Nursing Care Quality Assurance Commission (NCQAC)
Meeting Minutes
Friday, March 8, 2019  8:30 AM- 5:00 PM
Lacey Community Center, 6729 Pacific Ave SE, Banquet A & B
Lacey, WA 98503
To access a digital recording of the meeting, please register at:

Commission Members:  Tracy Rude, LPN, Chair
                      Mary Baroni, PhD, RN, Vice-Chair
                      Lois Hoell, MS, MBA, RN, Secretary/Treasurer
                      Adam Canary, LPN
                      Jeannie Eylar, MSN, RN
                      Edie Higby, Public Member
                      Dawn Morrell, RN
                      Helen Myrick, Public Member
                      Sharon Ness, RN
                      Donna L. Poole MSN, ARNP, PMHCNS-BC
                      Tiffany Randich, LPN
                      Laurie Soine PhD, ARNP
                      Yvonne Strader, RN

Assistant Attorney General:  Gail S. Yu, Assistant Attorney General

Staff:  Paula R. Meyer, MSN, RN, FRE, Executive Director
        Kathy Anderson, Financial Manager
        Chris Archuleta, Deputy Operations
        Gerianne Babbo, Ed.D, RN, Nursing Education Consultant
        Shad Bell, Operations Supervisor
        Amber Bielaski, MPH, Policy and Performance Analyst
        Debbie Carlson, MSN, RN, CPM Associate Director,
          Nursing Practice & Licensing
        Teresa Corrado, LPN, CPM Licensing Manager
        Jessilyn Dagum, Administrative Assistant
        John Furman, PhD, MSN, CIC, COHN-S, Director,
          Washington Health Professional Services (WHPS)
        Mary Sue Gorski, PhD, RN, Nursing Education Research
          and Policy Analyst
        Karl Hoehn, Legal Manager
        Grant Hulteen, Chief Investigator
        Kathy Moisio, PhD, RN, Nursing Education Consultant
        Mindy Schaffner, PhD, MSN-CNS, RN, Associate
          Director, Nursing Education
        Catherine Woodard, Associate Director, Discipline
This meeting was digitally recorded to assist in the production of accurate minutes. All recordings are public record. The minutes of this meeting will be posted on our website after they have been approved at the May 10, 2019 NCQAC meeting. For a copy of the actual recording, please contact the Public Disclosure Records Center (PDRC) at PDRC@doh.wa.gov.

I. 8:30 AM Opening – Tracy Rude, Chair – DISCUSSION/ACTION

Ms. Rude called the meeting to order at 8:30 a.m. and welcomed everyone to the meeting. Ms. Rude also noted that Ms. Strader would be participating via webinar.

II. Call to Order

A. Introductions
Ms. Rude asked for the NCQAC members present to introduce themselves, as well as the NCQAC staff and public.

B. Order of the Agenda
C. Correspondence
Ms. Meyer reported no correspondence has been received by the NCQAC.

D. Announcements
1. Ms. Poole noted that Dr. Soine and she would be leaving the meeting early to attend the American Association of Nurse Practitioners (AANP) Region 10 Invitational Leader Meeting.
2. Ms. Meyer reminded the NCQAC that they should only be using their DOH email and laptop for corresponding with the NCQAC staff and doing NCQAC related work. If staff do not receive a response from NCQAC members, staff will contact NCQAC members by phone to tell them they have documents waiting. Staff will no longer use personal email addresses to distribute any NCQAC materials.

