



**Nursing Care Quality Assurance Commission (NCQAC)  
Discipline Subcommittee MINUTES  
February 15, 2022 3:30 pm to 5:30 pm**

**Join the Meeting**  
from your computer, tablet or smartphone

**You can also dial in using your phone**  
United States: +1 253-372-2181  
Conference ID: 793 901 023#

**Committee Members:**

Adam Canary, LPN, Chair - *late*  
Sharon Ness, RN *absent*  
Tiffany Randich, RN – *acting chair for Adam*  
Tracy Rude, LPN ad hoc  
Dawn Morrell, RN, BSN, CCRN  
Yvonne Strader, RN, BSN, BSPA, MHA invited guest *absent*

**Staff:**

Catherine Woodard, Director, Discipline and WHPS  
Karl Hoehn, Assistant Director, Discipline - Legal  
Grant Hulteen, Assistant Director, Discipline – Investigations and WHPS  
John Furman, PhD, MSN, COHN-S, WHPS Liaison  
Helen Budde, Case Manager *absent*  
Teresa Corrado, LPN, Assistant Director, Discipline – Case Management/  
HELMS  
Barb Elsner, HSC  
Shana Johnny, PhD, RN ad hoc  
Margaret Holm, JD, RN *late*  
Alicia Payne, WHPS – invited guest  
  
Jalali Whitten, CNA  
Gloria Brigham, Director Practice WSNA  
Amber Wiegand  
Sarah Dineen Anderson *did not introduce*

**I. 3:30 pm opening – Adam**

- Call to order – digital recording announcement
- Roll call

**II. January 18, 2022 Minutes– Adam**

- In draft format until the commission approves at the March 2022 business meeting.
- Correction: nurse removed from patient care but still working. Grant: removed from performing nursing duties altogether, but she is still employed at the facility. She is not actually working but has not been terminated.
- Recommend send on to the commission for full approval.
- Tracy pointed out that Jalali is not ‘just’ a nursing assistant, but a very important part of the health care continuum.

**III. January 2022 performance measures – Grant, Karl**

- Investigations: monthly statistics and comparisons
- Grant provided highlights. Cases in the queue are down by ten!
- Tracy: what is the most common COVID compliant? Karl: large percentage are cases that come in through the governor’s website. Violating mask mandate is common. Some provider complaints. Least common is ARNP complaints re: selling exemptions and prescribing drugs not approved to treat COVID.
- Legal: monthly statistics and comparisons
- Karl provided highlights. Few more cases coming in than went out this past month. Drafting time is improving. More than average ARNP cases. Many cases finalized with legal review only.
- WHPS: monthly participant statistics and comparisons
- Grant provided highlights. Currently 276 nurses in the program; down a few from last month. Six graduations. Case managers now number five; each has a lesser caseload as a result.
- WHPS: compliance and graduation reports – Grant provided highlights again.
- Six graduations and two show no drug of choice because we have not always collected that data.
- A few people have been in the program several times.
- Tracy: how far into the program did people relapse? Grant: It’s in the finer details of the report.

**IV. Substance Use Disorder Review Panel (SUDRP) program review: revised procedures – Grant, Karl, Alicia**

- The final draft of specific WHPS procedures revised to reflect the SUDRP business model.
- Grant: instituting the SUDRP to replace SUAT. Streamline the process by holding one meeting to review cases and make decisions regarding significant non-compliance.
- Grant ran through the highlights of the changes. Both track changes and clean copies were in the packet. SUAT replaced with SUDRP.
- Added new mechanism where nurse would appear to explain non-compliance, be recognized for positive milestones, and graduations. Will allow the nurse and commission to be more connected. Will provide the commission with more information as they can ask the nurse questions.

- W31.02: cleaning up language, nurse referred to SUDRP instead of referred to commission.
- W32.03: major changes regarding voluntary nurses reported for clear and present danger. Reporting to SUDRP instead of the commission. Language clean up under significant non-compliance.
- W35.02: discuss changes to contract terms. No diagnosis, six months to one year. If significant non-compliance, extend contract for how long? Discussion tabled for a more in-depth discussion. Will discuss at April meeting.
- W42.04: edits are mostly related to language. Twelve months changed to calendar year. Added language about PMP reports; SUDRP will review these reports. Clarifies dilute as a positive test and reported to SUDRP. Out of temperature range are out of compliance and referred to SUDRP.
- W46.02: graduation eligibility. Changes not related to SUDRP to align with NCSBN guidelines tabled until a later meeting. The rest is language clean-up for SUDRP. Changing language to nurse (not participant). Karl: SUDRP must approve the graduations.
- Grant thanked everyone who worked on this project.
- Karl: two new procedures related to SUPRP. Created new commission procedures setting out the composition of the panel, description of meetings, panel activities, not subject to Open Public Meetings Act, documents and agreements. Panel members (commission and staff) will have training to stay current on SUD matters.
- The second procedure is the duties and responsibilities of the panel.
- Dawn concerned that the CMT has been doing this for a long time and they have a rhythm and knowledge of the fairness of the decisions they make about nurses in the program. Karl thinks having the panel involved in the decisions will be more consistent. Tracy: panel members will have more training than those who sit on CMT. The panel can certainly rely on CMT panel members for insights.
- Re: training. Grant reported that Dr Beck is beginning to pull together resources for the training. He will begin after the commission approves SUDRP.
- Karl: implementation July 1<sup>st</sup> is the anticipated date. Would like to use updated contracts April 1<sup>st</sup> to build up the number of compliance appearances to occur after July 1<sup>st</sup>. Also, training will occur during this time. Tracy and Dawn: agree time to get going as we are ready. Karl: will collect metrics to see if the SUDRP improves graduations and lessens non-compliance.
- NCSBN Pilot Project: Dawn started the discussion and Catherine picked up more details. motion to move forward and request to participate.
- Karl on contracts: sometimes are changed to remain nimble. They are in the packet but they are likely to be changed when necessary. Alicia: changes to add NCQAC to the documents and added language re: SUDRP and personal appearances by the nurse. Tracy: wants to ensure NCQAC is in all headers before it goes to the full commission. Karl: do the members feel that all the contracts should go in the packet for the full commission, or just a sample? Tracy thinks they should go in. Karl said we use them as templates and sometimes they have to make small changes. Tracy says that's okay. We agreed to have a representation just to say... Commission agreed.

## V. Work plan review – Catherine

- CCW discussed. Changes to the tasks.

**VI. Public comment – Tiffany**

- No comments.

**VII. Anything for the good of the order? – all**

- Refers to the portion of the agenda during which members may make statements or offer observations about the character or work of the subcommittee without having any particular item of business before the meeting.
- Good meeting. Great work.

**VIII. Closing adjourned 1715.**

