



**Nursing Care Quality Assurance Commission (NCQAC)
Licensing and Discipline Subcommittee Minutes
January 27, 2014 4:00 PM
Town Center 2
111 Israel Rd SE, Tumwater, WA 98501
Room 237**

Committee Members: Margaret Kelly, LPN, Chair
Cass Tang, PMP, Public Member
Lois Hoell, MS, MBA, RN
Tracy Rude, LPN

Staff: Teresa Corrado, Licensing Manager
Anne Schuchmann, Deputy Director
Karl Hoehn, Staff Attorney

Excused: Mary Dale, Discipline Manager
Excused: Catherine Woodard, Chief Investigator
Excused: Margaret Holm, Nurse Consultant

Guests: Justin McClanahan
Suzanne Becker
Jennifer Anderson, AA3
John Furman, WHPS Director

- I. 4:12 pm Opening — Margaret Kelly, Chair**
- Technical difficulties delayed meeting opening by 12 minutes.
 - Call to order – digital recording announcement
 - Roll call
- II. December Minutes – Margaret**
- 12/9/13 meeting minutes reviewed.
- One amendment** – add Anne Schuchmann as present.
- III. Procedures Adopted by NCQAQC – Margaret**
Reviewed procedures recently adopted by the commission
- A20.07 Substance Abuse Orders – on September 13, 2013
 - A31.02 Timely Resolution of SOA/STIDs – on January 10, 2014
- Discussion with follow up (see task list)**

IV. WHPS Performance Audits – Margaret

- Discussion of next steps in developing a performance audit.

Discussion: Task force membership reviewed. Membership thought to be sufficient. No additions recommended. Dr. Furman voiced his support.

V. Notice of Decision (NOD) – Teresa/Karl

- Discussion of performance measures for NODs.

Discussion: Karl noted an error in statistical reporting, and was able to remedy the problem. In the future Karl will request significant outliers be brought to his attention prior to posting.

VI. Drug Testing for Nurses – Teresa/Karl

- Report back from meeting with Paula Meyer.

Discussion: Meeting delayed - to be rescheduled (see task list)

VII. Discipline Charts for 2013 – Margaret

- These charts show information on complaints received in 2013.

Discussion and follow up (see task list)

VIII. Just Culture – Margaret

- Preparation for a presentation by Tom Gallagher and Teresa Landreau at the February meeting.

Discussion: Information and “Just Culture” talking points reviewed.

IX. Draft Procedure – Teresa

- Licensure by endorsement educated outside the US

Discussion and follow up (see task list)

X. RCW 18.130.400 Abuse of Vulnerable Adult – Prohibition on Practice – Karl

- Review of new legislation that became effective January 1, 2014.

Discussion: new statute reviewed. Follow up (see task list)

XI. NCI Report – Margaret Holm

- Report on Nurse Consultant activities in the last quarter.

Written report reviewed. Several subcommittee members expressed satisfaction in receiving a written report when consultants were not physically available.

XII. Work Plan – Margaret

- Review and update the subcommittee work plan.

Work plan updated – call for Newsletter articles (see task list)

XIII. Adjourned – 5:54 PM

2/27/14 Licensing and Discipline Subcommittee follow up task list

What	Responsible party	By when
Disseminate to public policy changes passed by the nursing commission	Nurse Consultants – Debbie Carlson, Margaret Holm, and Linda Patterson	Ongoing
Re: Meet with Paula Meyer. Purpose: discuss licensing and discipline drug testing expectations for all licensees	Teresa Corrado, Karl Hoehn, Cass Tang (if available)	2/15/14
Re: RE: 400+ “other” complaint reasons. Request further data breakdown. Request categories developed around actionable themes.	Mary Dale	Refined report to subcommittee by 2/24/14. Add statistical information review to March Business meeting agenda
Gail Yu to review policy B27.01 “Application review process requirements for internationally educated applying for licensure by endorsement”	Teresa Corrado to contact Gail.	Status report due at the 2/24/14 subcommittee meeting. Add presentation to the March Business meeting agenda
Re: RCW 18.130.400 Share boiler plate language from Legal.	Karl Hoehn	2/24/14 Subcommittee meeting
Re: RCW 18.130.400 Meet with Debbie Carlson to review intent. Ask nurse consultants to” get the word out” once language received from Legal Refer to Karl Hoehn for detail	Anne Schuchmann	2/7/14
Re: Presentation participant feedback. Speak with Margaret Holm – current practice to obtain feedback/future possibilities	Cass Tang	1/31/14
Re: Newsletter article “Continued Competency Requirements”	Teresa Corrado to write article Lois Hoell and Margaret Kelly to review article.	Review by 2/24/14. Submit to Mindy Schaffner for publication by March deadline.