III. 8:40 AM Consent Agenda – DISCUSSION/ACTION

Items listed under the consent agenda are considered to be routine agency matters and will be 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, January 11, 2019
2. Advanced Practice Sub-committee
   a. December 19, 2018
3. Research Sub-committee
   a. Did not meet.
4. Discipline Sub-committee
5. Consistent Standards of Practice Sub-committee
   a. December 4, 2018
6. Licensing Sub-Committee
   a. January 25, 2019

B. Out of State Travel Reports
      Symposium, January 9, 2019, Charleston, SC, Chris Archuleta
   2. Federated of Associations of Regulatory Boards (FARB), January 24-
      27, 2019, New Orleans LA, Kathy Anderson, Alex Bielaski
   3. CPEP (Assessment and Education for Physicians and Other Health
      Care Professionals) Learning Summit, February 9, 2019, Denver CO,
      Adena Nolet
   4. National Council of State Boards of Nursing, Executive
      Officer/Attorney General meeting, North Carolina v FTC decision,
      January 29, 2019, Nashville TN, Paula Meyer and Gail Yu

ACTION: Motion to approve the consent agenda moved by Ms. Randich and seconded
by Ms. Ness. All in favor, motion carried.

IV. 8:45 AM – 8:50 AM NCQAC Panel Decisions – DISCUSSION

The NCQAC delegates the authority as provided by law for certain decision to a
panel of at least three members. A member of the NCQAC must chair panels. Pro
tem members of NCQAC may serve as panel members. The following minutes
are provided for information.

A. Nursing Program Approval Panel (NPAP) DATES
B. Nursing Assistant Program Approval Panel (NAPAP) DATES

V. 8:50 AM – 9:15 AM Chair Report – Tracy Rude – DISCUSSION/ACTION
   A. Annual Evaluation
   Ms. Rude announced the Annual Evaluation for NCQAC and pro tem members
   opens on March 18. NCQAC and pro tem members complete and submit the
   Annual Evaluation no later than April 8. Jennifer Anderson assists the NCQAC as
   staff. Ms. Rude asked for two volunteers from the NCQAC to assist Ms.
   Anderson on the survey. Ms. Randich and Ms. Myrick volunteered.

   B. Appointment to committees
   Ms. Rude appointed
   • Ms. Strader as chair of the Case Management Team (CMT) as Ms. Ruiz
     resigned from the NCQAC.
   • Ms. Hoell as chair of the Nursing Program Approval Panel (NPAP).
   • Ms. Morrell as a member of the Discipline sub-committee.

   C. Recruiting for vacancies, vacancies as of June 30, 2019
   Ms. Rude noted that two positions on the NCQAC remain vacant and further
   information about the positions including their qualifications can be found on the
VI. 9:15 AM – 9:45 AM Executive Director Report – Paula Meyer –
DISCUSSION/ACTION

A. Budget Report – Kathy Anderson and Lois Hoell
Ms. Anderson and Ms. Hoell presented the Budget Report to the NCQAC. The
NCQAC is nineteen months into the biennium fiscal year with five months
remaining. Ms. Anderson noted several non-permanent staff have been hired to
address current workload and high licensing season awaiting the potential
increase in spending authority decision package on July 1st. Overall, the NCQAC
budget remains in good standing. Ms. Anderson reported the nurse licensing
count leveled with continuing decline of LPNs and a slowing rise in the number
of ARNPs. Ms. Anderson reported the same over-expenditures in the service units
as in previous months with a 106% increase in disciplinary complaints. Ms.
Anderson presented a summary of the decision package timeline. Currently, the
NCQAC awaits the inclusion of the decision package in the House and Senate
budget; the Governor’s budget included the NCQAC decision package.

Ms. Hoell reported the growth of nursing licenses in the last five. Ms. Hoell noted
an increase of 30% in RN licenses as well as an increase in retired active nurses.
The statistics will be displayed in graph form for the July business meeting. The
licensing sub-committee and staff will present an analysis of licensing statistics at
the July workshop.

B. Performance Measures Report
Ms. Meyer reviewed the performance measures of the NCQAC and noted the
WHPS performance measures were not included in this report due to transition to
their new database. No questions.

C. Nursing Now! Soule Lecture, February 21, 2019
Ms. Meyer and Ms. Strader shared their experiences from the Nursing Now!
Soule Lecture and provided further insight on the international initiative. Nursing
Now! is a World Health organization initiative to raise the profile of nursing and
enable nurses to work to their full potential. It also involves countries that want to
achieve universal health coverage and believes nursing can, and must, take the
leap.

