

**WEST VIRGINIA BOARD OF EXAMINERS FOR
REGISTERED PROFESSIONAL NURSES
March 23-24, 2017**

A Board meeting was held on March 23-24, 2017 at the office of the WV Board of Examiners for Registered Professional Nurses at 90 MacCorkle Avenue SW, South Charleston, WV 25303.

BOARD MEMBERS PRESENT:

TARA F. HULSEY, PhD, RN, CNE, FAAN, PRESIDENT

TERESA RITCHIE, DNP, APRN FNP-BC, SECRETARY

NANCY V. ATKINS, MSN, APRN WHNP-BC

L. ANN BOSTIC, DNP, APRN CRNA
Absent Day One

DORIS F. BURKEY, DNP, MSN, APRN FNP-BC

JUDY NYSTROM, PUBLIC MEMBER
Absent Day Two

THERESA L. DENNISON, PUBLIC MEMBER

BOARD STAFF PRESENT:

SUE A. PAINTER, DNP, RN, EXECUTIVE DIRECTOR
Absent Day Two

ALICE R. FAUCETT, JD, GENERAL COUNSEL & DIRECTOR OF DISCIPLINE
Absent Day Two

ROBIN A. LEWIS, Ed.D, MSN, APRN, FNP-BC, ASSOCIATE DIRECTOR

MARGARET "MARTY" ALSTON, DIRECTOR OF OPERATIONS

MARCH 23, 2017

CALL TO ORDER

The meeting was called to order by Tara Hulsey, Board President at 10:30 a.m.

March 23-24, 2017
Board Meeting

QUORUM

With the required number of members being present a quorum was established.

INTRODUCTION OF GUESTS

The Board recognized the visitors present for the meeting.

1. ACCEPTANCE OF AGENDA A. AGENDA

- 1.A.** Theresa Dennison made a motion to accept the agenda as revised by moving item #14 to Day Two, March 24, 2017 and to move Item # 23 and #24 to Day One, March 23, 2017 . Doris Burkey offered the second. The motion carried.

2. REVIEW AND CONSIDERATION OF MEETING MINUTES A. OCTOBER 21-22, 2017

- 2.A.** Judy Nystrom made a motion to approve the minutes as submitted. Theresa Dennison offered the second. The motion carried.

B. JANUARY 16, 2017

- 2.B.** Nancy Atkins made a motion to approve the minutes as corrected. Teresa Dennison offered the second. The motion carried.

C. JANUARY 19, 2017

- 2.C.** Doris Burkey made a motion to approve the minutes as submitted. Judy Nystrom offered the second. The motion carried.

D. FEBRUARY 6, 2017

- 2.D.** Teresa Ritchie made a motion to approve the minutes as submitted. Judy Nystrom offered the second. The motion carried.

3. OPEN FORUM

3. There was no one present desiring to speak during the Open Forum.

4. REVIEW AND CONSIDERATION OF THE BOARD'S ANNUAL REPORT OF THE BIENNIUM

4. Teresa Ritchie made a motion to approve the Annual Report. Nancy Atkins offered the second. The motion carried.

5. REVIEW AND CONSIDERATION OF DIALYSIS TECHNICIAN EXAM SERVICES RE-APPROVALS

5. Dr. Robin Lewis provided a report on this agenda item. Teresa Ritchie made a motion to approve the report on Dialysis Technician exam services re-approvals. The second was offered by Doris Burkey. The motion carried.

6. REVIEW AND CONSIDERATION OF DIALYSIS TECHNICIAN TRAINING PROGRAM APPROVALS

6. Dr. Robin Lewis provided a report on this agenda item. Doris Burkey made a motion to approve the report on Dialysis Technician training program approvals. The second was offered by Judy Nystrom. The motion carried.

7. REVIEW AND CONSIDERATION OF DIALYSIS TECHNICIAN UPDATE REPORT

7. Dr. Robin Lewis provided a report on this agenda item. Teresa Ritchie made a motion to approve the Dialysis Technician update report. The second was offered by Doris Burkey. The motion carried.

