Nursing Care Quality Assurance Commission (NCQAC)
Meeting Minutes
Friday, May 10, 2019
8:30 AM- 2:50 PM
Department of Health
310 Israel Road SE, Point Plaza East, Room 152/153
Tumwater, WA 98501

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
Helen Myrick, Public Member
Dawn Morrell, RN
Sharon Ness, RN
Donna L. Poole MSN, ARNP, PMHCNS-BC
Laurie Soine PhD, ARNP
Yvonne Strader, RN

Excused:
Tiffany Randich, LPN
Edie Higby, Public Member

Assistant Attorney General:
Kelsey Martin for Gail S. Yu, Assistant Attorney General

Staff:
Paula R. Meyer, MSN, RN, FRE, Executive Director
Kathy Anderson, Financial Manager
Chris Archuleta, Deputy Operations
Shad Bell, Operations Supervisor
Amber Bielaski, Policy and Performance Analyst
Debbie Carlson, MSN, RN, CPM Associate Director, Nursing Practice & Licensing
Shana Johnny, Nurse Practice Consultant
Margaret Holm, Nurse Practice Consultant
Teresa Corrado, LPN, CPM Licensing Manager
Tori Lane, Nursing Practice Administrative Assistant
John Furman, PhD, MSN, CIC, COHN-S, Director, Washington Health Professional Services (WHPS)
Mary Sue Gorski, PhD, RN, Nursing Research, Policy and Advanced Practice Advisor
Karl Hoehn, Legal Manager
Grant Hulteen, Chief Investigator
Kathy Moisio, PhD, RN, Nursing Education Consultant
I. 8:30 AM Opening – Tracy Rude, Chair
Ms. Rude called the meeting to order at 8:30 a.m. and asked any members of the public in attendance wishing to speak during open microphone to please sign-in.

II. Call to Order

A. Introductions
Ms. Rude thanked everyone for coming to the meeting and acknowledged nurses week. Ms. Rude asked for the NCQAC members present to introduce themselves, as well as the NCQAC staff and public.

B. Order of the Agenda

ACTION: Motion to change the order of the agenda. Move the Advanced Practice Sub-committee report to the end of the sub-committee reports. Move the election of officers from 3:15 pm to 1:15 pm. Moved by Ms. Hoell and seconded by Dr. Baroni. All in favor, motion carried.

C. National Nurses’ Day and Week
To recognize nurses on nurses’ day Dr. Baroni played a video clip from the documentary “The American Nurse Project”.

III. Consent Agenda
Consent Agenda items are considered routine and are approved with one single motion.

A. Approval of Minutes
1. NCQAC Business Meeting – March 8, 2019
2. Advanced Practice Sub-committee
   a. December 19, 2018
   b. February 20, 2019
   c. March 20, 2019
3. Research Sub-committee
   a. December 17, 2018
   b. March 18, 2019
4. Discipline Sub-committee
   a. March 26, 2019
5. Consistent Standards of Practice Sub-Committee
   a. December 4, 2018
   b. February 5, 2019
6. Licensing Sub-Committee
   a. January 25, 2019
   b. February 22, 2019

B. Out of State Travel Reports
1. Region 10 Advanced Practice Nurses, March 9, 2019, Boise ID; Laurie Soine, Donna Poole
ACTION: Motion to approve the consent agenda moved by Dr. Soine and seconded by Ms. Eylar. All in favor, motion carried.

IV. NCQAC Panel Decisions
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 reports provided for information.

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

V. Chair Report – Tracy Rude

A. Proclamation: Washington Nurse Practice Act
Ben Helle from Washington State Archives read the original 1909 law establishing the Washington State Board of Nurse Examiners which codified the requirements for professional nurses in Washington State. Ben presented a copy of the act to the NCQAC.

B. Hearing Dates
The dates for hearings for the next year were presented to the NCQAC.

ACTION: Motion to adopt the hearing dates for January through December 2020 moved by Dr. Soine and seconded by Dr. Baroni. All in favor, motion carried.

C. Out of State Travel plan

ACTION: Motion to adopt the travel plan with the additions and revisions discussed, moved by Ms. Poole and seconded by Helen Myrick. All in favor, motion carried.

D. Delegation of Signature Authority: each year the NCQAC reviews their delegation of signature authority and determines if delegation continues as appropriate and allowed

ACTION: Motion to continue to delegate the signature authority as described in H16.01 and update the procedure on May 10, 2019 to reflect the approval to continue. Moved by Ms. Hoell and seconded by Ms. Strader. All in favor, motion carried.

