



Nursing Care Quality Assurance Commission (NCQAC)

Meeting Minutes

March 10, 2023

8:00 AM- 5:00 PM

This meeting was held in person at Seattle Airport Marriott, 3201 S 176th St, Salons F – H, Seattle, WA 98188 and via zoom. If you would like to request a copy of this recording, please visit the DOH Public Records Portal at <https://doh.wa.gov/about-us/public-records>.

Commission Members:

Yvonne Strader, RN, BSN, BSPA, MHA, Chair
Helen Myrick, Public Member, Vice-Chair
Adam Canary, LPN, Secretary/Treasurer
Jonathan Alvarado ARNP, CRNA
Quiana Daniels, GCertHealthSc, BS, LPN
Ella B. Guilford, MSN, M.Ed., BSN, RN
Judy Loveless-Morris, PhD, Public Member
Joan Madayag, LPN
Ajay Mendoza, CNM
Dawn Morrell, RN, BSN, CCRN
MaiKia Moua, RN, BSN, MPH
Sharon Ness, RN
Emerisse Shen, FNP, ARNP
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, 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. 8:00 AM Opening – Yvonne Strader, Chair – DISCUSSION/ACTION

II. Call to Order

A. Introductions

B. Order of the Agenda

C. Land Acknowledgement – Emerisse Shen

D. Announcements

III. Consent Agenda – DISCUSSION/ACTION

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

ACTION: Dr. Tucker moved to approve the consent agenda. Ms. Morrell seconded the motion. The motion passed.

A. Approval of Minutes

1. NCQAC Business Meeting
 - a. January 13, 2023
 - b. January 27, 2023
2. Advanced Practice Subcommittee
 - a. November 16, 2022
 - b. January 18, 2023
3. Discipline Subcommittee
 - a. November 15, 2022
4. Consistent Standards of Practice Subcommittee
 - a. December 2, 2022
5. Licensing Subcommittee
 - a. October 18, 2022
 - b. December 2022 – No meeting
6. Research Subcommittee
 - a. December 19, 2022
 - b. January 17, 2023
7. Education Subcommittee
 - a. February 14, 2023

B. Letter from NCSBN President Jay Douglas

C. Performance Measures

1. Investigations
2. Legal
3. Washington Health Professional Services (WHPS)
4. Nursing Assistant Program Approval Panel (NAPAP)
5. Nursing Program Approval Panel (NPAP)

D. Licensing Report to the Governor’s Office

E. Washington Center for Nursing/NCQAC monthly meetings

1. January 31, 2023

F. Out of state travel reports

1. Federation of Associations of Regulatory Boards (FARB), January 26-28, Nashville TN; Amber Zawislak, Lori Underwood, Torrie Moracco

III. Consent Agenda – DISCUSSION/ACTION Continued

G. Strategic Plan Update

1. Academic progression
2. Communications
3. Nursing Assistants
4. WHPS

IV. 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 5, 2023
2. Jan 19, 2023
3. Jan 23, 2023
4. Feb 13, 2023
5. Feb 16, 2023
6. Feb 23, 2023

B. Nursing Assistant Program Approval Panel (NAPAP)

1. January 9, 2023
2. February 13, 2023

V. Report – Yvonne Strader – DISCUSSION/ACTION

A. NCQAC Annual Evaluation Results – Ella Guilford, Maikia Moua - DISCUSSION/ACTION

Each year, the NCQAC members evaluate their performance through an annual survey. Ms. Guilford and Ms. Moua worked with Laura Christian on the survey results. Mr. Oswal presented the results. The Research Subcommittee will work with NCQAC on the annual survey for future years.

B. Use of NCQAC Laptops

Ms. Strader reminded the NCQAC members of the proper use of NCQAC Laptops. The laptops are for NCQAC business only. NCQAC members should not use personal computers or devices for NCQAC business.

Ms. Strader appointed a task force to work on the technology needs of NCQAC members. Ms. Strader appointed Mr. Canary, Mr. Alvarado, and Ms. Daniels to work with Chris Archuleta.

A fire alarm at the location interrupted the meeting at 9:00 am. The meeting resumed at 9:30 am.

VI. Executive Director Report – Paula Meyer – DISCUSSION/ACTION

A. Budget Report – Adam Canary, Chris Archuleta

Mr. Archuleta reported on the budget. The fiscal outlook showed the combination of higher than projected revenues and underspending of the budget. These actions result in a net gain

VI. Executive Director Report – Paula Meyer – DISCUSSION/ACTION Continued

of almost \$3M to the reserve balance since the beginning of the biennium. Mr. Archuleta anticipates revenues to continue to exceed projections with the new fee increase implemented on December 1, 2022. Mr. Archuleta does not anticipate reaching full expenditure by the end of the biennium. As a result, the revenue balance will exceed recommended levels until June 2023. The final HELMS withdrawal, \$2.6M, scheduled for the end of June 2023, returns the revenue balance below the recommended reserve once again.

