



RULE-MAKING ORDER

PERMANENT RULE ONLY

CR-103P (December 2017)
(Implements RCW 34.05.360)

CODE REVISER USE ONLY

OFFICE OF THE CODE REVISER
STATE OF WASHINGTON
FILED

DATE: August 20, 2025

TIME: 8:58 AM

WSR 25-17-091

Agency: Department of Health – Board of Nursing

Effective date of rule:

Permanent Rules

- ☒ 31 days after filing.
☐ Other (specify) _____ (If less than 31 days after filing, a specific finding under RCW 34.05.380(3) is required and should be stated below)

Any other findings required by other provisions of law as precondition to adoption or effectiveness of rule?

- ☐ Yes ☒ No If Yes, explain:

Purpose: Nurse administrator education and experience requirements for baccalaureate nursing education programs. The Washington State Board of Nursing (board) permanently adopted amendments to education and experience requirements for nurse administrators of baccalaureate nursing education programs in WAC 246-840-517 in response to Engrossed Second Substitute Senate Bill (E2SSB) 5582 (chapter 126, Laws of 2023) codified as RCW 18.79.150.

Citation of rules affected by this order:

New: None
Repealed: None
Amended: WAC 246-840-517
Suspended: None

Statutory authority for adoption: RCW 18.79.010, 18.79.110, and 18.79.150

Other authority: None

PERMANENT RULE (Including Expedited Rule Making)

Adopted under notice filed as WSR 25-12-079 on June 2, 2025 (date).
Describe any changes other than editing from proposed to adopted version:
None

If a preliminary cost-benefit analysis was prepared under RCW 34.05.328, a final cost-benefit analysis is available by contacting:

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Other: None

**Note: If any category is left blank, it will be calculated as zero.
No descriptive text.**

**Count by whole WAC sections only, from the WAC number through the history note.
A section may be counted in more than one category.**

The number of sections adopted in order to comply with:

Federal statute:	New	<u>0</u>	Amended	<u>0</u>	Repealed	<u>0</u>
Federal rules or standards:	New	<u>0</u>	Amended	<u>0</u>	Repealed	<u>0</u>
Recently enacted state statutes:	New	<u>0</u>	Amended	<u>1</u>	Repealed	<u>0</u>

The number of sections adopted at the request of a nongovernmental entity:

New	<u>0</u>	Amended	<u>0</u>	Repealed	<u>0</u>
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The number of sections adopted on the agency's own initiative:

New	<u>0</u>	Amended	<u>0</u>	Repealed	<u>0</u>
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The number of sections adopted in order to clarify, streamline, or reform agency procedures:

New	<u>0</u>	Amended	<u>1</u>	Repealed	<u>0</u>
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The number of sections adopted using:

Negotiated rule making:	New	<u>0</u>	Amended	<u>0</u>	Repealed	<u>0</u>
Pilot rule making:	New	<u>0</u>	Amended	<u>0</u>	Repealed	<u>0</u>
Other alternative rule making:	New	<u>0</u>	Amended	<u>1</u>	Repealed	<u>0</u>

Date Adopted: August 20, 2025

Name: Alison Bradywood DNP, MN/MPH, RN, NEA-BC

Title: Executive Director, Washington State Board of Nursing

Signature:



WAC 246-840-517 Nurse administrator qualification requirements in nursing education programs located in Washington state. (1) The nursing education program administrator must be a professionally and academically qualified registered nurse with an active, unencumbered Washington nursing license.

~~((Practical or Associate Degree Nursing Education Programs))~~

(2) ~~((In a nursing education program offering practical or associate degree nursing education,))~~ The nurse administrator of a practical or associate degree nursing education program must have a minimum of:

(a) The following educational qualifications:

(i) A bachelor of science in nursing (BSN) from a nursing education program accredited by a national nursing education accrediting body recognized by the United States Department of Education and a graduate degree; or

~~((b))~~ (ii) A graduate degree from a nursing education program accredited by a national nursing education accrediting body recognized by the United States Department of Education; and

~~((c))~~ (b) Preparation in education that includes teaching adults, adult learning theory, teaching methods, curriculum development, and curriculum evaluation, or two years of teaching experience in nursing education that demonstrates this type of preparation;

~~((d))~~ (c) Curriculum development and administration experience;

~~((e))~~ (d) Five years of experience as a registered nurse including two years of experience in nursing education; and

~~((f))~~ (e) Current knowledge of nursing practice at the practical nurse or associate degree program level as appropriate.

