



WASHINGTON STATE BOARD OF NURSING (WABON)
Consistent Standards of Practice Subcommittee (CSPSC) Agenda
October 7, 2025, 12:00 p.m. to 1:30 p.m.

Join the Meeting on ZOOM
[From your computer, tablet, or smartphone](#)

United States: +1 (253) 205-0468 Meeting ID: 817 0582 5238

Committee Ella Guilford, MSN, MEd, BSN, RN, Member, Chair
Members: Quiana Daniels, BSN, RN, LPN, Member
Heleena Hufnagel, MBA-HCA, BS, Member
Tiffany Randich, RN, LPN, Pro Tem
Tamara Green, BA, RN, PMH, Pro Tem

Staff Members: Shana Johnny, DNP, RN, Nursing Practice Consultant
Seana Reichold, JD, BSN, Staff Attorney
Deborah Carlson, MSN, RN, Nursing Practice Director

Questions:

Please call (360) 236-4703 if you:

- Have questions about the agenda.
- Want to attend for only a specific agenda item.
- Need to make language or accessibility accommodations.

Language and Accessibility:

- If you plan to attend and need language or accessibility services, WABON can arrange help. Please contact us at least one week before the meeting, but no later than September 3, 2025
- Do you need this document in another format? Please call (800) 525-0127.
- Deaf or hard of hearing customers:
 - Call: 711 (Washington Relay)
 - Email: civil.rights@doh.wa.gov

Meeting Minutes:

WABON records meetings to help write accurate minutes. Minutes are approved at the WABON business meeting. WABON posts minutes on our website [Meetings | WABON](#). All minutes and recordings are public records. They are available on request from the Department of Health (DOH) at [Public Records | WA DOH](#).



WASHINGTON STATE BOARD OF NURSING (WABON)
Consistent Standards of Practice Subcommittee (CSPSC) Agenda
October 7, 2025, 12:00 p.m. to 1:30 p.m.

- I. Opening – Ella Guilford, Chair**
 - A. Call to Order: Ella Guilford
 - B. Introductions of Members, Staff and Public: Ella Guilford/Shana Johnny

- II. Standing Agenda Items**
 - A. Announcements, Hot Topics, WABON Business Meeting Updates
 - B. Review of Draft Minutes: August 6, 2025 – ACTION

- III. Old Business**
 - A. Federal Motor Carrier Safety Administration (FMCSA) Department of Transportation (DOT) Physical Examinations – UPDATE

- IV. New Business**
 - A. Field Trips and Medication Management Memo (1980) – ACTION
 - Situation:* The memo remains active guidance on WABON’s website for school field trip medication administration.
 - Background:* The memo content has been included in the Office of the Superintendent of Public Instruction’s (OSPI’s) Guidelines for Medication Administration in Schools. The memo and guidelines were published before WABON joined the Nurse Licensure Compact (NLC). WABO offers an adjunct resource, [Non-NLC State Comparison Summary: School RN Delegation – Out-of-State-Field-Trips](#) that provides a resource guide to nurses highlighting considerations that address the NLC for nurses who travel with students out of state.
 - Assessment:* The absence of NLC and related nurse licensure and delegation content in OSPI’s general medication document may lead to uncertainty with nurses and schools.
 - Recommendation:* Rescind the memo and remove it from the WABON website. Develop FAQs addressing delegation and licensure guidance for school field trips with specific reference to the NLC and multi-state practice implications.

 - B. Entrepreneurship FAQs – ACTION



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Situation: WABON staff receive numerous questions regarding registered nurses and licensed practical nurses starting a private business to provide nursing care.

Background: WABON approved at the [Business Practices for the ARNP Advisory Opinion \(January 10, 2025\)](#). The board discussed whether an advisory opinion should be created for RNs and LPNs. The board directed the CSPSC to create FAQs instead of an advisory opinion.

Assessment: The nursing laws and rules do not address nurses starting a private business. There are no laws and rules that prohibit a nurse from owning a private business to provide nursing care. The FAQs can provide other laws, rules, and guidance that could be used as resources for nurses.

