



**Nursing Care Quality Assurance Commission (NCQAC)  
Discipline Sub-committee Minutes  
May 26, 2015 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  
Tracy Rude, LPN  
Cass Tang, PMP, Public Member  
Lois Hoell, MS, MBA, RN

**Staff:** Mary Dale, Discipline Manager  
Karl Hoehn, Supervising Staff Attorney  
Catherine Woodard, Associate Director of Discipline  
Shari Kincy, AA3

**Attendees from the Public:** Julie Skene  
Ingrid Nelson

**I. 3:30 pm Opening — Gene Pingle, Chair**

- Call to order – digital recording announcement
- Roll call – Gene completed the roll call.

**II. April Minutes – Gene**

**DECISION:** The April minutes were approved by the committee and will be placed in the business packet for the July Commission meeting.

**III. Nurse Licensure Compact - Cass**

Cass gave an update on the progress of the Nurse Licensure Compact. The language was approved at the May Commission meeting and will now go forward with legislation.

**DECISION:** The committee asked Mary to look into getting a page on our website for questions from the public.

**IV. Just Culture – Catherine**

Mary updated the subcommittee on the discussion with Gail Yu on this topic. They asked why the Commission was not able to use the NCSBN tool. The reason is that the Commission bases action on harm to the public and the Sanction Rules are also set up that way. Gail said it could be used with the sanction rules to determine mitigating factors and as a tool with mentoring and Early Remediation. It should not be put into policy.

- Lois suggested that Margaret contact the Long Term Care Associates
- Lois will suggest it to Northwest Organization of Nurse Executives

- Gail suggested the North Carolina Just Culture Tool be adapted for NCQAC use

**DECISION:** The committee resolved this issue. The Nurse Consultants will use it in their presentations to employers.

**V. Non-payment of fines/cost recovery by licensees – Gene/Karl**

Gene and Karl gave the presentation.

- Since 2006 \$25,514 went to collections
- \$15,714 of that is outstanding
- Karl spoke with Gail Yu and she suggested putting a minimal payment into the orders
- Lois suggested not renewing the license until the fine was paid. Karl said that the Health Law judges will not do that as a fine does not protect the public.
- In order to attach it to a renewal there must be a legislative change
- Community service cannot be imposed because the Commission doesn't have "custody" of the actual person
- Lois suggested taking a recommendation to the Commission to eliminate fines
- Gene suggested getting rid of Cost Recovery
- Tracy suggested Automatic Withdrawal. Karl doesn't think that this is legal

**DECISION:** This will be placed on the June agenda. Gene will contact Adena to find out how much has come in this year.

**VI. Closure Letters - Gene**

Gene went over the changes to the letters.

**DECISION:** The committee approved the letters.

**VII. Case Disposition Panel – Gene/Mary**

Gene went over procedure A25.06. Mary stated that it was comprised of comments from the staff attorneys.

**DECISION:** Gene will bring forth a motion at the July Commission meeting for approval of procedure A25.06. The committee will recommend an evening meeting from 5pm to 7pm on the 2<sup>nd</sup> Wednesday of the month and to change the 3<sup>rd</sup> Friday meeting to the 3<sup>rd</sup> Tuesday after CMT.

**VIII. Verbal Abuse – Below Threshold Procedure Change - Gene**

Karl gave an update on the changes to procedure A06.07. The committee discussed #14 Failure to Report an Error.

**DECISION:** Karl will remove #14. The Committee would like to bring this to the Commission meeting in July with the changes. Mary will add a third bullet that states these are just guidelines. Karl will fix #11 also. Gene will bring forth a motion to the July Commission meeting.

**IX. Early Remediation Program – Gene/Karl**

Karl gave the update. There are more ER's initiated at Case Disposition than at CMT. Mary went over the proposed changes to the procedure.

**DECISION:** The committee will bring a draft of the updated procedure to the June sub-committee meeting.

**X. Work Plan – Gene**

Gene went over the work plan:

- Performance Measure ~ Quarterly
- Newsletter ~ Done for this issue
- Nurse Licensure Compact ~ Monthly
- Investigation Report ~ July

- CMT Statistics ~ August
- ER Review ~ September
- CDP ~ Done
- Closure Letters ~ Done
- ER Rule/procedure ~ Next Meeting
- Just Culture ~ September

**XI. Closing: 5:26 p.m.**