



Washington State Department of
Health
Nursing Care Quality Assurance Commission (NCQAC)
Meeting Minutes
January 14, 2022 8:30 AM- 5:00 PM

Commission Members:

Laurie Soine PhD, ARNP, Chair
Tiffany Randich, RN, LPN, Vice-Chair
Adam Canary, LPN, Secretary/Treasurer
Mabel Ezeonwu PhD, RN
Ella B. Guilford, MSN, M.Ed., BSN, RN
Dawn Morrell, RN, BSN, CCRN
Helen Myrick, Public Member
Sharon Ness, RN
Yvonne Strader, RN, BSN, BSPA, MHA
Kimberly Tucker PhD, RN, CNE
Jonathan Alvarado RN, ARNP
Quiana Childress GCertHealthSc, BS, LPN

Excused

MaiKia Moua, RN, BSN, MPH

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
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
Bethany Mauden, Administrative Assistant
Kathy Moisio, PhD, RN, Director, Nursing Assistant Programs
Catherine Woodard, Director, Discipline and WHPS

I. 8:30 AM Opening – Laurie Soine, Chair – DISCUSSION/ACTION

II. Call to Order - the meeting was called to order at 8:30am.

A. Introductions

B. Order of the Agenda

C. Land Acknowledgement: Ella Guilford

D. Announcements

NCQAC office will be moving to the 3rd floor of Town Center 2, Tumwater. A smaller space will be leased as most staff members are working remotely, staff productivity and morale increased since the move to remote. Office personnel are working on records retention and other records are to be archived or digitized. The NCQAC office has four rotating office staff in the office and 60 office staff members in total.

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

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

A. Approval of Minutes

1. NCQAC Business Meeting
 - a. November 12, 2021
2. Advanced Practice Sub-committee
 - a. October 20, 2021
 - b. November 17, 2021
3. Discipline Sub-committee
 - a. August 17, 2021
 - b. September 21, 2021
 - c. October 19, 2021
 - d. November 16, 2021
4. Consistent Standards of Practice Sub-committee
 - a. October 1, 2021
5. Licensing Sub-Committee
 - a. October 19, 2021
6. Research Sub-Committee
 - a. October 18, 2021

B. Performance Measures

1. Investigations
2. Legal
3. Washington Health Professional Services (WHPS)
4. Nursing Education (NPAP)
5. Nursing Assistants (NAPAP)

C. Washington Center for Nursing/NCQAC monthly meetings

1. October 26, 2021
2. November 23, 2021

D. Governor’s Licensing Report

Action: Dr. Soine moved to accept and seconded by Ms. Guilford to adopt the consent agenda. Motion carried.

IV. 8:45 AM – 9:00 AM NCQAC Panel Decisions – DISCUSSION

No discussion on panel decisions

The NCQAC delegated 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 were provided for information.

A. Nursing Program Approval Panel (NPAP)

1. November 4, 2021
2. November 18, 2021
3. November 18, 2021 (Emergency Meeting)
4. December 2, 2021
5. December 16, 2021

B. Nursing Assistant Program Approval Panel (NAPAP)

1. November 8, 2021
2. December 13, 2021

V. 9:00 AM – 9:30 AM Chair Report – Laurie Soine – DISCUSSION/ACTION

A. Delegation of actions to NPAP, NAPAP and officers during COVID pandemic: revisit the delegation and determine if there is continued need

ACTION: Dr. Tucker moved NCQAC delegates the authority as provided by law for nursing education decisions to a panel (NPAP, NAPAP and the Officers) of at least three members until the COVID emergency pandemic is declared over by the Governor of Washington State. A member of the NCQAC must chair panels. Pro tem members of NCQAC may serve as panel members. As revised by Tiffany to include NPAP, NAPAP and the Officers. Seconded by Mabel Ezeonwu. Motion carried.

Ms. Meyer reported a request to allow retired nurses and nurses who have been out of practice for more than three years be allowed to renew their license and actively practice. Rules currently require a nurse that has had an expired license for three years or more to complete an approved refresher course. Request was made to expand the timeline to five years before requiring an approved refresher course to renewal licensure. Vote to add this to the agenda is required. **ACTION:** Ms. Guilford moved to revise the agenda; Dr. Tucker seconded. Motion carried. Review rule language and add to agenda this afternoon, item #14.B to discuss the requirements in the reactivation of a licensure.

B. BONcasts: podcasts featuring NCQAC members and staff

BONcasts are podcasts made by NCQAC members and staff at NCQAC. BONcast is a play on words, meaning Board of Nursing podcast. BONcast episodes will be short, no more than 10 to 15 minutes of listening time. Each episode will consist of a NCQAC member interviewing or conversing with staff members about projects supporting the NCQAC strategic plan.