B. Rules Update – Jessilyn Dagum

Ms. Dagum reported on the ongoing rules.

C. Health Enforcement and Licensure Management System (HELMS) Update

Integrated Licensure and Regulatory System (ILRS) approached the end of its lifespan. Ms. Meyer explained there are significant financial impacts as budgeted. Nursing education data must be imported into HELMS from ILRS to be integrated. DOH projects October 2023 as the launch date.

D. Public Records Retention by NCQAC members

Ms. Meyer explained the importance of Public Records Retention. Mr. Hoehn and Ms. Mauden are developing training for NCQAC and staff.

E. Public Performance Review, March 22

Ms. Meyer explained the Public Performance Review taking place before the Governor on March 22. The presentation focuses on the Home Care Aide/Nursing Assistant to LPN Apprenticeship program.

VII. Washington Health Professional Services (WHPS) Annual Report – Grant Hulteen - DISCUSSION/ACTION

Mr. Hulteen presented the WHPS annual report. The report included program performance data from the previous calendar year, and a six-month report on the Substance Use Disorder Review Panel (SUDRP).

ACTION: Ms. Morrell moved to approve the WHPS annual report, which includes the SUDRP annual report. Ms. Moua seconded the motion. The motion passed.

VIII. 10:05 AM – 10:23 AM Public Comment

This time allowed members of the public to present comments to the NCQAC

Dr. David Keepnews – Committed to working with the new Executive Director.

Dr. Louise Kaplan – Wanted members of the public to be able to ask questions of the Executive Director candidates.

IX. Hiring New Executive Director – Yvonne Strader, Chris Archuleta - DISCUSSION/ACTION

On March 9, NCQAC members interviewed candidates for the Executive Director position. The NCQAC members voted on the candidates, those present voted via ballot, with those virtual

Hiring New Executive Director – Yvonne Strader, Chris Archuleta - DISCUSSION/ACTION Continued

completing a voice vote. Former NCQAC Chairs Dr. Soine, and Ms. Rude tabulated the votes and presented the final count to NCQAC Chair Ms. Strader.

ACTION: Ms. Strader made the offer of Executive Director to the successful candidate, Dr. Alison Bradywood.

X. Subcommittee Report – DISCUSSION/ACTION

A. Advanced Practice – Jonathan Alvarado, Chair

1. ARNP Opioid Prescribing Rule

ACTION: Mr. Alvarado moved with a second from Advanced Practice Subcommittee, to approve the proposed changes to the ARNP Opioid Prescribing Rule WAC 246-840-463 and 246-840-4659 and move forward with the filing of a CR-102. The motion passed.

B. Consistent Standards of Practice – Sharon Ness, Chair

1. Licensed Practical Nurse (LPN) and Medical Assistant (MA) Scope of Practice Comparison Table – Informational

2. NCAO 16.01 – Advisory Opinion: Opioid Use Disorder Medication Assisted Treatment – Nurse Care Managers and Scope of Practice Revision

ACTION: Ms. Ness moved with a second from the Consistent Standards of Practice Subcommittee to adopt revisions to the Opioid Use Disorder Medication Assisted Treatment – Nurse Case Management Advisory Opinion. The motion passed.

3. NCAO 31.00 – Advisory Opinion: Endoscopy - Licensed Practical Nurse Scope of Practice

ACTION: Ms. Ness moved with a second from the Consistent Standards of Practice Subcommittee to adopt the Endoscopy: LPN Scope of Practice Advisory Opinion. The motion passed.

4. F03 Advisory Opinion Procedure Revision

ACTION: Ms. Ness moved with a second from the Consistent Standards of Practice Subcommittee to adopt revisions to the Advisory Opinion Procedure. The motion passed.

C. Discipline – Adam Canary, Chair

1. Procedure A07 Anonymous Complaints

2. Procedure A08 Action in Another Jurisdiction

3. Procedure A24 Approval of Evaluators in Nurse Discipline Cases

4. Procedure A27 Sanction Standards

5. Procedure A28 Drafting and Interpreting Discipline Documents

6. Procedure A49 WHPS Referral Contracts

ACTION: Mr. Canary moved with a second from the discipline subcommittee to approve revised procedures A07, A08, A24, A27, A28, A49. The motion passed.

7. Procedure A15 Suspension or Revocation – retire procedure.

8. Procedure A42 Licensee HIV/AIDS Status – retire procedure.

9. Procedure A43 Effect of Military Status on Discipline – retire procedure.

ACTION: Mr. Canary moved with a second from the Discipline Subcommittee to retire procedures A15, A42, A43. The motion passed.

