

WEST VIRGINIA STATE BOARD OF EXAMINERS
FOR LICENSED PRACTICAL NURSES

MINUTES

BOARD MEETING
OCTOBER 17, 2002

9:30 a.m. *DISCIPLINARY REVIEW COMMITTEE MEETING
(Committee Members Only)*

10:00 a.m. *REGULAR MEETING (Open to the Public)*

*1
CALL TO
ORDER:*

*Meeting was called to order by Chairperson,
Gregory Chiartas, at 10:00 a.m. Welcome and introduction
of guests followed.*

Members Present -

*Gregory Chiartas
Orpha Swiger
Carol Miller
Joan Smith
Suzannah Higgins
Charles Pruett*

Members Absent -

*Joseph Kessel
India Hosch
Marguerite Marshall*

Staff Present -

*Lanette Anderson
Tammy Crookshanks
Elsie Patterson*

Guests Present -

*Gloria Patterson
Brenda Barker
Amanda McCune
Barbara Nicholas
James Washburn
Linda Runion
Tracy Lent
Jackie Boggs
Melissa Dennison
Barbie McCartney
Patty Johnson
Robin Baker
Kathy Barker
Myssi Gable
Danny Davis*

*Rebecca Rhodes
Amber Berry
Patricia Wright
Angela Johnson
Shannon Toler
Jennifer Jones
Molly Carter
Heather Riffe
Stacey Saunders
Rebecca Hatcher
Kimberly Hunell
Nicki Ward
Kathy Dray
Suzan Smith
Royce Eckleberry
Michelle Delavergne
Cathy Spencer
Nicolette Wages
Mary Berry
Melissa Carey
Joyce Whited
Sandra Thompson
Cassandra Judge
Sydelle Curtis
Janet Rogers
Francine Kirby
Frances Bivens
Teresa Richard
Pam Huff
Betty Barnett
Kyle Walters, Jr.
John A. Tipton
Doreen Riffe
Katrina Bailey
Selera Conner
Krista Clark
Adrienne Adkins
Susan Browning
Thamaskeen Simmons
Lona Smith
Loretta Koon
Peggy Lycans
Lynn Boesch
Nicole Drennen
Rita Jean Harber
April Lynne Shapiro*

2
**INTRODUCTION
OF MEMBERS &
GUESTS** *Members, guests & staff introduced themselves.*

3
**PROPOSED
AGENDA** *A motion was made by Joan Smith that the Proposed Agenda be approved.
Motion was seconded by Carol Miller. Motion carried.*

4
MINUTES OF PREVIOUS MEETING *Motion was made by Carol Miller to accept revised minutes from the previous meeting, held June 12, 2002. Revision was to Budgetary Information, 6A. It did read "Executive Secretary reported expenditures for the first three quarters at \$76,062.87." It was revised to read "Executive Secretary reported expenditures for the third quarter at \$76,062.87." Motion was seconded by Charles Pruett, motion carried.*

5A
DISCIPLINARY *Disciplinary cases resolved since June 2002 Meeting:*

*Regina G. Ballard, License No. 20166; BPN02-192
Monetary Penalty \$1,100 per worked on lapsed license
June 13, 2002*

*Kimberly Everett, License No. 10386; BPN02-199
Suspension for minimum of one year per diversion of narcotics
June 13, 2002*

*Kelly K. Plotner, License No. 23366; BPN02-157
Probation for 2 years for documentation errors
June 18, 2002*

*Kara K. Keenan, License No. 23151; BPN02-211
Monetary Penalty \$1,200 per worked on lapsed license
July 8, 2002*

*Cindy M. Merchant, License No. 24899; BPN02-205
Monetary Penalty \$400 per worked on lapsed license
July 8, 2002*

*Michelle D. Bryant, License No. 22162; BPN02-109
Reprimand for boundary crossing
July 29, 2002*

*Lisa R. Peterson, License No. 18877; BPN02-206
Reprimand for misdemeanor welfare fraud
July 29, 2002*

*Shelby Robinson, License No. 19187; BPN02-221
Monetary Penalty \$1300 per worked on lapsed license
July 29, 2002*

*Marcella Forren, License No. 21040; BPN03-12
Monetary Penalty \$200 per worked on lapsed license
August 19, 2002*

*Christina Gunnoe, License No. 22481; BPN03-05
Monetary Penalty \$200 per worked on lapsed license
August 19, 2002*

*Timothy Mayhew, License No. 20837; BPN01-124
Probation 2 yrs. per criminal conviction
August 20, 2002*

