Nursing Care Quality Assurance Commission (NCQAC)
Meeting Minutes
July 12, 2019
8:30 AM- 5:00 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
Jeannie Eylar, MSN, RN
Ella Guilford, 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

Excused:  Adam Canary, LPN
Cass Tang, Public Member

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, EdD, RN, Associate Director, Nursing
    Education
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
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
Catherine Woodard, Associate Director, Discipline
I. 8:30 AM Opening – Tracy Rude, Chair – DISCUSSION/ACTION
   Ms. Rude called the meeting to order.

II. Call to Order
   A. New Officers take their seats
      Tracy Rude, Chair
      Mary Baroni, Vice Chair
      Lois Hoell, Secretary/Treasurer
   B. Introductions – newly appointed members: Ella Guilford and Cass Tang
   C. Order of the Agenda
   D. Correspondence - None
   E. Announcements
      Karl Hoehn will complete his fellowship with the Institute of Regulatory Excellence (IRE) in August and will receive his Fellow of Regulatory Excellence (FRE) at the NCSBN Annual meeting in August. He will be presenting a poster of his project regarding recidivism among nurses in Washington State.
      Ms. Meyer announced changes in staff responsibilities.
      Ms. Meyer reported that the licensing audit completed by the state auditor concluded and no issues were identified.

III. 8:40 AM Consent Agenda – DISCUSSION/ACTION
    Consent Agenda items are considered routine and are approved with one single motion

   A. Approval of Minutes
      1. NCQAC Business Meeting, May 10, 2019
      2. Advanced Practice Sub-committee
         a. April 17, 2019
      3. Discipline Sub-committee
         a. April 23, 2019
         b. May 28, 2019
      4. Consistent Standards of Practice Sub-committee
         a. No Minutes for review
      5. Licensing Sub-Committee
         a. April 12, 2019
         b. May 24, 2019
      6. Research Sub-Committee
         a. April 15, 2019
   B. Out of state travel reports
      1. NCSBN Discipline Case Management Summit, June 10 – 12, Memphis TN;
         Adam Canary, Sarah Bendersky, Miranda Bayne, Tara Serrano, Lynn Batchelder
   C. NCSBN Letter from President Julia George
ACTION: Ms. Randich moved to approve consent agenda items, second by Ms. Eylar. Motion carried.

IV. 8:45 AM – 9:00 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)
B. Nursing Assistant Program Approval Panel (NAPAP)

V. 9:00 AM – 9:30 AM Chair Report – Tracy Rude – DISCUSSION/ACTION

A. Sub-committee, panel chairs and members, including legislative panel
Committees and members were appointed

Legislative Panel members: Mary Baroni, chair, Donna Poole, Tiffany Randich, and Helen Myrick.

B. Schedule of upcoming meetings and locations
The meetings are on the second Friday of January, March, May, July, September, and November. Since the current meeting rooms are not available for future meetings, the location will be announced. Chris Archuleta said that there should be meeting space in TC2 for January.

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
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<tbody>
<tr>
<td>January 10, 2020</td>
<td>Kent/Sea Tac area</td>
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<tr>
<td>March 13, 2020</td>
<td>Kent/Sea Tac area</td>
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<tr>
<td>May 8, 2020</td>
<td>Olympia area</td>
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<tr>
<td>July 9 and July 10, 2020</td>
<td>Olympia area</td>
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<tr>
<td>September 10 and September 11, 2020</td>
<td>Spokane area</td>
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<tr>
<td>November 13</td>
<td>Kent/Sea Tac area</td>
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ACTION: Ms. Eylar moved to adopt the dates and locations for 2020 meetings, seconded by Ms. Hoell. Motion carried.

C. National Council of State Boards of Nursing (NCSBN) Annual Meeting
1. Participants attending the meeting
   Attendees are Tracy Rude, Mary Baroni, Lois Hoell, Yvonne Strader, Mary Sue Gorski, Karl Hoehn and Paula Meyer. Tracy Rude and Paula Meyer are delegates and Lois Hoell as the designated alternate.
2. Summary of Board Recommendations
3. Slate of Candidates
Discussion on NCQAC members serving on the NCSBN Board and committees. Suggested that a new member attend so that they might be interested to participate.

D. Educational topics for coming year
   Topics suggested included:
   • active shooter training;
   • International Center for Regulatory Scholarship (ICRS) with Dr. Maryann Alexander either in person or by remote;
   • violence in the workplace;
   • adverse childhood trauma;
   • strategies on homelessness (possible KOMO video – Seattle is Dying);
   • LGBTQ awareness;
   • resilience lab by Anne Browning;
   • show the video “The American Nurse” or the future video on ER nurses;
   • legal training on public open meetings and public records; and legislative process.