X. Subcommittee Report – DISCUSSION/ACTION Continued

D. Licensing – Dawn Morrell, Chair

1. Procedure B09 ARNP Application Exemption Requests
2. Procedure B15 Nursing Technician Not in Good Standing or Taking Leave
ACTION: Ms. Morrell moved with a second from the Licensing Subcommittee to approve revised procedures B09, B15. The motion passed.
3. Emergency Rule and Permanent Rule Consideration for WAC 246-840-030 and WAC 246-840-090
ACTION: Ms. Morrell moved with a second from the Licensing Subcommittee to file proposed amendments to WAC 246-840-030 and WAC 246-840-090. The motion passed.

E. Research – Sharon Ness, Chair – No Report

F. Education – Kimberly Tucker, Chair

1. Timeline considerations for nursing assistants who pass the state exam but delay certification.
2. Language considerations for the nursing assistant written (or oral) exam.

ACTION: Ms. Tucker moved with a second from the Education Subcommittee, to add certification timelines for nursing assistants and language considerations for the nursing assistant written or oral exam to the strategic plan. The motion passed.

XI. Education – Dr. Gerianne Babbo, Dr. Kathy Moio - DISCUSSION/ACTION

A. Nursing Assistant Program Approval Panel – Helen Myrick, Chair

1. The NCQAC considers filing a Code Reviser's form (CR-102). The packet includes the proposed language for a new Chapter 246-841A Nursing Assistants.
ACTION: Ms. Myrick moved with a second from the Nursing Assistant Program Approval Panel to approve the filing of a CR-102 to repeal chapter 246-841 WAC and chapter 246-842 WAC and consolidate requirements in a new chapter 246-841A WAC. Motion passed.
2. Nursing Assistant Annual Report for 2022.
Dr. Moio presented the annual report.

B. Nursing Education

Dr. Babbo presented updates for nursing education.

1. Washington Student Nurse Preceptorship Grant Program Advisory Committee update
2. Spring approval visits
3. Nursing program expansions

XII. Education Session – Nursing Trends: Innovations in Understanding and Employing Stem Cells in Health Care. Kathleen Shannon Dorcy Ph.D., RN, FAAN – DISCUSSION/ACTION

Dr. Kathleen Shannon Dorcy worked for 38 years at Fred Hutchinson Cancer Center. Dr. Dorcy started in Pediatric Bone Marrow Transplant then coordinating Clinical Trials and as the Director of Research and Scholarship. The presentation covered a high-level review of the immune system with a focus on the state of the science stem cells and targeted research to treat illness, specifically CAR-T cells, and cancer.

XIII. 1:00 PM – 1:15 PM Public Comment

This time allows members of the public to present comments to the NCQAC. If the public has issues regarding disciplinary cases, please call 360-236-4703.

No public comment was presented.

XIV. 1:05 PM – 1:35 PM Executive Session – Sierra McWilliams - DISCUSSION/ACTION

The NCQAC entered executive session for the purpose of discussing litigation with the Assistant Attorney General (AAG), Sierra McWilliams under [RCW 42.30.110\(1\)\(g\)](#).

This session was closed to the public, was not recorded and no minutes were taken.

ACTION: Mr. Canary moved for the NCQAC to enter Executive Session to discuss with the AAG, matters relating to litigation to which a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. Ms. Ness seconded. The motion passed.

The room was cleared of staff and guests except for those invited to remain.

XV. Petition for Rules Writing – Paula Meyer – DISCUSSION/ACTION

Ms. Meyer presents a petition for amendment of a rule received from the public.

ACTION: Ms. Daniels moved to deny the petition to open the rules to define graduate degree. request to open the rule. Mr. Canary seconded the motion. The motion passed.

XVI. 3:15 PM – 3:45 PM Nominations Committee – Sharon Ness - DISCUSSION/ACTION

Ms. Ness, chair of the Nominations Committee, presents the slate of candidates for officers: Chair, Vice Chair, Secretary/Treasurer. Nominations from the floor may be presented. The NCQAC votes for their officers at the May meeting.

Candidates may speak to NCQAC on their nomination.

Mr. Alvarado withdrew his candidacy for Vice Chair.

Slate of Candidates

Chair: Yvonne Strader

Vice Chair: Helen Myrick, Kimberly Tucker; Floor Nominations Quiana Daniels

Secretary/Treasurer: Adam Canary; Floor Nominations MaiKia Moua (declined the nomination).

XVII. 3:15 PM – 3:45 PM Nominations Committee – Sharon Ness - DISCUSSION/ACTION, Continued

ACTION: Ms. Ness moved that the NCQAC accept the slate of candidates with the addition of the nominations from the floor, Ms. Daniels. Ms. Ness and Mr. Canary supported the floor nominations. The slate of candidates was approved.

XVIII. Legislative Panel Report – Helen Myrick - DISCUSSION/ACTION

Ms. Myrick chairs the Legislative Panel. Ms. Myrick and Ms. Meyer presented a report on bills and actions taken by the panel. These bills may directly impact the work of the NCQAC.

XIX. Meeting Evaluation

XX. 3:10 PM Closing