

## North Dakota Board of Nursing Meeting Minutes – March 10, 2011

Call to Order: March 10, 2011 at 8:30 a.m. – NDBON Board Conference Room – 919 S 7<sup>th</sup> Street, Suite 504, Bismarck ND

Roll Call: Seven board members present as follows:  
 Nelson (Buzz) Benson, RN, President  
 Charlene Christianson, RN, Treasurer  
 Daniel Rustvang, RN  
 Angela Levi, LPN  
 Julie Traynor, RN, Vice-President  
 Melissa Frank, LPN  
 Elizabeth Anderson, LPN

One board member absent: Deborah Smith, RN

Staff Present:  
 Constance Kalanek, RN, Executive Director  
 Patricia Hill, RN, Asst. Director for Practice & Discipline  
 Jane Hoerner, RN, Associate Director for Education  
 Karla Bitz, RN, Associate Director  
 Gail Rossman, Technology Specialist

Other individuals were present as indicated on the roster. .

AGENDA	ACTION
1.1 Consent Agenda	<p><i>Discussion:</i> The board reviewed the consent agenda.</p> <p><i>Motion:</i> Traynor, seconded by Anderson to:  <b>ADOPT THE CONSENT AGENDA AS DISTRIBUTED.</b></p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent            7 yes, 0 no, 1 absent. Motion carried.</p>
1.2 Agenda	<p><i>Discussion:</i> The agenda was reviewed as distributed. No changes were identified.</p> <p><i>Motion:</i> Traynor, seconded by Levi to:  <b>APPROVE THE AGENDA AS DISTRIBUTED.</b></p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent            7 yes, 0 no, 1 absent. Motion carried.</p>
1.3 Open Forum 9:00 a.m.	No one was present to address the board during open forum.
2.1 January 20, 2011 Meeting Minutes	<p><i>Discussion:</i> The minutes of the January 20, 2011 meeting were reviewed. No changes were identified.</p> <p><i>Motion:</i> Christianson, seconded by Traynor to:  <b>APPROVE THE MINUTES OF THE JANUARY 20, 2011 MEETING AS DISTRIBUTED.</b></p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent            7 yes, 0 no, 1 absent. Motion carried.</p>
3.1 Financial Statements	Financial Statements through February 28, 2011 were reviewed. The board reviewed the comparison in actual income expenditures to date from last year to this year. Income is at 89% and expenses at 69% of budgeted. Board discussed the income line item for RN/LPN Late Renewal Fees which is at 159%.
3.2 Strategic Plan –	No report
3.3 Proposed Revisions to ED Position Description	<p><i>Discussion:</i> The new job description expanded on the “Implements Nurse Licensure Compact” portion of the Executive Director job description. There was no change in job duties. The description was just clarified to become more consistent with other states as more states join the compact.</p> <p><i>Motion:</i> Anderson, seconded by Frank to:  <b>ACCEPT THE PROPOSED REVISIONS TO THE EXECUTIVE DIRECTOR JOB DESCRIPTION TO ADD “NURSE LICENSURE COMPACT ADMINISTRATOR” AS A SEPARATE CATEGORY.</b></p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent            7 yes, 0 no, 1 absent. Motion carried.</p>
3.41 ND Center for Nursing – Executive Director Position Description – approval to advertise position	<p><i>Discussion:</i> Kalanek reported that the Steering Committee Plus reviewed the Mission, Vision, Organizational Chart, and Executive Director position description for the ND Center for Nursing and approved them. The Board will be hiring the Executive Director for the Center for Nursing.</p> <p><i>Motion:</i> Traynor, seconded by Anderson to:  <b>DIRECT STAFF TO ADVERTISE FOR THE CENTER FOR NURSING EXECUTIVE DIRECTOR POSITION.</b></p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent            7 yes, 0 no, 1 absent. Motion carried.</p>

