



**Nursing Care Quality Assurance Commission (NCQAC)
Licensing Sub-committee Minutes
January 31, 2020 1: 30 pm to 3: 00 pm**

Committee Members: Jeannie Eylar, MSN, RN, Chair
Adam Canary, LPN
Helen Myrick, Public Member
Yvonne Strader, RN, BSN, BSNA, MHA

Staff Present: Amber Zawislak-Bielaski, MPH, Assistant Director of Licensing
Shana Johnny, MN, RN, Nurse Practice Consultant, Ad- Hoc
Karl Hoehn, JD, Assistant Director of Discipline- Legal Services
Debbie Carlson, MSN, RN, CPM, Director, Practice
Brandon Williams, Performance and Policy Analyst
Paula R. Meyer, MSN, RN, FRE, Executive Director
Teresa Corrado, LPN, CPM, Assistant Director, Discipline – Case Management
Mary Sue Gorski, PhD, RN, Director, Advanced Practice, Research and Policy

I. 1:30 PM Opening – Jeannie Eylar, MSN, RN, Subcommittee Chair

- Roll Call
- Call to Order

II. Standing Agenda Items

- Announcements/Hot Topic/NCQAC Business Meeting Updates
 - No announcements.
- Approve Minutes for November 22, 2019
 - Consensus made to approve the November meeting minutes and bring to the March 2020 NCQAC Business Meeting.

III. Old Business

- Review Continuing Competency Workgroup Concept- Shana Johnny and Commissioner Sharon Ness
 - Commissioner Ness provided an overview of the work completed by the Continuing Competency Workgroup over the last six months. Commissioner Ness explained the workgroup's review of six different possible continuing competency mechanisms and the group's use of the PICK Chart tool to arrive at a continuing company proposal. The proposal discussed by the group centered around a minimum number of hours for continuing education and practice, with a transition from audits at the time of licensing renewal to including in the disciplinary process.
 - Commissioner Eylar added that continuing competency could be included in the disciplinary process as additional documentation to be provided to the reviewing commission member during an investigation, as an aggravating factor. Commissioner Ness added that there had been concerns regarding the lack of definition of a day for the retired active rule and the group discussed exploring the addition of a definition to assist retired active nurses with clear rule language.
 - Shana added that the NCQAC Research Sub-committee would have interest in evaluating whatever new continuing competency mechanism is agreed upon following the formal rulemaking process, in order to evaluate success of the mechanism.
 - Commissioner Eylar asked if anyone from the public had anything to add and asked that any comments be emailed to the NCQAC for consideration. Agreement was made by the Licensing Sub-committee to bring the continuing competency proposal to the March 2020 NCQAC Business Meeting for consideration.

- Update on Nurse Licensure Compact- Commissioner Jeannie Eylar
 - Paula Meyer explained where the nurse licensure compact bills are currently at in the Washington State legislative process and how the bills had a hearing and needed to have executive session in order to move on before the legislative cutoff date.

IV. New Business

- Review request for new application personal data questions- Teresa Corrado
 - Teresa provided an overview of the current nurse licensing application personal data questions and the reasons for proposing changes to two of the questions. Teresa presented the Licensing Sub-committee with the proposed changes which would add language regarding pending investigations and withdrawal of an application for a credential. Verbal support of these changes was expressed by all Licensing Sub-committee members and agreement was made to bring these changes forward to the March 2020 NCQAC Business Meeting for approval.

- Current Challenges and Recent Accomplishments- Amber Zawislak-Bielaski
 - Amber presented an update on the progress of the online applications. The applications are available for all nursing professions, but licensing staff are working with the Department of Health (DOH) IT team and Health Services Quality Assurance (HSQA) team to resolve some Adobe issues that are occurring with the transfer of completed applications to the DOH server. Amber explained that there is going to be a meeting with Adobe at the end of February to discuss some of the remaining issues.

V. Ending Items

- Open Microphone (as time permits)- No comments
- Meeting Evaluation – Consensus that it was a good meeting.
- Date of Next Meeting – February 28, 2020
- Adjournment- Meeting adjourned at 2:20pm.