Recommendation: Recommend submitting the draft Entrepreneurship FAQs to WABON.

V. Public Comment:

This time allows the public to present comments to the subcommittee. For issues regarding disciplinary cases, call (360) 236-4713.

VI. Ending Items

- A. Review of Actions
- B. Meeting Evaluation
- C. Date of Next Meeting: December 3, 2025

VII. Adjournment



WASHINGTON STATE BOARD OF NURSING (WABON)
Consistent Standards of Practice Subcommittee (CSPSC) Minutes

August 6, 2025

12:00 p.m. to 1:00 p.m.

This was a virtual meeting. For a copy of the recording,
please visit the [Washington State Department of Health Public Records Website](#)

Committee Members:

Ella Guilford, MSN, M.Ed., BSN, RN, Chair
Quiana Daniels, BSN, RN, LPN, Member
Heleena Hufnagel, MBA-HCA, BS, Member
Tiffany Randich, RN, LPN, Pro Tem
Tamara Green (Pro-Tem, BA, RN, PMH-BC)

Staff Present:

Shana Johnny, DNP, RN, Nursing Practice Consultant
Marlin Galiano, MN, RN, Nursing Practice Consultant, Ad Hoc
Seana Reichold, Staff Attorney
Luis Cisneros, Staff Attorney
Dennis Gunnarson, Administrative Assistant
Deborah Carlson, MSN, RN, Nursing Practice Director

Absent Members and Staff: Margaret Holm, JD, RN, Nursing Practice Consultant, Ad Hoc

I. Opening

- A. Ella Guilford called the meeting to order at 12:00 p.m. The Public Disclosure Statement was read for the meeting attendees. The Consistent Standards of Practice Subcommittee (CSPSC) members and support staff were introduced. Public attendees were provided with an opportunity for introductions.

II. Standing Agenda Items

- A. Announcements/Hot Topic/WABON Business Meeting Updates:
1. WABON will propose legislation for the 2026 Legislative Session aimed at amending RCW 18.79.260.
 2. The WABON meeting will be held for one day in September.
 3. The Pharmacy Commission will submit rules for Medication Assistance.
 4. This will be Dennis Gunnarson's last meeting and Marlin and Margaret will be leaving the practice unit.



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B. Review of Draft Minutes – 6/18/2025

1. The Subcommittee reviewed draft minutes and reached a consensus to take minutes to the September 2025 WABON for approval.

III. Old Business

- A. Co-Chair request** - The position description does not outline any specific credentials required for the co-chair role. Heleena Hufnagel presented her candidacy, and the subcommittee reached a consensus in support of her nomination.
- B. Dermatologic, Aesthetics, and Cosmetic Procedure Advisory Opinion Revision** – Public feedback indicated appreciation for the effort invested in developing the document and considerable feedback by public members. There was discussion surrounding substantive changes, with certain areas identified as needing further clarification. It was suggested that including FAQs related to this advisory opinion, especially concerning delegation and related disciplinary issues, would be beneficial. A consensus was reached to move forward with the document rather than postpone it, advancing it to WABON for their final decision.
- C. Dermatologic, Aesthetics, and Cosmetic Procedure FAQs** – Discussion about adding FAQs, for example, with delegation or identifying areas where nurses encounter challenges or get themselves into trouble. A consensus was reached to advance the FAQs for their final decision.
- D. Uniform Telehealth Act RN and LPN FAQ** – Discussion about separating the Uniform Telehealth Act and Telemedicine Training requirement FAQs into two different categories to improve clarity. The documents are well drafted. Amendments can be made in the future if needed. A consensus was reached to advance the document to WABON for their final decision.
- E. Telemedicine Training Requirement RN and LPN FAQ** - Discussion about separating the Uniform Telehealth Act and Telemedicine Training requirement FAQs into two different categories to improve clarity. The documents are well



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drafted. Amendments can be made in the future if needed. A consensus was reached to advance the document to WABON for their final decision.