D. Newsletter Readership survey – Dr. Mary Sue Gorski
Dr. Gorski presented the newsletter readership survey highlights to the NCQAC.
Staff sent the survey to about 3,000 randomly selected nurses and received a 9.3%
response rate. Dr. Gorski reported the survey’s findings are fairly consistent with
the overall nursing population. The survey found that majority of nurses identified
the newsletter and website as useful resources but described they did not use the
newsletter at all. The survey also found that nurses used the website, current
contemporary articles, as well as, continuing education as resources of
information. Dr. Gorski stated, as a conclusion from the survey results, the newsletter is useful if it’s contemporary, offered to nurses in an online format and immediately available in terms of current news. Ms. Yu asked Dr. Gorski how they were using the term, “use” in the survey. Dr. Gorski provided further clarity on the specific terminology used in the survey. Ms. Meyer announced that part of the July workshop will be dedicated to looking at NCQAC’s communication strategies.

E. Procedure J04.09 Lists and Labels
Ms. Meyer introduced revisions to procedure J04.09 Lists and Labels and provided background information. Mr. Hoehn reported the updated procedure includes the current list of approved entities. Mr. Hoehn announced that one major change to the procedure includes a paragraph exempting Washington State Agencies from the criteria of an educational institution or professional association. Rather, the initial NCQAC screening panel will decide whether to share the information with the agency. Ms. Yu noted the referenced statute was recodified and is now subsection eight.

MOTION: Motion to approve Procedure J04.09 with corrected citations moved by Ms. Poole and seconded by Dr. Baroni. All in favor, motion carried.

F. Laptop Replacement – July 12, 2019 Business Meeting
Ms. Meyer announced the NCQAC will receive new laptops at the July 12, 2019 Business Meeting. The NCQAC discussed the usage of their DOH issued computers.

9:30 AM – 9:45 AM Break

VII. 9:45 AM – 11:00 AM Sub-committee Report – DISCUSSION/ACTION

A. Advanced Practice – Laurie Soine, Chair
   1. Health Care Authority (HCA) meeting, delegation to sub-committee
      a. Upcoming Changes to Home Health and Medical Equipment Prescriptions
      b. Clarification- Medicaid Program Policy Changes and Home Health Services
   2. Mobile Anesthesia Advisory Opinion
   3. Retired Recognition Policy Statement

Dr. Soine provided an update on recent meetings with HCA and clarification regarding the Medicaid Program policy. Ms. Meyer announced she asked for this issue to be an agenda item at the National Council of State Boards of Nursing (NCSBN) Mid-Year Meeting. The NCQAC further discussed the work currently being done and work ahead on the issue. Dr. Soine also presented the Mobile Anesthesia Advisory Opinion to the NCQAC. Dr. Soine announced he Retired Recognition Policy Statement will be presented at the May 2019 business meeting.
Ms. Yu noted that the advisory opinion jumps back and forth between the two terms, “mobile” and “office based,” with no nexus connecting the two terms or defining them. Dr. Gorski reviewed the use of the terminology as well as the work done with the CRNA focus group on the decision to use the terms. The NCQAC further discussed the use of the terminology.

**ACTION:** Motion to change the language of the Mobile Anesthesia Advisory Opinion so that any time the terms “mobile” or “office based” appear throughout the document, including the title, they are replaced with the phrase, “mobile and/or office based,” moved by Dr. Soine and seconded by Ms. Poole. All in favor, motion carried.

**ACTION:** Motion to adopt the Mobile Anesthesia Advisory Opinion under the condition of the approved language change moved by Dr. Soine and seconded by Ms. Poole. All in favor motion carried.