*Heidi Meadows, License No. 21878; BPN02-210
Probation 1 yr. per practice violation
August 20, 2002*

*Timothy N. Todd, Exam Applicant; BPN03-16
Reprimand; prior criminal conviction
August 23, 2002*

*Linda C. Koton, License No. 17547; BPN03-10
Worked on lapsed license; Monetary penalty \$200
August 26, 2002*

*Becky S. Hinkle, License No. 15438; BPN03-35
Worked on lapsed license; Monetary penalty \$200
August 26, 2002*

*Kelly J. Huffman, License No. 23847; BPN03-38
Worked on lapsed license; Monetary penalty \$200
August 26, 2002*

*Melissa J. House, License No. 21210; BPN03-19
Monetary Penalty \$200; worked on lapsed license
August 30, 2002*

*Debra K. Jarrett, License No. 17528; BPN03-13
Monetary Penalty \$200; worked on lapsed license
September 3, 2002*

*Stephanie C. Adkins, License No. 23912; BPN02-207
Probation 1 year per practice issue
September 3, 2002*

*Debra A. Turner, License No. 16669; BPN03-24
Reprimand per misdemeanor conviction
September 3, 2002*

*Phyllis J. Kisner, License No. 03718; BPN03-42
Monetary Penalty \$200; worked on lapsed license
September 6, 2002*

*Amanda L. Kuhn, License No. 25080; BPN03-33
Reprimand; prior misdemeanor conviction
September 6, 2002*

*Blondell E. Deem, License No. 05308; BPN03-41
Monetary Penalty \$200; worked on lapsed license
September 23, 2002*

*Sarah Marple-Smith, License No. 23779; BPN02-217
Suspended 30 days and Probation 2 yrs; alleged failed
to administer medications
September 25, 2002*

*Kimberly K. Cook, License No. 20308; BPN03-21
Monetary Penalty \$200; worked on lapsed license
September 26, 2002*

*Susan L. Hicks, License No. 25071; BPN03-1
Reprimand per previous misdemeanor
September 26, 2002*

*Belinda E. Weaver, License No. 21595; BPN03-29
Monetary Penalty \$200; worked on lapsed license
October 1, 2002*

*Carmenita L. Lewis, License No. 22972; BPN03-27
Monetary Penalty \$200; worked on lapsed license
October 1, 2002*

*Sandra D. Noel, License No. 14260; BPN03-26
Monetary Penalty \$200; worked on lapsed license
October 4, 2002*

*Kenneth Nard, Jr., License No. 21988; BPN03-40
Six month suspension; fraud on reinstatement application
October 10, 2002*

*Karen Compton, License No. 22840; BPN03-58
Reprimand per alleged verbal abuse;
October 17, 2002*

*Charlotte Grove, License No. 14761; BPN02-190
Monetary Penalty \$900; worked on lapsed license
October 17, 2002*

Voluntary Surrenders:

*Esther Queen, License No. 09088; BPN02-212
Voluntary Surrender of license
July 5, 2002*

*Marianne Bernard, License No. 05728; BPN02-189
Voluntary Surrender; worked on lapsed license
August 30, 2002*

Reinstatements:

*Carolyn J. Jurado, License No. 17665; BPN01-97
From one (1) yr. Probation to Full Status
June 25, 2002*

*Reita M. Fisher, License No. 20579; BPN00-107
From two (2) yrs. Probation to Full Status
June 26, 2002*

*Darrin J. Criss, License No. 22479; BPN00-156
From one (1) yr. Probation to Full Status
June 27, 2002*

*Robert McGinty, License No. 23960; BPN01-02
From two (2) yrs. Probation to Full Status
September 18, 2002*

*Tammy S. Mayle, License No. 19022; BPN98-105
From one (1) yr. Probation to Full Status
October 4, 2002*

*Kathy Whisman, License No. 16359; BPN02-11
From one (1) yr. Probation to Full Status
October 4, 2002*

No Formal Action:

BPN02-193

*Alleged failure to follow facility policies; no action per no evidence
July 10, 2002*

