



**Nursing Care Quality Assurance Commission (NCQAC)
January 14, 2011, 8:30am – 5:30pm
Business Meeting Minutes
Videoconference**

Commission Members: Susan Wong, MBA, MPA, RN, Chair
Rhonda Taylor, MSN, RN, Vice-Chair
Linda Batch, LPN
Erica Benson-Hallock, MPPA, Public Member
Charlotte Coker, Public Member
William Hagens, MA, Public Member
Margaret Kelly, LPN
Suellyn M. Masek, RN, MSN, CNOR
Darrell Owens, Ph.D., ARNP, ACHPN
Judith D. Personett, EdD, Certified Nurse
Administrator Advanced (CNAA), RN
Gene I. Pingle, RN-BC, BSN
Diane Sanders, RN, BC, MN
Susan Woods, PhD, RN, FAHA, FAAN
Laura Yockey, LPN

Excused Absence: L. Susana Serna, RN, ARNP

Assistant Attorney General: Gail Yu, Assistant Attorney General

Staff: Paula R. Meyer, MSN, RN, Executive Director
Usrah Claar-Rice, MSN, RN, Nursing Education Advisor
Teresa Corrado, LPN, Health Services Consultant
Chuck Cumiskey, BSN, MBA, RN, Nursing Practice Advisor
Mary Dale, Discipline Manager
Trent Kelly, Staff Attorney
H Louise Lloyd, Secretary
Sam Prideaux, Chief Investigator
Terry West, Health Services Consultant
Martha Worcester, PhD, ARNP Advisor

1. 8:30 AM Opening – Susan Wong, Chair – DISCUSSION/ACTION

A. Call to order – 8:32 AM

B. Introductions – new staff introductions,

- Four nurse consultant positions have been added to the Nursing Commission staff
 - ARNP Nurse Consultant – Martha Worcester
 - Nurse Consultant, Institutional – Linda Patterson
 - Nurse Consultant, Institutional – Lori Barney
 - Nurse Consultant, Institutional – Joe Grangnelli
 - An OA3 position in licensing will become vacant

C. Order of the Agenda

- Item 8 moved to follow item 3

D. Correspondence – None

E. Announcements

- Licensing and Discipline minutes will be in the March packet
- Ms. Taylor will conduct the Board Review of the RN NCLEX at the Yakima site on April 7, 2011 and October 2011

2. Consent Agenda – DISCUSSION/ACTION

Consent agenda items are considered routine agency matters. The NCQAC approves the consent agenda by a single motion without separate discussion. To discuss a separate item requires a motion to remove the item and then place the item on the regular business agenda.

A. Approval of minutes

1. NCQAC Business Meeting,
 - November 19, 2010
2. NCQAC Disciplinary Hearing minutes
3. Continuing Competency sub-committee
4. Licensing and Discipline sub-committee
5. Consistent Standards of Practice
6. Nursing Program Approval Panel (NPAP)
7. Licensing reports

MOTION: Mr. Hagens motioned with a second from Ms. Yockey to accept the consent agenda. Motion passed.

3. Chair Report –Susan Wong- DISCUSSION/ACTION

A. NCSBN mid-year meeting, Chicago, IL, March 14-16, 2011

Ms. Wong appointed members to attend the meeting. NCSBN pays expenses for two people. Ms. Meyer's expenses are supported by the NCSBN as a member of the Leadership Succession Committee. Committee member attendance is required at the mid-year and annual meetings.

- Attending - Ms. Wong, Ms. Taylor and Ms. Meyer

B. New chair appointments, Licensing and Discipline Sub-committee and Consistent Standards of Practice Sub-committee.

Ms. Wong informed the NCQAC of changes in the chair people for the sub-committees and appointed new leaders.

- Licensing and Discipline subcommittee - Ms. Kelley, Chair
- Consistent Standards of Practice subcommittee - Ms. Masek, Chair

C. Nominations committee

Ms. Wong appointed members to the nominations committee. Ms. Wong reviewed the position description for the nominations committee. Additional responsibilities were added to nominate NCQAC members and staff for awards. Ms. Wong requested NCQAC review.

- Mr. Hagen, Ms. Kelly and Ms. Masek appointed to the nominations committee. Ms. Meyer as staff member for the committee.
 - The committee will:
 - Review revisions to responsibilities
 - Nominate two candidates for both the chair and vice-chair positions - due March, 2011
 - Applications for NCSBN awards - due February, 2011

D. APRN Summit, NCSBN, San Diego, CA, January 12-13, 2011

NCSBN paid for three NCQAC members to attend the APRN Summit. Ms. Serna, Ms. Williams, and Dr. Worcester attended and presented a report.

- The ARNPs support the consensus model which addresses inconsistencies in education and practice and variations between scope of practice laws from state to state
- Key areas addressed in the consensus model include Licensure, Accreditation, Certification and Education (LACE)
- Key groups addressed include Nurse Practitioners, Certified Nurse Specialist, Certified Registered Nurse Anesthetists, and Certified Nurse Midwives
- The plan is to design core standards by 2011

E. Washington Health Professional Services, director position

Ms. Sullivan retired as the director of the Washington Health Professional Services program in December 2010. The Department of Health posted a recruitment notice for the position. Ms. Wong reviewed position requirements listed on the application.