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3.42 – Center for Nursing – Review of ND Center for Nursing Organizational Chart	<i>Discussion:</i> Reviewed chart.															
4.1 Administrative Settlement – Practice	<p><i>Discussion:</i> Two individuals have signed and submitted administrative settlements for practice without a license/registration since the last meeting. The settlements were reviewed and considered by the board.</p> <p><i>Motion:</i> Traynor, seconded by Rustvang to:</p> <p><b>ACCEPT THE ADMINISTRATIVE SETTLEMENTS FOR PRACTICE WITHOUT A LICENSE/REGISTRATION FOR THE FOLLOWING:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">NAME</th> <th style="text-align: left;">Lic/Reg #</th> <th style="text-align: left;">City, State</th> <th style="text-align: left;">Sanction</th> <th style="text-align: left;">Penalty Fee</th> </tr> </thead> <tbody> <tr> <td>Hayden, Stephanie</td> <td>L10789</td> <td>Watford City, ND</td> <td>Reprimand</td> <td>\$400</td> </tr> <tr> <td>Koch, Brenda</td> <td>R28608</td> <td>Bottineau, ND</td> <td>Reprimand</td> <td>\$200</td> </tr> </tbody> </table> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent 7 yes, 0 no, 1 absent. Motion carried.</p>	NAME	Lic/Reg #	City, State	Sanction	Penalty Fee	Hayden, Stephanie	L10789	Watford City, ND	Reprimand	\$400	Koch, Brenda	R28608	Bottineau, ND	Reprimand	\$200
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Hayden, Stephanie	L10789	Watford City, ND	Reprimand	\$400												
Koch, Brenda	R28608	Bottineau, ND	Reprimand	\$200												
4.3 Voluntary Surrender	<p><i>Discussion:</i> Cynthia Ansbacher, R32973, submitted a voluntary surrender seeking the Board's consideration and approval of its terms. The Disciplinary Review Panel is requesting revision of the voluntary surrender document that was signed and submitted to reflect the conditions listed in the most recent document mailed to Ms. Ansbacher, which does not include the \$200 penalty fee, and authorize a refund of the \$25.00 fee that she has already paid.</p> <p><i>Motion:</i> Anderson, seconded by Christianson that:</p> <p><b>THE BOARD AMEND THE PROPOSED VOLUNTARY SURRENDER FOR CYNTHIA ANSBACHER, RN TO WAIVE THE \$200 PENALTY FEE AND AUTHORIZE A REFUND OF THE \$25.00 PAYMENT AND ACCEPT THE AMENDED VOLUNTARY SURRENDER AS A FINAL ORDER OF THE BOARD.</b></p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent 7 yes, 0 no, 1 absent. Motion carried.</p> <p><i>Discussion:</i> Two individuals have submitted voluntary surrenders, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Voluntary Surrenders. Susan Forester had been at the January Board meeting to reactivate her license but has since decided she is not ready to practice as an LPN and would like to surrender her license.</p> <p><i>Motion:</i> Rustvang, seconded by Levi to:</p> <p><b>APPROVE AND ACCEPT THE TERMS OF THE PROPOSED VOLUNTARY SURRENDERS AS FINAL ORDERS OF THE BOARD FOR THE FOLLOWING INDIVIDUALS:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">NAME</th> <th style="text-align: left;">LIC/REG#</th> <th style="text-align: left;">CITY, STATE</th> <th style="text-align: left;">PENALTY FEE</th> </tr> </thead> <tbody> <tr> <td>Forester, Susan</td> <td>L5491</td> <td>Jamestown, ND</td> <td>\$200</td> </tr> <tr> <td>Moberg, Kristine</td> <td>L10425</td> <td>Grafton, ND</td> <td>\$200</td> </tr> </tbody> </table> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent 7 yes, 0 no, 1 absent. Motion carried.</p>	NAME	LIC/REG#	CITY, STATE	PENALTY FEE	Forester, Susan	L5491	Jamestown, ND	\$200	Moberg, Kristine	L10425	Grafton, ND	\$200			
NAME	LIC/REG#	CITY, STATE	PENALTY FEE													
Forester, Susan	L5491	Jamestown, ND	\$200													
Moberg, Kristine	L10425	Grafton, ND	\$200													
4.41 Stipulation for Settlement – Thomas Meyer, R23366	<p><i>Discussion:</i> A Stipulation for Settlement was received from Thomas Meyer, RN, CRNA, seeking the Board's consideration and approval of its terms. Thomas Meyer made a personal appearance to present a statement to the Board. Mr. Meyer agreed to and signed the stipulation prior to the Board Meeting. Mr. Meyer requested a condition of the signed Stipulation for Settlement be removed which restricted him from providing nursing care to individuals under the age of 18. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (1)(2)(3)(5) and NDAC 54-02-07-01.1(8). The Board discussed the request but was unwilling to make any revisions to the stipulation.</p> <p><i>Motion:</i> Traynor, seconded by Levi to:</p> <p><b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR THOMAS MEYER, RN, CRNA, AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• <b>SUSPEND HIS RN, CRNA LICENSE FOR ONE YEAR, HOWEVER, THE SUSPENSION SHALL BE STAYED FOR ONE YEAR, DURING WHICH STAY THE LICENSE SHALL BE ENCUMBERED FOR ONE YEAR UNDER THE TERMS SET OUT IN THE BOARD ORDER.</b></li> <li>• <b>ASSESS A \$2400.00 PENALTY FEE PLUS COSTS &amp; DISBURSEMENTS;</b></li> <li>• <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent 6 yes, 0 no, 1 Recuse, 1 absent. Motion carried.</p>															