8. REVIEW AND CONSIDERATION OF BILLS OF INTEREST FROM THE 2016 REGULAR LEGISLATIVE SESSION

8. The Executive Director provided a report and update on the bills of interest to the Board. A discussion ensued.

**9. REVIEW AND CONSIDERATION OF
CHAPTER 30-7C-3E and 30-7C-9**

9. The Executive Director provided the Board with information regarding to Chapter 30-7C-3E and 30-7C-9 related to Dialysis Technicians and limiting the number of days to practice on a temporary permit. Teresa Ritchie made a motion to defer this decision until and assessment is completed by the Dialysis Technician Work Force. The second was offered by Nancy Atkins. The motion carried.

**10. REVIEW AND CONSIDERATION OF
PROPOSED RULE CHANGES RELATED
TO:**

**A. LEGISLATIVE RULE WV19CSR8
LIMITED PRESCRIPTIVE
AUTHORITY**

- A. The Executive Director provided the Board an update on this topic. No action was taken.

**B. LEGISLATIVE RULE WV19CSR3
MISCONDUCT**

- B. The Executive Director provided the Board an update on this topic. No action was taken.

11. BUDGET INFORMATION

**A. REVIEW AND CONSIDERATION OF
PURCHASE CARD EXPENDITURE
REPORTS FOR SEPTEMBER,
OCTOBER, NOVEMBER AND
DECEMBER 2016 AND JANUARY
2017**

- 12.A. The report was reviewed and questions answered by the Board's Executive Assistant Director of Operations Marty Alston. Doris Burkey made a motion to approve the P-Card reports as submitted. Judy Nystrom offered the second. The motion carried.

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**B. REVIEW AND CONSIDERATION
OF EXPENDITURES TO DATE**

- B.** The related reports were reviewed for content and form. Doris Burkey made a motion to approve the reports. Judy Nystrom offered the second. The motion carried.

**C. REVIEW AND CONSIDERATION OF
FUNDING FOR FY2018**

- C.** The Board reviewed the budget submitted for FY2018.

12. NCSBN MIDYEAR MEETING UPDATE

- 12.** Dr Tara Hulseley, Board President and the Executive Director attended this conference provided the Board with the highlights of the meeting.

**13. REVIEW AND CONSIDERATION OF WV
RESTORE REPORTS**

- 13.** The Board reviewed and considered the WV Restore reports as presented. Mike Brown and Jan Gentry were not present for the review. Teresa Ritchie made a motion to approve the WV Restore reports as presented. The second was offered by Nancy Atkins. The motion carried.

**14. REVIEW AND CONSIDERATION OF
SUBSTANCE USE DISORDER
WORKGROUP REPORT**

- 14.** This agenda item was deferred until Day Two of the Agenda. On Day Two of the meeting Ann Bostic presented a report from the Substance Use Disorder Workgroup. A report is filed herewith.

**15. REVIEW AND CONSIDERATION OF
MEETINGS TO ATTEND**

**A. LIMITED TRAVEL FOR
REMAINDER OF FY 2017**

- 15.A.** The Board president requested the minutes reflect that due to the increase in our expenditures for this fiscal year, mainly due to the move to the new office space, all travel that is an expense

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on the Board has been curtailed for the remainder of the fiscal year.

**23. REVIEW AND CONSIDERATION OF
JOINT ADVISORY COUNCIL ON LIMITED
PRESCRIPTIVE AUTHORITY REPORT**

23. This item was moved forward from Day Two of the Agenda.

**24. REVIEW AND CONSIDERATION OF 2018
MEETING DATES AND TIMES**

24. This item was moved forward from Day Two of the Agenda.

RECESS

The meeting was recessed 11:35am.

**DAY TWO
MARCH 24, 2017**

CALL TO ORDER

The meeting was called to order by Board President Tara Hulseley at 9:00 AM.

QUORUM

With the required number of members being present a quorum was established. Absent were Sue A. Painter, Executive Director, Alice Faucett, General Counsel/Director of Discipline and Judy Nystrom, Public Board Member.

INTRODUCTION OF GUESTS

The Board recognized the visitors present for the meeting.

16. REVIEW AND CONSIDERATION OF THE EDUCATION COMMITTEE RECOMMENDATIONS TO THE BOARD

16. Nancy Atkins made a motion to accept the recommendations from the Education Committee. The second was offered by Theresa Dennison. The motion carried.