**B. Consistent Standards of Practice – Tiffany Randich, Chair**

1. Registered Nurse and Licensed Practical Nurse Advisory Opinion Revision
   a. Attachment to Advisory Opinion: Laws and Rules for assisted living facilities nursing services, qualified assessor, negotiated service agreement
   b. Attachment to Advisory Opinion: Rules for adult family home assessment service plan and RN services

Ms. Randich introduced the Registered Nurse and Licensed Practical Nurse Advisory Opinion Revision and asked Ms. Meyer to provide more information on a task force regarding the issue. Ms. Meyer provided background information on the advisory opinions as well as the role and makeup of the possible task force. Ms. Eylar stated her concern with looking at scope of LPN practice in setting specific environments in such changing times. Ms. Carlson provided further clarity on the revision of the advisory opinion. The NCQAC discussed other factors affecting the advisory opinion revision.

**ACTION:** Motion to revise the first sentence of the conclusion statement to state, “The purpose of this advisory opinion is to clarify and provide distinction between the registered nurse and licensed practical nurse roles, responsibilities and functions as it relates solely to nursing practice,” as an interim measure moved by Ms. Randich and seconded by Ms. Ness. Majority in favor, Ms. Hoell abstained. Motion carried.

**ACTION:** Motion to adopt the advisory opinion with the revision of the first sentence of the conclusion statement to state, “The purpose of this advisory opinion is to clarify and provide distinction between the registered nurse and licensed practical nurse roles, responsibilities and functions as it relates solely to nursing practice,” as an interim measure moved by Ms. Randich and seconded by Ms. Myrick. Majority in favor, one opposed. Motion carried.
Ms. Meyer provided further insight on the conditions of a task force. The task force would include some LPN and RN members of the commission working with other stakeholder groups. Ms. Meyer emphasized that the establishment of a task force would be, but not be limited to, study the impacts and issues associated with LPNs and long-term care assisted living and adult family homes. The NCQAC deliberated the specific goals and strategies of the work force.

**ACTION:** Motion to establish a task force for additional stakeholder work for further clarification of the LPN role in long-term care settings moved by Dr. Baroni and seconded by Ms. Randich. Majority in favor, one abstain. Motion carried.

Ms. Meyer asked for the LPN and RN members for the task force. Ms. Rude, Ms. Randich, Mr. Canary and Ms. Morrell volunteered to staff the task force.

2. Frequently Asked Questions - Nursing Process for Registered Nurse Revision

Dr. Baroni commented on the importance of the establishment of task force regarding the revision of the FAQ.

**ACTION:** Motion to rescind the following FAQ as an interim measure moved by Ms. Randich with a second from the Consistent Standards of Practice Sub-committee:

*Can the registered nurse perform the Comprehensive Assessment Reporting Evaluation (CARE) assessment or the Negotiated Service agreement required in some settings?*

The CARE assessment is an electronic assessment completed by staff working for Home and Community Services, Developmental Disabilities Administration, or staff with the Unit on Aging for Medicaid eligible residents. The CARE assessment is used for care settings when the care is being funded by Medicaid (in the beneficiaries own home, Adult Family Home, Assisted Living Facility, Nursing Home, Enhanced Services Facilities, and Supported Living. Many of the elements included in the required Negotiated Service Agreement for a patient as defined in the WAC 388-78A ALF Licensing Rules for assessment and care planning are also included in the CARE assessment. It may be in the scope of practice for the competent and appropriately trained licensed practice nurse to independently perform the CARE assessment or the Negotiated Service agreement. Contact the Washington State Department of Social and Health Services Long-Term Support Administration for more information.

- Provide opportunities for additional stakeholder work to clarify this FAQ as well as develop additional FAQs to address the following issues/concerns:
  - Clarify the difference between what is considered nursing assessment vs. non-nursing assessment and data collection
• Clarify nursing services vs. non-nursing services including medication management (medication assistance) - that this is not nursing but a non-nursing service and considered an ADL
• Clarify the administrative role for RNs
• Clarify who can supervise competency/performance
• Clarify whether a RN who is an owner or co-owner, including whether the Nursing Commission would hold that person to a higher level of care than a non-nurse owner/co-owner.
• Clarify whether an RN can evaluate non-nursing care
• Clarify whether an RN can be a qualified assessor for adult family homes and assisted living facilities;
• Clarify the role of the RN in providing nursing education and performing competency assessments specific to nursing assistants and home care aids
• Clarify whether an RN can perform initial admits to these facilities

• Provide joint education around the state for stakeholders with LeadingAge, Washington Home Care Association, Adult Family Home Council, and Washington Department of Social and Health Services Residential Care Services once the FAQs are finalized.