IV. New Business

- A. Federal Motor Carrier Safety Administration (FMCSA) Department of Transportation (DOT) Physical Examinations** – A request was made by a public member seeking clarification regarding the RN scope of practice to independently perform DOT physical exams. The federal and state laws/rules are unclear to whether the RN is qualified to be certified by the FMCSA to perform DOT physical examinations. A consensus was reached to move the request to WABON for their final decision.
- B. Informed Consent FAQs RN** - The FAQs address inquiries related to the RN's role and responsibilities in obtaining informed consent when providing nursing care or implementing medical regimens. The feedback provided included a few technical and minor issues that need correction. A consensus was reached to move the request to WABON to make their final decision.
- C. Informed Consent FAQs LPN** - The FAQs address inquiries related to LPN's role and responsibilities in obtaining informed consent when providing nursing care or implementing medical regimens. The feedback provided included a few technical and minor issues that need correction. A consensus was reached to move the request to WABON to make their final decision.

V. Public Comment

- A. Improve the engagement and feedback process by expanding the meeting times.

VI. Ending Items

- A. Review of Actions
 - 1. CSPSC Minutes Draft



WASHINGTON STATE BOARD OF NURSING (WABON)
Consistent Standards of Practice Subcommittee (CSPSC) Minutes

August 6, 2025

12:00 p.m. to 1:00 p.m.

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2. Dermatologic, Aesthetics, and Cosmetic Procedure Advisory Opinion
3. Dermatologic, Aesthetics, and Cosmetic Procedure FAQs
4. Uniform Telehealth Act RN and LPN FAQ
5. Telemedicine Training Requirement RN and LPN FAQ
6. Federal Motor Carrier Safety Administration (FMSCA) Department of Transportation (DOT) Physical Examinations
7. Informed Consent FAQs RN
8. Informed Consent FAQs LPN
9. Date of Next Meeting – October 7, 2025

VII. Adjournment at 12:55 pm



Nursing Care Quality Assurance Commission

PO BOX 47864 • Olympia Washington 98504-7864

Tel: 360-236-4725 • Fax: 360-236-4738

BULLETIN NO. 31-98 ES

April 24, 1980

Field Trips and Medication Administration

There are many issues to address before district staff should assume the responsibility for administering oral medications on field trips. Section 504 may apply to the participation of a student with a disability on a field trip and to the administration of oral medications to such a student during the field trip. If the student has an existing 504 accommodation plan requiring districts to administer oral medications at school, this plan would apply to field trips as well unless there were medical reasons not to take the student with a disability on the field trip. The district must investigate whether or not staff can safely accept responsibility for the student who has the right to the field trip and who may require medication on the field trip. There are instances when the student should not go on the field trip because of the unstable/fragile nature of his/her condition and/or the nature of and/or the distance from the emergency care that might be required. There may be other solutions to permit the student to attend, such as:

1. Request the parent accompany the student and attend to the student's medical needs.
2. Assign an appropriately trained and licensed school staff person to care for the child on the trip.
3. The student carries his/her medication and self-administers with parent, physician, and school nurse permission unless the student's Section 504 plan specifically states the district staff will administer the medication.

Please note that if the student does not self-administer medication at school, the student will require training and support by parents and district staff before assuming this responsibility on a field trip. The parent, physician, and school nurse must believe the student can safely take the medication and sign the permission form to do so.

If none of these are possible, the school provides a comparable learning experience at school or in a safe location.

BULLETIN NO. 31-98 ES

April 24, 1998

All of the requirements of the oral medication statute must be met on the field trip, e.g., staff must be trained and supervised by an RN as is required when giving medication at school. Students normally taking medication at home may need to take medication while on the a field trip extending beyond normal school hours. Parents must be notified well in advance of the field trip.

If parents indicate that medication not routinely given at school will need to be given on the field trip, then the authorization to administer medication must be completed and signed by parent and physician prior to the field trip. The medication will have to be supplied by the parent in the original pharmacy bottle.