17. REVIEW AND CONSIDERATION OF EDUCATION PROGRAM REPORTS, REQUESTS, AND PROGRAM APPROVAL STATUS

A. BRIDGEVALLEY COMMUNITY & TECHNICAL COLLEGE

1. PROGRAM REQUEST TO CLOSE THE ACCELERATED LICENSED PRACTICAL NURSE PROGRAM, INTENT TO PLAN AN ACCELERATED LICENSED PRACTICAL NURSE/PARAMEDIC TO REGISTERED NURSE ADVANCED PLACEMENT PROGRAM

- 17.A.1 The Board reviewed the program from Bridgevalley Community and Technical College to close the accelerated licenced practical nurse program with the intent to plan an accelerated licensed practical nurse/paramedic to registered nurse. Nancy Atkins made a motion to accepted the program report on admission requirement of a high school graduation or equivalent and to no longer require program reports on admission requirement of a high school graduation or equivalent. And to continue approval of the BridgeValley Community & Technical College associate degree nursing program and licensed practical nurse to associate degree nursing program with full accreditation status until March 31, 2018. Also to approve the curriculum change for the licensed practical nurse to registered professional nurse program. And, to approve the paramedic to associate degree nursing program with provisional accreditation with a start date to begin fall 2017. A second was offered by Ann Bostic. The motion carried.

**B. SALEM INTERNATIONAL
UNIVERSITY**

**1. PROGRAM REPORT ON
LICENSURE PASSAGE RATE,
CURRICULUM
IMPLEMENTATION,
FACULTY, FACULTY
DEVELOPMENT AND
NATIONAL NURSING
ACCREDITATION PROGRESS**

17.B.1 The Board reviewed the program report on licensure passage rate, curriculum implementation, faculty development and national nursing accreditation progress for Salem International University. Doris Burkey made a motion to accept the program report on licensure passage rate, curriculum implementation, faculty, faculty development and national nursing accreditation progress. And to require a program report on licensure passage rate, curriculum implementation, faculty, faculty development and national nursing accreditation progress 30 days prior to each Education Committee meeting. The second was offered by Nancy Atkins. The motion carried

**2. PROGRAM REQUEST TO
DEFER WV RN BOARD
SPRING SITE VISIT UNTIL
AFTER CURRENT COHORT
STARTS RN CORE COURSES**

17.B.2 The Board reviewed a request from Salem International University to defer the spring site until after the current cohort starts their RN core courses. Ann Bostic made a motion to approve the program request to defer the spring 2017 site visit until after the current cohort starts RN Core Courses in May 2017. The second was offered by Teresa Ritchie. The motion carried.

**3. ANNUAL REVIEW AND
APPROVAL
CONSIDERATION FOR
SALEM INTERNATIONAL
UNIVERSITY ASSOCIATE
DEGREE NURSING
PROGRAM**

17.B.3 The Board reviewed approved Salem International University associate degree nursing program. A motion was made by Teresa Ritchie to approve the associate degree program with provisional accreditation status until a site visit can be completed in 2017.

**C. UNIVERSITY OF CHARLESTON
BECKLEY ASSOCIATE DEGREE IN
NURSING PROGRAM**

**1. PROGRAM REPORT ON NATIONAL
NURSING ACCREDITATION
CORRESPONDENCE, FACULTY
VACANCIES AND CURRICULUM
IMPLEMENTATION**

17.C.1 The Board reviewed the program report on national nursing accreditation correspondence, faculty vacancies and curriculum implementation. A motion was made by Teresa Ritchie to approve the program report and to require a program report on faculty vacancies, faculty workload, faculty development, curriculum implementation and national nursing accreditation thirty (30) days prior to each Education Committee meeting.

**2. FIRST CALENDAR YEAR REPORT
OF GRADUATES ON THE
NATIONAL LICENSURE
EXAMINATION, ANNUAL REVIEW
AND APPROVAL CONSIDERATION
FOR UNIVERSITY OF
CHARLESTON BECKLEY
ASSOCIATE DEGREE NURSING
PROGRAM**

17.C.2 The Board reviewed the first year report of graduates on the national licensure examination, annual review and approval consideration for the University of Charleston associate degree program. Doris Burkey made a motion to accept the program report on national nursing accreditation correspondence, faculty vacancies and curriculum implementation and requires a program report on faculty vacancies, faculty workload, faculty development, curriculum implementation, national nursing accreditation progress, licensure pass rate and an NCLEX-RN action plan with curriculum mapping 30 days prior to each Education Committee Meeting. The second was offered by Nancy Atkins. The motion carried.

