



**Nursing Care Quality Assurance Commission (NCQAC)  
Business Meeting Minutes  
March 12, 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  
Sierra McWilliams, Assistant Attorney General

**Staff:**

Paula R. Meyer, MSN, RN, FRE, Executive Director  
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 May 14, 2021 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. 8:30 AM Opening – Jeannie Eylar, Chair – DISCUSSION/ACTION**

**II. Call to Order**

**A. Introductions**

**B. Order of the Agenda**

Ms. Meyer requested to move emergency rule item to the end of the agenda.  
Emergency rules moved to end of agenda.

**C. Correspondence**

**D. Announcements**

The Nursing Care Quality Assurance Commission (NCQAC) adopted a liaison position for the Washington Health Professional Service (WHPS) Program. Dr. Furman will fill liaison position to increase networking and participants in the program.

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

Consent Agenda items are considered routine and are approved with one single motion. Cass Tang requested the Discipline Subcommittee minutes from the consent agenda.

**ACTION:** Dr. Soine moved with a second from Ms. Tang to approve the remaining items on the consent agenda. Motion carried.

**A. Approval of Minutes**

1. NCQAC Business Meeting – January 8, 2021
2. Advanced Practice Sub-committee –
  - a. October 21, 2020
  - b. January 20, 2021
3. Consistent Standards of Practice Sub-committee –
  - a. November 18, 2020
  - b. December 1, 2020
4. Licensing Sub-Committee –
  - a. October 24, 2020
  - b. December 3, 2020
5. Research Sub-Committee –
  - a. October 26, 2020
  - b. November 23, 2020
  - c. January 25, 2021

**B. Letter from NCSBN President Jay Douglas**

1. December 22, 2020 Letter
2. February 22, 2021 Letter

**C. Performance Measures**

1. Investigations
  - a. December 2020
  - b. January 2021
2. Legal
  - a. December 2020
  - b. January 2021

3. Washington Health Professional Services (WHPS)
4. Nursing Education
5. Nursing Assistants

**D. Washington Center for Nursing, Sofia Aragon, and NCQAC, Paula Meyer:  
Monthly meetings**

1. January 12, 2021
2. February 9, 2021

November 16, 2020, Discipline Subcommittee minutes removed from Consent Agenda by Ms. Tang.

Ms. Tang provided an update on the January Discipline subcommittee, which was not held due to technical difficulties. Ms. Tang requested a placeholder in meeting minutes to explain cancellation of meeting due to technical issues. Several NCQAC members discussed and agreed with placeholder suggestion. This action would document the meeting was scheduled but unable to proceed due to technical issues. This action could be used by any subcommittee, task force or panel.

**ACTION:** Mr. Canary moved with a second from Ms. Rude to approve the minutes from the November 17, 2020 Discipline subcommittee meeting. 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 decisions are provided for information.

**A. Nursing Program Approval Panel (NPAP)**

1. Jan 21, 2021
2. Feb. 2, 2021 (emergency COVID curricular adjustment meeting)
3. Feb 4, 2021
4. Feb 18, 2021
5. March 4, 2021

**B. Nursing Assistant Program Approval Panel (NAPAP)**

1. January 11, 2021
2. February 8, 2021

**V. 9:00 AM – 9:30 AM Chair Report – Jeannie Eylar – DISCUSSION/ACTION**

**A. Annual Evaluation**

Ms. Randich and Ms. Ness selected to carry out the taskforce. Ms. Meyer suggested to delay the procedure until a communications position is filled to complete the taskforce.

Ms. Eylar provided updates on House Bill 1123, the authority of the Nursing Commission, and Senate Bill 5247, the Nurse Licensure Compact. Both bills did not proceed in this legislative session.

**VI. 9:30 AM – 10:00 AM Executive Director Report – Paula Meyer –  
DISCUSSION/ACTION**

**A. Budget Report – Adam Canary, Chris Archuleta**

1. Governor Licensing Report February 22, 2021

Mr. Archuleta gave the report:

- Staff salaries and benefits increased.
- Approval was given to spending authority to overspend our budget allotment for additional licensing staff.
- Budget overall underspent.
- Revenue steadily increasing.

