

WYOMING STATE BOARD OF NURSING

Board Meeting Minutes

April 6 – 9, 2009

Voting Numbers on all decisions and motions are as follows: IN FAVOR – OPPOSED – ABSTAINING – ABSENT

SUBJECT	DISCUSSION	ACTION TAKEN	ACTION REQUIRED
Call to Order		Meeting called to order by President Zettl at 8:15 a.m., April 6, 2009.	
Declaration of Quorum		President Zettl declared a quorum present.	
Reordering of Agenda	<p>The hearing for Amanda Carubie, Docket #06-7-090 and Genevieve Trogden, Docket #06-7-121 will not go forward as a continuance was requested.</p> <p>The hearing for Dorothy Barthell, Docket #05-6-155 and Jill Johnson, Docket #05-6-168 was cancelled as Settlement Agreements have been signed.</p> <p>The Practice Committee meeting has been moved to Tuesday, April 7, 2009 at 8:00 a.m.</p> <p>The Discipline Committee will meet Thursday, April 9, 2009 at 8:30 a.m.</p> <p>The following items were added to the agenda:</p> <ul style="list-style-type: none">• Attorney General’s Opinion on records retention.• Transition to Practice FAQ• TERCAP Power Point presentation• National Governors Association Health Care Reform Task Force• American Journal of Nursing• Tuition Reimbursement Request – Executive Director, Mary Kay Goetter• Kelly Johnson, Docket #05-6-140• Kevin Franke, Docket #08-106• Dorothy Barthel, Docket #05-6-155• Jill Johnson, Docket #05-6-168	Docket #05-096 was added to the agenda for the Board’s consideration in accepting the signed settlement agreement.	
Board Meeting Minutes January 5-9, 2009 February 17, 2009	<ul style="list-style-type: none">• Discussion of the <i>Action Required</i> from the minutes of the January Board meeting continued with celebratory events for the 100 year anniversary in conjunction with the October, 2009 Board Meeting. Also, in following through with the request of former Member Heuck,	<ul style="list-style-type: none">• Motion made by Member Clausen and seconded by Member Williamson: “The Wyoming Board of Nursing will propose that the NCSBN limit the attempts to take the	Dr. Stepan, Practice & Education Consultant, will contact the NCSBN <i>Core Requirements</i> committee with the request that NCLEX attempts be limited to 5

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	<p>the Board discussed the NCSBN recommendation for unlimited attempts on the NCLEX.</p> <ul style="list-style-type: none"> The minutes of the February 17 special teleconference Board Meeting were reviewed. 	<p>NCLEX exam to five times in five years, reflecting the proposed rule for licensure by the Wyoming Board of Nursing.” Motion carried 7-0-0-0.</p> <ul style="list-style-type: none"> Motion made by Member Williamson and seconded by Member Burr: “The Board of Nursing approves the minutes from the special Board Meeting February 17, 2009.” Motion carried 4-0-3-0. Vice President Wasserburger, Member Deselms and Member Burr abstained from voting. 	<p>in 5 years.</p> <p>Ms. Reid, Executive Assistant, to finalize minutes, obtain signatures and post to website.</p>
CNA II with Medication Administration Certification	<p>JoAnn Farnsworth, RN, Cheri Benander, RN, Cindy Rankin, RN, Paul DeLap, RN, and Faith Hill, RN, joined the meeting by phone. The Board discussed the draft rules for CNA II with Medication Administration Certification which combines an earlier draft version of the CNA II with medication administration certification. This draft emphasizes the nurse’s decision-making authority in terms of delegation according to the CNA’s training and skill. President Zettl expressed concern regarding the use of CNA IIs in acute care although the draft rules indicate that advanced skills of the CNA II can be delegated to provide care to stable patients only. In addition, the delegation of these tasks is patient- centered and at the discretion of the licensed nurse. There was discussion that it would be up to the facility whether they would decide to hire these individuals. Information from Arizona indicates this has allowed RNs to perform other duties which may increase patient safety. Dr. Stepan</p>	<p>Motion made by Member Clausen and seconded by Vice President Wasserburger: “The Board of Nursing approves the release of draft proposed CNA II Medication Certification rules to provide education and get feedback from nurses, facilities and the general public, in preparation for adoption by the Board.” Motion carried 7-0-0-0.</p>	<p>Executive Director Goetter and Dr. Stepan will organize educational forums around the state and possibly arrange for a guest speaker.</p>

