



Wyoming State Board of Nursing

Disciplinary Committee Charge

Structure

Members:

The Disciplinary Committee (Committee) is comprised of Board members who are tasked with investigations of complaints of nurses or nursing assistants to make recommendations to the Board for disciplinary action. The Committee will be comprised of no greater than two (2) Board members as determined. The Committee members are selected by the Executive Director or designee on a case by case basis.

Attendance at the Committee may include the WSN Executive Director; the Board's Prosecuting Attorney and invited Board staff responsible for investigation activities related to complaints as determined (all in Ex-officio capacity).

Meetings:

The Committee will meet as needed. The date/time and type of meeting i.e. conference call, internet call or face-to-face will be determined by the committee members.

Scope

Purpose:

The Committee serves to provide preliminary decision making regarding complaints initiated against a licensee or certificate holder in the State of Wyoming. The Committee will engage in investigation of complaints, as well as consideration of additional information that may determine whether to recommend dismissal or disciplinary action. In urgent matters, the Committee may institute summary suspension proceedings. As any proposed limitation to practice under a nursing license or certificate gives rise to a right to hearing, the Committee members may be required to testify regarding the basis for recommended disciplinary action of a licensee or certificate holder.

Opportunity:

The Committee recognizes the investigation of complaints against nurses or nursing assistants serves an important public safety function of the Board, ensuring licensees or certificate holders are appropriately disciplined and do not present any safety to practice issues if permitted to continue to practice.

Function**Disciplinary Committee Charge:**

1. To recognize that certain complaints against nurses or nursing assistants are sufficiently urgent to require action by means of summary suspension to protect the public while an investigation and further recommendations or action by the Board takes place.
2. To engage in investigations of complaints against licensees and certificate holders and make recommendations for disciplinary action based upon findings.
3. To make recommendations to the Board regarding needed tools or resources to assist in thorough investigations.
4. To make recommendations to the Board regarding policy, including rulemaking, and procedures for the disciplinary process.

Desired Impact: The following desired impacts will be achieved.

1. Thorough investigation of complaints to determine if the licensee or certificate holder has committed a violation of the Nurse Practice Act and/or the Board's rules, which may include a recommendation for disciplinary sanction.
2. Analysis of information indicating possible trends that may influence disciplinary considerations.
3. Analysis of disciplinary processes to confirm that the policies or procedures needed to accomplish thorough investigations are modified or improved.

Impact Measured By:

1. At least quarterly reporting to the Board regarding activities of the Committee and issues presented by current procedure.
2. At least annual review of disciplinary complaints to determine if additional policies or procedures should be implemented.
3. At least annual review of the Nurse Monitoring Program regarding effectiveness of monitoring of nurses or nursing assistants per disciplinary orders to determine if additional policies or procedures should be implemented.