



**Nursing Care Quality Assurance Commission (NCQAC)
Business Meeting Minutes
July 9, 2021
8:30 AM- 5:00 PM**

Commission Members:

Laurie Soine PhD, ARNP, Chair
Tiffany Randich, RN, LPN, Vice-Chair
Adam Canary, LPN, Secretary/Treasurer
Mary Baroni, PhD, RN
Ella B. Guilford, MSN, M.Ed., BSN, RN
Dawn Morrell, RN, BSN, CCRN
MaiKia Moua MN, RN
Helen Myrick, Public Member
Sharon Ness, RN
Bianca Reis DNP, MBA, ARNP, PMHNP-BC
Tracy Rude, LPN
Yvonne Strader, RN, BSN, BSPA, MHA
Kimberly Tucker PhD, RN, CNE

Assistant Attorney General:

Sierra McWilliams, Assistant Attorney General

Staff:

Paula R. Meyer, MSN, RN, FRE, Executive Director
Chris Archuleta, Director, Operations
Gerianne Babbo, EdD, 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, Washington
Health Professional Services (WHPS) Liaison/Research
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 and
WHPS
Alana Llacuna, Administrative Assistant
Kathy Moisio, PhD, RN, Director, Nursing Assistant
Programs
Catherine Woodard, Director, Discipline and WHPS

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 September 10, 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 – Laurie Soine, Chair – DISCUSSION/ACTION

II. 8:30 AM – 8:45 AM Call to Order

A. New officers take their seats:

- Laurie Soine, chair
- Tiffany Randich, vice chair
- Adam Canary, secretary/treasurer

Dr. Soine called the meeting to order and asked the NCQAC members to introduce themselves.

B. Introductions

- New members

Ms. Meyer introduced the new and reappointed members.

Ms. Bianca Reis, ARNP

Ms. MaiKia Moua

Sharon Ness and Ella Guilford reappointed

Dr. Baroni and Ms. Rude agree to continue to serve until someone is appointed in their seats.

C. Order of the Agenda

Dr. Soine asked that the Decision Package be added to section VI.A of the agenda.

ACTION: Ms. Ness moved with a second from Ms. Rude to add the Decision Package to section VI.A of the agenda. Motion carried.

D. Announcements: Cass Tang resigned from the NCQAC. Kristin Peterson accepted a new position with the Department of Health Policy and Legislative Affairs office; Christie Spice is the acting assistant secretary for Health Systems Quality Assurance (HSQA).

III. 8:45 AM Consent Agenda – DISCUSSION/ACTION

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

ACTION: Ms. Strader moved with a second from Dr. Baroni to approve the items on the consent agenda. Motion carried.

A. Approval of Minutes

- NCQAC Business Meeting – May 14, 2021
- Advanced Practice Subcommittee –
 - April 21, 2021
 - May 19, 2021
- Discipline Subcommittee – No meeting held in June.
 - April 2021
- Consistent Standards of Practice Subcommittee – No meeting held in June.
- Licensing Subcommittee –
 - March 26, 2021
 - April 30, 2021
- Research Subcommittee –
 - April 19, 2021
 - May 17, 2021

B. Performance Measures

- Investigations
- Legal
- Washington Health Professional Services (WHPS)
- Nursing Program Approval Panel (NPAP)
- Nursing Assistant Program Approval Panel (NAPAP)

C. National Council of State Boards of Nursing (NCSBN) – Letter from President Jay Douglas

D. National Council of State Boards of Nursing (NCSBN) – Advanced Practice Compact Letter and Response

- Advanced Practice Compact Letter to NCSBN
- NCSBN Response

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)

- May 6, 2021
- May 20, 2021
- June 3, 2021
- June 17, 2021
- June 23, 2021 (Emergency Meeting)

B. Nursing Assistant Program Approval Panel (NAPAP)

- May 10, 2021 (Regular Meeting)
- May 24, 2021 (Rules Meeting)
- June 14, 2021 (Regular Meeting)
- June 28, 2021 (Rules Meeting)

Dr. Soine noted that not all the Panel Decisions were included in the meeting packet. Ms. Meyer stated that the Panel Decisions that were not included in the meeting packet have been added to the updated packet on the NCQAC website.

V. 9:00 AM – 9:45 AM Chair Report – Laurie Soine – DISCUSSION/ACTION

A. Subcommittee and panel chairs and members – appointments

Dr. Soine announced the, new and reappointed, subcommittee and panel chairs/members:

- NPAP A – Continued to be chaired by Dr. Baroni until her replacement is appointed
- NPAP B – Continued to be chaired by Dr. Tucker
- NAPAP – Continued to be chaired by Helen Myrick
- Advanced Practice Subcommittee – Continued to be chaired by Dr. Soine with transition to Bianca Reis
- Licensing Subcommittee – Dawn Morrell, new chair
- Consistent Standards of Practice Subcommittee – Continued to be chaired by Sharon Ness
- Discipline Subcommittee – Continued to be chaired by Adam Canary
- Legislative Panel – Tiffany Randich, chair (the vice chair of the NCQAC serves as Legislative Panel chair)
- Case Management Panel – Continued to be chaired by Yvonne Strader
- Case Disposition Panel – Continued to be chaired by Yvonne Strader
- Research Subcommittee – Continued to be chaired by Dr. Baroni until her replacement is appointed.

