

**WEST VIRGINIA BOARD OF EXAMINERS FOR
REGISTERED PROFESSIONAL NURSES
SEPTEMBER 19, 2016**

A Special Board meeting was held at the office of the Board of Examiners for Registered Professional Nurses at 101 Dee Drive, Suite 102, Charleston, WV 25311-1620, on September 19, 2016.

BOARD MEMBERS PRESENT BY PHONE:

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

TERESA RITCHIE, DNP, APRN FNP-BC, SECRETARY

L. ANN BOSTIC, DNP, APRN CRNA

NANCY V. ATKINS, MSN, APRN WHNP-BC

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

JUDY NYSTROM, PUBLIC MEMBER

BOARD MEMBERS NOT PRESENT:

THERESA L. DENNISON, PUBLIC MEMBER

BOARD STAFF PRESENT:

DR. SUE PAINTER, DNP, RN, EXECUTIVE DIRECTOR

ALICE R. FAUCETT-CARTER, JD, GENERAL COUNSEL & DIRECTOR OF DISCIPLINE

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

MARGARET "MARTY" ALSTON, EXECUTIVE ASSISTANT

SEPTEMBER 19, 2016

CALL TO ORDER

The special meeting was called to order by Dr. Tara Hulsey, Board President at 1:30 p.m.

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

1. A motion was made by Teresa Ritchie to accept the proposed agenda as written. The second was offered by Judy Nystrom. The motion carried.

EXECUTIVE SESSION

Teresa Ritchie made a motion for the Board to enter in Executive Session for the purposes of review and consideration of the hearing transcript related to Carol Altomare. The second was offered by Doris Burkey. The motion carried.

Tara Hulsey, Board President, announced that in accordance with Chapter 6, Section 4(2)(A), of the Code of West Virginia, Executive Sessions may be held by governmental agencies to consider matters. All motions arising from the discussion during the Executive Session shall be made and voted on in an open meeting immediately following an Executive Session.

4. REVIEW AND CONSIDERATION OF HEARING TRANSCRIPTS WVRN BOARD VS. CAROL ALTOMARE

5. PUBLIC SESSION

A motion was made by Teresa Ritchie to reconvene the regular meeting to make motions related to discussion during the Executive Session. The second was offered by Judy Nystrom. The motion carried.

5. A motion was made by Ann Bostic to adopt the Findings of Fact, Conclusions of Law, and the Recommendations of the Hearing Examiner. And, to further Order that Carol Altomare has completed the terms and conditions of the probation consent agreement entered in July of 2012 and that Altomare's license be reinstated to an unencumbered status. The second was offered by Doris Burkey. The motion carried.

**6. REVIEW AND CONSIDERATION OF
MATTERS RELATED TO
BRECKENRIDGE SCHOOL OF NURSING
AND HEALTH SCIENCES AT ITT
TECHNICAL INSTITUTE**

**6.1. PROGRAM REPORT ON CURRICULUM
CONTENT REVIEW, TEST REVIEW,
LICENSURE PASSAGE RATE
REMEDATION PROGRESS**

- 6.1.** The Board reviewed and considered the Breckinridge School of Nursing and Allied Health at ITT Technical Institute nursing program annual report and the program report on curriculum content review, test review, and licensure passage rate remediation process received August 31, 2016. Teresa Ritchie made a motion to accept the program report. The second was offered by Nancy Atkins. The motion carried.

**6.2. ACCREDITING COUNCIL FOR
INDEPENDENT COLLEGES AND
SCHOOLS CORRESPONDENCE REPORT**

- 6.2.** The Board reviewed and considered the correspondence report received from Breckinridge School of Nursing and Allied Health at ITT Technical Institute June 13, 2016 regarding Accrediting Council for Independent Colleges and School accreditation. Ann Bostic made a motion to accept the correspondence report. The second was offered by Teresa Ritchie. The motion carried.

6.3. ANNUAL REPORT

- 6.3.** The Board reviewed and considered the annual report received from Breckinridge School of Nursing and Allied Health at ITT Technical. A motion was made by Ann Bostic to accept the Breckinridge School of Nursing and Allied Health at ITT Technical Institute nursing program annual report and program report. The second was offered by Nancy Atkins. The motion carried.