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4.42 Stipulation for Settlement – Penney Climer, L4169	<p><i>Discussion:</i> A Stipulation for Settlement was received from Penney Climer, LPN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3) (5) and NDAC 54-02-07-01 (5)(6)(7).</p> <p><i>Motion:</i> Traynor, seconded by Christianson to:  <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR PENNEY CLIMER, LPN. AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• ENCUMBER THE LICENSE FOR EIGHTEEN MONTHS;</li> <li>• ASSESS A \$500 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND</li> <li>• OTHER TERMS AS SET OUT IN BOARD ORDER.</li> </ul> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent 7 yes, 0 no, 1 absent. Motion carried.</p>
4.43 Stipulation for Settlement – Josie Bingen, R35459 & L11800	<p><i>Discussion:</i> A Stipulation for Settlement was received from Josie Bingen, RN &amp; LPN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1(5)(6)(7).</p> <p><i>Motion:</i> Christianson, seconded by Levi to:  <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR JOSIE BINGEN, RN, LPN, AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• ISSUE A REPRIMAND;</li> <li>• ASSESS A \$500 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND</li> <li>• OTHER TERMS AS SET OUT IN BOARD ORDER.</li> </ul> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent 7 yes, 0 no, 1 absent. Motion carried.</p>
4.44 Stipulation for Settlement – Carrie Lagge, R28825	<p><i>Discussion:</i> A Stipulation for Settlement was received from Carrie Lagge, RN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5)(6) and NDAC 54-02-07-01.1 (5)(6)(7)(8)(9)(12).</p> <p><i>Motion:</i> Traynor, seconded by Frank to:  <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR CARRIE LAGGE, RN AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• ISSUE A ONE YEAR SUSPENSION;</li> <li>• ASSESS A \$1,200 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND</li> <li>• OTHER TERMS AS SET OUT IN BOARD ORDER.</li> </ul> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent 7 yes, 0 no, 1 absent. Motion carried.</p>
4.45 Stipulation for Settlement – Matthew Spivey, R27666 CRNA	<p><i>Discussion:</i> A Stipulation for Settlement was received from Matthew Spivey, RN, CRNA seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (5)(6)(12).</p> <p><i>Motion:</i> Anderson, seconded by Rustvang to:  <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR MATTHEW SPIVEY, RN, CRNA AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• ISSUE A REPRIMAND;</li> <li>• ASSESS A \$500 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND</li> <li>• OTHER TERMS AS SET OUT IN BOARD ORDER.</li> </ul> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent 7 yes, 0 no, 1 absent. Motion carried.</p>
4.46 Stipulation for Settlement – Becky Vandal, L6737	<p><i>Discussion:</i> A Stipulation for Settlement was received from Becky Vandal, LPN seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (1)(3)(5) and NDAC 54-02-07-01.1 (8)(9).</p> <p><i>Motion:</i> Traynor, seconded by Christianson to:  <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR BECKY VANDAL, LPN AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• ISSUE A THREE YEAR SUSPENSION;</li> <li>• ASSESS A \$1,600 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND</li> <li>• OTHER TERMS AS SET OUT IN BOARD ORDER.</li> </ul> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent 7 yes, 0 no, 1 absent. Motion carried.</p>