All in favor, motion carried.

3. Frequently Asked Questions-Nursing Process for Licensed Practical Nurse Revision

ACTION: Motion to rescind the following FAQ as an interim measure moved by Ms. Randich with a second from the Consistent Standards of Practice Sub-committee:

Can the licensed practical nurse perform the Comprehensive Assessment Reporting Evaluation (CARE) assessment or the negotiated service agreement required in some settings?

The CARE assessment is an electronic assessment that staff working for Home and Community Services and Developmental Disabilities Administration, or staff with the Area Agency on Aging complete for Medicaid eligible recipients of personal care services. The CARE assessment is used for Medicaid funded care for beneficiaries in all care settings: Adult Family Homes, Assisted Living Facilities, Nursing Homes, Enhanced Services Facilities, and Supported Living agencies, including beneficiaries in their own home. Many of the elements included in the required assessment and negotiated service agreement for a client as defined in the WAC 388-78A ALF Licensing Rules are also included in the CARE assessment. It is not within the scope of practice for the licensed practical nurse to independently perform an assessment or develop the negotiated service agreement described in the WAC 388-78A ALF Licensing Rules. The licensed practical nurse may assist the registered nurse or other qualified assessor in gathering the information or data that is needed for the registered nurse or other qualified assessor to assess beneficiaries and develop negotiated service agreements. Contact the Washington
Provide opportunities for additional stakeholder work to clarify this FAQ as well as develop additional FAQs to address the following issues/concerns:
  ○ Clarify the difference between what is considered nursing assessment vs. non-nursing assessment and data collection
  ○ Clarify nursing services vs. non-nursing services including medication management (medication assistance) - that this is not nursing but a non-nursing service and considered an ADL
  ○ Clarify the administrative role for LPNs
  ○ Clarify who can supervise competency/ performance
  ○ Clarify whether a LPN who is an owner or co-owner, including whether the Nursing Commission would hold that person to a higher level of care than a non-nurse owner/co-owner.
  ○ Clarify whether an LPN can evaluate non-nursing care
  ○ Clarify whether an LPN can be a qualified assessor for adult family homes and assisted living facilities;
  ○ Clarify the role of the LPN in providing nursing education and performing competency assessments specific to nursing assistants and home care aids
  ○ Clarify whether an LPN can perform initial admits to these facilities

Provide joint education around the state for stakeholders with Leading Age, Washington Home Care Association, Adult Family Home Council, and Washington Department of Social and Health Services Residential Care Services once the FAQs are finalized.

**ACTION:** All in favor, motion carried.

4. Frequently Asked Questions Drafts:
   a. Registered Nurse Gastroenterology Procedures
   b. Registered Nurse Cardiology and Respiratory Procedures
   c. Registered Nurse Radiology Procedures
   d. Registered Nurse Neurological and Musculoskeletal Procedures
   e. Registered Nurse Obstetrical, Gynecological, and Reproductive Care
   f. Registered Nurse Urological and Hemodialysis Procedures
   g. Licensed Practical Nurse Gastroenterology Procedures
   h. Licensed Practical Nurse Cardiology and Respiratory Procedures
   i. Licensed Practical Nurse Radiology Procedures
   j. Licensed Practical Nurse Neurological and Musculoskeletal Procedures
   k. Licensed Practical Nurse Obstetrical, Gynecological, and Reproductive Care
I. Licensed Practical Nurse Urological and Hemodialysis Procedures

Dr. Baroni inquired about the process used to recognize and formulate the FAQs. Ms. Carlson provided further insight regarding the FAQ process. Ms. Ness addressed the use of the FAQs and decision tree. The NCQAC discussed how the FAQ process could be improved.