E. Report from meeting with Washington State Nurses Association (WSNA) on the Nurse Licensure Compact
   Ms. Rude, Dr. Baroni, Ms. Hoell, Ms. Strader and Ms. Morrell attended the meeting. WSNA representatives included Dr. Sally Watkins, Mat Keller, Melissa Johnson and Jennifer Muhm. Several topics of concern were discussed including the authority of the Nurse Licensure Compact Administrators Commission. A follow up meeting will be scheduled in the near future.

VI. 9:30 AM – 10:00 AM Executive Director Report – Paula Meyer – DISCUSSION/ACTION
   A. Budget Report
      Kathy Anderson reviewed the budget status report.
   B. Performance Measures Report
      1. NCQAC
      2. Education
      3. Legal
      4. WHPS
      Ms. Meyer reviewed the reports and charts.
   C. Procedure H18.01 Electronic/Digital Signatures for Actions – renewal for current members, authorization to use –
      Ms. Meyer reviewed the procedure and requested each member complete their digital signature form.
   D. Refunds – Paula Meyer
      Ms. Meyer reviewed the process of refunds. Now 100% caught up on refunds and able to keep up.
   E. Rules Report – Amber Bielaski
      1. WAC 246-840-4651 Opioid Prescribing Patient Notification, review draft language for CR-105
      Substitute Senate Bill 5380 requires the NCQAC to adopt rules allowing patients to refuse a prescription for opioids, and the requirement for ARNPs to document
notification and any refusal. Since the rule language will be very similar to the
language in the law, the NCQAC approved filing a CR 105 for an expedited rules
process. Draft rule language, reflecting the legislative required amendments, was
presented for approval.

**ACTION:** Ms. Poole moved that the NCQAC adopt the amendments to WAC 246-
840-4651, as required by Substitute Senate Bill 5380, and file with the Washington
State code reviser as a CR 105. Second by Ms. Hoell. Motion carried.

**F. NCQAC Award Update**
Kathy Anderson was selected and is not able to attend the NCSBN annual meeting.
Instead, Ms. Anderson will attend the NCSBN Midyear meeting in March, 2020, in
Boston.

**G. Newsletter –**
The NCQAC produces a newsletter twice a year. According to a recent survey,
nurses like the newsletter but don’t use the newsletter and would prefer more timely
information. After discussion at the July 11 workshop, the NCQAC would prefer to
terminate the contract for the Nursing Commission Newsletter

Donna Poole moved to stop publishing the hardcopy newsletter and go electronic.
Mary Baroni seconded the motion. Gail Yu said the real discussion was that people
want a searchable electronic format and get information by topic. Mary modified
the motion which was withdrawn.

**ACTION:** Dr. Baroni moved to terminate the contract with PCI Publishing for the
Nursing Commission Newsletter. Motion second by Ms. Eylar. There was
discussion on how different ways people receive information. Dr. Soine said that
there needs to be a way to announce the change. Ms. Yu clarified the
responsibilities on publication in the PCI contract. Ms. Meyer reviewed the
semiannual newsletter and only need direction on terminating or extending the
contract and would eliminate the production of the contact. Dr. Baroni said a future
strategy needs to be reviewed.
Motion carried.

**10:10 AM – 10:20 AM Break**

**ACTION:** Sharron Ness moved to correct the March meeting date to March 13, 2020
and not March 16, 2020. Lois Hoell seconded the motion. Motion carried.

Ms. Meyer requested that if there are any changes to sub-committee or panel meeting
dates or times, the chairs need to contact staff so the materials can be posted two weeks
before.

**VII. 10:20 AM – 11:20 AM Sub-Committee Report – DISCUSSION/ACTION**

**A. Advanced Practice – Laurie Soine, Chair**

1. rTMS Advisory Opinion Draft
   The NCQAC (NCQAC) concludes it is within the scope of practice of
   an advanced registered nurse practitioner (ARNP) to treat patients
independently without physician supervision or oversight, using repetitive transcranial magnetic stimulation (rTMS) following successful completion of the all criteria outlined in the Scope of Practice Decision Tree (NCSBN, 2016).

**ACTION:** Dr. Soine moved to adopt the ARNP Scope of Practice for the Procedure Repetitive Transcranial Magnetic Stimulation (rTMS) Advisory Opinion with a second from the Advanced Practice Subcommittee. Motion carried.