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	advised conducting education forums across the State for educators, administrators and nurses. Dr. Stepan will explore inviting a speaker from a state that successfully uses CNA IIs with medication administration certification.		
Review of Public Comments	The Board reviewed the comments received during the public comment period for the proposed rules and regulations. Main points of comment were Chapter 4: requiring prescriptive authority to all Certified Registered Nurse Anesthetists, Chapter 5: increase of licensing fees and Chapter 6: requirement of face-to-face hands on clinical education in nursing programs. Assistant Attorney General Sean Chambers discussed hearing etiquette and that the hearing was strictly for accepting public comment, not for deliberation or discussion. Attorney Chambers provided specific instructions to President Zettl in terms of conducting the hearing.		
Board Education	The Board reviewed “Changes in Healthcare Professions’ Scope of Practice: Legislative Considerations”		Executive Assistant Reid will post on website and Executive Director Goetter will e-mail to Senator Charles Scott.
Verification of Licensure for Veteran’s Administration (VA) Employees	Executive Director Goetter explained the change in verification procedures for VA employees. Nationwide, VA hospitals may no longer accept the online verification and must have actual signed verification from our office. The cause for the change in procedure is that some websites are not updated in real time, which may allow for hiring fraudulent practitioners.		WSBN office staff will continue to process verification requests submitted with the required \$40 fee from all VA hospitals.
Employment Opportunities	Executive Director Goetter explained to the Board the WSBN gets several requests to list nursing position openings on our website. Board	Motion made by Member Clausen and seconded by Member Deselms: “Listing employment opportunities is	Executive Director Goetter will write a scripted response referring requests to the

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	members felt it was not the mission of the WSBN to post job opportunities.	not related to the mission of the Wyoming Board of Nursing. Requests for listing of employment opportunities will be referred to the Wyoming Workforce Center.” Motion carried 7-0-0-0	Wyoming Workforce Center.
Letter from Alicia LePard	The Board reviewed the letter dated January 20, 2009 from Alicia LePard, questioning the Board’s authority in reimbursement of tuition for Executive Director Goetter. Ms. Goetter is a State employee and entitled to the same reimbursement opportunities as all other State of Wyoming employees. Ms. LePard also questions tuition reimbursement for Bridget Horne, former Compliance Consultant. Ms. Horne is mistakenly referred to as a “consultant” and not a staff member, when in fact the Compliance Consultant is a staff member of WSBN and also entitled to tuition reimbursement under Chapter 4, Section 8 of the State of Wyoming Compensation Policy. As a self-sustaining board, the fees collected from all licensees/certificate holders, and other revenue-generating sources go toward all board expenses, including staff salaries, education , training, and administrative requirements of the WSBN.		Executive Director Goetter to provide a yearly executive summary to the nurses in Wyoming to include statistics to be published in the Wyoming Nurse Reporter. Executive Assistant Reid will post productivity statistics on the website. A written response will be sent to Ms. LePard.
<i>UNBECOMING A NURSE Bypassing the Hidden Chemical Dependency Trap</i>	The Board reviewed information on <i>UNBECOMING A NURSE Bypassing the Hidden Chemical Dependency Trap</i> by Paula Davies Scimeca, RN, MS. Executive Director Goetter encouraged the Board to view the website: www.unbecominganurse.org		No action required.
Commission on Graduates of Foreign Nursing Schools (CGFNS)	The Board reviewed the letter from CGFNS dated January 29, 2009 concerning foreign education practical nurses and simulated clinical education and the news release dated February 2,		All board members to be aware that some foreign educated nurses do not receive any clinical education other

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	<p>2009, <i>CGFNS International Partners with HHRDC to Deliver International Standards for Professional Nurses Program in China.</i></p>		<p>than simulation. No other action required.</p>
Attorney General's Office	<ul style="list-style-type: none">• Request for Attorney General Opinion – Retention Schedule: The Board reviewed the Attorney General's Opinion concerning retention of expired applications. Assistant Attorney General Sean Chambers said it is an agency decision as to how long to keep records and there is no law on this subject. The current retention schedule 08-071 allows for destruction of expired, non-disciplinary applications two years after the expiration date. The Board conferred with Senior Assistant Attorney General Angela Dougherty, Assistant Attorney General Bill Pilger and Assistant Attorney General Sean Chambers to establish an acceptable retention schedule for expired applications, taking into consideration evidentiary value.• Executive Director Goetter introduced Assistant Attorney General Sean Chambers as the new WSBN legal representative. Mr. Chambers replaces Senior Assistant Attorney General Ken Nelson after restructuring at the Attorney General's Office to allow for one attorney to represent the healthcare boards.• Board support for outside agencies: The Board discussed Memorandums of Understanding between WSBN and other State agencies and felt that agreements should not be entered into unless they are directly related to the mission of the Board.	<ul style="list-style-type: none">• Motion made by Member Clausen and seconded by Member Burr: "Retain applications for licenses and certificates governed by the Wyoming State Board of Nursing for forty (40) years from the date of expiration." Motion carried 7-0-0-0.• Motion made by Member Clausen and seconded by Member Williamson: "It is the policy of the Wyoming State Board of Nursing to enter into memoranda of understanding and issue statements of support only to federal and state agencies and	<p>Executive Assistant Reid will contact State Archives for revision of retention schedule 08-071. Board staff must consider options for how best those records will be retained.</p>