BPN02-194

*Alleged practice violations; no action per no evidence
July 17, 2002*

BPN03-22

*Prior misdemeanor; no action taken
July 29, 2002*

BPN03-03

*Prior misdemeanor; no action taken
August 15, 2002*

BPN03-30

*Alleged represented self as RN; no action per no evidence
August 19, 2002*

BPN03-01

*Alleged represented self as RN; no action per no evidence
August 19, 2002*

BPN03-47

*Prior misdemeanor; no action taken
September 4, 2002*

BPN03-31

*Alleged practice issue; no action per no evidence
September 4, 2002*

BPN03-50

*Prior misdemeanor; no action taken
September 6, 2002*

BPN03-48

*Prior misdemeanor; no action taken
September 16, 2002*

BPN03-55

*Prior misdemeanor; no action taken
September 16, 2002*

BPN03-46

*Prior misdemeanor; no action taken
September 30, 2002*

BPN03-34

*Prior misdemeanor; no action taken
October 2, 2002*

BPN03-02

*Practice issue
October 4, 2002*

*BPN03-45
Allegation of drug use; no action taken per no evidence
October 9, 2002*

*BPN03-77
Prior misdemeanor; approved for exam with no action;
October 17, 2002*

*BPN03-63
Prior misdemeanor; no action taken
October 17, 2002*

*BPN02-223
Prior misdemeanor; no action taken
October 17, 2002*

6
BUDGET

6A
**TOTAL EXPENDITURES
FY 2002** *Executive Secretary reported that expenditures for FY 2002 were \$308,224.88. Total appropriations were \$344,322. Balance at the end of the year was \$36,097.12.*

6B
**EXPENDITURES
1ST QTR** *Executive Secretary reported that expenditures for the 1st quarter, FY 2003, are as anticipated at \$79,457.56.*

6C
**APPROPRIATIONS
REQUEST
FY 2004** *Members received the FY 2004 Request for Appropriations by mail in mid-August. The mail vote authorized submission of the request of \$348,090 to the Department of Administration. A motion was made by Carol Miller that the mail vote authorizing the Appropriations Request of \$348,090 for FY 2004 be reaffirmed. Motion was seconded by Orpha Swiger, motion carried.*

6D
**PURCHASE CARD
EXPENDITURES** *Purchase card expenditures for the months of July, August and September 2002 were reported to the Board in accordance with requirements of the Auditor's Office. Staff was available for any inquiries from members of the Board.*

7
ANNUAL REPORT *Members were provided with the Annual Report of the Biennium covering the period July 1, 2000 to June 30, 2002. No changes were recommended.*

8
**FALL 2002
LPN NEWS** *The newsletter was mailed to all licensees, legislators, LPN schools, health care facilities, associations and others on our list. The newsletter has also been posted on our website. Executive Secretary reported that packets of the LPN News are being sent to the schools for distribution to the students. Suggestions for changes or comments are welcome.*

9
**NCLEX-PN
TESTING
RESULTS** *Executive Secretary reported that the passing average for WV is 100% for the quarter ending June 30, 2002, up from 95.65% for the previous period ending March 31, 2002. The national passing average for the quarter ending June 30, 2002, was 84.98%*

up slightly from 84.43% for the quarter ending March 31, 2002. Summary results have not been received from National Council of State Boards of Nursing for the quarter ending September 30, 2002, however information compiled from the testing service computer in the Board office indicates that between the dates of July 1, 2002 and September 20, 2002, the pass rate was 92.3%.

10

JOHN D.
ROCKE-
FELLER, IV
CAREER
CENTER

John D. Rockefeller, IV Career Center was granted temporary approval to proceed with the planning process at the June 12, 2002 Board meeting. Since that time, faculty and administration have worked closely with Board staff in the development of materials. All materials were provided to the Board office and presented to members of the Board. Lanette Anderson and Tammy Crookshanks visited the clinical facilities which would be utilized by the LPN program on October 3, 2002. After discussion of the findings, a motion was made by Joan Smith that, in accordance with the Board's Legislative Rules, 10 C.S.R. 1, the Board grant Tentative State Accreditation to John D. Rockefeller, IV Career Center. Motion was seconded by Charles Pruett. Motion carried.

11

SCHOOLS OF PRACTICAL NURSING

11A

MCDOWELL
CO VOC
SCHOOL PN
VOC SC

A site visit was made by Lanette Anderson and Tammy Crookshanks to McDowell County Vocational School of Practical Nursing on September 5, 2002. After discussion of the findings, a motion was made by Carol Miller that the McDowell County Vocational School of Practical Nursing be granted continuing Full State Accreditation for a period of three (3) years ending October 31, 2005. Motion was seconded by Orpha Swiger. Motion carried.

11B

ROANE
JACKSON
VOC
SCHOOL PN

A site visit was made by Lanette Anderson and Tammy Crookshanks to Roane Jackson Vocational School of Practical Nursing on August 30, 2002. All recommendations from the last accreditation visit have been implemented. No Board action was recommended at this time.

