



Washington State Board of Nursing  
111 Israel Road SE, MS 47864  
Tumwater, WA 98504  
360-236-4703

## WABON Nursing Program Approval – Post Site Visit Expectations

### What happens after the site visit concludes?

The information below provides an overview of the post-site visit procedures and expectations related to the WABON nursing program approval process when the site visit concludes.

<b>Post-Site Visit Review:</b>
The site visit team may continue to review evidence electronically after the visit to assess the programs alignment with Washington Administrative Codes ( <a href="#">WACs</a> ).
The nursing program administrator (NPA) may be asked to keep the electronic document room active for the review team.
<b>Site Visit Report (SVR) Draft:</b>
The review team will write a report addressing areas not in alignment with WACs.
The draft SVR, including program benchmarks completed by the NPA, will be sent to the NPA for assessment of statistical errors.
NPA is requested to complete the draft site visit review <b>within three weeks</b> .
<b>Timeline:</b>
The timeline for sending the draft SVR to the NPA depends on the education unit workload but aims to be within three months of the site visit's end.
<b>Notification of Statistical Errors:</b>
If no statistical errors are found, the NPA should respond via email stating so.
If there are errors, the NPA should document them in a Word document (not the SVR) and send the document to <a href="mailto:WABONEducationUnit@doh.wa.gov">WABONEducationUnit@doh.wa.gov</a>
<b>Submission of SVR:</b>
The SVR from the nursing accrediting body and the program response should be sent to <a href="mailto:WABONEducationUnit@doh.wa.gov">WABONEducationUnit@doh.wa.gov</a> as soon as possible.
<b>Decision Making:</b>
The SVR from WABON and the accrediting body will be placed on the Nursing Program Approval Panel (NPAP) agenda for decision making.
NPAP decisions are outlined in <a href="#">WAC 246-840-557</a>
<b>Letter of Decision:</b>
The nursing program will receive a letter of decision informing them of the NPAP decisions regarding next steps and/or approval.
<b>Site Visit Evaluation:</b>
The program will have an opportunity to evaluate the site visit in a short survey. Responses will be sent to the WABON research team and aggregated with other responses for the approval cycle.
Individual program evaluation responses will be kept anonymous from the WABON education unit.



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<b>Evidence Submission:</b>
Do not submit evidence of alignment with a WAC during the report writing and NPAP decision-making processes.
The opportunity to provide evidence of alignment will be detailed in the letter of decision, if indicated.
<b>Communication:</b>
Programs are encouraged to email if they have any comments or questions. <a href="mailto:WABONEducationUnit@doh.wa.gov">WABONEducationUnit@doh.wa.gov</a>