



**Nursing Care Quality Assurance Commission (NCQAC)
Business Meeting Minutes
January 8, 2021
8:30 AM- 5:00 PM**

Commission Members:

Jeannie Eylar, MSN, RN, Chair
Mary Baroni, PhD, RN, Vice-Chair
Adam Canary, LPN, Secretary/Treasurer
Ella B. Guilford, MSN, M.Ed., BSN, RN
Dawn Morrell, RN, BSN, CCRN
Helen Myrick, Public Member
Sharon Ness, RN
Donna L. Poole MSN, ARNP, PMHCNS-BC
Tiffany Randich, RN, LPN
Tracy Rude, LPN
Laurie Soine PhD, ARNP
Yvonne Strader, RN, BSN, BSPA, MHA
Cass Tang, Public Member
Kimberly Tucker PhD, RN, CNE

Assistant Attorney General:

Gail S. Yu, Assistant Attorney General

Staff:

Paula R. Meyer, MSN, RN, FRE, Executive Director
Kathy Anderson, Director, Finance
Chris Archuleta, Director, Operations
Gerianne Babbo, Ed.D, MN, RN, Director, Education
Shad Bell, Assistant Director, Operations
Amber Bielaski, MPH, Assistant Director, Licensing
Debbie Carlson, MSN, RN, CPM, Director, Practice
John Furman, PhD, MSN, CIC, COHN-S, Assistant Director,
Discipline – Washington Health Professional Services (WHPS)
Mary Sue Gorski, PhD, RN, Director, Advanced Practice,
Research and Policy
Karl Hoehn, JD, FRE, Assistant Director, Discipline – Legal
Grant Hulteen, Assistant Director, Discipline – Investigations
Alana Llacuna, Administrative Assistant
Kathy Moisiso, PhD, RN, Director, Nursing Assistant Programs
Amy Sharar, Public Information Officer
Catherine Woodard, Director, Discipline

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 March 12, 2021, NCQAC meeting. For a copy of the actual recording, please contact the Public Disclosure Records Center (PDRC) at PDRC@doh.wa.gov.

I. 8:30 AM Opening – Jeannie Eylar, Chair – DISCUSSION/ACTION

II. Call to Order

- A. Introductions**
- B. Order of the Agenda**
- C. Correspondence**
- D. Announcements**

Two new staff joined the Nursing Care Quality Assurance Commission (NCQAC): Amy Sharar, new Public Information Officer and Bonnie King who will be focusing on Nursing Assistant Rules. Jessilyn Dagum rejoined the NCQAC and will be assisting Dr. Gorski and Research. Dr. Haerling is currently working on a research project funded by National Council States Board of Nursing (NCSBN) on the use of simulation for nursing students.

Officer elections occur at the May meeting. The position descriptions for the chair, vice chair and secretary treasurer are included in the consent agenda packet for today's meeting.

III. 8:40 AM Consent Agenda – DISCUSSION/ACTION

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

ACTION: Ms. Ness moved with a second from Dr. Baroni to accept the consent agenda. Motion carried.

A. Approval of Minutes

- 1. NCQAC Business Meeting –
 - a. November 13, 2020
 - b. December 10, 2020
- 2. Discipline Sub-committee –
 - a. October 20, 2020
- 3. Consistent Standards of Practice Sub-committee –
 - a. October 6, 2020

B. Performance Measures

- 1. Legal
- 2. Washington Health Professional Services (WHPS)
- 3. Investigations
- 4. Nursing Education
- 5. Nursing Assistant Education

C. Washington Center for Nursing and NCQAC: monthly meeting minutes, December 2020

D. Governor Inslee's Policy Brief, December 2020: A historic commitment to diversity, equity and inclusion

E. National Council of State Boards of Nursing (NCSBN) Policy Brief: COVID 19 Vaccine Administration

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 decisions are provided for information.