11C

RANDOLPH
CO VOC
SCHOOL PN

A site visit was made by Lanette Anderson and Becky Davis from the State Department of Technical Education to Randolph County Vocational School of Practical Nursing on July 9, 2002. Previous concerns with program are much improved, specifically including the availability of course outlines to students and their utilization of same. No Board action was recommended at this time.

11D

WYOMING
CO VOC
SCHOOL PN

Executive Secretary reported that members requested that this program be subject to review on an annual basis until the next formal accreditation visit, scheduled for Fall 2004. One concern at the last review was that the number of theory hours exceeded clinical hours in violation of the Board's Legislative Rules. This matter has been rectified. The majority of the Board's other recommendations have also been implemented. No Board action is recommended at this time.

12 NEW LPN PROGRAM INQUIRIES

12A

GLENVILLE
STATE
COLLEGE

Lanette Anderson and Tammy Crookshanks have met with representatives from Glenville State College regarding the potential of starting an LPN program in that area. An informal meeting was held in March at the Summersville Campus of Glenville State. Discussions indicate that it is anticipated that LPN graduates may be granted advanced standing into the RN program at that college. It is anticipated that Summersville Memorial Hospital would be an acute care facility utilized by the

LPN program in that area, however, the Board's Legislative Rules, Series 1, Policies and Procedures for Development and Maintenance of Educational Programs in Licensed Practical Nursing, currently state that an acute care facility utilized by an LPN school must "be accredited or working toward accreditation by the Joint Commission of Accreditation of Health Care Organizations" (JCAHO). Summersville is not JCAHO accredited, nor is it working towards this status. Plans to utilize other clinical sites will be created by the school if necessary. A motion was made by Carol Miller to grant temporary approval to proceed with the planning process for an LPN program to Glenville State College. Motion was seconded by Joan Smith. Motion carried.

Members discussed the above-cited Legislative Rule, specifically the requirement for JCAHO accreditation. Members discussed the potential membership of a task force to solicit suggestions for review and/or revision of the Board's Legislative Rules, Series 1. Membership would include Board members as well as interested faculty from LPN programs. A motion was made by Carol Miller that such a task force be established to review the Rules and present proposed revisions for Board consideration. Motion was seconded by Charles Pruett. Motion carried.

12B**CALHOUN-GILMER CAREER CENTER**

Lanette Anderson, Tammy Crookshanks and Rebecca Davis attended a meeting on August 5, 2002, with representatives from this school and Minnie Hamilton Health Center. No additional contact from Calhoun-Gilmer Career Center has been received at this time by the Board. Information received from other sources indicates that the Calhoun-Gilmer Career Center may partner with Glenville State College.

13 NATIONAL COUNCIL OF STATE BOARDS OF NURSING**13A****DELEGATE ASSEMBLY MEETING**

Lanette Anderson and Joan Smith attended the NCSBN Delegate Assembly meeting in Long Beach, California, August 13-17, 2002. A verbal report was given on the following actions:

- 1. Presentation of the Regulatory Achievement Award to the West Virginia State Board of Examiners for Licensed Practical Nurses.*
- 2. Approval of a recommendation to proceed with negotiations for a contract amendment with the new test service for the purposes of international administration of the NCLEX examination.*
- 3. Revisions to the Model Nurse Practice Act and Model Rules, specifically the Rules dealing with nursing education.*
- 4. Adoption of the Nurse Licensure Compact for Advanced Practice Registered Nurse and approval of the Action Plan put forth by the Practice, Education, Regulation Congruence (PERC) Task Force.*

13B**COMMITMENT TO EXCELLENCE PROJECT**

Executive Secretary reported that the NCSBN Board of Directors approved a system which would provide for an ongoing performance evaluation process for nursing boards which provide a network of information-sharing regarding best practices. This system is based upon the work previously done through Commitment to Excellence, and is entitled Commitment to Ongoing Regulatory Excellence (CORE). Data will be collected from boards of nursing every three (3) years, and stakeholders will be surveyed every five (5) years on an ongoing basis. Data reflecting discipline, governance, education, licensure, and practice will be compiled and will be distributed to all member boards.

13C

TEST SERVICE TRANSITION Executive Secretary reported that the change to the new test service began October 1, 2002. The Board staff participated in training with NCS/Pearson/VUE in early August. We have been receiving registrations for applicants with the new service since August 16, 2002. The test information is web-based with the new system, therefore, it is much more convenient for staff and easier to use.