- The Program Manager of Washington Health Professional Services Program (WHPS) position description outline is available for review on the web
- The position announcement was sent to nursing organizations
- Ms. Meyer is part of the interview panel
- Ms. Meyer will work with Lisa Hodgson, Program Manager of WHPS, to audit services provided by WHPS
- Mr. Cumiskey researched the requirements for the director for the medical alternative program which has two possibilities:
 - Chief Operating Officer - Medical Doctor who would also be the Operations Manager
 - Medical Doctor and a part time Operations Manager
- Ms. Meyer researched the requirements for the pharmacy alternative program director
 - Does not require a pharmacist as the program director, it is a volunteer position
- Ms. Wong, Mr. Hagens, and Ms. Kelly will meet with Ms. Jensen to discuss concerns regarding the position requirements

MOTION: Dr. Owens motioned with a second by Ms. Sanders to have the NCQAC support hiring a registered nurse for the WHPS Program Manager position. Motion passed.

Change in the order of the agenda

8. Washington Center for Nursing (WCN) – Linda Tieman - DISCUSSION/ACTION

Ms. Tieman provided an update on the work of the WCN based on the legislated products.

Ms. Tieman presented the work of the Institute of Medicine’s report on Nursing Education.

- Ms. Linda Tieman discussed program actions, structural deliverables, and strategic plan to improve public protection.
 - All deliverables met since the beginning of the contract
- New web site launched
 - Feedback welcome
- A report is due to the Department of Health in October, 2011 and the Legislature in November, 2011
- Future of Nursing Report presented by Ms. Meyer
 - Nurses need to practice to the full extent of practice and training
 - Nurses need to achieve higher levels of education and training of practice areas
 - Nurses need to be full partners with physicians and other health professionals in redesigning the health care system in the US
 - Nurses need better data collection and improved information

Recommendations of the report: Remove scope of practice barriers; expand opportunities for nurses to lead; implement nurse residency programs; increase proportion of nurses with a BA degree to 80% by year 2020; double the nurses with PhD by 2020, ensure that nurses engage in lifelong learning; prepare and enable nurses to be full partners, with physicians and other health

care professionals, in redesigning health care in the United States. Build infrastructure for the collection and analysis for professional workforce data.

4. Executive Director Report – Paula Meyer – DISCUSSION/ACTION

A. NCSBN 2011 elected positions

The 2011 House of Delegates elects board and Leadership Succession Committee positions in August. Ms. Meyer presented the positions open and the candidate application process.

- Ms. Taylor and Ms. Masek are interested in applying for the Area 1 Director position and the Area 1 Leadership Succession Committee member
 - Application deadline is February 18, 2011

B. National Council of State Boards of Nursing (NCSBN) Transition to Practice Application

At the September meeting, the NCQAC supported completing the application to become a pilot state for the NCSBN Transition to Practice project. Ms. Meyer presented the application and progress toward completion and submitting. Ms. Linda Tieman and Ms. Andrea McCook of the Washington Center for Nursing assisted in the process.

- We are unable to participate in the pilot project because only three hospital applications were received out of the 25 hospitals needed to participate in the pilot project.
- Updates will be shared with the NCQAC, Washington Centers for Nursing (WCN), Northwest Organization of Nurse Executives (NWOONE), Council on Nursing Education in Washington State (CNEWS), and the Washington State Nurses Association (WSNA).

C. School Nursing

The School Nurses Organization of Washington, Washington State Nurses Association, Office of the Superintendent of Public Instruction, Epilepsy Foundation and staff of the NCQAC participated in meetings to discuss delegation of nursing tasks in K-12 public schools. A draft white paper on the issue is not final and will be reviewed by the School Nurse of Washington Board. The white paper may be ready for distribution in February 2011.

- Two main issues of concern:
 - Supervision of school nurses by non-nursing personnel: Interested in introducing a bill that would (1) limit the supervision of school nurse's clinical decisions to someone who is in health care and (2) for employment decision by the school district.
 - Delegation of healthcare to non-nursing or non-healthcare personnel: Looking at a model similar to community based care settings to deliver school nursing services to school.

D. Business meeting evaluation

Each year, the NCQAC evaluates their performance as a regulatory board and the services provided by the staff. Ms. Meyer explains the content of the survey, the distribution to NCQAC members, and presentation of the results.

- Business meeting evaluation - H Louise Lloyd is in the process of creating an evaluation of meetings structure, participation, and outcomes.
- The evaluation will be available electronically within in the next month. Results will be available at the March meeting. The evaluation will be on an annual basis.

E. Medication Technicians

At the January 2010 meeting, the Washington Health Care Association (WHCA) approached the NCQAC on the use of nursing assistants, certified, to administer medications in long term care settings similar to the process used in community based care settings. Gloria Dunn presented draft legislation.