**ACTION:** Motion to approve the following FAQ categories moved by Ms. Randich with a second from the Consistent Standards of Practice Sub-committee:

- Registered Nurse Gastroenterology Procedures
- Registered Nurse Cardiology and Respiratory Procedures
- Registered Nurse Radiology Procedures
- Registered Nurse Neurological and Musculoskeletal Procedures
- Registered Nurse Obstetrical, Gynecological, and Reproductive Care
- Registered Nurse Urological and Hemodialysis Procedures
- Licensed Practical Nurse Gastroenterology Procedures
- Licensed Practical Nurse Cardiology and Respiratory Procedures
- Licensed Practical Nurse Radiology Procedures
- Licensed Practical Nurse Neurological and Musculoskeletal Procedures
- Licensed Practical Nurse Obstetrical, Gynecological, and Reproductive Care
- Licensed Practical Nurse Urological and Hemodialysis Procedures

All in favor, motion carried.

C. Licensing – Jeannie Eylar, Chair

Ms. Eylar provided an update of the Licensing Sub-committee’s work including rules workshops, interim rules for continuing competency and work done on the online license applications.

D. Research – Dr. Mary Baroni, Chair

Dr. Baroni stated the Research subcommittee has no formal report. The next Research Sub-committee meeting is March 18, 2019.

VIII. 11:30 AM – 12:00 PM Education Report - DISCUSSION/ACTION

A. Nursing Education Delphi Study – Dr. Gerianne Babbo
B. Nurse Administrator Turnover – Dr. Babbo
C. Interagency Education Complaint Portal Update/Impact on Nursing Education Programs and Commission Work – Dr. Babbo
D. Status Update on Nursing Assistant Work – Dr. Kathy Moisio
Dr. Babbo presented on the Nursing Education Delphi Study, Nurse Administrator Turnover, and Interagency Education Complaint Portal Update/Impact on Nursing Education Programs and Commission Work. Ms. Hoell and Dr. Baroni commented on the importance of studies done on nursing education. Dr. Baroni noted another relevant study done with the Institute of Regulatory Excellence regarding similar issues.

Dr. Moisio updated the NCQAC on the status of Nursing Assistant work. Overall, the program numbers continue to remain stable. New program applications continue to be record breaking. Dr. Moisio reported that they continue to focus on healthy program with quality improvement.

12:00 PM – 1:00 PM Lunch

IX. 12:00 PM – 1:00 PM Education Session
Apprenticeship and Nursing – Dr. Barbara Trehearne, Dr. Helen Kuebel, Dr. Sarah Bear
Dr. Trehearne, Dr. Kuebel and Dr. Bear presented an educational and historical perspective on nursing education and apprenticeship models.

X. 1:00 PM – 1:15 PM Open Microphone

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

1. Amy Murry, MSN student at Gonzaga University, spoke about ways to facilitate more nurses from diverse backgrounds to pursue high nursing education. Ms. Murry noted the role of Labor and Industries (L&I) related to apprenticeship programs. Ms. Murry reported while the L&I team serves as a resource for the standards of apprenticeship, they do not exist to tell the nursing profession how to regulate or educate nurses. Ms. Murry stated her appreciation for her time with NCQAC and the knowledge gained.

2. Rachel MacAloon, Apprenticeship section of L&I, Ms. MacAloon thanked the NCQAC for being open to discuss this opportunity and addressed some of the concerns of the nursing community. Ms. MacAloon provided insight on the criteria, structure and regulations of apprenticeship programs. Ms. MacAloon stated the L&I Registered Apprenticeship Program is a highly structured, industry driven program that works to graduate apprentices as educated, empowered and competent individuals in a profession. Ms. MacAloon expressed her department’s willingness to help and looks forward to the opportunity to discuss the matter further.