B. Communications Task Force Member

Dr. Baroni recommended to continue membership crossover between the Research Subcommittee and the Communication Task Force. Ms. Strader volunteered to join the Communications Task Force.

C. Member Expectations – Dr. Soine encouraged the subcommittee and panel chairs to review the member expectations at their upcoming meetings in July or August.

D. Subcommittee position descriptions and first meeting agenda items

Dr. Soine asked the chairs to review the member expectations, subcommittee position descriptions and meeting times at their next meeting.

E. Annual NCQAC evaluation results and recommendations – Helen Myrick, Sharon Ness

Ms. Myrick presented the survey results from the Annual NCQAC evaluation. NCQAC members discussed the results.

VI. 9:45 AM – 10:30 AM Executive Director Report – Paula Meyer – DISCUSSION/ACTION

A. Budget Report/Decision Package – Adam Canary, Chris Archuleta

Mr. Archuleta presented the budget report:

1. The report covers the period of July 1, 2019 through May 31, 2021.
2. By September 2021 they should have a complete report of the biennium.
3. The NCQAC budget is underspent by just under 3%.
4. The restrictions on travel due to COVID-19 continue to have a positive impact on the budget, helping to offset the overage in salaries and benefits.
5. NCQAC anticipates utilizing all spending authority (allotment).

Mr. Archuleta is working on spending projections to inform the NCQAC how long it will take to reach the DOH recommended balance. Ms. Ness asked about the cost of the FBI background checks. Mr. Archuleta replied the cost had not changed. Ms. Meyer noted that FBI background checks are high due to volume of out of state applicants and not the cost per background check

Decision packages are sent to the Governor’s office for consideration for the next legislative session. The NCQAC drafted two decision packages: NCQAC Licensing staff and NCQAC Nursing Assistant Training Program staffing. The packages address staffing needed to accomplish legislated directives. The final packages will be presented at the September 2021 business meeting.

ACTION: Ms. Strader moved with a second from Ms. Guilford to adopt the concept description for the decision package for NCQAC Licensing staff. Motion carried.

ACTION: Ms. Strader moved with a second from Dr. Tucker to adopt the concept description for the decision package for NCQAC Nursing Assistant Training Programs staff. Motion carried.

B. HELMS Update

Ms. Meyer gave an update on the HELMS project. The go live date moved from June 2022 to February 2023 to assure the following:

- Licensing and discipline functions for all health professions
- Information on facilities
- Capture nursing education program work
- Less manual entry
- All processes are accurately captured
- Correctly migrate old data to new system

- Ensure high level security

C. Rules Update – Shad Bell

- NCQAC May 14 Decision Rescinded and Reauthorized
- Legislation Update
- Rules Tracking Update
 - Ms. Bonnie King gave the update. Ms. King gave an overview of the rules tracking sheet and rules process. Ms. Kilpatrick asked if there was a “cheat sheet” for the rules process. Ms. King said she would see if a process chart exists. Ms. McWilliams also offered a flowchart to pass on that she found very helpful.

D. National Council of State Boards of Nursing (NCSBN) Annual meeting, August 18-19, 2021; virtual meeting

- Delegates: Laurie Soine, Paula Meyer; alternate delegates, Tiffany Randich, Adam Canary
 - The NCLEX Exam; Is the exam adequate for today’s world to test the minimum standard of safety for a new nurse to be practicing within the six months immediately prior to graduation?
 - The introduction of the design for the Next Generation NCLEX Index will be presented to the delegates. The delegates will be voting if it is feasible to move forward with the design for the Next Generation NCLEX Index proposed to go live in 2023.
- NCSBN board of directors’ recommendations
 - Ms. Meyer presented the summary of recommendations to the 2021 Delegate Assembly.
 - Several of the recommendations to revise the Model Laws and Rules.
 - Ms. Meyer noted they will particularly be looking at the language for advanced practice nurses and the LPN/vocational nurse role.
- Slate of candidates
 - The delegates will vote on the president elect, treasurer, the four area directors and the candidates for the leadership succession committee.

E. Sunrise reviews: Optometry, Anesthesia Assistant, Midwifery

Ms. Meyer noted the Advanced Practice subcommittee will review the three sunrise reviews. The Advanced Practice Subcommittee will present the comments at the September business meeting for final decision.