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National Council State Boards of Nursing (NCSBN)	<ul style="list-style-type: none">• The Board reviewed the NCSBN Meeting Schedule. Executive Director Goetter, Fiscal & HR Coordinator Stillahn and Executive Assistant Reid will attend the IT Summit in Austin, Texas; this will be funded by NCSBN.• Board Investigator and Attorney Workshop: Compliance Consultants Burnett and Hefflin will attend through NCSBN funding. The Board discussed sending either Senior Assistant Attorney General Angela Dougherty or Assistant Attorney General Bill Pilger. The Attorney General’s Office would not fund their attendance as it would be at the request of the Board. If the attorneys were to attend the workshop, WSBN would need to pay.• Annual Meeting: NCSBN will fund two delegates: President Zettl and Executive Director Goetter and two alternates: Vice President Wasserburger and Member Burr. Dr. Stepan is a member of the <i>Innovations in Education Regulation Committee</i> and does not know if NCSBN funding will support her attendance. . President Zettl expressed the opinion that if not, Dr. Stepan’s travel should be funded by WSBN since she is a member of an NCSBN committee.• Mid-Year Meeting: President Zettl informed the Board this was a beneficial seminar and learned	<p>departments as they directly relate to the mission of the board.” Motion carried 7-0-0-0.</p> <ul style="list-style-type: none">• Motion made by Vice President Wasserburger and seconded by Member Clausen: “After consulting with the prosecuting assistant Attorney General assigned to the Board of Nursing, the Board will not be sending a representative from the Attorney General’s Office to the NCSBN Board Investigator and Attorney Workshop May 19-21 but will look into the availability of participating in a Webinar.” Motion carried 7-0-0-0.	<ul style="list-style-type: none">• Executive Director Goetter to research the availability of a Webinar for the Board Investigator and Attorney Workshop.• Dr. Stepan to research the availability of NCSBN funding for her attendance at the Annual Meeting. ED Goetter to request resource funding from NCSBN for the two alternates.

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	<p>ways the leadership team of the Board President and the Executive Director can be more effective.</p> <ul style="list-style-type: none"> • Transition to Practice: Dr. Stepan discussed the Transition to Practice: Promoting Public Safety and the ideas of preceptorship of new nurses and internship for nurses post graduation. She will receive more information during the Annual Meeting. • TERCAP: Compliance Consultant Burnett presented an overview TERCAP (Taxonomy of Error, Root Cause Analysis and Practice-responsibility) with a recommendation to use TERCAP reporting form for all complaints to enhance consistent data collection and processing. It was suggested by the Board to pilot TERCAP for 3-6 months and then report the results back to the Board. 	<ul style="list-style-type: none"> • Motion made by Member Williamson and seconded by Member Burr: “The Wyoming Board of Nursing will pilot the TERCAP form for complaints for six months. The Compliance Consultant will report to the Board at its October 2009 meeting.” Motion carried 7-0-0-0. 	<ul style="list-style-type: none"> • Compliance Consultants Burnett and Hefflin to incorporate the TERCAP form for complaints and prepare to report during the October 2009 Board Meeting.
	<ul style="list-style-type: none"> • The Board reviewed <i>Tips for Dealing with the Media</i>. • The Board reviewed <i>National Governors Association Health Care Reform Task Force</i>. • The Board reviewed the <i>American Journal of Nursing</i> articles (<i>Who’s Watching</i> (Mason, 2009), <i>Protecting the Public from Bad Nurses and Probation and Recidivism: Remediation among Disciplined Nurses</i>) as well as NCSBN’s response to misinformation that was published in AJN. 		<ul style="list-style-type: none"> • No action required. • No action required. • No action required.
Practice	<ul style="list-style-type: none"> • Advanced Practice Registered Nurse Advisory Committee Formation: The Board discussed issues of budget concerns and the necessity of the committee now that three APRNs are on the Board. 	<ul style="list-style-type: none"> • Motion made by the Practice Committee: “Four advanced practice registered nurses (NP, CRNA, CMN, CNS), the WSBN Advanced 	<p>Dr. Stepan will draft letters conveying the content of the motions from the Board.</p>

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Some members felt it would be good to have other healthcare professionals on the committee but others felt they could be invited to meetings for consult if the need arises.

Practice Member, the Practice and Education Consultant and/or the Executive Director will comprise the advisory committee; the APRN committee members will serve a term of 3 years with a limit of 6 years total (or two consecutive terms); each of the four areas of advanced practice will elect/appoint a representative; APRNs must hold a current license in the State of Wyoming. The committee may invite persons from other health care disciplines to join the committee on a case-by-case basis to discuss issues that require additional expertise and input.”
Motion carried 7-0-0-0.