**6.4. REQUEST TO VOLUNTARILY
SURRENDER NURSING PROGRAM
ACCREDITATION**

- 6.4.** The Board reviewed and considered the letter received August 30, 2016 from Breckinridge School of Nursing and Allied Health at ITT Technical Institute requesting to formally surrender the provisional approval to operate a nursing program in the State of West Virginia. Also, the Board reviewed the program report and response letter on closing a program received September 1, 2016 from Breckinridge School of Nursing and Allied Health at ITT Technical Institute. A motion was made by Teresa Ritchie to accept the program report on closing the program. The second was offered by Doris Burkey. The motion carried.

A motion was made by Teresa Ritchie to rejected the program plan for permanent custody and storage of records for students and graduates and requires the program to identify a method of retrieval of information from the records and transfer of students and records for 13 students who have completed course work but who have not yet graduated. The second was offered by Doris Burkey. The motion carried.

The Board reviewed and considered the letter from Thomas Brouwer, Regulatory Affairs Manager, ITT Educational Services, Inc., received September 12, 2016 notifying the West Virginia Board of Examiners for Registered Professional Nurses that ITT Educational Services, Inc. has discontinued academic operations at all ITT Technical Institute locations located in West Virginia inclusive of the associate degree in nursing program offered at these locations. The letter further reports that the graduation requirement to pass a Health Education System, Inc. (HESI) Exit exam has been removed and all students from the program inception to the current cohort will be notified of the graduation requirement and will be awarded a degree pursuant to the revised graduation requirement. A motion was made by Teresa Ritchie that Board staff send written notice to Breckinridge School of Nursing and Allied Health at ITT Technical Institute that pursuant to WV19CSR1 to include the following:

- 1) Accept the letter from ITT Technical Institute that they have discontinued academic operations of the associate degree in nursing program offered at all West Virginia locations.
- 2) Approve the ITT graduation policy to eliminate the Exit HESI as a graduation requirement; and
- 3) determined the governing organization failed to meet the following closing of a program standards:
 - a. 19-1-7.1 “to advise the Board in writing of the intent to close a nursing education program at least 6 months prior to the planned closing date”.
 - b. 19-1-7.2 to “ensure all standards for nursing education program are maintained and all necessary courses are taught until the last student transferred or graduated”.
 - c. 19-1-7.3 to “secure and provide for the permanent custody and storage of records of students and graduates. The Board shall be notified of the location and method of retrieving information from these records”; and
 - d. 19-1-7.4 to respond to the Board request to “provide information and plans for the closing of a nursing education program and the transfer of students and records”.

Requires the governing organization send a written letter response within 30 days of receipt of this letter outlining a permanent custody and storage of records of students and graduates and the location and methods of retrieving information from these records, and information on the transfer of students and records for students who have not yet graduated or the completed transcripts conferring the associate degree in nursing for these students, and the name of a dean or director who will sign and verify the licensure application including placing the school seal on the licensure application for graduates. The motion was seconded by Doris Burkey. The motion carried.

7. MISCELLANEOUS

7. There was no information for this agenda item.

8. ADJOURN

8. Teresa Ritchie made a motion to adjourn the meeting. Theresa Dennison offered the second. The motion carried.

Minutes prepared by
Margaret "Marty" Alston
Executive Assistant

Respectfully submitted by
Teresa Ritchie, DNP, APRN, FNP-BC
Board Secretary

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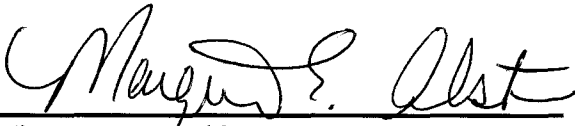
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7. MISCELLANEOUS

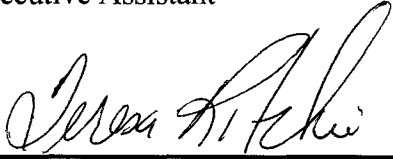
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Minutes prepared by
Margaret "Marty" Alston
Executive Assistant



Respectfully submitted by
Teresa Ritchie, DNP, APRN, FNP-BC
Board Secretary