



**Nursing Care Quality Assurance Commission (NCQAC)
Special Meeting Notice
January 9, 2009
Business Meeting
310 Israel Rd SE
Videoconference
Tumwater, WA**

Commission Members:

Judith D. Personett, EdD, Certified Nurse
Administrator Advanced (CNAA), RN, Chair
Susan Wong, MBA, MPA, RN, Vice-Chair
Linda Batch, LPN
Erica Benson-Hallock, MPPA, Public Member
Charlotte Coker, Public Member
William Hagens, MA, Public Member
Margaret Kelly, LPN
Darrell Owens, Ph.D., ARNP, ACHPN
Jackie Rowe, RN
Robert Salas, RN
Diane Sanders, RN, BC, MN
Rhonda Taylor, MSN, RN
Mariann Williams, MPH, MSN, RN, ARNP
Susan Woods, PhD, RN, FAHA, FAAN
Laura Yockey, LPN

Assistant Attorney General:

Gail Yu, Assistant Attorney General

Staff present:

Paula Meyer, MSN, RN, Executive Director
Usrah Claar-Rice, MSN, RN, Nursing Education Advisor
Teresa Corrado, LPN, Health Services Consultant
Mary Dale, Discipline Manager
Marc Defreyn, JD, Supervising Staff Attorney
Cecily Markham, BSN, RN, Nursing Practice Advisor
Terry West, Health Services Consultant
H. Louise Lloyd, Secretary
Shari Kincy, Secretary

If you have questions regarding the agenda you may call the NCQAC office at (360) 236-4713. Items may be taken out of order. If you wish to attend the meeting for a single item, you may contact H. Louise Lloyd at the number listed above and request that a specific time be scheduled for that item.

This meeting is accessible to persons with disabilities. Special aids and services can be made available upon advance request. Advance request for special aids and services must be made no later than January 2, 2009. If you wish general information about this

meeting, please call the program at (360) 236-4713. If you need assistance with special needs and services, you may leave a message with that request at 1-800-525-0127 or, if calling from outside Washington State, call (360) 236-4052. TDD may also be accessed by calling the TDD relay service at 1-800-833-6388. If you need assistance due to a speech disability, Speech to Speech provides human voicers for people with difficulty being understood. The Washington State Speech to Speech toll free access number is 1-877-833-6341.

Smoking is prohibited at this meeting.

This meeting is being held by videoconference at five sites:

Yakima:

Yakima Valley Community College
1000 S 12th Ave
Room C255, Deccio Building
Yakima, WA

Shoreline:

Shoreline Public Health Lab
Room S4
1610 NE 150th St
Shoreline, WA

Spokane:

DOH Offices
1500 W 4th Ave
Large Conference Room 3
Spokane, WA

Tumwater:

DOH Building PPE, Room 152
310 Israel Rd SE
Tumwater, WA

Kennewick:

Kennewick General Hospital
900 S Auburn St
Kennewick, WA

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

- Call to order
- Introductions: Cecily Markham, Nursing Practice Advisor
- Order of the Agenda
- Correspondence
- Announcements

2. Consent Agenda – DISCUSSION/ACTION

Items listed under the consent agenda are considered routine agency matters and approved by a single motion of the NCQAC without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.

A. Approval of minutes

1. NCQAC Business Meeting
2. NCQAC Disciplinary Hearing minutes
3. Continuing Competency sub-committee
4. Licensing and Discipline sub-committee
5. Nursing Program Approval Panel (NPAP)

B. National Council of State Boards of Nursing (NCSBN) Correspondence

3. Chair Report – Dr. Judith Personett - DISCUSSION

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

A. NCQAC budget – Terry West

Ms. West will present the most recent budget report. A list of suggested cost reductions will be presented for input and direction from the NCQAC. Direction from the Department of Health and the Governor's office will be presented.

B. Evaluation of Business Meetings by Videoconference – Paula Meyer

In the interest of improving the business meetings, reducing costs and providing information to NCQAC members an evaluation will be conducted. The results of the evaluation will be presented and discussed. Cost comparison of the meetings held by videoconference and face to face will be presented. The NCQAC will consider further use of videoconferencing for business meetings and workshops.

C. Nurses from Jalisco – Marge Herzog

Washington State and the state of Jalisco are sister states. The government of Jalisco requested information on their nurses becoming licensed in Washington State. Ms. Herzog compiled information and drafted a report on processes that can be used. The NCQAC will review and discuss the draft report and a request for adoption is anticipated.

D. Nurse Delegation Rules – Tami Thompson

The hearing for the nurse delegation rules will be held on January 27, 2009. Ms. Thompson will discuss rules filing process and potential improvements.

E. Decision Packages – Paula Meyer

Information on the NCQAC decision packages will be presented.

