



**Nursing Care Quality Assurance Commission (NCQAC)  
Discipline Sub-committee Minutes  
August 25, 2015 3:30 pm to 5:30 pm  
Conference Call  
111 Israel Rd SE, Tumwater, WA 98501**

**Committee Members:** Gene Pingle, BSN-BC, CEN, RN, Chair  
Jeannie Eylar, MSN, RN (excused)  
Lois Hoell, MS, MBA, RN  
Suellyn Masek, MSN, RN, CNOR (Absent)  
Tracy Rude, LPN  
Cass Tang, PMP, Public Member (Absent)

**Staff:** Mary Dale, Discipline Manager  
Catherine Woodard, Associate Director of Discipline  
Karl Hoehn, Legal Manager  
Shari Kincy, Administrative Assistant (Excused)  
Debbie Carlson, Practice Manager, ad hoc

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

- Call to order – digital recording announcement
- Roll call

**II. July Minutes – Gene**

The July minutes were reviewed.

**DECISION:** Consensus was to add the July minutes to the November NCQAC agenda for approval.

**III. Nurse Licensure Compact – Tracy**

There was no new information from the task group.

**IV. Performance Measures – Tracy**

The performance measures from the fourth quarter, FY2015, show an improvement over the third quarter. This was expected, as transitions in the organization were completed.

**V. Draft Language for Evaluative Data – Tracy**

Template language for STIDs and orders requiring educational courses was reviewed. The draft language states specifically what is to be included in course summaries when educational courses are required.

Language was also drafted to address licensees who have orders that include employment terms, but the nurse is not employed. Currently, over one third of nurses with this requirement are not employed, and may complete their probation without ever working under the restrictions. This template language would ensure probation is not complete without employment.

**DECISION:** Karl will discuss the draft language with Gail Yu, AAG. This will be presented at the November NCQAC meeting. Lois will send edits to Karl.

**VI. Procedure A24 Approval of Evaluators in Nurse Discipline Cases - Karl**

Changes to the procedure were discussed.

**DECISION:** The final document will be reviewed at the September subcommittee meeting, then added to the November NCQAC meeting for adoption.

**VII. Refresher Course Following Suspension – Gene**

It was determined we would have to have a legislative change to require this. The topic has been dropped.

**VIII. Discipline Strategic Plan – Mary**

The subcommittee reviewed the draft goals and objectives. This document will be on the September NCQAC agenda for discussion. For goal D1, it was suggested we get a graduate student to address this as a research project. Goal D2 may need to be addressed in conjunction with education, as many schools are using them. We may need to contract with the schools, or require nurses with orders for practice evaluation, to use them. There are some out-of-state programs for practice issues, but they are expensive. Another concern is what happens if the nurse fails the simulator testing.

**ACTION:** Discuss this possibility with CNEWS; get information from NCSBN, Discipline Knowledge Network and contact states directly. Lois will send the video on simulation to the subcommittee members.

**IX. CMT Review – Mary**

Mary presented the fiscal year 2015 statistics for Case Management. The number of complaints received remains consistent, but less cases were opened for investigation. This year 33% were opened; last year 42% were opened.

**X. Work Plan – Gene**

**XI. Closing 4:42 p.m.**