Planning is underway for six episodes, with the initial episode scheduled to launch in late January. Episodes will release approximately every other month.

C. Secretary Shah’s task force on sexual misconduct by healthcare providers

Over the last five years, it took the Department of Health (DOH), boards and commissions, and the Office of the Attorney General (AGO) an average of 332 days to resolve sexual misconduct complaints. Cases that go to adjudication may take

significantly longer. Although these cases can be legally complex and we must be thorough at every stage of the process, there may be opportunities for process or policy changes to shorten the timeframe. As required by law, DOH posts information on Provider Credential Search when Statements of Charges have been filed, when matters have been resolved by stipulation to informal discipline (STID), and when final adjudication occurs. The public is also made aware of cases when summary action is taken on a license. People wanting to know whether a provider is under investigation for misconduct do not have easy access to this information. The Seattle Times highlighted both issues in an article published November 28, 2021.

D. NCSBN 45th Anniversary Committee – Adam Canary Appointed

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

A. Budget Report – Adam Canary, Chris Archuleta

1. Governor’s budget and NCQAC Decision Packages
Despite operating above the recommended revenue balance for several years, there are key expenditures that have and will impact the bottom line. NCQAC owes \$5.4M for Health Enforcement and Licensing Management System (HELMS) data base to be withdrawn in the 21-23 biennium. Additional expenditures related to the licensing and nursing assistant decision packages are anticipated. The NCQAC anticipates the reserve balance dropping below recommended levels in FY23. In response, NCQAC requested the secretary open a CR-101 to explore the need to increase fees. The CR-101 was filed in November and three interested party meetings were held in December.

B. Strategic Plan Update

1. Academic Progression in Nursing/LPNs
Goals: Evaluate the demand for licensed practical nurses and registered nurses in long term care in the state. Continuing the discussion of the appropriate degree preparation for LPNs and RNs.
2. Communications
 - a. Logo update options were reviewed.
A poll was requested but limitations of software did not allow voting. Preferences were displayed in the chat.
The following preferences were captured in the chat feature: Version 1, 10 votes; Version 2, 1 vote; Version 3, 1 vote.
3. Nursing Assistants – Goal: Streamline nursing assistant training and testing processes, expand capacity through use of technology, and support progression into nursing as evidenced by the following outcomes:
 - New training program applications consistently reviewed in 7-10 days;
 - Statewide first-time test-taker pass rates (average, annualized) improved to 75% for 2023 and to 80% by 2024;



ACTION: Ms. Strader moved to select version 1(displayed); second by Ms. Morrel. Motion carried.

- Testing capacity increases to 22,932 test-takers per year (119% increase) through use of a virtual approach;
 - Quantitative ratings of >3.7 on a 5-point scale on electronic surveys regarding the new curriculum by training programs and students at 6, 12, and 18 months post-implementation; and
 - The LPN Registered Apprenticeship Program (LPN RAP):
 - Enrolls 45 students (15 at each pilot site) in three different geographical areas in the 2022-2023 academic year; and
 - The completion rate for students in the pilot is >85%.
4. WHPS - Goal: to increase the number of nurses enrolled in the Washington Health Professional Services (WHPS) program voluntarily and in lieu of discipline by 25% every two years through education, early identification, referral to treatment, and advocacy. NCQAC and WHPS staff do this by promoting the just culture model and employment retention.
- C. Rules Update – Shad Bell** – Rules tracking system was reviewed for current status of rules.
- D. HELMS Update** – Hope to have in place on time in 2023.
- E. Public Disclosure reporting of meeting with legislators – Any time NCQAC members meet with legislators to discuss potential legislation or legislative language must be reported to the Public Disclosure Commission. The report is due quarterly. The require report** was reviewed.
- F. COVID nasal swab testing: ability for nursing assistants to complete nasal swab testing** – nursing assistants may complete nasal swab for COVID testing as directed by a RN or LPN.
- G. NCSBN Midyear meeting**
1. March 14: Nurse Licensure Compact
 2. March 15: Leadership (Presidents and Executive Officers only)
 3. March 16-17: Regulatory Days – interested commissioners were invited to attend and were requested to contact Paula Meyer via email if interested. Attendance will be virtual due to out of state travel ban in place.

10:30 AM – 10:45 AM Break

VII. 10:45 AM – 12 Noon Sub-committee Reports – DISCUSSION/ACTION

A. Advanced Practice – Laurie Soine, Chair

1. Prescriptive Authority Work Update – Request to rescind motion to open rules.
Action: Dr. Soine moved to rescind the motion to open the rules on prescriptive authority and that the Advanced Practice subcommittee move forward with the procedural change for prescriptive authority. Motion carried.