E. Commission/Pro Tem members completing their terms
Both Heather Bradford and Heather Schoonover complete their fourth and final Pro Tem terms on June 30, 2019. Ms. Strader’s partial term ends on June 30, 2019 and she has applied to the Governor’s office for appointment to serve a first full four year term. Ms. Rude informed the NCQAC they are recruiting a public member and registered nurse member from a community and technical college for the Governor’s appointment.

VI. Executive Director Report – Paula Meyer

A. Budget Report – Lois Hoell, Kathy Anderson, and Chris Archuleta
Ms. Anderson presented the Budget Report to the NCQAC with no new trends. The NCQAC is still five to six percent underspent and still holding a good revenue balance, with the plan to spend some of that with the decision package. With the anticipated approval of the decision package and increased spending authority beginning on July 1, 2019, the NCQAC anticipates active recruiting to fill new positions in discipline.
Revenue grew slightly and expenditures remained steady. Ms. Anderson stated she doesn’t anticipate anything different within the next three months. Ms. Anderson stated in the next biennium, there is a proposed increase in agency indirect costs of about 1.5 percent.
Ms. Hoell pointed out the relationship between the state population and the number of active nurses licensed in the state. Ms. Hoell stated that from 2007 to 2018, both populations have been increasing.
Ms. Anderson mentioned that NCQAC staff is gathering age data of nurses to present at the July NCQAC workshop to compare the age of nurses to the state population. Ms. Zawislak presented data on the last eleven years of nursing population growth. From 2007 to 2018, the state population increased by 12 percent, active RNs increased by 21 percent, active LPNs decreased by 25 percent, and active ARNPs increased by 89 percent. The number of nursing applications received by the NCQAC increased by 74 percent.

Ms. Meyer announced Dr. Mindy Schaffner’s retirement from state service. Recruitment began for Dr. Schaffner’s position.

B. Performance Measures Report
1. HSQA
2. Legal
3. WHPS
4. Nursing Assistant Program Approval
5. Nursing Program Approval
Ms. Meyer reviewed the performance measures of the NCQAC. No questions.

C. Decision Package
Ms. Meyer announced the decision package appeared in the governor’s budget, the house budget, and the senate budget. We are eagerly waiting for the governor to sign the budget. The Governor has twenty days after the passage of the budget to sign.
Ms. Anderson added the inclusion of the other health profession related decision packages that went forward from Department of Health. The HSQA decision package for increase spending authority for credentialing was included the budget. The HELMS project was also included, however there is uncertainty about the
funding. Medical and Chiropractic commission’s requests for extra spending authority due to higher AG bills were included in the AG budget. Ms. Anderson also stated that our decision package for increased spending authority was included as a proviso, meaning the NCQAC needs to track expenditures separately for the first two years before funding is included in our regular budget.

D. Rules in Progress
Ms. Meyer provided an update on the current status of all NCQAC rules in process. Substitute Senate Bill 5380 requires NCQAC to adopt or amend rules for ARNPs to notify patients of their right to refuse an opioid prescription or order, and document any refusal. The bill also requires the NCQAC to adopt rules by January 1, 2020. Ms. Meyer mentioned NCQAC committed to opening a CR 101 for continued stakeholder discussion around the opioid prescribing rules. An additional CR 105 to implement only the section 10 of Substitute Senate Bill 5380 would allow the NCQAC to meet the legislative timeline. Additional stakeholder work can then progress with the remaining issues.

ACTION: Motion to use the CR 105 expedited rules process for implementation of the requirements for patient notification within Substitute Senate bill 5380. Moved by Dr. Baroni, seconded by Ms. Poole. All in favor, motion carried.

E. Collection of Demographic Data
Ms. Meyer announced that 72.15 percent of RNs registered and 67 percent of LPNs entered their data into Nursys. NCQAC staff sends letters out either physical or electronic to nurses who have not registered.

F. Nurse Licensure Compact: dialogue with Washington State Nurses Association (WSNA)
Ms. Meyer reviewed the letter received from the WSNA and the intent to have a dialogue with members about the nurse licensure compact. Several questions were included in the letter. Seven members volunteered to participate in the discussions with the WSNA: Donna Poole, Jeannie Eylar, Lois Hoell, Dawn Morrell, Tracy Rude, Mary Baroni, and Yvonne Strader.

G. Secretary of State audit of licensing/revenues
Ms. Meyer announced the state auditor approached the NCQAC with an audit of licensing and revenues. NCQAC staff is working with the auditor to understand the scope of the audit, which includes licensing fees associated with nursing applications.

H. Apprenticeship in nursing
Ms. Meyer provided an update on the topic of apprenticeship in nursing education, previously discussed at the March business meeting. Ms. Meyer asked for three members willing to meet members of nursing profession and nursing leadership across the state to begin the discussion on apprenticeship in nursing education. Ms. Rude, Dr. Baroni and Ms. Hoell will represent the NCQAC.