13D

NCLEX-PN ITEM WRITER Janet Rogers, Coordinator from the Roane Jackson Technical Center School of Practical Nursing has applied from West Virginia to serve on the NCLEX Examination Item Development Panel.

13E

APPOINTMENT TO COMMITTEE Lanette Anderson has been selected as a member of the CORE Advisory Panel. She previously served as the Board's representative for the Commitment to Excellence Pilot Project and will be able to continue work in this capacity.

14 REPORT OF MEETINGS ATTENDED:

14A

CLEAR Tammy Crookshanks gave a verbal report of the Council on Licensure, Enforcement and Regulation held in Las Vegas, Nevada, September 10 - 13, 2002.

14B

WV AUDITOR'S REQUIRED TRAINING SEMINAR Lanette Anderson gave a verbal report of the required training seminar given by the WV Auditor's Office on September 10, 2002. New information was received regarding HB 4124, passed during the 2002 Legislative Session. It permits licensing Boards to utilize mediation for complaint resolution if the Board so desires. The issue will be addressed again with a representative from the WV State Bar on October 18, 2002 during a meeting of the Association of Licensing Boards.

15 UPCOMING MEETINGS

15A

CAC ANNUAL MEETING The annual meeting of the Citizen's Advocacy Center will be held in San Francisco, CA, November 13-15, 2002. Estimated cost of the meeting will be \$1600.00 per person. A motion was made by Charles Pruett that the board authorize two (2) individuals to attend this meeting. Motion was seconded by Joan Smith. Motion carried.

15B

NCSBN PATIENT SAFETY SUMMIT This meeting will be held preceding the CAC Annual Meeting, on November 12, 2002. The focus of this meeting is to inform boards of nursing about the latest initiatives in patient safety which may impact our work. The cost of the meeting is an additional \$300.00 per person. A motion was made by Joan Smith that the Board authorize the same two (2) individuals who attend the CAC Conference to attend the NCSBN Patient Safety Summit. Motion was seconded by Charles Pruett. Motion carried.

15C

ASSOCIATION LICENSING BOARDS Executive Secretary reported that members received by mail a copy of the proposed agenda for the Association of Licensing Boards meeting to be held in Charleston on October 18, 2002. Issues to be discussed in addition to mediation are any anticipated legislative action during the 2003 session which may impact licensing boards as well as any other concerns from representatives of other boards.

15D

NORTH CENTRAL WV NURSING WORKFORCE This meeting will be held in Morgantown, WV on Friday, November 8, 2002. There is no registration fee. Cost for this meeting would be mileage and possibly and overnight stay in Morgantown the night prior to the meeting. A motion was made Carol Miller that the Board authorize the attendance of any members and staff who are able to attend this meeting. Motion was seconded by Orpha Swiger. Motion carried.

16

NURSING CENTER TASK FORCE Lanette Anderson gave a verbal report of the meeting held on October 1, 2002. It is the goal of this organization to facilitate the creation of a West Virginia Center for Nursing, which would serve to address issues of recruitment, retention, nursing education, and the use of "nurse manpower". Legislative action is needed to create the Center.

17 MISCELLANEOUS

17A

END-OF-LIFE CE ON THE WEB Executive Secretary reported that an individual has been contacted and agreed to develop a course on our website which will meet the requirements as mandated by the 2001 Legislature. The placement of this course on the website has been included in the contract for our computer programmer, so it is anticipated that licensees will be able to access and utilize this course free of charge sometime this fall.

17B

NCPS, INC Executive Secretary reported that members authorized the Board in June 2002 to proceed with the utilization of NCPS, Inc. for the purposes of obtaining drug screening for licensees against whom disciplinary action has been taken and for whom drug screening is required. This process began on September 1, 2002, and to date staff are pleased with its progress.

17C

EQUIPMENT ACQUISITIONS Executive Secretary reported that the HP Kayak computer that was provided to us by the National Council and was previously used for NCLEX results became our property as of October 1, 2002. Staff has been in contact with our computer programmer and the plan is to network this computer with all other computers to provide us with an extra work station. Staff also plans to purchase another Epson printer to serve as our primary printer for licenses and renewal forms. The printer we currently use will serve as a backup. The cost of the new printer will be approximately \$2,300.00.

18

ADJOURNMENT Meeting was adjourned by Chairperson, Gregory Chiartas at 11:30 am.

APPROVED BY:

Joan Smith, Secretary

Date

PREPARED BY:

Elsie S. Patterson, Adm. Aide

Date