- The Board reviewed a request for Advisory Opinion from Donia Andersen, RN, MHA and Erin Rooney, RN, BSN, Cheyenne Regional Medical Center regarding Titration of Epidural Pump Rates.

- Motion made by the Practice Committee: “The Wyoming Board of Nursing rescinds Advisory Opinion 02-110 Management of Analgesia by Catheter – RN. The Board advises the Cheyenne, Regional Medical Center to use the Decision Tree in making a decision about titration of epidural pump rates. National professional organizations (such as American Society for Pain Management, Association for Women’s Health, Obstetric and Neonatal Nurses, AWHONN, and

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		the American Nurses Association position statement) should be consulted for guidelines.” Motion carried 7-0-0-0.	
	<ul style="list-style-type: none"> • The Board reviewed the American College of Physicians Collaboration Statement. • The Board reviewed e-mails from Adele Gilpin, JD, PhD, questioning medical device definitions in Wyoming. 	<ul style="list-style-type: none"> • Motion made by the Practice Committee: “Dr. Stepan will respond in writing to Dr. Gilpin that advanced practice nurses with prescriptive authority “may prescribe, administer, dispense or provide non-prescriptive and prescriptive medications including pre-packaged medications, except schedule I drugs as defined in W.S. 35-7-1013 and 35-7-1014 [NPA 33-21-120(a)(i)(A)].” Motion carried 7-0-0-0. 	<ul style="list-style-type: none"> • No action required.
Summary of Education Programs	Dr. Stepan presented the “Summary of the Educational Programs” report with the updates from the January 2009 meeting. She explained that the report now shows statistics for all Wyoming graduates rather than just those testing in Wyoming.		No action required.
Faculty Qualification Sheet Revision	The Board reviewed the revised Faculty Qualification Sheet (FQS). Dr. Stepan noted this is a direct reflection of what was discussed during the January 2009 Board Meeting. The Board suggested collaboration with the Nursing Educators of Wyoming (NEW) for suggestions on further revision.	<ul style="list-style-type: none"> • Motion made by Member Williamson and seconded by Member Burr: “To adopt the revised faculty qualification sheet prepared by Practice and Education Consultant Mary Beth Stepan, as amended.” Motion carried 7-0-0-0. • Motion made by 	<ul style="list-style-type: none"> • Dr. Stepan will create a model FQS to send out with annual report information. • Dr. Stepan will

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University of Wyoming	<ul style="list-style-type: none">• Mary McFarland, EdD, RN, and Mary Burman, PhD, APRN, BC, University of Wyoming Dean and Professor were present by phone. Dr. McFarland presented the site visit report.• The Board reviewed FQS for Sandra Cole, Debra Retz, Mary Anne Purtzer, Janice Beeken and Teresa Wolff.• The Board reviewed the letter to Dr. Burman from CCNE dated March 18, 2009.• The Board reviewed the BRAND Loan Repayment Program.	<p>Member Williamson and seconded by Member Burr: “To send out faculty qualification sheet (FQS) and annual report form to the Nursing Educators of Wyoming for their information and input for further revisions.” Motion carried 7-0-0-0.</p> <ul style="list-style-type: none">• Motion made by the Education Committee: “The Board recommends continued full approval of the University of Wyoming Fay W. Whitney School of Nursing for the next 10 years. The Board acknowledges receipt of the annual report by the School of Nursing and recognizes efforts by the UFWFW School of Nursing to rewrite its basic BSN curriculum. The Board also commends the School of Nursing on its advising process and congratulates the school on the quality of its program, faculty, administrator and support from the university. The board would like to see a more specific action plan to address the low NCLEX pass rate by the July Board meeting, including use of HESI test results and remediation. The Board also would like the School of Nursing to more fully refine	<p>forward the FQS to NEW for input and further revisions.</p> <p>Dr. Stepan will draft a letter conveying the content of the motions from the Board.</p>

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content mapping for its curriculum. The Board looks forward to a follow-up in July of 2010 of the content mapping and demonstration of the theoretical underpinnings of the program and program outcomes.” Motion carried 6-0-1-0.

Member Deselms abstained from voting.