The medication will be carried on the field trip by the designated staff person(s) in a fanny pack or locked box with access limited to those giving the medication. The medication should be either in (1) the original pharmacy-labeled contained or (2) the number of doses required during the field trip are put in a properly labeled, sealed plastic bag. In the latter instance, the school nurse and the designated staff person place the medication in the envelope and record and sign a form with the name of the medication, the strength per dosage unit, the quantity, and the date. The envelope should have the following information: (1) name of student; (2) teacher and grade; (3) medication name; (4) dosage of medication to be given and does per unit of medication; (5) time medication is to be given; and (6) a space for the designated and trained staff person to sign his/her name, date, and time the medication was given to the student. The information in No. 6 should be put on a medication log sheet instead of the envelope. Upon returning to school from the field trip, the signed envelope or log sheet and any left over medication is returned to the school nurse, who will transfer the information to the regular school medication log for the student.

The school nurse and staff person should sign and date a log sheet that documents the return of the medication and signed administration log and any problems that might have occurred with the medication on the field trip.



Title: Entrepreneurship FAQ-LPN

Effective Date:

Supersedes:

Rescinded:

NursingPractice@doh.wa.gov

ARNPPPractice@doh.wa.gov

Telephone: 360 236-4703

Frequently Asked Questions (FAQ)

Category: Licensed Practical Nurse

Title: Entrepreneurship

Can the licensed practical nurse (LPN) own a business and provide nursing services independently?

Yes, and no. The LPN may own a business but is not allowed to provide nursing services independently. The LPN must work under the direction and supervision of an [authorized health care practitioner](#) or registered nurse. There are many things to consider when starting a business. Nurses must follow Federal and State laws and rules, practice within their legal scope, and follow clinical practice standards of care regardless of the setting. WABON recommends consultation with legal advisor.

[State of Washington Department of Revenue - Business Licensing Service](#)

[Open a Business | Washington Department of Revenue](#)

[RCW 18.100 Professional Service Corporations](#)

[Washington State Department of Health Care Entity Licensing Requirements](#)

[WAC 246-904 Health Care Entities](#)

[WAC 247-04-010 Determination of Facilities as Health Care Facilities](#)

[10 steps to start your business | U.S. Small Business Administration \(SBA\)](#)

[WABON Business Practices for the ARNP Advisory Opinion](#)

Other aspects need to be considered such as medical records documentation systems, confidentiality, and privacy requirements, infection control and safety requirements, laboratory licensing requirements, and medication storage and handling requirements:

[Washington State Labor and Industries: Help for Small Businesses](#)

[Occupational Safety and Health Administration \(OSHA\)](#)

[Chapter 49.17 RCW: Washington Industrial Safety and Health Act](#)

[Medical Test Sites \(MTS\) | Washington State Department of Health](#)

[Summary of the HIPAA Privacy Rule | Health and Human Services \(HHS\).gov](#)

[Pharmacy Commission Information | Washington State Department of Health](#)

[WAC 246-945-100: Minimum Compounding Standards](#)

[The Controlled Substances Act](#)



Title: Entrepreneurship FAQ-LPN

Effective Date:

Supersedes:

Rescinded:

NursingPractice@doh.wa.gov

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[eCFR :: 21 CFR 205.50 – Minimum Requirements for the Storage and Handling of Prescription Drugs and for the Establishment and Maintenance of Prescription Drug Distribution Records](#)

[eCFR :: 21 CFR 801.109 -- Prescription Devices](#)

[eCFR :: 21 CFR Part 1306 -- Prescriptions](#)

[Washington State Board of Nursing: Practicing Nurses](#)

Does the licensed practical nurse (LPN) need a facility license to start a nursing business?

It depends. The requirement for a separate license to start a nursing business depends on the type of business established. Additional licenses or certifications may be necessary depending on the services provided. For example, a facility license may be required to open a home health agency, hospice or hospice care agency, home care agency, nursing pool, adult family home, assisted living facility, or adult family home. WABON recommends consultation with a legal advisor.

[Licenses, Permits & Certificates | Washington State Department of Health](#)
[Residential Care Services | DSHS](#)

Does the licensed practical nurse (LPN) need a business license to start a nursing business?

WABON does not have authority regarding the requirements for a business license to start a nursing business. WABON recommends contacting the Washington State Department of Revenue for guidance. WABON recommends consultation with a legal advisor.