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

1. Critical Care Transport Nursing Scope of Practice- Advisory Opinion Request

   NCQAC received a formal request to write an advisory opinion from the public asking for clarification of the nursing scope of practice, roles and responsibilities of critical care transports.

   **ACTION:** Ms. Randich moved the NCQAC develop an advisory opinion about nursing scope of practice related to critical care transport with a second from the Consistent Standards of Practice Sub-committee. Ms. Poole asked what defines critical care transport. Debbie Carlson said that it is nurses accompanying patient and which entities rules are to be followed. Gail Yu reviewed the details of the request. Dr. Soine said that if the request is not clear so should not pass. Vote is “I” to move forward and “Nay” to not move forward. The vote was unanimous Nay. Motion failed.

2. NCAO 4.00 Registered Nurse Delegation in School Settings Advisory Opinion– Request to Rescind

   This is a revision of the current NCAO 4.00 Registered Nurse Delegation in School Settings. It was important to clarify that the advisory opinion and delegation is specific to K-12 Grades, Public and Private Schools.

   **ACTION:** Ms. Randich moved to replace the July 7, 2014 NCAO 4.00 Registered Nurse Delegation in School Settings with the NCAO 4.01 Registered Nurse Delegation in School Settings: Kindergarten-Twelve (K-12) Grades, Public and Private Schools Advisory Opinion. Second by Consistent Standards of Practice Subcommittee. Nicole Cline from the Office of the Superintendent of Public Instruction (OSPI) requested clarification regarding public and private (K-12) which was provided. Motion carried.

3. NCAO 15.00 Registered Nurse Delegation in School Settings:

   Kindergarten-Twelve (K-12) Grades, Public and Private Schools Advisory Opinion

   No action or review.
4. NCAO 17.00 Administration of Cannabis/Marijuana Products in School Settings: Kindergarten-Twelve (K-12) Grades, Public and Private Schools.

The NCQAC received a request from the Office of the Superintendent of Public Instruction (OSPI) about nursing scope of practice of nurses in schools related to the Substitute House Bill 1095: Medical Marijuana-Administration to Students, effective July 1, 2019. The law allows parents to administer medically authorized marijuana-infused products to their child in the school setting. Other questions include the roles and responsibilities for authenticating medical marijuana authorizations, monitoring the student’s response to the product, providing emergency care, nursing documentation requirements, and storage and handling. OSPI also asked the NCQAC whether a nurse may adminster, or delegate to assistive personnel P to administer, a prescriptive drug, approved by the FDA, containing cannabidiol. Epidiolex® is a prescriptive oral medication used for treatment of rare seizure disorders. The FDA lists Epidiolex® as a Schedule V controlled substance (September 2018).

ACTION: Ms. Randich moved to adopt the Administration of Cannabis/Marijuana Products in School Settings: Kindergarten-Twelve (K-12) Grades, Public and Private schools Advisory Opinion. Second by Consistent Standards of Practice Subcommittee.

Nicole Cline from OSPI requested clarification on language and include definitions.

The motion was withdrawn to review in September 2019. NCQAC requested the motion to be reconsidered in the afternoon since this will need to be determined to meet the school year timeline.

C. Discipline – Adam Canary, Chair
   1. Case Disposition Panels – meeting times –
      Discussion on the panel meeting time of 10:00 am on Tuesday mornings and to confirm that this time will still work. Catherine Woodward provided some alternates and Karl Hoehn reviewed the process history. Suggested that the doodle poll to determine the best time.

D. Licensing – Jeannie Eylar, Chair
   No report

E. Research – Dr. Mary Baroni, Chair
   1. Student Engagement Processes
      The Research Subcommittee developed a procedure to standardize the processes for student orientation and engagement with the NCQAC and the Department of Health (DOH).

ACTION: Dr. Baroni moved to adopt the Student Engagement Process with a second by Research subcommittee. Motion carried.
VIII. 11:20 AM – 11:45 AM Education Report

A. Nursing Education Update – Dr. Gerianne Babbo
Geri Babbo presented that the funds designated for nursing education faculty by the legislature at community colleges will increase instructor pay. The funds went to community colleges and universities were left out. Education for the community college deans and administrators focuses on four items 1) use funds as intended to increase facility salaries, 2) fulfill vacancy, full and part time 3) include nursing program facility 4) not to be used in lieu of normal Cost of Living Increases. Geri said that she will keep NCQAC updated.

B. Nursing Assistant Education Update – Dr. Kathy Moisio
Reviewed the map of the Nursing Assistant training programs in Washington.