Dr. Baroni asked for procedure when and if a unit cannot pay their portion of HELMS. Ms. Meyer provided information on a law that explained all professions are responsible for their cost into the HELMs project. If the program cannot meet its financial responsibilities, the program must seek a fee increase or decrease services.

Mr. Archuleta provided report on meeting with the Governor's office and Office of Financial Management (OFM) regarding licensing staffing level. Ms. Meyer will provide reports detailing the level of staffing needs.

**B. Strategic Plan Update**

2. Communications

The Communications task force shared a slide presentation on completed activities including improving new website, creating a communications request form and streamlining onboarding and orientation processes for NCQAC members.

A survey will be provided next week to entire GovDelivery contacts for feedback on web designs for the new website.

3. WHPS

Mr. Hulteen shared the update. Discussions began from several NCQAC members around the ratio of case management team and their cases and how to promote and encourage participants to complete the program.

4. Academic Progression in Nursing/LPNs

Dr. Gorski gave the update:

The two initiatives show there is more data needed, information and support from the national and local level.

5. Nursing Assistants

Dr. Moasio gave the update:

- Backlog of approximately 5000 nursing assistants who must complete their certification examination. Test centers were closed for five months and now open at 25% capacity
- Number of test takers decreased
- A proposal is being drafted to coordinate mass test events at the Tacoma Dome and other test sites. There will need to be

considerable work on the proposal from the Governor's office and stakeholders before implementing.

### **C. Rules Update – Shad Bell**

6. Emergency Rules

7. LPN to Nurse Technician – Redline

8. LPN to Nurse Technician language for CR102

Dr. Baroni suggested to change languages in several sections:

- Page 83, Section 5, indicate post-licensure, BSN as part of language to encompass both LPN to BSN or RN to BSN in the line, “upon successful completion of coursework taught in an associate degree nursing education program ...” Change cannot be made until LPN to BSN established.
- Page 86, Section 16: add registered nursing program or licensed practical nursing program.
- Page 91, Section 32: Edit “awards a certificate” to “awards a certificate or an associate degree in Nursing” because two programs in Washington State still offer an associate degree. The addition of awards certificate was not supported due to this is not the current process.

**ACTION:** Dr. Tucker moved with a second from Dr. Baroni to approve WAC 246-840-010 definitions to amend the removal of line 30, nurse preceptor definition, line 16, include LPN, and line 32, add certificate or degree. Motion carried.

### **B. Assistant Attorney General update – Gail Yu**

Ms. Yu announced retirement as the NCQAC's AAG and introduced Sierra McWilliams as new AAG. NCQAC members expressed their appreciation and gratitude for Ms. Yu's expertise and work for the NCQAC.

### **C. NCLEX and NNAAP testing**

Dr. Moision gave the update on NNAAP: The test centers may remain at 25% capacity even if Washington State moves on to Phase 2 and 3 on March 22, 2021. The backlog of test takers will remain unless we are successful with the proposal.

#### **NCLEX**

Dr. Babbo gave the update:

- Ms. Meyer and Dr. Babbo met with Dr. Dickison and representatives from Pearson Vue and conducted an assessment on graduates expected in March. We are concerned about the amount of time that may be needed to accommodate the number of spring/summer graduates.
- Two issues where students NCLEX appointments were canceled the night before the test related to COVID prompted NCSBN to become more preemptive.

**D. PREP Act: retired and expired licensees volunteering to administer COVID 19 vaccine**

The following were recognized:

- In RCW 18.79.040 and RCW 18.79.060, Pharmacists are not included in list of providers that can prescribe to nurses. Therefore, Dr. Shah as the new secretary of health signed a standing order to cover nurses administering the COVID vaccine in all Washington settings.
- 27,000 Nurses have expired licenses. The University of WA/Bothell nursing students will be assisting in contacting these nurses and encouraging them to volunteer to administer the vaccine.