[Open a business | Washington Department of Revenue](#)

What legal structure should the licensed practical nurse (LPN) choose for their nurse business?

Choosing the right legal structure is crucial for starting a nursing business. Common options include sole proprietorship, partnership, professional limited liability (PLLC), or corporation. Each structure has its own advantages and disadvantages. WABON recommends consultation with legal advisor.

[Open a business | Washington Department of Revenue](#)



Title: Entrepreneurship FAQ-LPN

Effective Date:

Supersedes:

Rescinded:

NursingPractice@doh.wa.gov

ARNPPPractice@doh.wa.gov

Telephone: 360 236-4703

Can the licensed practical nurse (LPN) operate as a self-employed nurse contractor, working with health care facilities/agencies?

Yes, the LPN may operate as a self-employed nurse contractor, working with health care facilities/agencies or provide private-duty nursing care. The LPN must provide nursing care under the direction and supervision of an [authorized health care practitioner](#) or registered nurse. The LPN must follow all state and federal laws and regulations. WABON recommends consultation with a legal advisor.

[State of Washington Department of Revenue - Business Licensing Service](#)

[Open a Business | Washington Department of Revenue](#)

[RCW 18.100 Professional Service Corporations](#)

[Washington State Department of Health Care Entity Licensing Requirements](#)

[WAC 246-904 Health Care Entities](#)

[WAC 247-04-010 Determination of Facilities as Health Care Facilities](#)

[10 steps to start your business | U.S. Small Business Administration \(SBA\)](#)

Other aspects need to be considered such as medical records documentation systems, confidentiality, and privacy requirements, infection control and safety requirements, laboratory licensing requirements, and medication storage and handling requirements:

[State of Washington Department of Revenue - Business Licensing Service](#)

[Occupational Safety and Health Administration \(OSHA\)](#)

[Chapter 49.17 RCW: Washington Industrial Safety and Health Act](#)

[Washington State Laboratory Quality Assurance Website](#)

[Medical Test Sites \(MTS\) | Washington State Department of Health](#)

[Summary of the HIPAA Privacy Rule | Health and Human Services \(HHS\).gov](#)

[Pharmacy Commission Information | Washington State Department of Health](#)

[WAC 246-945-100: Minimum Compounding Standards](#)

[The Controlled Substances Act](#)

[eCFR :: 21 CFR 205.50 – Minimum Requirements for the Storage and Handling of Prescription Drugs and for the Establishment and Maintenance of Prescription Drug Distribution Records](#)

[eCFR :: 21 CFR 801.109 -- Prescription Devices](#)

[eCFR :: 21 CFR Part 1306 -- Prescriptions](#)

[Washington State Board of Nursing: Practicing Nurses](#)



Title: Entrepreneurship FAQ-LPN

Effective Date:

Supersedes:

Rescinded:

NursingPractice@doh.wa.gov

ARNPPPractice@doh.wa.gov

Telephone: 360 236-4703

Can the licensed practical nurse (LPN) perform private duty nursing care?

Yes, the LPN may perform private duty nursing care under the direction and supervision of an [authorized health care practitioner](#) or registered nurse. This can be through a private contract with a patient or through an agency, such as through the [Washington State Department of Social and Health Services \(DSHS\)](#).

DRAFT



Title: Entrepreneurship FAQ-RN

Effective Date: TBD

Supersedes:

Rescinded:

NursingPractice@doh.wa.gov

ARNPPPractice@doh.wa.gov

Telephone: 360 236-4703

Frequently Asked Questions (FAQ)

Category: Registered Nurse

Title: Entrepreneurship

Can the registered nurse (RN) own a business to provide nursing services independently?