- Motion made by the Education Committee: “The Board acknowledges receipt of the UW School of Nursing faculty qualification sheets for Sandra Cole, Debra Retz, Mary Anne Purtzer, Janice Beeken and Teresa Wolf. The Board commends UW for recruiting exceptional faculty.” Motion carried 6-0-1-0. Member Deselms abstained from voting.
- Motion made by the Education Committee: “The Board acknowledges receipt of the application form developed by the UW School of Nursing for BRAND students who wish to receive state funding for tuition. The Board suggests additional criteria be developed to evaluate the applicants’ commitment and financial resources.” Motion carried 6-0-1-0. Member Deselms

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Casper College	Janet Sandy, MS, APRN, BC and Jolene Knaus, MS, RN, Director of Nursing, Casper College were connected via telephone. Ms. Sandy presented the site visit report.	Motion made by the Education Committee: “The Board of Nursing appreciates the attention given by Casper College nursing program administrators to areas not meeting standards in the program identified earlier by the Board, including faculty qualifications and student retention. The Board is glad to see that an interim site visit January 28-30, 2009, identified as strengths the community support and classroom observations. The Board requests an action plan related to the areas of faculty development, student retention and program evaluation, using the site visit report comments to guide development of the plan. The plan should be submitted to the Board by its meeting in July 2009, with evaluation of outcomes submitted in July 2010. Please note that nursing programs in Wyoming are required to submit faculty qualification sheets to the Board of Nursing for all faculty, including part-time and adjunct faculty. Also please note it is required that faculty who do not hold a master’s degree in nursing be working on a five-year plan to earn their master’s degree.” Motion carried 6-0-	abstained from voting. Dr. Stepan will draft a letter conveying the content of the motion from the Board.

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Northwest College	<p>The Board reviewed the following:</p> <ul style="list-style-type: none">• 90 day Interim Report• Revised 5 year plan – Terri Bossow• 5 year plan – Melissa McMillen <p>Dr. Stepan informed the Board Randy Graham is no longer the Director of the LPN program and Theresa Karter is no longer the Director of the Nursing program. Cody Nielson is the Interim Director of Northwest College in Powell, Wyoming</p>	<p>1-0. President Zettl abstained from voting.</p> <p>Motion made by the Education Committee: “The Board acknowledges receipt of the Northwest College nursing faculty qualification sheets and five-year plans for Melissa McMillen and for Terri Bassow for completion of master’s degrees. The Board acknowledges receipt of the 90-day interim report on the college’s outreach practical nurse program’s action plan. The Board commends the college on beginning the work of developing congruence between NW College mission and values and the nursing program philosophy and mission. The Board looks forward to receiving further refinement and completion of the project, noting values 5 and 6 are missing from the nursing objectives. We suggest the clinical experience related to NRST 2605 be increased to the equivalent of one semester credit hour (45 hours) and include prenatal care and primary pediatric care experiences (primary care office). We also commend the revisions made to your clinical evaluation and systemic plan for program evaluation. We look forward to seeing the results of implementation of the program evaluation and assessment of outcomes.”</p> <p>Motion carried 7-0-0-0.</p>	<p>Dr. Stepan will draft a letter conveying the content of the motion from the Board.</p>

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Northern Wyoming Community College District – Gillette	The Board reviewed the Faculty Mentoring Program and the FQS for Crissy Hunter.	Motion made by the Education Committee: “The Board commends Gillette College on development of a mentoring plan to help new faculty adjust to the classroom and Gillette College. We encourage mentors to spend time with new faculty to reinforce teaching and learning components of the orientation program, especially those components in Section III. The Board acknowledges receipt of the faculty qualification sheet for Crissy Hunter and her five-year plan for completion of an MSN in 2013. We note she has yet to complete her 20 clock hours of educational instruction.” Motion carried 7-0-0-0.	Dr. Stepan will draft a letter conveying the content of the motion from the Board.
Laramie County Community College	The Board reviewed Education Plans for : <ul style="list-style-type: none">• Melanie Srinual• Rae Anne White• Lee Carruthers• Celia Teague• Peg Bratton and FQS for: <ul style="list-style-type: none">• Nancy Halsey• Jean Zlomke• Angela Crespo• Rebecca Deibert The Board also reviewed the letter from Jennifer Anderson, MS, RN, Director of Nursing dated March 26, 2009 regarding the new online LPN to RN course beginning January 2010. The Board expressed concern that possibly the five week clinical is too compressed.	Motion made by the Education Committee: “The Board grants a waiver to Peg Bratton, faculty at LCCC, so she may continue in the nursing program at LCCC with a master’s degree in gerontology. Program administrators will continue to assure that she has the expertise necessary for the courses she is assigned to teach. The Board acknowledges receipt of faculty qualification sheets for Jean Zlomke, Celia Teague and Nancy Halsey as master’s prepared faculty. The Board acknowledges receipt of the faculty qualification sheets and five-year education plans for Melanie Srinual, Rae Anne White and Lee Carruthers.	Dr. Stepan will draft a letter conveying the content of the motion from the Board.

