Nursing Care Quality Assurance Commission (NCQAC)  
Licensing Sub-Committee Minutes  
October 25, 2019  9:30 am to 10:30 am

Sub-Committee Members Present:  
Jeannie Eylar, MSN, RN, Chair  
Helen Myrick, Public Member  
Adam Canary, LPN

Sub-Committee Members Absent:  
Yvonne Strader, RN, BSN, BSNA, MHA

Staff Present:  
Amber Zawislak-Bielaski, MPH, Assistant Director of Licensing Manager  
Shana Johnny, MN, RN, Nurse Practice Consultant, Ad-Hoc  
Karl Hoehn, JD, Assistant Director of Discipline-Legal Services  
Tori Lane, Nursing Practice Administrative Assistant  
Brandon Williams, Policy and Performance Analyst

I. 9:30 AM Opening – Jeannie Eylar, MSN, RN, Sub-committee Chair  
• Roll Call  
• Call to Order

II. Standing Agenda Items  
• Announcements/Hot Topic/NCQAC Business Meeting Updates  
  o Jeannie gave an overview of the September Business meeting, Lisa Day, a Providence Health Care Ethic Consultant from Washington State University (WSU) did the educational session. The reports from the Licensing staff were given which talked about how the staff was very busy with increased endorsements and the continued competency work that is being done. The social security procedure was also approved. Karl finished his fellowship from the Institute of Regulatory Excellence.  
• Approve Minutes for August 23, 2019  
  o Consensus reached to take minutes to the November 8th business meeting for approval.

III. Old Business  
• Update on Continuing Competency Workgroup  
  o Shana gave an overview of the continuing competency workgroup. She explained the current feedback from stakeholders based off of the last four meetings. Some of the feedback was, to keep current practice and continuing education hours without attestation or audit, the second would be to keep current practice and continuing education hours with the
attestation at renewal but without the random audit, the third would be to remove all practice and continuing education hours recognizing that the continuing competency is the sole responsibility of the nurse. The fourth is a disciplinary model which is the Jurisprudence Model. The fifth model incorporates the Jurisprudence Model and Scope of Practice Tree, the sixth model involves simulation to support continued competency.

- Update on Nurse Licensure Compact- Nothing to Report
  - Jeannie and Karl gave background on the compact, everyone is on board and trying to find something that is supported by everyone.

IV. New Business

- Current Challenges and Recent Accomplishments
  - Online Applications (RN, LPN, ARNP, NTEC):
    - The timeline was to have the online applications live as of October 15th which was met, rigorous testing was done on those, the RN and ARNP which went live for the first time, as well as adjustments made to the LPN and NTEC applications to make it easier for the applicant. The communication has not be sent out to GovDelivery but they are live in the online system. Licensing staff is communicating to applicants over the phone about the online applications. The licensing staff is hoping to get a test population, they have found there is other parts of the application that is needing to be adjusted or little bugs that need to be worked out. Once those are fixed, a full communication to GovDelivery will be sent out.
    - Website updates- Amber has been working with Jen Anderson to revamp the licensing webpage, they are reorganizing how it will look for the licensing portion of the pages, such as how they apply online, what is required of them prior to getting to the portal and any other question they may have before possibly getting stuck on the application.

V. Ending Items

- Open Microphone (as time permits)
- Review of Actions
- Meeting Evaluation – All
  - Helen- Very informative meeting, it is exciting to see the projects come to the implementation stage- the continued competency and the online applications.
  - Adam- I think it was a great meeting.
- Date of Next Meeting – November 22, 2019
- Adjournment: 10:32 am