



**Nursing Care Quality Assurance Commission (NCQAC)
Discipline Sub-committee Agenda
November 25, 2014 3:30 pm to 5:30 pm
Town Center 2, Room 112
111 Israel Rd SE, Tumwater, WA 98501**

Committee Members: Gene Pingle, BSN-BC, CEN, RN, Chair
Margaret Kelly, LPN
Lois Hoell, MS, MBA, RN
Tracy Rude, LPN

Excused: Cass Tang, PMP, Public Member

Staff: Mary Dale, Discipline Manager
Catherine Woodard, Chief Investigator
Margaret Holm, Nurse Consultant
Karl Hoehn, Staff Attorney

If you have questions regarding the agenda, please call Mary Dale at 360-236-4744. Items may be taken out of order. If you wish to attend the meeting for a single item, contact our office at the number listed above and request a specific time scheduled for that item.

This meeting is accessible to persons with disabilities. Special aids and services can be made available upon advance request. Advance request for special aids and services must be made no later than November 19, 2014. If you need assistance with special needs and services, please leave a message with that request at 1-800-525-0127 or, if calling from outside Washington State, call (360) 236-4052. If you have limited English language expertise call Mary Dale at 360-236-4744 before November 19, 2014. TDD may also be accessed by calling the TDD relay service at 1-800-833-6388. If you need assistance due to a speech disability, Speech to Speech provides human voicers for people with difficulty being understood. The Washington State Speech to Speech toll free access number is 1-877-833-6341.

This meeting will be 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 9, 2015 NCQAC meeting. For a copy of the actual recording, please contact the Public Disclosure Records Center (PDRC) at PDRC@doh.wa.gov.

Smoking is prohibited at this meeting.

- I. 3:30 pm Opening — Gene Pingle, Chair**
 - Call to order – digital recording announcement
 - Roll call
- II. September Minutes – Gene**
- III. Case Disposition Panel – Mary**
Update on process changes
- IV. Performance Measures – Tracy**
FY2015 quarter X
- V. Closure Letters – Gene**
Revising letter to the complainant
- VI. Investigator Report – Catherine**
Quarterly report
- VII. Nurse Consultant Report – Margaret**
Quarterly report
- VIII. Work Plan – Gene**
- IX. Closing**