



Nursing Care Quality Assurance Commission (NCQAC)
Licensing Subcommittee Minutes
June 24, 2016
111 Israel Rd SE, Room 236
Tumwater, WA

Committee Members: Margaret E Kelly, LPN, Commission Chair
 Stephen Henderson, JD, MA
 Jeannie Eylar, MSN, RN, Chair
 Sally Watkins, RN, Franciscan Health System

Staff: Teresa Corrado, LPN, Licensing Manager
 Thomas Bolender, Continuing Competency Auditor
 Sara Kirschenman, Staff Attorney
 Shari Kincy, Administrative Assistant

Absent: Lois Hoell, MS, MBA, RN
 Becky Cebula, Continuing Competency Auditor
 Linda Patterson, BSN, RN, Nursing Practice Consultant

Public Member(s): Karen Greenwalt, RN, Parish Nurse

I.	9:30 AM Opening - Jeannie Eylar, MSN, RN, Acting Subcommittee Chair <ul style="list-style-type: none"> • Roll call <ul style="list-style-type: none"> ○ Completed • Called to order at 9:50 AM
II.	Approve Minutes <ul style="list-style-type: none"> • Commission members are having a difficult time accessing documents on their DOH laptops. Therefore, the minutes were not reviewed prior to the meeting and could not be approved. • Members stated although they could not access their X drive, they were still able to receive their DOH email. Each member will be emailed copies of the minutes and send corrections via email. All minutes will be complete and ready for approval at the August meeting.
III.	Core Report <ul style="list-style-type: none"> • Teresa said after talking to Lois they felt there were no issues from licensing that need to be brought to the Commission’s attention at this time. The committee’s timelines are right on track.

IV.	<p>Jurisprudence Exam</p> <ul style="list-style-type: none"> • Margaret spoke to her discussions with NCSBN and Paula. <ul style="list-style-type: none"> ○ NCSBN supports individual state JP exams. They have developed their own exam in an effort to keep things consistent across the country. ○ Due to the costs involved and recommendation from NCSBN Margaret suggested this item be removed from the strategic plan. ○ Teresa talked about the many obstacles to creating a JP exam at this time. ○ The committee agreed it should be taken off and asked that Teresa bring it up as a report out at the July Commission meeting.
V.	<p>Working as a Home Care Aid (HCA) Using a Nursing License</p> <ul style="list-style-type: none"> • Tom discussed going to the HCA program about removing an exemption from the law requiring no HCA license if you have a nursing license. • Margaret felt the law has already been changed and you cannot work as an HCA without an HCA license. • Tom said he would talk to the HCA program to confirm.
VI.	<p>Random Audit Results</p> <ul style="list-style-type: none"> • Tom reported in April he sent 23 random audit letters with renewal notices. As of the date of the meeting all but 8 had responded. The remaining auditees are due by the end of July and will not be able to renew their license unless they comply with the audit or sign a 177-15 agreement. • Tom said no random audit letters have been sent since April due to high volume of work he's helping with.
VII.	<p>Strategic Plan</p> <ul style="list-style-type: none"> • Teresa went over the plan for Licensing. <ul style="list-style-type: none"> ○ L1 – Timelines are currently on track. ○ L2 – Due to upcoming changes there will be no action on this item until such time as fees have changed. ○ L3 – Because this may conflict with the requirements of the national certifying bodies, Teresa suggest this be taken off the plan. Margaret suggested Laurie Soine and Donna Poole (ARNP Commission members) be brought into the conversation before taking it to the Commission. ○ L4 – The members of the subcommittee agreed earlier to have this removed.
VIII.	<p>New Business – Open Mic</p> <ul style="list-style-type: none"> • Margaret discussed the need for a business meeting update to be added to the agenda. She feels it's a good way for the pro-tem members and/or members of the public to have an understanding of what the Commission is doing. • Margaret gave a business meeting update. <ul style="list-style-type: none"> ○ Education rules have been approved by the Commission and will go live in 2017. ○ The Commission discussed raising the licensing fees to cover the increasing costs. ○ At the July meeting veteran and new Commission members will assume their new positions.
IX.	<p>Closing</p> <ul style="list-style-type: none"> • Meeting adjourned 10:31 a.m.