- B. 2. Potential Joint Statement on E-prescribing requirements – NCQAC members may participate on a work group to develop a joint statement on E-prescribing. This follows a request from tribal governments that many tribal pharmacies do not have the capability for E-prescribing and are seeking an exemption to the requirement.**

Consistent Standards of Practice – Sharon Ness, Chair

1. F03.03 Advisory Opinion, Interpretive Statement, and Policy Statement Procedure – Request to Rescind
Action: Ms. Ness moved to rescind the Advisory Opinion, Interpretive and Policy Statement Procedure with a second from the Consistent Standards of Practice Subcommittee. Motion carried.

2. F03.04 – Advisory Opinion Procedure – Request to Approve
Action: Ms. Ness moved to adopt the Advisory Opinion Procedure with a second from the Consistent Standards of Practice Subcommittee. Motion carried.
3. J21.00 Interpretive Statement and Policy Statement Procedure – Request to Approve
Action: Ms. Ness moved to adopt the Interpretive and Policy Statement Procedure with a second from the Consistent Standards of Practice Subcommittee. Motion carried.
4. NCAO 15.01 Registered Nursing Delegation in Schools, Kindergarten-Twelve (K-12) Advisory Opinion – Revision
Action: Ms. Ness moved to adopt the Registered Nurse Delegation in Schools Advisory Opinion with a second from the Consistent Standards of Practice Subcommittee. Motion carried passed, one vote of nay.

Dr. Soine requested a count of members present to assure a quorum was present. Thirteen members were present.

Dr. Soine requested a revote of this motion to assure a quorum present. Motion carried with one nay.

5. NCAO 30.00 Seizure Disorder Management – Nursing Care Coordination Advisory Opinion – Revision
Action: Ms. Ness moved to adopt the Seizure Disorder Management – Nursing Care Coordination Advisory Opinion with a second from the Consistent Standards of Practice Subcommittee. Motion carried.
6. Advisory Opinion Request – Nurse Delegation
Action: Ms. Ness moved to develop a Nursing Delegation Advisory Opinion with a second from the Consistent Standards of Practice Subcommittee. Discussion to clarify the advisory opinion. Motion carried.
7. Code of Ethics – Discussion and Recommendations
 - a. International Council of Nurses: Code of Ethics for Nurses (Revision 2021)
 - b. American Nurses Association: Code of Ethics for Nurses (2015)
 The Consistent Standards of Practice subcommittee will use both documents when developing new statements.

11:30 AM – 12:00 NOON Lunch

C. Discipline – Adam Canary, Chair

1. Revision: Misinformation Statement
Action: Mr. Canary moved to adopt the revised statement regarding COVID-19 vaccine misinformation with a second from the Discipline Subcommittee. Motion carried.

D. Licensing – Dawn Morrell, Chair

1. No meeting in December 2021

E. Research – Sharon Ness, Chair

1. Continuing Competencies Evaluation Plan – Request to Approve
Action: Ms. Ness moved to accept Continuing Competencies Evaluation Plan with a second from the Research Subcommittee. Motion carried.
2. Research Subcommittee Position Description – Request to Approve
Action: Ms. Ness moved to accept the Research Subcommittee position descriptions with a second from the Research Subcommittee. Motion carried.

3. R02.03 Student Engagement – Request to Approve
Action: Ms. Ness moved to accept Procedure R02.03 Student Engagement with NCQAC with a second from the Research Subcommittee. Motion carried.
4. R01.01 Data and Quality Assurance – Request to Rescind
Action: Ms. Ness moved to retire Procedure R01.01 Data and Quality Assurance with a second from the Research Subcommittee. Motion carried.

VIII. 12:15 PM – 1:00 PM Education Session Consistent Standards of Practice – Sharon Ness, Debbie Carlson, Sierra McWilliams, Assistant Attorney General - DISCUSSION/ACTION

A presentation about the roles and responsibilities of the Consistent Standards of Practice Subcommittee and development of advisory opinions, interpretive statements, and policy statements. Information dissemination is via GovDelivery and to key partners/specialty areas.

IX. 1:00 PM – 1:15 PM Open Microphone

Open microphone is for public presentation of issues to the NCQAC. No indications of public comment in registration. The NCQAC asked if anyone had not signed up but wanted to speak to make themselves known. There were no public comments given.