**3. PROGRAM REQUEST FOR
ADMISSION INCREASE**

17.C.3 The Board reviewed a program request from the University of Charleston for an increase of admissions from fifteen (15) students for each cohort of students fall and spring to an increase of twenty (20) students for each cohort of students fall and spring. Teresa Ritchie made a motion to deny the admission increase request for the University of Charleston Beckley program. The second was offered by Ann Bostic. The motion carried.

4. PROGRAM REQUEST FOR CURRICULUM CHANGE

- 17.C.4** The Board reviewed a curriculum change request from the University of Charleston. Ann Bostic made a motion to approve the curriculum change and to require a curriculum change implementation report thirty (30) days prior to each Education Committee meeting. The second was offered by Teresa Ritchie. The motion carried.

D. WEST LIBERTY UNIVERSITY

**1. PROGRAM INTENT PLAN
BACCALAUREATE OF ARTS-
BACCALAUREATE OF SCIENCE TO
BACCALAUREATE OF SCIENCE IN
NURSING PROGRAM AND
APPLICATION FOR THE
BACCALAUREATE OF ARTS-
BACCALAUREATE OF SCIENCE TO
BACCALAUREATE OF SCIENCE IN
NURSING PROGRAM**

- 17.D.4** The Board reviewed information related to the above titled request. Teresa Ritchie made a motion to approve the new baccalaureate of arts - baccalaureate of science to baccalaureate of science in nursing program at West Liberty University with provisional accreditation status and require curriculum implementation reports thirty (30) days prior to each Education Committee Meeting. . The second was offered by Nancy Adkins. The motion carried.

E. WEST VIRGINIA JUNIOR COLLEGE

**1. PROGRAM REPORT ON ADMISSIONS,
INSTITUTIONAL ACCREDITATION
TRANSITION, AND DIRECTOR
LEADERSHIP REPORT**

- 17.E.1** The Board reviewed information related to the program on admissions, institutional accreditation transition, and Director leadership report from West Virginia Junior College. Nancy Atkins made a motion to approve the program report and to require a program report on admissions, institutional accreditation progress with ABHES and Director leadership development.

**2. PROGRAM REQUEST TO CLOSE THE
LICENSED PRACTICAL NURSE TO
ASSOCIATE DEGREE NURSING
PROGRAM AND TO INCREASE
ADMISSIONS IN THE ASSOCIATE
DEGREE NURSING PROGRAM**

- 17.E.2** The Board reviewed information related to program request to close the licensed practical

nurse to associate degree nursing program and to increase admissions in the associate degree nursing program. Teresa Ritchie made a motion to approve the program request to close the LPN-ADN program and to require progress reports on the teach-out plan until the last graduate completes the program. And to approve the request to expand the associate degree nursing (ADN) program to 40 new admissions in each cohort every September beginning with the September 2017 cohort. The second was offered by Doris Burkey. The motion carried.

**3. PROGRAM REQUEST TO CHANGE
ADMISSION CRITERIA AND ADVANCED
STANDING POLICY**

17.E.3 The Board reviewed information related to program request made from the West Virginia Junior College to change admission criteria and advanced standing policy. A motion was made by Nancy Atkins to approve the admissions criteria and advanced standing policy change. The second was offered by Ann Bostic. The motion carried.

**4. PROGRAM REQUEST TO CHANGE HOUR
CONVERSION FOR COURSES**

17.E.4 The Board reviewed information related to program request by West Virginia Junior College to change the hour conversion for courses. Doris Burkey made a motion to approve the associate degree the program request to change clock to credit hour conversion from 92 to 90 total quarter credits. The second was offered by Ann Bostic. The motion carried.