**10:00 AM – 10:15 AM Break**

**VII. 10:15 AM – 11:30 AM Sub-committee Report – DISCUSSION/ACTION**

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

Dr. Soine gave an additional update on upcoming Health Care Authority rules hearing on April 6, which will alter the rules to allow ARNPs prescribe home health services and medical supplies.

1. ARNP Application Exemption Requests Procedure B09.05

**ACTION:** Dr. Soine moved with a second from the subcommittee that the Procedure B 9.05 Advanced Registered Nurse Practitioner (ARNP) Application Exemption Requests be approved. Motion Approved.

2. Telehealth Nursing Services Advisory Opinion (ARNP)

**ACTION:** Dr. Soine moved with a second from the subcommittee the advisory opinion Telehealth Advanced Practice Nursing Care Services be approved. Motion carried.

3. Opioid Overdose Frequently Asked Questions (ARNP)

**ACTION:** Dr. Soine moved with a second from the subcommittee the Frequently Asked Questions: Scope of Practice Prevention and Treatment of Opioid-Related Overdoses; Advanced Registered Nurse Practitioner be approved. Motion carried.

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

1. Opioid-Related Overdoses Advisory Opinion Revision

**ACTION:** Ms. Randich moved, with a second from the Consistent Standards of Practice Subcommittee, to adopt the Prevention and Treatment of Opioid Overdoses Advisory Opinion to clarify scope of practice for RNs, LPNs, NTs, and NAs. Motion carried.

2. Opioid Overdose Revision Frequently Asked Questions
  - a. Prevention and Treatment of Opioid-Related Overdoses
  - b. Opioid Overdose FAQ

**ACTION:** Ms. Randich moved, with a second from the Consistent Standards of Practice Subcommittee, to adopt the revisions to the Prevention and Treatment of Opioid Overdose FAQs. Motion carried.

3. Telehealth Nursing Services Advisory Opinion Revision
  - a. Telehealth-TeleNursing for Registered Nurses-Undated
  - b. NCAO XX.XX Telehealth Nursing Services.

**ACTION:** Ms. Randich moved with a second from the Subcommittee to rescind the undated version of the advisory opinion on page 159 of the packet. Motion carried.

**ACTION:** Ms. Randich moved with a second from Donna Poole, to adopt the revisions to the Telehealth/Telenursing statement. Motion carried.

4. Nursing Practice Glossary of Terms Revisions

**ACTION:** Ms. Randich moved, with a second from the Consistent Standards of Practice Subcommittee, to adopt the revisions to the Nursing Practice Glossary of Terms. Motion carried.

### **C. Research – Dr. Mary Baroni, Chair**

The Subcommittee developed an action plan to be accomplished in the next year or two to prepare new recruited NCQAC members in June.

Dr. Haerling will present assessment findings of 2:1 ratio of simulation of clinical practice during COVID-19 pandemic on Monday, March 15<sup>th</sup> from 5:00 PM – 6:00 PM at the Research Subcommittee meeting.

## **VIII. 11:30 AM – 12:00 NOON Education – Dr. Gerianne Babbo, Dr. Kathy Moisis - DISCUSSION/ACTION**

### **A. Nursing Education**

1. COVID Updates
  - Spring COVID-19 guidelines were sent to nursing programs on February 12 in preparation for Spring.
2. Washington Healthcare Association presentation on Long Term Care and Nursing Education Partnerships
  - There were positive outcomes from the presentation.
  - Clinical placements were procured and supported by Empress company and Ms. Min Chang, CEO of Kin On. Both organizations also willing to pay for COVID-19 testing, PPE and fit students for N-95 masks.
3. Quality Improvement Measures

Evaluations of technical visits occurred. Programs can send surveys that are collected from the Education Unit's administrative assistant to aggregate for quality improvement. Surveys are also sent out to the NPAP orientations and new director's orientation for quality improvement measures. Next steps include sending surveys to during site visits.

