



**Nursing Care Quality Assurance Commission (NCQAC)
Continuing Competency Subcommittee
Minutes
September 17, 2010
8:30 AM to 10:30 AM
310 Israel Rd SE, Room 131
Tumwater, WA
360-236-4724**

Commission Members: Judith Personett, EdD, CNAA, RN, Chair
Diane Sanders, MN, BC, RN
Linda Batch, LPN
Charlotte Coker, Public Member
Gene I. Pingle, RN-BC, BSN

Pro-Tem Member: Lois Hoell, MS, MBA, RN

DOH Staff: Chuck Cumiskey, MBA, RN, Nurse Practice Advisor
Louise Taylor, Secretary Senior

1. 8:30 AM Opening — Judith Personett, Chair

- Call to order at 8:30 AM
- Subcommittee present: Judith Personett, Diane Sanders, Linda Batch, Charlotte Coker, Lois Hoell
- Subcommittee absent: Gene I. Pingle

2. Review the August 20, 2010 Continuing Competency Subcommittee meeting minutes.

DISCUSSION: The August 20, 2010 Continuing Competency meeting minutes were reviewed and the subcommittee accepted the minutes with no changes.

3. Meeting Changes: Consider changing the frequency of meetings.

DISCUSSION: The subcommittee agreed meeting changes to be deferred.

4. Sub-committee staff change: The change of sub-committee staff person for Continuing Competency has been proposed. In the next two-three months as we start implementing continuing competency this program will become a licensing function. It has been proposed to have the licensing manager work as the primary staff for this function because once the rules are in place continuing competency becomes predominately a renewal license function.

DISCUSSION: While license and discipline staffs are in transition, the subcommittees' staff changes have been deferred until transitions are complete.

5. Develop a checklist to define basics needs for nurses to comply with the program.

DISCUSSION: It is proposed by the Continuing Competency subcommittee that a checklist is included in renewal notices to all nurses for at least three years effective 2011. The list will be evaluated in 6 months for effectiveness and applicability to nurses needs for information.

Contents of the checklist will be short and may include the following;

- 1) Implemented date,
- 2) Required hours of practice*,
- 3) Required hours of education*,
- 4) Possible examples.

*Applicable WACs will be linked in parenthesis

[*WSNA](#)

It is proposed by the Continuing Competency subcommittee that a checklist is included in renewal notices to all nurses for at least three years effective 2011. The list will be evaluated in 6 months for effectiveness and applicability to nurses needs for information.

6. Discuss next steps to adequately implement the rules effectively

DISCUSSION: The next steps to adequately implementing the rules effectively have following suggested.

- 1) Email the subcommittee members a final and complete set of the rules,
- 2) Have an article place in the nursing newsletters,
- 3) Be on the website,
- 4) Podcast capabilities,
- 5) Speakers bureau

7. Next meeting: Friday, October 15, 2010 8:30AM-10:30AM

8. Meeting adjourned at 9:13