**F. WEST VIRGINIA NORTHERN
COMMUNITY COLLEGE**

**1. ANNUAL REVIEW AND APPROVAL
CONSIDERATION FOR WEST
VIRGINIA NORTHERN
COMMUNITY COLLEGE
WHEELING CAMPUS LICENSED
PRACTICAL NURSE TO
ASSOCIATE DEGREE NURSING
PROGRAM AND ASSOCIATE
DEGREE NURSING PROGRAM,
WEIRTON ASSOCIATE DEGREE
NURSING PROGRAM AND NEW
MARTINSVILLE CAMPUS
ASSOCIATE DEGREE NURSING
PROGRAM**

17.F.1 The Board reviewed the annual report for West Virginia Northern Community College, Wheeling campus licensed practical nurses to associate degree nursing program and associate degree nursing program, Weirton associate degree nursing program and the New Martinsville campus associate degree nursing program. Doris Burkey made a motion to continue the approval of the West Virginia Northern Community College Wheeling Campus licensed practical nurse to associate degree nurse program with full accreditation status until March 31, 2018. To approve the Wheeling Campus associate degree nurse program and Weirton Campus associate degree nursing with full accreditation status until March 31, 2018; and, to continue the approval of the New Martinsville Campus associate degree nursing program with provisional accreditation status. The second was offered by Ann Bostic. The motion carried.

2. PROGRAM REQUESTS TO INCREASE ADMISSIONS IN THE WHEELING AND WEIRTON CAMPUS ASSOCIATE DEGREE NURSING PROGRAMS AND TO CONTINUE CEASED ADMISSIONS IN THE NEW MARTINSVILLE CAMPUS ASSOCIATE DEGREE NURSING PROGRAM

17.F.2 The Board reviewed information related to program requests to increase admissions in the Wheeling and Weirton campus associate degree nursing programs and to continue ceased admissions in the New Martinsville Campus associate degree nursing program. Teresa Ritchie made a motion to approve the program request to increase admissions in the Wheeling Campus associate degree nurse program to 42 new admissions each year and the Weirton Campus associate degree nursing program to 18 new admission each year; and also to approve the institution's request to continue ceased admissions at the New Martinsville Campus. The second was offered by Doris Burkey. The motion carried.

Tara Hulseley, Board President, Teresa Ritchie, Board Secretary and Board Member Nancy Atkins recused themselves from the meeting and left the room during the discussion related to West Virginia University. Ann Bostic took over as Chair during the discussion.

**G. WEST VIRGINIA UNIVERSITY
SCHOOL NURSING**

**1. MONTGOMERY CAMPUS
BACCALAUREATE OF
SCIENCE IN NURSING
PROGRAM COMPLAINT**

- 17.G.1** The Board reviewed information related to complaints received from Duane Napier, MSN, Interim Chair of the Nursing Department at the University of Charleston that on October 5, 2016 West Virginia University Institute of Technology (WVUIT) BSN program used Angela Gartin, RN as a preceptor on the TMH OB unit and on November 8, 2016 that the unit clerks at TMH OB made assignments for WVUIT students, that a WVUIT student asked a UC faculty member if they could follow the UC faculty member, and that WVUIT BSN students were working with ADN nurses. Investigation conducted by Board staff. Response received from Ms. Gartin that she does not function in the capacity of a clinical preceptor for WVUIT BSN. The response from WVUIT is Ms. Gartin does not function in the capacity as a preceptor for the WVUIT BSN program. Response from program is WVUIT utilizes hospital staff as preceptors for OB and there is a designated BSN preceptor on days WVUIT students are assigned to OB clinical at TMH. The complaints were referred to general counsel for review and consideration. A discussion ensued. Evelyn Klocke, Chair of the program was present during the discussion and answered questions from the Board. No action was taken.

Tara Hulseley, Teresa Ritchie and Nancy Atkins returned to the room after completion of the discussion and decisions related to West Virginia University. Dr. Hulseley resumed chairing the meeting.