Yes, an RN may independently own a business to provide nursing services. There are many things to consider when starting and owning a business. Nurses must follow Federal and State laws and rules, practice within their legal scope, and follow clinical care practice standards regardless of the setting. WABON recommends consulting with a legal advisor. Resources:

[State of Washington Department of Revenue - Business Licensing Service](#)

[Open a Business | Washington Department of Revenue](#)

[RCW 18.100 Professional Service Corporations](#)

[Washington State Department of Health Care Entity Licensing Requirements](#)

[WAC 246-904 Health Care Entities](#)

[WAC 247-04-010 Determination of Facilities as Health Care Facilities](#)

[10 steps to start your business | U.S. Small Business Administration \(SBA\)](#)

[WABON Business Practices for the ARNP Advisory Opinion](#)

Other important considerations include, medical records documentation systems, confidentiality and privacy, infection control and safety, laboratory licensing, and medication storage and handling:

[Washington State Labor and Industries: Help for Small Businesses](#)

[Occupational Safety and Health Administration \(OSHA\)](#)

[Chapter 49.17 RCW: Washington Industrial Safety and Health Act](#)

[Medical Test Sites \(MTS\) | Washington State Department of Health](#)

[Summary of the HIPAA Privacy Rule | Health and Human Services \(HHS\).gov](#)

[Pharmacy Commission Information | Washington State Department of Health](#)

[WAC 246-945-100: Minimum Compounding Standards](#)

[The Controlled Substances Act](#)



Title: Entrepreneurship FAQ-RN

Effective Date: TBD

Supersedes:

Rescinded:

NursingPractice@doh.wa.gov

ARNPPPractice@doh.wa.gov

Telephone: 360 236-4703

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[Washington State Board of Nursing: Practicing Nurses](#)

Does the registered nurse (RN) need a facility license to start a nursing business?

It depends. The requirement for a separate license to start a nursing business depends on the type of business established. Additional licenses or certifications may be necessary depending on the services provided. For example, a facility license may be required to open a home health agency, hospice or hospice care agency, home care agency, nursing pool, adult family home, assisted living facility, or adult family home. WABON recommends consulting with a legal advisor.

[Licenses, Permits & Certificates | Washington State Department of Health](#)
[Residential Care Services | Department of Social and Health Services](#)

Does the registered nurse (RN) need a business license to start a nursing business?

WABON does not have authority regarding the requirements for a business license to start a nursing business. WABON recommends contacting the Washington State Department of Revenue for guidance. WABON recommends consulting with a legal advisor.

[Open a Business | Washington Department of Revenue](#)

Can the registered nurse (RN) operate as a self-employed nurse contractor working for health care facilities/agencies?

Yes, the RN may operate as a self-employed, independent nurse contractor, working for health care facilities/agencies. The RN must follow all state and federal laws and regulations. WABON recommends consulting with a legal advisor. Resources:

[State of Washington Department of Revenue - Business Licensing Service](#)

[Open a Business | Washington Department of Revenue](#)

[RCW 18.100 Professional Service Corporations](#)

[Washington State Department of Health Care Entity Licensing](#)

[Washington State Department of Health Care Entity Licensing Requirements](#)

[WAC 246-904 Health Care Entities](#)

[WAC 247-04-010 Determination of Facilities as Health Care Facilities](#)



Title: Entrepreneurship FAQ-RN

Effective Date: **TBD**

Supersedes:

Rescinded:

NursingPractice@doh.wa.gov

ARNPPPractice@doh.wa.gov

Telephone: 360 236-4703

[10 steps to start your business | U.S. Small Business Administration \(SBA\)](#)

Other aspects need to be considered such as medical records documentation systems, confidentiality, and privacy requirements, infection control and safety requirements, laboratory licensing requirements, and medication storage and handling requirements:

[Washington State Labor and Industries: Help for Small Businesses](#)

[Occupational Safety and Health Administration \(OSHA\)](#)

[Chapter 49.17 RCW: Washington Industrial Safety and Health Act](#)

[Medical Test Sites \(MTS\) | Washington State Department of Health](#)

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[Pharmacy Commission Information | Washington State Department of Health](#)

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[eCFR :: 21 CFR Part 1306 -- Prescriptions](#)

[Washington State Board of Nursing: Practicing Nurses](#)

Can the registered nurse (RN) perform private duty nursing care?

Yes, the RN may perform private duty nursing care independently or interdependently under the direction of an [authorized health care practitioner](#) to perform medical regimens. This can be through a private contract with a patient or through an agency, such as through the [Washington State Department of Social and Health Services \(DSHS\)](#).