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AGENDA	ACTION
4.10.1 Other – Karen Olson, L7041	<p><i>Discussion:</i> Karen Olson, LPN is currently practicing under a Stipulation for Settlement accepted by the board on July 15, 2010 to encumber her license for two years. A term and condition of the Order reads “may practice only under the on-site supervision of a registered nurse in good standing with the Board.” Ms. Olson’s current employer is requesting that the phrase, “a registered nurse” be changed to “either a licensed practical nurse or registered nurse”. Ms. Olson works only in the role of a certified nurse aide in the facility.</p> <p><i>Motion:</i> Anderson, seconded by Rustvang to:  <b>AMEND TERM #9 OF KAREN OLSON’S BOARD ORDER ACCEPTED JULY 15, 2010 TO CHANGE THE ON-SITE SUPERVISION REQUIREMENT FROM “A REGISTERED NURSE” TO “EITHER A LICENSED PRACTICAL NURSE OR REGISTERED NURSE” WHILE EMPLOYED IN THE CNA ROLE</b></p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent            7 yes, 0 no, 1 absent. Motion carried.</p>
4.12 Open Records Presentation	<p><i>Discussion:</i> Mary Kae Kelsch, ND Assistant to the Attorney General, presented “Open Records and Open Meetings Laws” and “The Basics of Open Meetings”.</p>
5.11 NDSCS: AASPN Program (NEC)	<p><i>Discussion:</i> Barb Diederick, Chair of the NDSCS Nursing Dept was present for this agenda item. Staff conducted on on-site visit of ND State College of Science AASPN and ASN Nursing programs February 15-17, 2011. The Nursing Education Committee reviewed the AASPN report in detail. There were no issues of non-compliance and one issue of partial compliance identified for NDAC 54-03.2-02-06 Nonclinical faculty qualifications. The staff recommendation is for a five year approval with a paper survey submission in 2016, with an additional five year approval upon satisfactory review of the paper survey.</p> <p><i>Motion from Nursing Education Committee:</i>  <b>NURSING EDUCATION COMMITTEE RECOMMENDS TO THE BOARD THAT THE BOARD:</b></p> <ol style="list-style-type: none"> <li>1. <b>FIND ND STATE COLLEGE OF SCIENCE ASSOCIATE IN APPLIED SCIENCE IN PRACTICAL NURSING PROGRAM IN SUBSTANTIAL COMPLIANCE WITH NORTH DAKOTA ADMINISTRATIVE CODE 54-03.2; AND</b></li> <li>2. <b>GRANT FULL APPROVAL OF AASPN PROGRAM UNTIL MARCH 2016, WITH AN INTERIM (PAPER) SURVEY SUBMISSION IN MARCH 2016.</b></li> <li>3. <b>UPON SATISFACTORY REVIEW OF THE SUBMITTED INTERIM SURVEY DOCUMENT, THE PROGRAM MAY RECEIVE AN ADDITIONAL FIVE YEAR APPROVAL UNTIL MARCH 2021.</b></li> </ol> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent            7 yes, 0 no, 1 absent. Motion carried.</p>
5.12 NDSCS: ASN Program (NEC)	<p><i>Discussion:</i> The Nursing Education Committee reviewed the ASN report in detail. There were no issues of non-compliance and one issue of partial compliance identified for NDAC 54-03.2-04-03 Practical or associate degree nurse program faculty qualifications. The staff recommendation is for a five year approval with a paper survey submission in 2016, with an additional five year approval upon satisfactory review of the paper survey.</p> <p><i>Motion from Nursing Education Committee:</i>  <b>THE NURSING EDUCATION COMMITTEE RECOMMENDS TO THE BOARD THAT THE BOARD:</b></p> <ol style="list-style-type: none"> <li>1. <b>FIND ND STATE COLLEGE OF SCIENCE ASSOCIATE IN SCIENCE IN NURSING PROGRAM IN SUBSTANTIAL COMPLIANCE WITH NORTH DAKOTA ADMINISTRATIVE CODE 54-03.2; AND</b></li> <li>2. <b>GRANT FULL APPROVAL OF ASN PROGRAM UNTIL MARCH 2016, WITH AN INTERIM (PAPER) SURVEY SUBMISSION IN MARCH 2016.</b></li> <li>3. <b>UPON SATISFACTORY REVIEW OF THE SUBMITTED INTERIM SURVEY DOCUMENT, THE PROGRAM MAY RECEIVE AN ADDITIONAL FIVE YEAR APPROVAL UNTIL MARCH 2021.</b></li> </ol> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Traynor, yes; Smith, absent            7 yes, 0 no, 1 absent. Motion carried.</p>
5.13 Dakota Nursing Program: PN Program (NEC)	<p><i>Discussion:</i> Traynor and Christianson recused themselves from the next two agenda items. The interim paper survey report of the Dakota Nursing Program was reviewed by staff. The Nursing Education Committee reviewed a summary of the report in detail. There were no issues of non-compliance or partial compliance identified and all requirements of the rules are fully met. The Nursing Education Committee recommendation is for full approval through 2014.</p> <p><i>Motion from the Nursing Education Committee:</i>  <b>THE NURSING EDUCATION COMMITTEE RECOMMENDS TO THE BOARD THAT THE BOARD:</b></p> <ol style="list-style-type: none"> <li>1. <b>FIND THE DAKOTA NURSING PRACTICAL NURSE PROGRAM IS IN FULL COMPLIANCE WITH NDAC 54-03.2 STANDARDS FOR NURSING EDUCATION PROGRAMS; AND</b></li> <li>2. <b>GRANT FULL APPROVAL OF THE CERTIFICATE PROGRAM THROUGH MARCH 2014, IN ACCORDANCE WITH NDAC 54-02.2-07-09 CONTINUING COMPLIANCE</b></li> </ol> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, recuse; Frank, yes; Levi, yes; Rustvang, yes; Smith, absent; Traynor, recuse;            5 yes, 0 no, 2 recuse, 1 absent. Motion carried.</p>