A. Nursing Program Approval Panel (NPAP)

1. November 19, 2020
2. December 3, 2020
3. December 17, 2020

Emergency Meetings:

4. November 23, 2020

B. Nursing Assistant Program Approval Panel (NAPAP)

1. November 9, 2020
2. December 14, 2020

V. 9:00 AM – 9:45 AM Chair Report – Jeannie Eylar – DISCUSSION/ACTION

Ms. Eylar followed up on the December Emergency meeting where recommendations on expediting nurse licenses were presented to the Governor’s Office. The NCQAC requested a waiver to allow nurses with current licenses in Washington State with another license in another state to practice during pandemic. Similar waivers were adopted in Minnesota, Illinois and Louisiana. The Governor’s officer responded with a preference to use the RCW 70.15 Volunteer process. A suggestion was made by Ms. Eylar and Ms. Meyer to reach out to Nursing Pools and recommend nurses go through the RCW 70.15 process.

A. NCQAC Member Expectations

Ms. Eylar asked for suggestions from the NCQAC members regarding the draft version of the member expectations document.

Ms. Tang asked for more information and details on addressing profanity or disruptions from the general public audience should it occur. Ms. Yu reviewed procedure on how to handle incidents. Ms. Meyer will distribute the procedure document to NCQAC members after the business meeting.

ACTION: Ms. Strader moved with a second from Ms. Tang to adopt the revised Nursing Commission Member Expectations. Motion carried.

B. NCQAC Member and Pro Tem Member Turnover

Ms. Eylar reviewed the terms and vacancies for Members and Pro Tem Members:

- Ms. Eylar, Dr. Baroni, Ms. Rude and Ms. Poole end their second full terms on June 30,2020.
- Dr. Baroni, Ms. Rude and Ms. Eylar are eligible for Pro Tem Member appointments. Ms. Poole served as a pro tem member for four years (four terms) prior to being appointed as a NCQAC member. Pro tem members can serve up to four, one-year terms.
- Ms. Ness and Ms. Guilford complete their first terms and are eligible for reappointment by the Governor.
- ARNP position open for recruitment
- LPN position open for recruitment
- RN Nurse Manager or Nurse Executive position open for recruitment
- RN, faculty from a four-year, university nursing education program open for recruitment

Ms. Meyer reviewed the process and requirements for recruitment.

C. NCQAC Proposed Business Meeting Dates and Locations

ACTION: Ms. Myrick moved with a second from Ms. Guilford to accept and approve the 2021 NCQAC meeting dates and locations. Motion carried.

VI. 9:45 AM – 10:45 AM Executive Director Report – Paula Meyer – DISCUSSION/ACTION

A. Budget Report – Adam Canary, Kathy Anderson

Ms. Anderson presented the report for November:

- Underspent overall.
- Gained 15 extra, non-permanent FTEs for licensing.
- Overspent on service unit areas.
- 126,000 total licensing count.

B. Strategic Plan Update

1. Communication – Cass Tang, Chris Archuleta, Shad Bell

Ms. Tang gave the report and shared presentation.

- Internal online request form ruled out. The task team are working on solidifying the process.
- Pro Tem member Ms. Heidenreich resigned her pro tem appointment.
- Exception request pending submission to WA Tech to start working on NCQAC's new website.
- Onboarded two staff members Ms. Sparks and Ms. Dagum, to complete team tasks.

2. Nursing Assistants – Dr. Kathy Moisio

Dr. Moisio presented the plan update including work on reversing the downward trend in the number of Nursing Assistants. There were 1711 fewer Nursing Assistants than previous years; Dr. Moisio reported on the continuation of long-term care work. A testing workgroup was formed to look at revisions to testing to improve pass rates and efficiency. A finalized list of recommendations will be ready by February 2021.

3. Academic Progression, LPNs – Dr. Mary Sue Gorski

Ms. Meyer and Dr. Gorski met with Dr. Maryanne Alexander and Dr. David Benton from NCSBN and discussed next steps which suggested a possible pilot. At the next Executive Officer Leadership Council meeting, Ms. Meyer will present the outcomes to date and gather more input. The plan included meeting with the licensed practical nurse faculty in Washington State to review summary documents for input.

4. Washington Health Professional Services – Dr. John Furman, Grant Hulteen Dr. Furman reported:

- Contacting NCQAC members for input on program promotion and education outreach.
- Began graphic design work for new WHPS brochure with C4PA (Department of Health Center for Public Affairs)
- Slight drop in participation and program referrals in year 2020.
- Reviewing possibility of using a new system by third party administrator who observes self-collecting saliva for nurses who do not have access to services.
- WHPS working with Communication Task Force on internet web performance.