3. Barbara Trehearne commented on the NCQAC’s earlier discussion regarding FAQs and scope of practice. Dr. Trehearne asked the NCQAC to consider approaching the issue in terms of under what circumstances is clinical judgement rendered that alters or informs the
intervention path. Dr. Trehearne went on to share her perspective and her experience regarding use of the scope of practice decision tree.

IX. 1:15 PM – 1:45 PM Apprenticeship in Nursing, Continued - DISCUSSION/ACTION
After the educational presentation, the NCQAC discussed the associated issues and impacts and considered acting on the issues presented. Recommendations for future work were considered by the NCQAC. Dr. Baroni stated the nursing assistant profession may be an appropriate place to begin dialogue in terms of apprenticeship. Ms. Morrell and others provided personal examples in which they saw the need for science behind practice. Ms. Eylar proposed the notion of current employers developing apprenticeship for RNs looking to advance their education thus allowing them to further their education without losing them in the workforce. Dr. Baroni commented that there would need to be parameters. The NCQAC continued to share perspective and deliberate different possibilities. Ms. Aragon discussed ways apprenticeship could be integrated into nursing education post licensure. Ms. Aragon stated that the Washington Center for Nursing (WCN) would like to support the NCQAC by beginning a broad stakeholder conversation about the impact of an apprenticeship approach in which the NCQAC and other stakeholder groups can inform each other on different perspectives. Ms. Aragon will work with Ms. Meyer and the NCQAC officers on a timeline for the initiative. Ms. Meyer will present their work at the May business meeting. Ms. Meyer thanked all participant in the discussion. The NCQAC took no formal position on apprenticeship within nursing at this time.

1:45 PM – 2:00 PM BREAK

XI. 2:00 PM – 2:30 PM Discipline Sub-Committee– Adam Canary, Chair
A. Washington Health Professional Services (WHPS) procedures
In January 2018, draft procedures were presented to the NCQAC to consider. Ms. Rude appointed a task force to review the procedures and make recommendations. Task force members include: Tracy Rude, Lois Hoell, Yvonne Strader, Renee Yanchura, Dana Nelson-Peterson, Joelle Fathi, Catherine Woodard, John Furman, and Paula Meyer. The draft procedures were then reviewed by Catherine Woodard, John Furman, Grant Hulteen and Karl Hoehn for citations, consistency, grammar, duplication, and order. The draft procedures were presented to the Discipline Sub-committee. The sub-committee presented the draft procedures to the NCQAC for potential adoption. Ms. Rude asked the task force members to give a general overview of how the process went. The task force and NCQAC staff presented their experience of reviewing the draft procedures. Ms. Woodard presented the WHPS Procedure task force members present with certificates of achievement for their participation in crafting superior procedures and thanked them for their work.
ACTION: Motion to adopt the twenty new WHPS procedures (W30-W49) moved by Mr. Canary with a second from the Discipline Sub-committee. All in favor, motion carried.

XII. 2:30 PM – 3:00 PM Nominations Committee – Lois Hoell - DISCUSSION/ACTION
A. Slate of Candidates
B. Candidates’ presentations
C. NCQAC and NCSBN Award Nominations

Ms. Strader presented the slate of candidates for the NCQAC officer positions. Ms. Rude asked if there were any nominations from the floor at the present time. Mr. Canary nominated himself as a candidate for the NCQAC Secretary Treasurer position. Ms. Rude asked for recommendations from the NCQAC for Mr. Canary’s nomination. Ms. Randich, Ms. Higby, and Ms. Strader recommended Mr. Canary for the position.

ACTION: Motion to present the following candidates for office:
- Chair: Tracy Rude
- Vice-Chair: Mary Baroni and Donna Poole
- Secretary-Treasurer: Lois Hoell and Adam Canary

Moved by Ms. Strader and seconded by Ms. Randich. All in favor, motion carried. Ms. Poole thanked Mr. Canary for nominating himself and encouraged other NCQAC members to do the same in the near future. The candidates presented brief speeches regarding their candidacy.

Dr. Moisio announced the Nominations committee is accepting nominations for the NCQAC award through March 15, 2019. Ms. Rude noted that there are no NCSBN award nominations at the present time.