C. Nursing Now! and Action Now! update – Dr. Mary Sue Gorski
Dr. Baroni reported a focus on LPN education beginning with a proposed LPN to BSN pathway as a first step. Dr. Baroni reported funding is available and is expecting to receive $50,000. The Action Now! group dedicated to this topic will meet on August 19, 2019. Also provided update on all of the projects that were happening in Washington State.

D. Nursing Education Programs Annual Report
The preliminary results of the 2017-2018 Annual Nursing Program Survey were presented to the Nursing Commission at their May 2019 meeting. The final 2017-2018 Annual Nursing Program Report was provided to the NCQAC for final approval

ACTION: Dr. Baroni moved to approve the 2017-2018 Nursing Program Annual Report, second by Lois Hoell. Motion carried.

11:43 AM – 1:10 PM Lunch

IX. 12:00 PM – 1:00 PM Education Session – Target Zero: Impaired Driving – Darrin Grondel, EdD, Director, and Shelly Baldwin, Legislative and Media Director, Washington Traffic Safety Commission (WTSC), Chair to the Governor’s Highway Safety Association (GHSA)
Target Zero, the WTSC’s Strategic Highway Safety Plan, includes a roadmap to reduce fatalities and injuries. Impaired driving contributes to half of all traffic fatalities. The plan includes a comprehensive strategy for preventing and reducing impaired driving behaviors. Dr. Grondel provided an overview of Target Zero and prevention initiatives.

X. 1:10 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. None

XI. 1:15 PM – 1:45 PM Washington Center for Nursing - Sofia Aragon - DISCUSSION/ACTION
At each July meeting, the NCQAC receives an update from the Washington Center for Nursing. Ms. Aragon, executive director, and Michelle James provided the NCQAC report.

Ms. Aragon presented the 2018 Nursing Workforce Data, the strategic goals and deliverables.

1:45 PM – 2:00 PM BREAK

XII. 2:00 PM – 2:20 PM Health Systems Quality Assurance Performance Report (HSQA) – Kristin Peterson - DISCUSSION/ACTION
At each January and July meeting of the NCQAC, HSQA presents a report on performance. Ms. Peterson presented the reports and HSQA updates for the NCQAC.

2:20 – 2:40 -- NCAO 17.00 Administration of Cannabis/Marijuana Products in School Settings: Kindergarten-Twelve (K-12) Grades, Public and Private Schools. Item from morning session

The motion was not rewritten but the content of the Advisory Opinion was clarified and enhanced. Gail Yu provided details on the revisions of the Advisory Opinion.

ACTION: Ms. Randich moved to adopt the Administration of Cannabis/Marijuana Products in School Settings: Kindergarten-Twelve (K-12) Grades, Public and Private schools Advisory Opinion. Second by Consistent Standards of Practice Subcommittee. Motion carried.

XIII. 2:40PM – 2:50 PM Staff Model for the Delivery of School Health Services – Shana Johnny, MN, RN - DISCUSSION/ACTION
The School Staff Model for the Delivery of Health Services provides school nurses and administrators a practice tool for maximizing student safety and academic achievement through an assessment framework that determines level of care needed for students and provides staffing level recommendations. The 2005 Omnibus Supplemental Appropriations Act directed The Office of the Superintendent of Public Instruction (OSPI) and Department of Health (DOH) to develop a work group to assess this model.

ACTION: Ms. Randich moved to adopt the July 12, 2019 revision of the December 2005 version of the Staff Model for the Delivery of School Health Services, second by Sharon Ness. Motion carried.

XIV. 2:50 PM – 3:10 PM Apprenticeship and Nursing Education – Tracy Rude, Mary Baroni, Lois Hoell, Paula Meyer - DISCUSSION/ACTION
At the March NCQAC meeting, Dr. Barbara Trehearne and Helen Kuebel presented on Apprenticeship in Nursing Education. On June 4, Ms. Rude, Dr. Baroni, Ms. Hoell and Ms. Meyer attended a meeting to further discuss the issue and potential actions.

Ms. Meyer reviewed the March and June meetings with information on options for next steps. Dr. Baroni provided additional information on the topics covered at the meetings.

NCQAC members had questions and comments on several issues. Additional review is scheduled for the September meeting. No decision needed at this time.
XV. 3:10 PM – 3:20 PM Meeting Evaluation

XVI. 3:20 PM Closing

Tracy Rude, LPN Chair

Lois Hoell, MS, MBA, RN Secretary/Treasurer