII. Renewal Deficiency Letters**

- 125 Deficiency letters were sent to credential holders who sent their renewal fee but did not attest to completing their education.
- There was discussion about adding an insert to remind nurses to sign.
- There is already at least 1 insert being sent with renewal notices. It was the opinion of the committee that too many inserts just make people not want to look.
- Teresa said she would check on the duration the current insert is being sent.

## **IX. Suicide Prevention Education**

- There was discussion on who was going to be approved for courses on the newly required Suicide Prevention Training. Members discussed a variety of courses lasting from 4 hours to 2 days.
- Linda Patterson mentioned she knew of a very comprehensive course from SPRC that is currently approved for mental health workers in Washington. She will forward this information to Tom who will make it available for the next meeting.

#### **X. North Carolina Audits**

- Lois reported they audit licensees before they renew.
- Once a licensee is selected for audit, their license will stay in a pending audit status until the audit is complete.
- The question was asked, “what if the audit isn’t complete by their renewal date?”
- Lois said she would call her contact and get the answer.

#### **XI. Good Byes**

- Thank you to Erica Benson-Hallock and Linda Batch for their service on the committee. Their terms on the Commission have ended.

#### **XII. Continuing Competency Rules**

- Teresa commented on the decision to file a CR-101 in an effort to increase the scope of the rules changes.
- The new requirement of Suicide Prevention training mandated by law was discussed.

#### **XIII. Sub-Committee Changes**

- All members agreed licensing should be merged with the Continuing Competency sub-committee. The Continuing Competency Sub-Committee will become the Licensing Sub-Committee.

#### **XIV. NWOne Request**

- Lois spoke to Gladys from NWOne about a request to edit the Continuing Competency guide on acceptable continuing education. Gladys was unaware of the request and was unable to provide clarity. No changes were recommended by the committee.

#### **XV. Nurse Concern About Employers Perception of Retired Active Status**

- Teresa brought up a conversation she had with a nurse who was worried employers wouldn’t interview her while in Retired Active status.
- Teresa asked if anyone has heard from employers who were concerned about the status.
- No one has heard any comments.

#### **XVI. Adjourned – 10:16**