~~((Baccalaureate and Graduate Nursing Education Programs))~~

(3) ~~((In a nursing education program offering baccalaureate or graduate degrees in nursing,))~~ The nurse administrator of a baccalaureate or graduate nursing education program must have:

(a) The following educational qualifications:

(i) A graduate degree in nursing from a nursing education program accredited by a national nursing education accreditation body recognized by the United States Department of Education; and

(ii) A doctoral degree in nursing or health or a related educational field. The doctoral degree must be from a college or university accredited by both a national regional accrediting body and a national nursing accrediting body recognized by the United States Department of Education; and

~~((b))~~ (b) Preparation in education that includes teaching adults, adult learning theory, teaching methods, curriculum development, and curriculum evaluation, or two years of teaching experience in nursing education that demonstrates this type of preparation;

~~((c))~~ (c) Preparation or experience in nursing administration or educational administration; and

~~((e))~~ (d) At least five years of experience as a registered nurse including two years of experience in nursing education at or above the highest level of the nursing education program the nurse administrator will be administering.

~~The ((commission may grant an exception to the experience in nursing education requirement if the program can demonstrate that two academic years of ongoing educational consultation is provided to the nurse administrator))~~ board may grant an exception to the two years of experience in nursing education requirement, for nurse administrators of graduate nursing education programs, if the program can demonstrate that the nurse administrator will be provided with two academic years of ongoing educational mentorship by a person who meets or exceeds nurse administrator qualifications identified in this subsection.

(4) The board may grant an exception to any or all of the requirements in subsection (3)(a)(ii), (b), (c), or (d) of this section for nurse administrators of baccalaureate nursing education programs if the following conditions are met:

(a) The educational institution, parent institution, postsecondary educational institution, or governing entity submits to the board for approval within 30 days of hire a written comprehensive plan to support the nurse administrator's success in the role.

(i) The plan must address the nurse administrator's areas of exception as they relate to any or all of the requirements in subsection (3)(a)(ii), (b), (c), or (d) of this section.

(ii) The plan must include strategies such as ongoing mentorship by a qualified nurse administrator who meets or exceeds the qualifications in subsection (3)(a), (b), (c), and (d) of this section, mentorship at the academic institution, structured professional development, and additional education to address gaps in teaching methods, curriculum development, and nursing administrative experience.

(iii) An individual with two or more years of experience as an academic nurse administrator is not required to have a comprehensive plan.

(b) An evaluation of both the comprehensive plan and the performance of the nurse administrator must occur each year for a two-year period. The evaluation should involve input from the nurse administrator, mentors, nursing faculty, and administrative peers.

(c) An actionable development plan must be submitted to the board each year for two years, based on the data and analysis of the comprehensive plan and performance review of the nurse administrator.

(5) The nurse administrator shall be responsible for creation and maintenance of an environment conducive to teaching and learning through:

(a) Facilitation of the development, implementation, and evaluation of the curriculum.

(b) Communication and decision making regarding program needs, budget preparation and monitoring, and ongoing involvement with central administration and other units of the parent institution.

(c) Facilitation of faculty development and performance review for full-time and part-time faculty consistent with the policies of the institution and standards of professional nursing practice, and encouragement of faculty to seek ways of improving clinical skills and methods of demonstrating continued educational and clinical competence.

(d) Evaluation of clinical performance of nursing faculty in practice situations must be performed by a qualified licensed nurse as appropriate to the level of practice being taught.

~~((d))~~ (e) Facilitation of faculty recruitment and appointment. The nurse administrator of the nursing education program shall establish a goal for acquiring faculty with diversity in ethnicity, gender, clinical specialty and experience.

~~((e))~~ (f) Recommendation of faculty for appointment, promotion, tenure, and retention consistent with the policies of the institution and standards in this chapter.

~~((f))~~ (g) Facilitation of the development of long-range goals and objectives for the nursing program.

~~((g))~~ (h) Facilitation of recruitment, selection, and advisement of students.

~~((h))~~ (i) Assurance that the rules of the ~~((commission))~~ board are effectively implemented.

~~((i))~~ (j) Notification to the ~~((commission))~~ board of events as identified in WAC 246-840-513 and 246-840-554(3).

~~((5))~~ (6) The nurse administrator must have sufficient time provided to fulfill relevant administrative duties and responsibilities.