



**Nursing Care Quality Assurance Commission (NCQAC)  
Licensing Subcommittee Minutes  
February 15, 2022 1: 00 pm to 2: 00 pm**

**Committee Members:** Dawn Morrell, BSN, CCRN, RN, Chair  
Adam Canary, LPN  
Helen Myrick, Public Member  
Yvonne Strader, RN, BSN, BSNA, MHA

**Staff:** Amber Zawislak-Bielaski, MPH, Assistant Director of Licensing  
Shana Johnny, MN, RN, Nurse Practice Consultant, Ad- Hoc  
Karl Hoehn, JD, Assistant Director of Discipline- Legal Services  
Lori Underwood, Licensing Supervisor

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 13, 2022**, 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. 1:00 PM Opening – Dawn Morrell, BSN, CCRN, RN Subcommittee Chair**

- **Roll Call**
- **Call to Order** - Commissioner Dawn Morrell, Commissioner Helen Myrick, Commissioner Adam Canary, Commissioner Yvonne Strader, Mr. Karl Hoehn, Mr. Tony Vaupel, Ms. Sarah Bendersky, Ms. Amber Zawislak-Bielaski, Ms. Lori Underwood

**II. Standing Agenda Items**

- **Announcements/Hot Topic/NCQAC Business Meeting Updates** – Commissioner Morrell asked the committee if there were any topics to be discussed. No topics were brought forward.
- **Approve Minutes for January 18, 2022** - Commissioner Myrick moved with a second from Commissioner Strader to approve the minutes for January 18, 2022.

**III. Old Business**

- **Florida School Issues and Current Actions** - Ms. Underwood advised there is still an ongoing investigation which limits us on how much we can discuss. Our review staff continue to be mindful of applications with these questionable schools. Ms. Underwood added that we are addressing the reviews with these applications as we have added additional tools to help us. Ms. Underwood advised that we did receive a report from NCSBN which provided us with education from active RN and LPN nurses in the state of Washington. She explained that we are using this to review the past five to ten years on the report to check if we have active practicing nurses who have graduated from these questionable schools. We continue to work with Investigations unit on these. Commissioner Morrell inquired on how this would catch travelers practicing in Washington. Ms. Underwood addressed this by explaining that whether they are practicing here by obtaining a license by endorsement or through the Volunteer 70.15 program, we are checking their education. Ms. Zawislak-Bielaski further explained that we had not checked education on all the previous 70.15 Volunteers as it was not required. However, because of this investigation, we began checking education late last year. We most recently requested from Department of Health's Volunteer Management Team (VMT), a list of all the RN and LPN nurses practicing in Washington under the 70.15 so we can review their education. As a project, Ms. Gorski has two students working on assisting our unit with identifying the education of these volunteers. Ms. Zawislak-Bielaski confirmed that we have about seven to ten thousand nurses practicing in Washington state under the 70.15 Volunteer program. Commissioner Morrell commented on the very large number of nurses we have practicing under the 70.15 Volunteer program. Mr. Hoehn added that we do not

want to discuss the details of the investigations; however, the scope of the problem is surrounding about 40 educational programs and there is a notice on our website regarding several of those programs. Mr. Hoehn added that so far, we have not found a huge number of nurses in active practice from these programs, but we do have a lot of applications with these programs. Mr. Hoehn introduced our staff attorneys working with investigators on this issue and invited them to share any additional information. They did not have any additional information to share at this time. Commissioner Morrell thanked Mr. Hoehn and staff attorneys for their work on these investigations.

- **Review Request - The MET English Test for Professionals** – Ms. Zawislak-Bielaski advised that this request was sent to our Education subcommittee for their review and recommendation. Dr. Babbo explained that it would be added to their agenda, but would be a few months before they could review this request as their agendas are quite full.

#### IV. New Business

- **Governor's Weekly Report** – Ms. Underwood shared information from the February 7<sup>th</sup> weekly report which reflected the processing time to issue a temporary practice permit remained above seven days. She reported that it was at nine days; however, it had dropped to eight days as of this week. She further addressed the increase of applications from 418 in January to 951 at the beginning of February. Ms. Underwood also pointed out the fact that we have not even begun our graduation season, so we are expecting the number of applications to rise.
- **Current Challenges and Recent Accomplishments** – Ms. Underwood shared that we continue to shuffle resources as we address the workload. She also mentioned that our unit will hire additional temporary staff to address the the continued increase in workloads. Commissioner Morrell thanked the staff for their continued hard work.
- **Review of Supplemental Licensing Questionnaire** – Ms. Zawislak-Bielaski shared the background information regarding this questionnaire. She explained the purpose of using this document as an aid in the review of any questionable documents and who collaborated in creating this document. Staff attorneys, Mr. Vaupel and Ms. Bendersky were present to address any questions the subcommittee may have after reviewing the document. Ms. Zawislak-Bielaski reviewed each question on the document. Mr. Vaupel provided additional information to support the reason why these questions were chosen to be in this document. Ms. Zawislak-Bielaski explained that we wanted to present this document to the Licensing subcommittee for their review and recommendation to take this to the full Commission in the March meeting. Mr. Vaupel added that this document was created to aid our licensing unit in the review of any suspicious application and provide a uniform approach to handling these reviews so they are all treated the same way. Commissioner Morrell commented that this is a great tool to use in the review and asked Mr. Hoehn if we needed a motion to move this forward to present to the full Commission. Mr. Hoehn advised that a motion was not necessary; however, we did need a consensus of approval from the subcommittee. Both Commissioner Morrell and

Commissioner Strader agreed to bring this forth to the full Commission in the March meeting.

- **Temporary Practice Permit Rules** – Commissioner Morrell requested an update on this Rule. Ms. Zawislak-Bielaski explained that she modified the CR101 document and forward to Ms. King who then entered it into the rules database system for review by the Department of Health. Ms. Zawislak-Bielaski continued to explain that once the CR101 is posted, we can proceed with the interested party meetings. Commissioner Morrell commented on how glad she was that we were clearing this up. She also commented on how she believes this poses additional safety in the job we do.
- **Scheduling Upcoming Licensing Subcommittee Meetings** – Commissioner Morrell requested the subcommittee to consider moving the meeting to every other month. She suggested we have a meeting next month in March to prepare for the March business meeting, but then not have a meeting the following month. She asked the subcommittee for their feedback. Commissioner Strader agreed with having meetings every other month and inquired with Mr. Hoehn how to call a meeting if something did in fact come up. Mr. Hoehn explained that if there was any business that required the subcommittee to meet, it can be done with a special meeting announcement. He further explained the statutes only require 24 hours notice to the public, but we would probably give more notice. Commissioner Myrick agreed with both Commissioners Morrell and Strader. They discussed the date of the next Licensing subcommittee meeting and confirmed that it will actually fall after the March business meeting, so it was determined that it was not necessary to meet in March. Commissioners Morrell, Strader, and Myrick agreed to not have a March meeting, and have the next Licensing subcommittee meeting on April 19, 2022.

## V. Ending Items

- **Open Microphone** - None
- **Review of Actions** – Commissioner Morrell thanked everyone for doing all the work and shared her appreciation for everything moving forward.
- **Meeting Evaluation** - Commissioner Morrell inquired if there were any questions or remarks. Commissioner Myrick commented on how valuable the questionnaire will be as it might scare off fraudulent applicants. She added that it would be interesting to see how many of the questionnaires are actually returned. Commissioner Strader also commented that it would be nice to see some data collected on this further down the road.
- **Date of Next Meeting** - April 19, 2022
- **Adjournment** - 1:32 PM