10:30 AM – 10:45 AM Break

VII. 10:45 AM – 11:15 AM Subcommittee Report – DISCUSSION/ACTION

A. Advanced Practice – Laurie Soine, Chair

- Ten Year History
 - Dr. Soine presented a review of the Advanced Practice subcommittee's accomplishments, NCQAC work and gratitude over the course of the past decade. A special tribute was paid to Donna Poole for all her wonderful work with the subcommittee and NCQAC as it was her last meeting as a NCQAC member.

A. Research – Dr. Mary Baroni, Chair

1. R03.01 Facilitation of Data Access for External Research

ACTION: Ms. Ness moved to approve procedure R03.01 Facilitation of Data Access for External Research with a second from Research subcommittee. Motion carried.

VIII. 11:15 AM – 12:00 PM Education – Dr. Gerianne Babbo, Dr. Kathy Moisio - DISCUSSION/ACTION

A. Annual nursing education report – Dr. Gerianne Babbo, Dr. Mary Sue Gorski

Dr. Babbo presented the in-state prelicensure data and provided background information regarding the annual nursing education report:

- Last year NCQAC partnered with NCSBN to administrate the annual prelicensure program survey for the 2019-2020 year. The survey consisted of 3 parts:
 - Questions from NCSBN about the evidenced-based quality indicators for prelicensure program approval
 - Specific questions related to Covid-19
 - Customized questions NCQAC submitted

Dr. Babbo shared how the Washington state prelicensure programs did in relation to the evidenced-based quality indicators. Data related to the Covid-19 Questions was deferred to the September business meeting. NCSBN developed the evidenced-based quality indicators for the nursing programs. The evidenced-based quality indicators fell into six categories:

- Administrative
- Students
- Faculty
- Program Directors
- Curriculum and clinical experiences
- Teaching and learning resources

Dr. Gorski presented on the in-state post-licensure and out-of-state data.

- The survey for the in-state programs was completed in two sections, prelicensure and post licensure were separate surveys
- All out of state programs approved for clinical placement completed a shorter survey
- Next steps include making data accessible and available, continuing to analyze the supply and education data as well as providing data for the Critical Gap Closure workgroups as requested. The datasets will be combined and presented at the September business meeting for approval.

Dr. Baroni asked if the survey collected simulation data. Dr. Babbo clarified NCSBN collected simulation data under normal conditions and not conditions related to Covid-19.

12:00 PM – 1:00 PM Lunch

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.

- Melissa Johnson, Washington Association of Nurse Anesthetists (WANA)
 - WANA opposes the Anesthesia Assistant Sunrise Review and licensure of anesthesia assistants. WANA will be submitting comments regarding their opposition.
 - a. CRNAs in Washington state are an independent practice provider without the need for supervision while anesthesia assistants must always practice under the supervision of an anesthesiologist.
 - b. WANA questions how this will help access to care especially in rural areas where most anesthesia providers in rural hospitals are CRNAs. Anesthesiologists aren't practicing in rural areas.
 - c. WANA is concerned that licensure of anesthesia assistants hinders the education of CRNA students. Clinical rotations are becoming extremely challenging to find for CRNA students and the new licensure might cause more competition for student's clinicals.
 - d. The effectiveness of anesthesia assistants is unknown because there haven't been any studies done.

X. 1:15 PM – 2:00 PM Education – Dr. Gerianne Babbo, Dr. Kathy Moio - DISCUSSION/ACTION

B. Nursing Assistant Certification Examination Proposal – Dr. Kathy Moio

Dr. Moio presented the examination proposal at the July 9, 2021 NCQAC Workshop and gave an update of the backlog of examination. Historically, training numbers have relied on testing data. When programs were unable to test, programs were asked to move to a live online format during the Covid-19 pandemic and to apply for approval for each class they offered. Using these numbers, it was estimated the examination backlog at 5,000 people. As things begin to open back up, training is occurring at a faster pace than testing. Dr. Moio noted there's no reason to believe it's substantially reduced. Ms. Meyer noted the different efforts they've investigated for funding regarding nursing assistant certification examination.

C. LPN apprenticeship grant applications – Dr. Kathy Moio

- In 2018, work began with the budget proviso to identify barriers in the nursing workforce and to develop solutions.
- In 2019, the workforce development project focused on four key areas. One of the foci was seamless progression for nursing assistance into nursing. From the workgroup, the idea of the LPN apprenticeship pathway was developed and recognized as the key to making the leap between being a certified nursing assistant or home care aide to nursing.
- In 2020, the NCQAC approved this pathway and applied for a federal grant.
- In 2021, NCQAC received \$450,000 over the next year to plan the pathway.
- By June 30, 2021, NCQAC plans to have the pathway approved.