**18. REVIEW AND CONSIDERATION OF
STAFF PARAMETERS FOR FACULTY
QUALIFICATIONS**

- 18.** The Associate Director provided the Board with information related staff parameters for faculty qualifications. Teresa Ritchie made a motion to reaffirm

**19. CLARIFICATION OF BOARD STANDARD
RELATED FACULTY-TO-STUDENT RATIO**

- 19.** The Associate Director provided the Board with information received asking the Board for clarification of the Board standards of the faculty to student ratio in clinical settings. Teresa Ritchie made a motion to reaffirm that the faculty to student ratio in the clinical settings cannot exceed the one (1) faculty to 8 students (1:8) ratio. Ann Bostic seconded the motion. The motion carried.

20. DISCIPLINARY REVIEW COMMITTEE

**A. REVIEW AND CONSIDERATION OF
REPORT & RECOMMENDATIONS**

- 20.A.** This agenda item was deferred until the June 2017 Board meeting.

**B. REVIEW AND CONSIDERATION OF
DRC RECOMMENDED
PARAMETERS**

- 20.B.** This agenda item was deferred until the June 2017 Board meeting.

C. MISCELLANEOUS

**1. SUMMARY SUSPENSION
PROCESS**

- 20.C.1** This agenda item was deferred until the June 2017 Board meeting.

**2. NURSYS - NURSE ALERT
FEATURE**

- 20.C.2** This agenda item was deferred until the June 2017 Board meeting.

AGENDA ITEM 21 A. THROUGH 21.D. WAS DISCUSSED ON DAY ONE OF THE MEETING

21. REVIEW AND CONSIDERATION OF EXECUTIVE DIRECTOR REPORT

A. LICENSURE VERIFICATION VIA NURSYS

21.A. The Executive Director provided an update to the Board on the verification via NURSYS process. **(This agenda item was discussed on Day One of the meeting)**

B. UPDATE ON NCSBN DATABASE OPTIMAL REGULATORY BOARD SYSTEM (ORBS)

21.B. The Executive Director provided an update to the Board on the NCSBN Database Optical Regulatory Board System (ORBS). **(This agenda item was discussed on Day One of the meeting)**

C. UPDATE ON DRUG TESTING FOR CASES IN DISCIPLINE PROCESS

21.C. The Executive Director provided an update on drug testing for cases in the discipline process. **(This agenda item was discussed on Day One of the meeting)**

D. UPDATE ON UPCOMING APRN AND PRESCRIPTIVE AUTHORITY RENEWAL PROCESS

21.D. The Executive Director and the Associate Director provided an update on the upcoming APRN and prescriptive authority renewal process. **(This agenda item was discussed on Day One of the meeting)**

**22. REVIEW AND CONSIDERATION OF
ADMINISTRATION OF ANESTHETICS BY
A REGISTERED PROFESSIONAL NURSE**

22. Ann Bostic presented a report related to the administration of anesthetics by a registered professional nurse position statement. Ann Bostic made a motion to reaffirm the current position with updated references to the current position statement. The second was offered by Teresa Ritchie. The motion carried.

**23. REVIEW AND CONSIDERATION OF
JOINT ADVISORY COUNCIL ON LIMITED
PRESCRIPTIVE AUTHORITY REPORT**

23. Teresa Ritchie gave a report on the progress of the Joint Advisory Council on Limited Prescriptive Authority and information from the initial meeting. She reported that the last meeting was held in Morgantown, WV.

**24. REVIEW AND CONSIDERATION OF 2018
MEETING DATES AND TIMES**

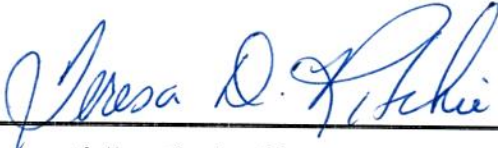
24. Board meetings for 2018 were set for following dates:
February 9, 2018
March 22 & 23, 2018
June 14 & 15, 2018
October 25 & 26, 2018\

25. MISCELLANEOUS

25. A discussion ensued regarding adding another public member to the Disciplinary Review Committee (DRC). Teresa Ritchie made a motion to appoint an additional public member to the DRC. The second was offered by Judy Nystrom. The motion carried.

ADJOURN

The motion was made by Doris Burkey to adjourn. The second was offered by Theresa Dennison. The meeting adjourned at 10:20 AM.



Respectfully submitted by

Teresa Richie,
Board Secretary



Minutes taken and prepared by

Margaret "Marty" Alston
Executive Assistant Director of Operations