X. 1:15 PM – 1:25 PM Rules Process – Stephanie Vaughn, Health Systems Quality Assurance (HSQA) Rules Manager, Ross Valore, HSQA Policy Analyst - DISCUSSION/ACTION

Ms. Vaughn and Mr. Valore presented the rules process and accompanying language, approximate time to complete phases and the filing process.

XI. 1:25 PM – 1:45 PM Legislative Panel report – Tiffany Randich - DISCUSSION/ACTION
The 2022 legislative session began on January 11. Ms. Randich and Ms. Sharar updated the NCQAC on prefiled bills and bills that have been introduced.

1:45 PM – 2:00 PM BREAK

XII. 2:00 PM – 2:45 PM Washington Center for Nursing (WCN) – Sofia Aragon – Katie Eilers DISCUSSION/ACTION

Ms. Eilers, on behalf of Ms. Aragon, presented an update from the WCN which included:

1. Consensus document
2. Critical Gaps group transition to WCN - the critical gaps groups focus on ARNP, community health nursing, education clinical practice, LPN, long term care, and rural nursing. The NCQAC initiated the six groups after the 2019 Nursing Workforce reports were presented. WCN will now manage the process for the six workgroups.
3. Update - WCN is analyzing ten years of nursing education data to review trends faculty and student diversity. Only six years of data is available. An analysis is to be completed this spring.

XIII. 2:45 PM – 3:30 PM Education – Dr. Gerianne Babbo, Dr. Kathy Moisio - DISCUSSION/ACTION

A. Nursing education

1. Clinical placement updates – Representative Cody requested the NCQAC explore standardizing clinical placement hours, especially in acute care facilities. The NCQAC held two meetings to discuss. A recommendation: For a period of two years the clinical placement consortiums will assign acute care clinical placement hours in a manner providing equity in clinical hours for all nursing education programs. At the end of the two-year period, data will be presented to the NCQAC, outlining the benefits and concerns. Additional recommendations are described in the packet.
2. Addition of two pro tem members to NPAP
3. Approval site visit schedule for the first half of 2022
4. Education subcommittee position description revision
Action: Dr. Tucker moved to accept the revision of the Education Subcommittee position description. Dr. Ezeonwu seconded the motion. The Education Subcommittee advises, monitors, and recommends processes and policies affecting nursing education programs to the Washington State NCQAC. Meetings will be held on a quarterly schedule or as needed. Motion carried.

B. Nursing Assistant Updates

1. Training and testing - Increase in written testing from previous year of 17% and are currently at 85% of typical testing. Skills testing increase of 71% from previous year.
Application portal for training has been updated to include progress of application and testing.
2. LPN Apprenticeship – steering committee and workgroup meetings have been held.

XIV. 3:30 PM – 4:00 PM Nominations Committee – Dawn Morrell – DISCUSSION/ACTION

A. Nominations Committee presented officer positions and timeline.

Purpose:

1. Select members of the NCQAC who are qualified and willing to serve in leadership positions.
2. Select members of the NCQAC and staff to be nominated for awards. Complete applications as necessary.

The Nominations committee presents a slate of candidates at the March meeting. Each candidate may present to the NCQAC.

NCQAC Award Nominations Process. The 2022 Annual NCQAC Award, in 500 words or less, describe the exceptional performance behaviors demonstrated by the nominee that are deserving of the Annual NCQAC Award. Ms. Underwood will present the applications to the Nominations Committee for their review and decision. Dr. Soine, the chair of the NCQAC, will present the Annual NCQAC Awards at the May 2022 business meeting.

B. Additional Agenda Item –

Discussion of Reactivation of Licensure Rule. To release barriers for nurses to return to the workforce without having to complete refresher course if their license has lapsed three years or more. The request was to change the timeline from three years to five years .

Rule sets related to Governors Proclamation 20-32 - WAC 246-12-040(3)(a)(v), (b)(viii), (c)(vi), (ix), (xi). NCQAC members expressed public safety concerns regarding nurses returning to the workforce who have not continued their education. Nurses who have not practiced for three years, and do not have an active license in another state, are allowed to work below their scope (such as Registered Nursing Assistant). NCQAC members stated we do not want to burden already overstretched nurses. Possibility of issuing a LEA licensure while the refresher course is in process (requires 160 hours of theory and 80 clinical hours), would be able to work with a preceptor.

Action: Begin communications for nurses who would like to reenter the workforce when they have been inactive for three years or more, to return to the workforce as a registered nursing assistant. This process already exists but would require reminding nurses and facilities of the possibility. Ms. Meyer will contact the Hospital Association. No vote was required due to the rules already in existence.

XV. 4:30 PM Meeting Evaluation

The meeting was concluded at 4:45pm by Dr. Soine, NCQAC Chair.