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Eastern Wyoming College	<p>Richard Holcomb, PhD, Eastern Wyoming College (EWC) was available by phone. The Board discussed the Education Committee's concerns regarding the proposed outreach LPN program: a director has not been hired and a full education plan has not been submitted. Dr. Holcomb informed the Board EWC had two people interested in the director position in the Douglas area, unfortunately they could not accept the position. EWC advertised in the Wyoming Nurse Reporter as well as Nebraska and Colorado. They are also planning a direct mailing to all master's prepared RNs in Wyoming. Dr. Stepan reminded Dr. Holcomb that much of the philosophy and curriculum</p>	<p>The Board acknowledges receipt of faculty qualification sheets for Angela Crespo and Rebecca Deibert and looks forward to seeing their education plans. In July we would like to see complete program of study for each faculty with a timeline for completion, documentation that the individuals have been accepted into the degree program and documentation related to course completion with grades. We commend LCCC and nursing program administrator Jennifer Anderson for development of an on-line LPN-to-RN program that includes face-to-face clinical instruction. However, we suggest LCCC configure the five weeks of clinical into two sessions with a break in the middle to facilitate assimilation and role transition." Motion carried 7-0-0-0.</p> <p>Motion made by the Education Committee: "The Board acknowledges receipt of documentation for EWC's proposed outreach LPN program in Douglas, in response to comments from the Board of Nursing in July 2008. Please note that according to Board of Nursing Administrative Rules and Regulations, Chapter 6, Section 2(a)(B), application for provisional approval may be made when:</p> <ol style="list-style-type: none">i. A qualified nurse administrator has been appointed and there are	<p>Dr. Stepan will draft a letter conveying the content of the motion from the Board.</p>

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	<p>of the program needs to be determined new director so filling this position is critical to program approval. She explained without all of this in place it is premature to present this program to the Board.</p>	<p>sufficient qualified faculty to initiate the nursing education program;</p> <p>ii. A written proposed nursing education program plan, developed in accordance with the standards for nursing, has been submitted...”</p> <p>Please see Section 7 for the Standards of Nursing Education.</p> <p>The Board will act when the application for provisional approval is complete. Meanwhile, the Board is concerned about the difficulty of completing application for provisional approval for consideration by the Board at its meeting July 6, 2009, in time for the planned enrollment of the first class in January of 2010. This would require submission of the application by June 19. Please advise prospective students of the revised time line for enrollment.” Motion carried 6-0-1-0. Member Clausen abstained from voting.</p>	
University of Nebraska	<p>The Board reviewed faculty qualification sheets and request for approval of clinical courses.</p>	<p>Motion made by the Education Committee: “The Board acknowledges receipt of the faculty qualification sheets for University of Nebraska faculty who precept students in Wyoming facilities. The Board appreciates receiving a complete set of materials relating to the curriculum.” Motion carried 7-0-0-0.</p>	<p>Dr. Stepan will draft a letter conveying the content of the motion from the Board.</p>

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Newport International University (NIU)	Dr. Stepan informed the Board the Wyoming Department of Education gave notice to Newport International University that April is the last month they can operate in the State. The Higher Learning Commission put NIU on notice that they discontinue the accreditation process. Nancy Spector of NCSBN encourages WSBN to report the program to FITS (Falsified Identity Tracking System) which is an internal document not shared outside of State Boards of Nursing that allows tracking of questionable programs and fraudulent activity.	Motion made by Member Clausen and seconded by Vice President Wasserburger: “To list Newport International University on the Falsification of Identity Tracking System because the accreditation agency, the Higher Learning Commission, recommends that the school not continue with its accreditation process.” Motion carried	Dr. Stepan will work with Nancy Spector, NCSBN to place NIU on FITS.
Budget	Fiscal Coordinator Stillahn presented the Administration and Nursing Assistant budget as of March 31, 2009. The Board also reviewed and discussed Governor Freudenthal’s Budget Information Request dated February 12, 2009 to all State agencies. Ms. Stillahn explained the request for 5% - 10% budget cuts for FY10. Discussion of cuts in travel series which would require limiting in-state and out-of-state travel for Board staff. The Board discussed the possibility of renegotiating the current lease on the building and delegated to WSBN Executive Director and staff the duty of making any necessary budgetary modifications. . The Board reviewed the request from Executive Director Goetter for tuition reimbursement for Spring 2009.	<ul style="list-style-type: none">• Motion made by Member Williamson and seconded by Member Burr: “Representatives of the Board of Nursing and Administration and Information will meet with the owner of the Board offices at 1810 Pioneer Ave., to discuss renegotiation of the lease.” Motion carried 7-0-0-0.• Motion made by Member Burr and seconded by Member Williamson: “The Wyoming Board of Nursing will reimburse 75 percent of the tuition for Executive Director Mary Kay Goetter for the Spring 2009 semester. This action follows the State of Wyoming Compensation Policy, Chapter 4, Section 8(2)(c) “the agency head or designee may approve reimbursement for up to 75 percent of	Fiscal Coordinator Stillahn and Executive Assistant Reid to organize a meeting with A&I and property owners. Executive Director Goetter will draft a response by May 5 th , 2009 to Richard Cox concerning the 5% to 10% budget cuts requested by the Governor.