XIII. 3:00 PM – 3:30 PM Legislative Panel report – Mary Baroni
DISCUSSION/ACTION

Legislative panel members presented the bills reviewed and actions taken by the panel on behalf of the NCQAC. Dr. Soine asked if the term, “acupuncture” is interpreted as a protected title by HB 1865 and if so, how it affects nursing practice. The NCQAC and staff deliberated whether HB 1865 constituted the term, “acupuncture” as a protected title. Dr. Baroni stated it is her understanding that SB 5794 addressed the raised issue. The NCQAC concluded that further investigation on the issue was necessary. Ms. Meyer concluded her report, thanked Ms. Bielaski for her work and announced that the NCQAC Legislative Panel will address the NCQAC’s concerns at the next panel meeting.

XIV. 3:30 PM – 4:00 PM Medical Marijuana Authorizing Guidelines – Donna Poole, Shelly Rowden, Kathy Weed – DISCUSSION/ACTION

The Department of Health Medical Marijuana Authorizing Guidelines were revised to align with current laws and regulations. Ms. Poole was the NCQAC representative on the DOH group reviewing the guidelines. Ms. Poole and Ms.
Weed presented the guidelines to the NCQAC to consider adopting. Ms. Weed reported the board of Naturopathy approved the proposed guidelines.

**ACTION:** Motion to adopt the Marijuana Authorizing Guidelines moved by Ms. Poole and seconded by Dr. Soine. All in favor, motion carried.

**XV. 4:00 PM – 4:30 PM Washington State Demographic Data Collection, Initial Analysis – Eugene Villacian BSN, RN, DNP-AGNP-PC Student, Dr. Mary Sue Gorski and Paula Meyer**

According to WAC 246-840-015, on January 1, 2018, all licensed nurses in Washington State, enter their Demographic data by completing two surveys. The NCQAC made this decision because in Washington State, we don’t have a good picture of how many nurses we have, educational preparation, and where nurses work. In October of 2005, the Institute of Medicine recommended that 80% of registered nurses be prepared at the baccalaureate level. The NCQAC collects information on graduation from an approved nursing program. If a nurse graduated from an associate degree program and then advanced their education, this information has not been collected. The NCQAC does not know the percentage of baccalaureate prepared nurses in Washington. Dr. Gorski presented Mr. Villacian’s work on the initial data collection and analysis. Ms. Meyer presented work with Minimum Data Set collection.

**XVI. 4:30 PM Meeting Evaluation**

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<th>Pros</th>
<th>Cons</th>
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<tr>
<td>Loved the room, hope to have every meeting here.</td>
<td></td>
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<tr>
<td>Great meeting, fabulous location, lots of variety in discussion.</td>
<td>Need more time on Legislative report. Overall, it was very valuable.</td>
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<tr>
<td>Thank you staff! We love the room</td>
<td>240 pages is a little long for a packet.</td>
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<tr>
<td>Amazing meeting, set-up was amazing. Appreciates how we work together to help each other and the spirit of collaboration.</td>
<td>Acoustics weren’t the best. We had trouble hearing. This was a very packed meeting.</td>
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<td>So thankful to be here. Always privilege to be here. So humbled with the work we do.</td>
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<tr>
<td>Great meeting, thank you staff! Diversity of perspectives. Thank you Adena for the cookies!</td>
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<tr>
<td>Love the venue, not too fond of the food.</td>
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<tr>
<td>Thank you Shad and Chris for taking care of everything. Thank you candidates for running for office. In-depth discussion on apprenticeship.</td>
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Ditto, Thank you Geri for the presentation on Delphi study. Look forward to using it for workload study.

Thank you Kathy for work with nursing assistant.

Some of these topics are weighty but I appreciate the respect for one another.

**Meeting adjourned at 4:38 pm**

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<tr>
<th>Tracy Rude, LPN</th>
<th>Lois Hoell, MS, MBA, RN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Secretary/Treasurer</td>
</tr>
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