C. Rules – Shad Bell

Mr. Bell gave an update on rules:

1. Emergency rules
The NCQAC is preparing for the January 19th Governor's extension waiver to meet the February 20th emergency rule deadline on the Nursing Assistants and Nurse Technician emergency rules approved at the November 2020 business meeting.
2. Nurse Tech rules drafted and will be presented to the NCQAC for comment at the March meeting
3. Continuing Competency
The CR102 for continuing competency will be submitted to DOH for review next week
4. Scope of Practice
Currently on hold for stakeholder work on language. The CR 101 on chapter was submitted to DOH and currently in review.
5. Nursing Assistants plan developed
6. Patient Abandonment rules will begin when currently open packages are completed.

D. Secretary Wiesman’s Directive on Social Justice, Equity and Diversity; new Secretary of Health Dr. Umair Shah

Ms. Meyer shared Executive order adopted by Secretary Wiesman and its’ importance. The NCQAC reviewed and approved use of the document in early 2020. Dr. Shah, previously the Director of Public Health of Harris County in Texas joined the WA DOH.

E. Academic/Practice Partnerships

A meeting will be held with larger hospitals to talk about strengthening partnerships within healthcare systems and academic nursing programs.

F. HELMS

The report deferred to Ms. Peterson’s report.

Ms. Yu shared more information on the Assistant Attorney General’s Office working with DOH’s leadership team to explore more options available for addressing the nursing shortage and pandemic.

VII. 11:00 AM – 11:15 AM Subcommittee Report – DISCUSSION/ACTION

A. Advanced Practice – Laurie Soine, Chair

1. Response from NCSBN related to Advanced Practice Compact

Dr. Soine gave the report. Ms. Meyer, Ms. Poole and Dr. Soine and Dr. Gorski plan to meet to work on a response to Dr. Benton’s letter regarding the Advanced Practice compact. NCQAC submitted a letter to NCSBN on concerns with the amendment to the Advanced Practice compact and voting at the August 2020 annual meeting. Ms. Poole reviewed the letter from NCSBN responding to the concerns.

VIII. 11:15 AM – 12 NOON Education – Dr. Gerianne Babbo, Dr. Kathy Moisio - DISCUSSION/ACTION

A. Nursing Education

1. COVID-19 Update

The NCQAC’s guidance for all Nursing programs were provided November 11, 2020. Dr. Babbo reviewed the academic practice partnership model endorsed by NCSBN.

2. Nursing Student/Faculty COVID Immunizations

Ms. Meyer collaborated with the Governor’s office to make Nursing Student/Faculty eligible to receive and administer COVID immunizations.

3. NCLEX Testing

Pearson Vue looking into increasing capacity for testing. Currently, test centers are operating at 25% capacity.

4. Occupational English Test (OET) option for International Applicants

A. Request NCQAC Approval of Procedure B19.03 Review and Approval of Internationally Educated Nurse Exam Applicants

ACTION: Dr. Baroni moved with a second from Dr. Tucker to approve the revision of procedure B19.03 with the inclusion of the OET as an option for international candidates to demonstrate English proficiency. Motion carried.

B. Request proficiency scoring standard for the OET

ACTION: Dr. Baroni moved with a second from Dr. Tucker to approve the scoring benchmark of C+ with minimum scoring of 300 as demonstration of English proficiency using the OET for international applicants. Motion carried.

ACTION: Dr. Baroni moved with a second from Ms. Tang to amend and modify the passing score for the OET to 300 overall and 280 for speaking. Motion carried.

Dr. Babbo shared information on Commission on Graduates of Foreign Nursing Schools (CGFNS) proposed policy change due to complaints related to foreign educated nurses entering the healthcare field in the United States without being proficient in the English spoken language. The policy is proposed for implementation by April 2021.

B. Nursing Assistant Education

Dr. Moisio gave the report.