## **B. Nursing Assistants**

### **1. Presentation of Draft Nursing Assistant Curriculum**

Dr. Moisis gave the presentation update on curriculum work which is a part of a legislative initiative for long term care workforce development steering committee. The work presented today was from one workgroup out of four.

## **12 NOON – 1:00 PM Lunch**

### **IX. 1:00 PM – 1:15 PM Open Microphone**

No one signed up for open microphone.

### **X. 1:15 PM – 2:00 PM Rules Hearing: A Proposal to Amend the Continuing Competency Rules and Requirements for Active, Inactive, Expired, and Retired Active Credential Statuses – DISCUSSION/ACTION**

The purpose of this hearing is to solicit comments for the proposed rules which were filed with the Code Reviser's Office on February 1, 2021 and in the Washington State Register as WSR# 21-04-096. NCQAC welcomed questions, comments and testimony in support of or in opposition to the proposed rules.

Several members of the general public signed up to provide testimony when they registered for the meeting. These people were not present to testify.

During the Question and answer session, A member of the public asked: Is the issue being addressed in favor of a better nursing environment or is it trying to create an environment that would create more nurses?

Ms. Eylar answered that the continuing competency rules address trying to assure the public is safe by our nurses.

Written comments submitted to Ms. King regarding rules were both in favor of the proposed changes. The comments were read by Ms. King.

## **Continuing Competency Non-Substantive Amendments**

### **A. Rules Hearing Continuing Competency CR102 final**

**ACTION:** Ms. Strader moved with a second from Ms. Myrick to adopt the proposed continuing competency rules as amended to include the non-substantive changes to rule language and to proceed with the filing of the CR-103. Motion carried.

## **2:00 PM – 2:15 PM BREAK**



**XI. 2:15 PM – 2:45 PM Legislative Panel Report – Dr. Mary Baroni – DISCUSSION/ACTION**

Dr. Baroni presented a summary of legislative bills followed and actions taken. Ms. Meyer provided more information and activities on house and senate bills.

**XII. 2:45 PM – 3:15 PM Nominating Committee Report – Ella Guilford – DISCUSSION/ACTION**

Ms. Guilford reported the work of the nominating committee and presented the draft slate of candidates. Each candidate spoke to their qualifications and desire to be elected as an officer: chair, vice chair, secretary/treasurer. Each candidate presented their qualifications and desire to be elected.

**ACTION:** Ms. Guilford moved with a second from Ms. Ness to approve the slate of candidates. Motion carried.

The nominating committee presented a proposed plan for adoption to honor all members of the NCQAC and staff without the use of state funds and resources for a celebratory virtual gathering.

**ACTION:** Ms. Guilford moved with a second from Dr. Soine to accept a virtual gathering to honor and recognize all the members of the NCQAC to take place Thursday evening, May 13, 2021 and honor all staff members at lunch during NCQAC business meeting on May 14, 2021. Motion carried.

**VI. C. Rules Update, continued – Shad Bell**

6. Emergency Rules

The current rules that were adopted as emergency rules were filed in January 20, 2021 and expire May 20, 2021. The rules are under review for either permanent rulemaking or revert back to the original rules. The Department of Health informed the NCQAC can choose to extend rules as emergency rules.

Mr. Bell requested a taskforce to review the packages and present recommendations at the May NCQAC meeting. Ms. Eylar appointed Dr. Tucker, Ms. Randich, Dr. Soine and Ms. Myrick to work on identifying which rules should become permanent and which rules should not. More discussion on this item occurred at the end of the meeting.

**ACTION:** Dr. Soine moved with a second from Tracy Rude, to extend the rules (package one WST 20-14-065 and two WSR 20-10-015) for 120 days to decide what to do permanently. Motion carried

**XIII. 3:15 PM Meeting Evaluation**

Ms. Tang would like to encourage more public participation during open microphone and any public testimony. Dr. Soine suggested more visibility for hand-raising for questions. NCQAC members reviewed past year from the start of the pandemic.

**XIV. 3:45 PM Closing**

Meeting adjourned at 3:45 PM.