F. Licensing and Investigation Reports – Paula Meyer

Reports from May 2008 and December 2008 will be presented and impacts discussed.

5. Washington Health Professionals Services (WHPS) – Jean Sullivan, Paula Meyer - DISCUSSION/ACTION

Ms. Sullivan and Ms. Meyer met with Kim O'Neal and Susan Pierini of the Attorney General office. Concerns related to relapses, backlog of cases, and sharing of documents were discussed.

In 2008, the WHPS program held new enrollees for a brief period related to staffing. The NCQAC will be requested to review the rules on alternatives to discipline programs and determine a future action if this occurs.

6. Discussion Items – Paula Meyer - DISCUSSION/ACTION

Discussion Items is a standing agenda item to review issues presented to the NCQAC. Under the Nursing Law and the Uniform Disciplinary Act (UDA), the NCQAC may consider forming advisory opinions, interpretive statements, or

declaratory orders. Since this is a discretionary duty of the NCQAC, and there are severe budget concerns, the NCQAC will be asked to consider eliminating task forces and producing advisory opinions from now until July 2009.

7. Sanctioning Guidelines – DISCUSSION/ACTION

A. Audit results – Mary Dale

A recent audit of nursing cases compared compliance with the NCQAC guidelines and Secretary of Health guidelines. The audit results will be presented for discussion and input from NCQAC members.

B. Patient death – Susan Wong, Paula Meyer

The July 18, 2008 letter from Secretary Selecky encourages the NCQAC to investigate all reports of patient death. The NCQAC will review their Sanctioning Standards and the Secretary Sanctioning Standards.

C. Permanent Revocation – Susan Wong, Paula Meyer

Amendments to the UDA allow for permanent revocation of a nursing license. The NCQAC will discuss categories of violations where this may be used and consider adding this to their Sanctioning Standards.

8. Operating Agreement – Paula Meyer - DISCUSSION/ACTION

Two versions of a draft operating agreement were presented at the November 2008 NCQAC meeting. A final draft will be presented for consideration.

9. Lap Top Computers for NCQAC Members – Terry West - DISCUSSION/ACTION

Update on process, security procedures, Phase I through III. A baseline evaluation of the NCQAC members will be completed. Once the lap tops are issued, a follow-up evaluation will be conducted to gather information on the pilot project.

10. Legislative Task Force – Paula Meyer - DISCUSSION/ACTION

The legislative task force reviews and comments on proposed bills that may effect nursing and nursing regulation. The task force members will report on issues that may be proposed in the 2008 session.

11. Nominations Committee – Dr. Personett - DISCUSSION/ACTION

The members of the nominations committee are appointed at the annual January meeting. The committee recruits nominees for the chair and vice chair positions. The slate of candidates is presented at the March meeting, the election occurs at the May meeting, and the new chair and vice chair take their positions at the July meeting.

12. Washington Health Volunteers in Emergencies – Gail Zimmerman, Emergency Programs Director, Scott Carlson, Volunteer Systems Coordinator – DISCUSSION/ACTION

A federal mandate requires the Department of Health to create a registry of volunteer health care providers who are willing to be contacted in the event of an

emergency. Ms. Zimmerman and Mr. Carlson will present their program and request input.

13. 11:30AM - Executive Session if needed

The Executive Session is that part of a regular or special meeting closed to the public.

LUNCH

14. 1:00PM – OPEN MIC

Open mic is for public presentation of issues to the NCQAC. If the public has issues regarding disciplinary cases, please call: 360-236-4713.

15. Performance Measures – Karen Jensen, Steve Saxe - DISCUSSION/ACTION

Karen Jensen, Assistant Secretary/Health Systems Quality Assurance, and Steve Saxe, Director/Health Professions and Facilities, will present potential performance measures for all regulated health professions. The pilot projects for the NCQAC, Medical Commission and all board/commission requires use of performance measures to compare and evaluate

16. Citation and Fine for Delayed and Non-production of Records for Investigations – Karl Hoehn - DISCUSSION/ACTION

HB 1103 amended the Uniform Disciplinary Act (UDA) allowing the NCQAC to cite and fine for delayed and non-production of records associated with investigations. Mr. Hoehn will present the amendment language and seek input from NCQAC. NCQAC may assess up to \$100 per day for each day.

17. NCSBN Awards – Bill Hagens - DISCUSSION/ACTION

At the NCSBN annual meeting, awards are presented for five categories. Mr. Hagens will ask the commission for their nominations for the awards.

18. Subcommittee Reports – DISCUSSION/ACTION

- A. Continuing Competency - Rhonda Taylor, Chair
- B. Licensing and Discipline –William Hagens, Chair
 - 1. Disciplinary Worksheet – Susan Wong
 - 2. Investigative Reports – Sandra Prideaux

CLOSING