1. COVID-19 Update

2. Nursing Assistant Exam Update

Over 4000 nursing assistants are working as Registered Nursing Assistants because they are unable to complete the certification examination, both the written and the skills portion. Emergency rules were adopted to allow the nursing assistants to receive training in the workplace. Dr. Moisio and Ms. Meyer continue to work with the testing company to address the need for increased evaluators and testing facilities.

3. LTC Workforce Development Steering Committee Update

The steering committee meeting will be held January 21, 2021 and will demonstrate certain pieces of curriculum and stakeholders sharing their legislative priorities.

IX. 1:00 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.

Dr. William Lonneman, Program Director of RN to BSN at Western University shared disagreement and concerns with Bellingham Technical College opening an online RN to BSN program.

X. 1:15 PM – 1:45 PM Virtual Hearings – Roman Dixon, Tracy Bahm – DISCUSSION/ACTION

The COVID 19 pandemic changed the business processes for NCQAC and other regulatory agencies. Virtual hearings were introduced. Mr. Dixon was not able to attend. Ms. Bahm presented processes for and advantages to virtual hearings.

Ms. Yu asked how questions from NCQAC panel members will be properly addressed. Ms. Bahm explained the process will work the same as in a hearing. Dr. Baroni asked if virtual hearings will continue after the pandemic for those who may be potentially traveling or cannot make hearings. Ms. Bahm does not have a clear answer.

XI. 1:45 PM – 2:15 PM Health Systems Quality Assurance – Kristin Peterson – DISCUSSION/ACTION

Ms. Peterson updated the NCQAC on current topics and areas of cooperation between Health Systems Quality Assurance and the NCQAC:

- New Secretary of Health, Dr. Shah, joined the Department of Health.
- Leadership Change: Kathy Lofy, State Health Officer retired. Dr. Scott Lindquist and Dr. Bob Lutz hired to be part of the COVID team response.
- Operational coordination and policy work increased with staff shortages and transition to teleworking.
- Office of Immunization leading effort with COVID-19 immunization

XII. 2:30 PM – 3:00 PM Washington Center for Nursing – Sofia Aragon – DISCUSSION/ACTION

Ms. Aragon updated the NCQAC on the work of the Center for Nursing, including the COVID 19 research study. Ms. Yu asked what the February survey is going to cover. Dr. Nguyen, conducting the COVID research study, explained the February steering committee meeting will focus on the demographic data and behavioral health during 2020.

XIII. 3:00 PM – 3:30 PM Critical Gap Groups – Dr. Gerianne Babbo, Dr. Mary Sue Gorski – DISCUSSION/ACTION

At the November 13 NCQAC meeting, the six critical gap groups presented their recommendations to the NCQAC. NCQAC adopted a motion to use the Action Now! framework for this work to close the gaps identified in the 2019 Nursing Workforce Reports. Today, the NCQAC received an update on the progress:

The Leadership team is currently being finalized to address logistics and next steps. The NCQAC, Washington Center for Nursing, Health Care Authority and University of Washington Center for Workforce Studies are a part of this team.

XIV. 3:30 PM – 4:00 PM Legislative Panel – Dr. Mary Baroni

Dr. Baroni presented actions from the Legislative Panel. The Legislative Panel meets weekly during the legislative session. Dr. Baroni reviewed bills presented to the legislature that may impact the NCQAC and the panel's actions.

Ms. Meyer updated on legislative session. Sessions will be held virtually. The limitations include 7-8 bills per legislator and related to COVID-19.

XV. 4:00 PM – 4:30 PM Discipline Update – Catherine Woodard, Grant Hulteen, Karl Hoehn

In 2018, NCQAC presented a decision package to the Governor's office and legislature requesting increased discipline staff to address the increase in disciplinary cases. Ms. Woodard, Mr. Hulteen, and Mr. Hoehn updated the NCQAC on performance measures achieved since the staff were hired.

XVI. 4:30 PM Meeting Evaluation

Several NCQAC members expressed how productive meetings were. The meeting was found to be well-organized and prompt. Other members commented on members' ability to adapt to technology that keeps advancing. Members would like to hear more from others, address more areas of needs, and commented on pushing towards more user-friendly technology. Ms. Eylar suggested for the next meeting to display cameras only and no agenda.

XVII. 4:45 PM Closing

Meeting adjourned at 3:52 PM.