



**Nursing Care Quality Assurance Commission (NCQAC)  
Continuing Competency Subcommittee Minutes  
October 19, 2011  
9:30 AM to 11:30 AM  
310 Israel Rd SE, Room 231  
Tumwater, WA 90501**

**Commission Members:** Rhonda Taylor MSN, RN, Chair  
Linda Batch, LPN - Absent  
Erica Benson-Hallock, MPPA, Public Member

**Pro-Tem Member:** Lois Hoell, MS, MBA, RN  
Mary Hoerner, RN, MN  
Judith D. Personett, EdD, RN

**DOH Staff** Teresa Corrado, LPN, Licensing Manager  
Linda Patterson, Nurse Consultant – Absent

**Visitors:** Sally Watkins – WSNA

**1. Opening – Rhonda Taylor, Chair**

- Call to order – 9:36am
- Roll call

**2. Review and approved the September 19, 2011**

**3. Continue implementing the rules project plan development**

- Set other meeting dates and times
  - We discussed future meeting dates and felt that 9:30am to 11:30am time was more agreeable to everyone's schedules.
  - The November meeting was cancelled.
  - The December meeting was changed to Dec 1<sup>st</sup>, at 12:30pm.
  - 2012 meeting dates are the same with a 9:30am start time.
- Re-review audit checklist
  - The audit checklist was approved to go to the November Commission meeting, not to include Attachment A.
  - Attachment A will be amended and brought back to December subcommittee meeting.
- Re-review audit procedure for commission approval
  - Audit procedure was approved to go to the November Commission meeting.

- Re-review audit diagram
  - The Audit Diagram was not approved at this time due to the need of revision.
- Re-review renewal notice attestation
  - Approved to take to the November Commission meeting.
- Issue regarding posting CE providers will be on Nov. NCQAC agenda
  - Teresa will discuss with the legal department and Paula. Then report back to December subcommittee meeting.
- Discuss remedial process, what types of technical assistance, spelled out and by whom, length of time given prior to CMT
  - This topic was discussed in detail while looking at the audit diagram. It was agreed that the time frame for compliance be during the technical assistance part of the process should be flexible but ultimately have a finite timeline prior to being turned over to the discipline unit and possibly taken to the Case Management team.

**4. Review web pages**

- **This item to be removed from future agendas**

**5. “Retired active” status**

- Waiting for decision package

**6. Closing- 10:55 am**