D. Joint Legislative Executive Committee on Planning for Aging and Disability

Dr. Moio received a request to present to the joint legislative executive committee on planning for aging and disabilities on the work of the long term care steering committee work and the LPN registered apprenticeship pathway. Dr. Baroni asked if Dr. Moio would share their presentation with the NCQAC later for information purposes. Ms. Meyer noted that the presentation would be live and recorded.

XI. 2:00 PM – 2:30 PM Meeting Locations – Chris Archuleta – DISCUSSION/ACTION

During COVID, meetings were limited to virtual access only. With the lifting of restrictions, the NCQAC determined locations of the meetings through June 30, 2022.

Mr. Archuleta presented information regarding the future business meeting locations. The NCQAC agreed the following schedule and locations:

- September 2021 – An in-person, two-day meeting in Spokane, WA. If the travel ban is not lifted, the NCQAC will continue to meet virtually.
- November 2021 – A one day meeting in Tumwater, WA
- January 2022 – Remote meeting via Zoom
- March 2022 – Remote meeting via Zoom
- May 2022 – An in-person one day meeting in the Tumwater or Olympia area
- July 2022 – An in-person two-day meeting in the Tumwater or Olympia area

ACTION: Ms. Rude moved to adopt the schedule and location of the September 2021 through May 2022 regular meetings. Seconded by Dr. Baroni. Motion carried.

2:30 PM – 2:45 PM BREAK

XII. 2:45 PM – 3:00 PM Procedure H18.01 Electronic/Digital Signatures for Actions – renewal for current members, authorization to use – Paula Meyer - DISCUSSION/ACTION

Each year, NCQAC members review Procedure H18 and the permission to use digital signatures on documents. New members provide their signatures and current members renew their approval to use their digital signature.

- Due to the nature of the virtual meeting, staff was not able to physically collect signatures from new members.
- Ms. Meyer asked current and continuing NCQAC or pro tem members to send the Operations staff an email stating to please continue to use their electronic signature on file.
- Ms. Meyer also asked new NCQAC and pro tem members to please send a hard copy of their signatures to Operations staff scanned via email or through the mail.

XIII. 3:00 PM – 3:30 PM Blake Decision – Karl Hoehn – DISCUSSION/ACTION

A recent Washington State Supreme Court decision ruled the state's simple drug possession statute unconstitutional and void. Mr. Hoehn discussed the case and potential impacts on NCQAC disciplinary cases. Ms. McWilliams added the NCQAC may need to respond to requests to review prior final orders in the future and advised they stay consistent with their decisions. These cases would be considered on a case-by-case basis.

Ms. Starratt noted, in terms of substance use, it appears many states are moving to decriminalize drug use and moving individuals into treatment unless they can show mal intent. Ms. Starratt asked if the NCQAC would also begin moving in this direction as well. Mr. Hoehn noted that in many ways the NCQAC already acts this way.

XIV. 3:30 PM – 4:00 PM Investigations backlog and progress – Catherine Woodard, Grant Hulteen, Lynn Batchelder – DISCUSSION/ACTION

In 2019, the Governor and legislature supported additional investigators for the NCQAC to address a growing number of investigations and investigations beyond timelines defined in [WAC 246-14-050](#). Ms. Woodard, Mr. Hulteen and Ms. Batchelder updated the NCQAC on number of cases, type of cases beyond timelines and when received.

Mr. Hulteen presented a breakdown of the complaints received by fiscal year:

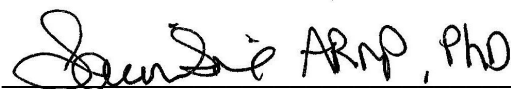
- In 2018 there were 1, 322 new complaints. Of those, 868 or about 28% were open. The Investigations unit maintained this average opening over the last four years.
- In 2019, 2918 complaints received with 776 open
- In 2020, 3017 complaints received with 793 open
- In 2021, 2144 complaints received with 542 open

In 2019, the average caseload was 100 cases per investigator. New investigators were hired and in 2020 the caseload decreased to 47 cases per investigator. The number of closures per month increased; averages about 8 closures per month per investigator. In June 2021, 98 investigations were closed.

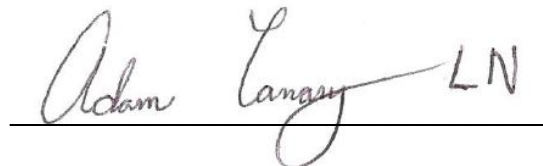
XV. 4:00 PM – 4:15 PM Meeting Evaluation

The NCQAC members commended Dr. Soine on her first business meeting as chair and thanked the NCQAC staff for their hard work. Appreciation was expressed for Ms. King’s explanation of the rules process and her work. Several NCQAC members thanked Dr. Babbo and Dr. Gorski for their presentations and work.

XVI. 4:15 PM Closing



Dr. Laurie Soine, PhD, ARNP
Chair



Adam Canary, LPN
Secretary/Treasurer