



**Nursing Care Quality Assurance Commission (NCQAC)
Licensing and Disciplinary Subcommittee
May 23, 2011
310 Israel Road SW, Tumwater, WA 98501
Telephone Conference Call
7:00PM**

Sub-Committee Members: Margaret Kelly, Chair; Susan Wong, Vice Chair; Bill Hagens, Mindy Schaffner

DOH Staff /Guest: Mary Dale, Teresa Corrado, Sandra (Sam) Prideaux, Miranda Bayne

Call to order 7:00pm

Roll call

Minutes Approved

1. Credential Evaluation Services - Teresa

Request for approval of additional services. CGFNS is currently the only approved service. There is a long history of Commission on Graduates of Foreign Nursing Schools (CGFNS) being non-responsive to applicants; staff receive frequent complaints. Staff request approval of Education Records Evaluation Service (ERES) and International Education Research Foundation Inc. (IERF) are services used by other states with satisfactory service. No disadvantages have been identified in using the additional services.

DECISION: Original decision was to add to the July NCQAC agenda as a motion for approval, and staff would provide additional information to the subcommittee. This item has been deferred to the June subcommittee meeting, as there is additional necessary discussion prior to presentation to the full commission.

2. Approved Evaluator – Bill

One application has been received for determination.

DECISION: Deferred to the June subcommittee meeting.

3. Procedure A21 - Teresa

Revision of "Decision Making Criteria for License Applications". This procedure has not been updated in five years. Staff made changes to clarify the timelines and conviction class (misdemeanor, felony A, B, C). Changes were made to delete convictions that are uncommon.

DECISION: Add to the July NCQAC agenda for adoption. Members who have edits will send them to Teresa no later than 9 a.m. May 27. If no response is received, it is considered an approval. No comments were received, however the item will be added to the June subcommittee meeting for a motion.

- 4. Procedure B15 “Nursing Technician Not in “Good Standing” - Teresa**
Review of the revised document. Mindy voiced concerns that schools may define “good standing” in different ways. An edit was made, so Teresa will send a revised document to the subcommittee for review.
DECISION: Original decision was to add to the July NCQAC agenda for adoption. Members will send comments on the revision to Teresa no later than 9 a.m. May 27. This item will be deferred to the June subcommittee meeting for a final decision and motion.
- 5. Performance Measures - Margaret**
Outliers for Quarter 7; review trends. Margaret reviewed the performance measures. Staff gave information on their statistics.
DECISION: Performance Measures will be on the agenda at the July meeting. The need for investigators can be addressed then. Margaret will bring this up at steering committee. Sam will bring monthly reports on investigations to the subcommittee.
- 6. Hearings Checklist - Margaret**
Discussion of methods to ensure compliance with sanction standards at hearing. The need for copies of the guidelines at hearing panels was discussed. Panel members are supposed to throw their notes away, then the chair reviews the order 45 days later. It was suggested that a checklist be created to be sure everything is done to address the Sanction Standards (A27) during deliberations.
DECISION: Bill will create an outline for the checklist, and will have the staff attorneys review it. Margaret will take this to Judy for the mentoring group.

Adjournment

8:50