



**Nursing Care Quality Assurance Commission (NCQAC)  
Licensing Sub-committee Agenda  
September 25, 2020 9: 30 am to 10: 30 am**

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

**Staff:** 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

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 **November 13, 2020**, NCQAC meeting. For a copy of the actual recording, please contact the Public Disclosure Records Center (PDRC) at [PDRC@doh.wa.gov](mailto:PDRC@doh.wa.gov).

**I. 9:30 AM Opening – Jeannie Eylar, MSN, RN, Subcommittee Chair**

- Roll Call
- Call to Order

**II. Standing Agenda Items**

- Announcements/Hot Topic/NCQAC Business Meeting Updates- Commissioner Eylar provided an overview of the September 10, 2020 NCQAC workshop and September 11, 2020 business meeting.
- Approved meeting minutes for August 28, 2020

**III. Old Business**

- Update on Continuing Competency- Commissioner Eylar began the discussion on the retired active practice hours within the draft continuing competency rules. During discussion, it was realized that the retired active language was the only spot in the proposed rules where the commission did not change the language from “in a three year period” to “within a twelve month period prior to renewal”. This meant that the proposed rules for retired active status were reading that a retired active nurse must complete eight hours of continuing education in a twelve month period and at least 96 hours of continuing education every three years.

The sub-committee members decided they wanted to make the language consistent throughout the continuing competency rules and proposed changing the language from “in a three year period” to “within a twelve month period prior to renewal”. This then changed the retired active practice hours to at least 32 hours of active practice every year. Commissioner Eylar and Commissioner Strader then led a discussion about what that equates to in a month (2.7 hours a month) for retired active status. They asked the parish nurse present (Karen

Greenwalt) if that made more sense from the perspective as parish nurses. Karen stated that the consistency of twelve months made sense, but was still wanted to know why the active hours were reduced, but the retired active hours for practice stayed the same between the old rules and the new proposed rules. She stated this is the reason why she had proposed 18 hours annually in her letter to the commission.

Commissioner Eylar then proposed reducing the hours to 24 hours of active nursing practice as a compromise to reduce the hours, but to keep the hours of active practice at a round number. The reasoning stated was that it would take the current monthly average from 2.7 hours a month for retired active status down to an even 2 hours a month. The sub-committee members agreed that this sounded like a good compromise and Karen stated that she also felt that was a fair adjustment. The sub-committee members then agreed to request new draft language with these changes included and bring to the full commission for approval of draft language at the November NCQAC business meeting.

- Update on Nurse Licensure Compact  
Nothing new to update at this time.

#### **IV. New Business**

- COVID-19 NCQAC Licensing Unit Response (Update)  
Ms. Zawislak-Bielaski provided an overview of the NCQAC licensing unit's response to COVID-19 and the current staffing levels. The NCQAC brought on four temporary staff to assist with the workload beginning September 1, 2020. Current challenges include the backlog in applications, resulting in delayed licensure processing times, and the increase in manual renewals due to the COVID-19 renewal waiver extension expiring on September 30, 2020.

#### **V. Ending Items**

- Open Microphone (as time permits) - No Comments.
- Review of Actions  
Ms. Zawislak-Bielaski will request an updated OTS for the continuing competency rules to submit for the November NCQAC Business Meeting packet.
- Meeting Evaluation – No time to complete.
- Date of Next Meeting – October 23, 2020
- Meeting adjourned at 10:31 AM.