9:46 AM – 10:00 AM Break

VII. Sub-committee Report

A. Consistent Standards of Practice – Sharon Ness
1. Opioid Use Disorder—Nursing Scope of Practice using Standing Orders for Medication Assisted Treatment (MAT)

Jessica Blose, Washington State Health Care Authority, oversees the Medication Assisted Treatment (MAT). Ms. Blose gave background on the question of Nursing Scope of Practice using Standing Orders for Medication Assisted Treatment (MAT). According to the 2008 Ryan Haight act, the Drug Enforcement Agency has the authority to determine actions in Opioid Treatment Centers. The first time a client is seen in an Opioid Treatment Center requires a face to face assessment by a DEA registered practitioner. Therefore, treatment cannot begin until this assessment is done.

**ACTION:** Motion to support the nurse care managers following standing orders protocols to initiate MAT following current clinical practice standards and state and federal regulations. Moved by Ms. Ness and seconded by Ms. Poole. All in favor, **motion carried.**

**B. Discipline—Adam Canary, Chair**

1. Procedure A06.07 Review of Commission Reports
2. Procedure A07.02 Anonymous Complaints
3. Procedure TBD DUI Arrests and Conviction Reports

**ACTION:** Motion to approve revisions to Procedure A06 Review of Commission Reports. Moved by Mr. Canary with a second from the Discipline Sub-committee. All in favor, **motion carried.**

**ACTION:** Motion to adopt the revisions to Procedure A07 Anonymous Complaints. Moved by Mr. Canary with a second from the Discipline Sub-committee. All in favor, **motion carried.**

**ACTION:** Motion to adopt Procedure (Number TBD) DUI Arrests and Conviction reports. Moved by Mr. Canary with a second from the Discipline Sub-committee. All in favor, **motion carried.**

**C. Licensing—Jeannie Eylar, Chair**

1. Continuing Competency Recommendation
2. Procedure Reviews
   i. B01.03 Photocopying Licenses
   ii. B04.04 Limited Education Authorization
   iii. B15.02 Nursing Technician not in Good Standing, or Taking Leave
   iv. B16.03 Application File Closure
   v. B31.02 Effect of Military Status on Credentials
   vi. B35.02 Advanced Registered Nurse Practitioner Applications Requiring Clarification of Licensure Requirements
   vii. B36.01 Nurse License Verification

**ACTION:** Motion to establish a Continuing Competency Workgroup. Moved by Ms. Eylar and seconded by Dr. Baroni. All in favor, **motion carried.**

**ACTION:** Motion to adopt procedure B01.03 Photocopying Licenses. Moved by Ms. Eylar and seconded by Mr. Canary. All in favor, **motion carried.**

**ACTION:** Motion to adopt procedure B04.04 Limited Education Authorization. Moved by Ms. Eylar and seconded by Ms. Strader. All in favor, **motion carried.**
ACTION: Motion to adopt procedure B15.02 Nursing Technician not in Good Standing or Taking Leave as revised. Moved by Ms. Eylar and seconded by Dr. Baroni. All in favor, motion carried.

ACTION: Motion to adopt procedure B16.03 Application File Closure. Moved by Ms. Eylar and seconded by Ms. Poole. All in favor, motion carried.

ACTION: Motion to adopt procedure B31.02 Effect of Military Status on Credentials. Moved by Ms. Eylar and seconded by Ms. Ness. All in favor, motion carried.

ACTION: Motion to adopt procedure B35.02 Advanced Registered Nurse Practitioner Applications Requiring Clarification of Licensure Requirements. Moved by Ms. Eylar and seconded by Dr. Soine. All in favor, motion carried.

ACTION: Motion to adopt procedure B36.01 Nurse License Verification. Moved by Ms. Eylar and seconded by Ms. Strader. All in favor, motion carried.

D. Advanced Practice – Laurie Soine, Chair
1. Center for Medicare and Medicaid Services (CMS) decision and ARNP/Physician Assistant signatures
   Mike Ellsworth, office of the secretary and liaison with federal delegates, attend the meeting. Mr. Ellsworth updated the NCQAC on his work with Senator Patty Murray’s staff on the issue of physician signatures for home health and medical equipment. Members of the Advanced Practice sub-committee and ARNP United will continue to work on this issue.

   Dr. Soine presented the draft statement on repetitive transcranial magnetic stimulation.

ACTION: Motion to adopt the advisory opinion to clarify the ARNP scope of practice for the procedure transcranial magnetic stimulation (TMS). Moved by Dr. Soine with a second from the sub-committee. All in favor, motion carried.