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Discipline	The Board entered into Executive Session at 1:55 p.m. Wednesday April 8, 2009, to consult with attorneys. Open session resumed at 3:45 p.m.	<p>tuition and other course-related expenses, except for text books or other materials... ” Motion carried 7-0-0-0.</p> <ul style="list-style-type: none"><li data-bbox="911 583 1219 940">• Motion made by Member Clausen and seconded by Vice President Wasserburger: “The Board will go into Executive Session to consult with its attorney to receive information concerning disciplinary action. The session begins at 1:55 p.m.” Motion carried 7-0-0-0.<li data-bbox="911 951 1219 1434">• Motion made by Member Burr and seconded by Member Deselms: “The Board directs Compliance Consultant Patti Hefflin to work with Angela Dougherty of the AG Office to compose a letter to WPAP reviewing issues described in executive summary written by Hefflin for the Board dated March 10, 2009.” Motion carried 7-0-0-0.<li data-bbox="911 1444 1219 1833">• Motion made by Member Burr and seconded by Member Deselms: “The Wyoming State Board of Nursing will pay for repeat DCI background checks on license or certificate applicants that are requested by the Application Review Committee.” Motion carried 7-0-0-0.<li data-bbox="911 1843 1219 1894">• Motion made by Member Deselms and	<ul style="list-style-type: none"><li data-bbox="1252 951 1500 1192">• Compliance Consultant Hefflin will work with Senior Assistant Attorney General Angela Dougherty to draft a letter to WPAP.<li data-bbox="1252 1843 1500 1894">• Compliance Consultant Burnett

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		<p>seconded by Member Burr: “The Board directs Compliance and Discipline Consultant to write a letter to all health care organizations in the State of Wyoming requesting consistent application of the provisions of the Wyoming Nurse Practice Act. The Board staff, in conjunction with the Attorney General’s staff, also will write a letter of awareness to employers in the State of Wyoming known to the Board to have employed, APRNs, RNs, LPNs or CNAs without a valid license or certificate.” Motion carried 7-0-0-0.</p> <ul style="list-style-type: none">• Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Docket No. 07-8-069, James Judd, LPN #6137. Motion carried 5-0-2-0. President Zettl and Member Williamson abstained from voting.• Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Docket No. 07-8-035, Kico Vasco, CNA #10359. Motion carried 5-0-2-0. Member Williamson and Member Burr abstained from voting.• Motion made by the	<p>to write a letter in conjunction with the Executive Director & Attorney General’s Office to all health care organizations in the state The purpose of this letter is to remind employers of the NPA and Ad R& R regarding licensed and unlicensed nursing practice.</p> <ul style="list-style-type: none">• Compliance Consultants Burnett and Hefflin to obtain required signatures for all final Settlement Agreement, Stipulation and Orders and report discipline to Nursys and HIPDB as applicable.

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		<p>Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Docket No. 05-6-168, Jill Johnson, RN #23016. Motion carried 6-0-1-0. Member Williamson abstained from voting.</p> <ul style="list-style-type: none">• Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Docket No. 05-6-140, Kelly Johnson, RN #20125. Motion carried 6-0-1-0. Member Williamson abstained from voting.• Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Docket No. 06-7-090, Amanda Carubie, CNA #15752. Motion carried 6-0-1-0. Member Williamson abstained from voting.• Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Docket No. 06-7-121, Genevieve Trogden, RN #21186. Motion carried 6-0-1-0. Member Williamson abstained from voting.• Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Docket No. 06-7-170, Susan Herrmann, RN #20499. Motion carried 6-0-1-0. Member Williamson	

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		<p>abstained from voting.</p> <ul style="list-style-type: none">• Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Docket No. 06-7-023, Jody Shine, RN #13367. Motion carried 5-0-2-0. President Zettl and Member Williamson abstained from voting.• Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Docket No. 07-8-050, Susanna Patterson, RN #24463. Motion carried 5-0-2-0. President Zettl and Member Williamson abstained from voting.• Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Docket No. 05-6-155, Dorothy Barthel, CNA #9265. Motion carried 6-0-1-0. Member Williamson abstained from voting.• Motion made by the Discipline Committee to accept the Settlement Agreement, Stipulation and Order for Docket No. 08-106, Kevin Franke, RN #18116, subject to correction of name of hospital, Mountain View Regional Hospital. Motion carried 5-0-2-0. President Zettl and Member Williamson abstained from voting.	