- Members of the Medication Technicians task force - Ms. Wong, Ms Taylor, Ms. Batch, Ms. Kelly, and Ms. Benson-Hallock will work with Ms. Dunn to address concerns regarding Medication Technicians.

- Ms. Dunn:
 - Outlined program for medication assistants to be used in nursing homes
 - NCSBN established a curriculum and exam used nationally
 - Outlined specific tasks for medication technicians with supervision onsite
 - Examined quality measures in other states
 - New language outlines what a medication technician can and cannot administer

MOTION: Dr. Woods motioned with a second by Mr. Pingle not to support the medication technician draft of January 6, 2011. The motion passed.

6. No Executive Session was needed

Change in the order of the agenda

12:00 – 1:00 PM Lunch

7. OPEN MICROPHONE

Teresa Corrado, LPN – raised a concern that bringing medication assistants aboard will reduce the need for LPNs who were given responsibilities normally managed by nurses. As a lead nurse in the Franciscan Medical Group, she witnessed the replacement of LPNs by medication assistants throughout the organization.

5. Subcommittee Reports – DISCUSSION/ACTION

A. Licensing and Discipline – William Hagens, chair

1. Sexual Misconduct Rules – request to revise WAC 246-840-780
 - When comparing rules to the Medical Commission, the Secretary rules and input from NCSBN the NCQAC may want to look at revising this rule

MOTION: Mr. Hagens motioned with a second from the sub-committee to approve the draft of the CR101 but not initiate the rule process. The motion passed.

2. Revision of Unique Closure Procedure with substance use cases
 - Change – once respondent is notified of a complaint, if the respondent joins the WHPS program and admit the conduct, the NCQAC will wait 5 months before proceeding. If the respondent is in good standing with WHPS, the complaint will be closed with no further investigation.

MOTION: Mr. William Hagens motioned with a second from Dr. Judy Personett to adopt the language for the Unique Closure Procedure. The motion passed.

B. Continuing Competency – Dr. Judith Personett, chair

1. Frequently Asked Questions
 - Questions are now on the NCQAC web page
2. Resources on the NCQAC web page
 - Continuing Competency Rules have been implemented. The random audit process begins January 2014
 - Ms. Corrado will be the staff person on the Continuing Competency sub-committee
 - The nursing web site has updated information on Continuing Competency

C. Consistent Standards of Practice – Suellyn Masek

1. Consistent Standards of Practice position description - revised
2. Nursing Practice Advisory Group Procedure - revised
3. Request for NCQAC issue review - revised
4. Application for Advisory Group membership -
 - Received 14 applications which will be reviewed on February 11, 2011

MOTION: Ms. Masek motioned with a second from Mr. Hagens to adopt the above documents, with revisions. Motion passed.

D. ARNP – Dr. Darrell Owens

1. Chronic Non-cancer Pain rules:
 - No changes made to the Chronic Non-Cancer Pain Rules
2. Implementing the new sub-committee, standard of practice questions
 - Will meet monthly
 - Main topics to be discussed in the meeting will cover communicating strategies related to the Pain Management Rules

11. Rules Update – Terry West - DISCUSSION/ACTION

A. Ms. West updates the NCQAC on Home Care Aides and Medical Assistants Rules

- Ms. West summarized the legislation that requires rule writing about an alternative training.
 - ESSB 6582 requires the NCQAC to develop alternative training requirements for home care aides-certified and medical assistants-certified to be eligible to take the competency evaluation and become a nursing assistant-certified. Two workshops were held to solicit comments.
 - The draft language will be filed for a rules hearing in May. The legislation requires adoption of the rules by June 30.
 - The CR102 form announcing the date, time and location of the hearing will be sent out to the list serve in about one month.
 - After discussion, the NCQAC requested a sentence added about the legislative requirement for the alternative training to be completed within 24 hours.

9. Division of Information Resources Management – Dan Francis - DISCUSSION/ACTION

Mr. Frank Westrum, assistant secretary, DIRM, presented an update on the transition to on-line license renewals.

There are two separate systems

- ILRS base system used for licensing for all professions in DOH
 - Used to meet the business needs of DOH
 - Will be upgraded by March 31, 2011,
- ILRS on-line renewal project
 - Testing on June 1, 2011 and hopefully by online within 30 days

10. Legal Services Office Update – Trent Kelly - DISCUSSION/ACTION

Mr. Kelly, supervising staff attorney for the Legal Services Office, provided information on attorney caseloads, case timelines, and introduced new staff attorneys for the NCQAC.

- Mr. Trent Kelly discussed the three phases of caseloads
 - Legal Review - cases out of investigation
 - Case Disposition – decision has been made – timeline is 140 days for completing this phase
 - Adjudication – formal charges have been served.
- Discussed backlogged nursing cases – which is comparable to backlogs in other professions
 - Caseloads are at a historical high
 - Staffing issues – budget related
- Hired 4 attorneys and 1 paralegal

12. Adjourned at 2:38 PM