E. Research - Mary Baroni, Chair
   No Report

VIII. Education Report
A. Update on Higher Education and Complaint Portal
   Staff presented information on implications of legislative actions this session on Education Complaint Portal and support of recommendations from Action Now!

B. Out of state distance learning programs
   Staff presented information on issues facing distance-learning programs for ARNP students.

C. HEAL-WA Annual Report
D. Update on Nursing Assistant Program Activities
   Dr. Moisio presented information on nursing assistant program initiatives.

E. Nursing Education Annual School Report for 2017-2018
Dr. Gorski presented the results of the Annual School Survey.

11:30 AM – 1:00 PM Lunch

IX. 12:00 PM – 1:00 PM Education Session
Human Trafficking: The pivotal role of nurses, Michele Kulhanek, MSN, RNC-OB, C-EFM, Director, Maternal Infant Health Initiatives, Washington State Hospital Association
Ms. Kulhanek provided an overview of human trafficking, potential indicators and red flags, as well as training resources available to health care providers.

X. 1:00 PM – 1:02 PM Open Microphone
Cheryl Carino-Burr, Puget Sound Welcome Back Center at Highline College. Ms. Carino-Burr introduced herself and provided a brief overview of the work done at the Welcome Back Center.

XI. Legislative Report – Mary Baroni
Ms. Meyer presented the final NCQAC legislative bill report and an update on all actions on bills 2019 session. Ms. Meyer provided an overview of the proposed legislative recommendations for the 2020 legislative session, including nursing assistant legislation. The Legislative Panel continued to support the NCQAC initiative to move the licensing and discipline of nursing assistants to the authority of the NCQAC.

XII. NCQAC Annual Evaluation – Helen Myrick
Ms. Myrick presented the outcomes of the evaluation and areas for improvement.

2:15 PM – 2:30 PM BREAK

XIII. Jurisprudence Module – Margaret Holm, Shanna Johnny
Ms. Holm and Ms. Johnny presented the final draft of the Jurisprudence module for possible adoption of the module.

ACTION: Motion to approve the Jurisprudence Module for posting on the National Council State Boards of Nursing and NCQAC website. Moved by Dr. Baroni and Yvonne Strader. All in favor, motion carried.

XIV. Award Nominations – Yvonne Strader
Ms. Strader announced the winner of the 2019 NCQAC exceptional service staff award to be Ms. Anderson. Ms. Strader and Ms. Hoell recognized the accomplishments of Ms. Anderson’s work and highlights of the well-deserved nomination. NCQAC send the award recipient, Ms. Anderson, to the NCSBN Annual meeting held in August in Chicago, IL.

XV. Election of Officers – Yvonne Strader
The NCQAC members elected their chair, vice chair and secretary/treasurer. The new officers take their seats at the July 12, 2019 business meeting.

ACTION: Motion from the nominations committee to present the slate of candidates for office. Moved by Ms. Strader and Ms. Ness. All in favor, motion carried.
The NCQAC elected Tracy Rude as chair, Mary Baroni as vice-chair, and Lois Hoell as secretary/treasurer.

XVI. 2:40 PM Meeting Evaluation

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<tr>
<th>Pros</th>
<th>Cons</th>
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<tr>
<td>I thought it was 100% fantastic. Another great meeting, ample time to get into everything we needed to get into.</td>
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<td>Loved lunch! Lunch was great, the drive down was very easy.</td>
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<td>Lunch was pretty good. I appreciate that the staff strives to make us happy about food.</td>
<td>I liked the previous location better.</td>
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<td>Thank you for the snickers. I appreciated the opportunity to share the American Nurse. Thank you Chris and Shad for setting it up and making it run smoothly.</td>
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<td>It was a good meeting. I had no idea there was anything better than a sandwich. Good agenda, a lot of cleaning up of old procedures. Thank you to the NCQAC - it is a really nice group. I appreciate the faith you put in me as the Chair.</td>
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<td>Fabulous meeting, we tied a lot together today. I think this is a fabulous, respectful group. It’s a pleasure to be with you.</td>
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<td>I love the discussion and diverse group of people.</td>
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<td>Good meeting, good discussion. I learned a lot during the education portion about human trafficking. Thank you to the staff for helping us out, keeping us updated and letting us know what we need to do.</td>
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<td>I think it was a great meeting, thank you to the staff. A great presentation by Helen.</td>
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<td>Congratulations Kathy. I loved the food, it was a very nice agenda today.</td>
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<td>What we do matters, it is very nice to be a part of this group.</td>
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<td>Thank you for having me here today. I learned so much from you all. I had the best time being here, it was a great discussion.</td>
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XVII. 2:50 PM Meeting Adjourned

Tracy Rude, LPN
Chair

Lois Hoell, MS, MBA, RN
Secretary/Treasurer