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Rules and Regulations	<p>The Board reviewed all comments received during the public comment period. Based on public comment, the Board made the following changes: Chapter 1, Section 6(lxxiv): Remove “or nursing assistant program”. Chapter 2, Remove Section 12(a)(ii)(A)(I): “During the thirty-one (31) day grace period, the licensee/certificate holder is not licensed and is not allowed to practice.” Chapter 4, Section 1(a)(A) changed to certified registered nurse anesthetist (CRNA), certified nurse-midwife (CNM), clinical nurse specialist (CNS), or certified nurse practitioner (CNP), to be consistent with NCSBN statement. “Specialty” will be changed throughout the chapter to “role and population foci”.</p> <p>Chapter 5: In response to public concern, the fee increase has been changed from 50% to 25%.</p> <p>Chapter 6, Section 7(b)(i)(B)(II) change to read : Have a doctorate degree with either a master’s degree or doctorate degree in nursing.</p> <p>Board staff will respond in writing to all those that commented and attended the hearing. Copies of the responses will be sent with the rules packet to the Governor and LSO. President Zettl asked that a meeting be scheduled with Wendy Curran, Policy Analyst, Governor’s Office. President Zettl, Secretary Herman and Executive Director Goetter will attend. The Board wishes to thank Ken Nelson, Senior Assistant Attorney General, NEW, and Marcia Dale for their support.</p>	<ul style="list-style-type: none">• Motion made by Member Deselms and seconded by Member Williams: “Approve (Chapter 1) with the following correction: (lxxiv) delete “or nursing assistant training.” Motion carried 7-0-0-0.• Motion made by Member Deselms and seconded by Member Burr: “Approve Chapter 2 with the following changes: Section 12 (a)(ii)(A)(I) – Delete entirely. Section 12 (b) Add after “state” delete period, insert comma, and add “unless the renewal application and fee is received within 31 days grace period after the expiration date.” Section 12 (d) delete “for violation(s) of” and insert “in”. Motion carried 7-0-0-0.• Motion made by Member Burr and seconded by Member Williamson: “Approve Chapter 3 as proposed.” Motion carried 7-0-0-0.• Motion made by Member Burr and seconded by Vice President Wasserburger: “Approve Chapter 4 with the following changes: Section 1 (a)(ii)(A) after “limited to,” insert “certified”. Throughout chapter, replace “specialty” with “role and population foci.” In the place of “clinical specialist nurse	<ul style="list-style-type: none">• Board staff will draft and mail responses to all comments and prepare rules packet for delivery to Governor and LSO.

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		<p>practitioner,” replace with the terms “certified registered nurse anesthetist,” “certified nurse midwife,” “clinical nurse specialist” and “certified nurse practitioner.”</p> <p>Section 2(a)(i) After “registered nursing”, delete semicolon and insert “and/or” and the text from (ii). Delete (iii) and insert (ii).” Motion carried 7-0-0-0.</p> <ul style="list-style-type: none">• Motion made by Vice President Wasserburger and seconded by Member Clausen: “Amend fee increase in Chapter 5 from 50 percent to 25 percent.” Motion carried 7-0-0-0.• Motion made by Member Deselms and seconded by Member Burr: “Chapter 6, Section 7(b)(B)(II) Delete current wording and insert “Have a doctorate with either a master’s or doctorate degree in nursing; and” Section 2(c)(i) After “at least every 8 years” insert “to 10 years”. Motion carried 7-0-0-0.• Motion made by Member Burr and seconded by Vice President Wasserburger: “Approve Chapter 7 as proposed.” Motion carried 7-0-0-0.• Motion made by Member Burr and seconded by Member Williamson: “Approve Chapter 8 as proposed.”	

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Strategic Plan	President Zettl informed WSBN staff they would like no more FYI items on the agenda and would like executive summaries for the budget report in the interest of efficient Board meetings. Education Committee meetings will be held prior to the Board Meeting and all other committee meetings will be held the first morning of the Board Meeting which will usually be on Monday. The Board proposed to meet Monday, July 6, 2009, at Member Clausen’s residence for strategic planning and start the Board Meeting on Tuesday morning at the Board office.	Motion carried 7-0-0-0. • Motion made by Member Burr and seconded by Member Williamson: “Approve Chapter 9 as proposed.” Motion carried 7-0-0-0.	WSBN staff will create future agendas to accommodate Board’s request.
Adjournment		Motion made by Member Clausen and seconded by Member Burr: “Adjourn 1:15 p.m.” Motion carried 7-0-0-0	No action required.

Submitted by:

JoAnn Reid, Executive Assistant, Recorder

Jennifer Zettl, BSN, RN, President

Tracy Wasserburger, RNC, Vice President

Marguerite Herman, Secretary