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5.14 Dakota Nursing Program: RN Program (NEC)	<p><i>Discussion:</i> The Nursing Education Committee reviewed a summary of the report in detail. The interim paper survey report of the Dakota Nursing Program was reviewed by staff. The Nursing Education Committee reviewed a summary of the report in detail. There were no issues of non-compliance and one issue of partial compliance identified for NDAC 54-03.2-04-03 Practical or associate degree nurse program faculty qualifications. The Nursing Education Committee recommendation is for full approval through 2014.</p> <p><i>Motion from the Nursing Education Committee:</i>  <b>THE NURSING EDUCATION COMMITTEE RECOMMENDS TO THE BOARD THAT THE BOARD:</b></p> <ol style="list-style-type: none"> <li>1. <b>FIND THE DAKOTA NURSING ADN PROGRAM IS IN SUBSTANTIAL COMPLIANCE WITH NDAC 54-03.2 STANDARDS FOR NURSING EDUCATION PROGRAMS; AND</b></li> <li>2. <b>GRANT FULL APPROVAL OF THE ASSOCIATE OF APPLIED SCIENCE IN NURSING PROGRAM THROUGH MARCH 2014, IN ACCORDANCE WITH NDAC 54-02.2-07-09 CONTINUING COMPLIANCE</b></li> </ol> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, recuse; Frank, yes; Levi, yes; Rustvang, yes; Smith, absent; Traynor, recuse; 5 yes, 0 no, 2 recuse, 1 absent. Motion carried.</p>
5.21 NDSU Doctor of Nursing Program – Programmatic Changes	<p><i>Discussion:</i> Staff reviewed the submitted documents. Clarification was received prior to the Nursing Education Committee meeting - NDSU Representatives provided additional information and clarification related to the revised curriculum. The Nursing Education Committee reviewed a summary of the report in detail. The Nursing Education Committee recommendation is for approval of the programmatic changes.</p> <p><i>Motion from the Nursing Education Committee:</i>  <b>THE NURSING EDUCATION COMMITTEE RECOMMENDS TO THE BOARD THAT THE BOARD:</b>  <b>APPROVE THE PROGRAMMATIC CHANGES FROM THE NORTH DAKOTA STATE UNIVERSITY DOCTOR OF NURSING PROGRAM AS THE PROGRAM HAS FULL APPROVAL FROM THE ND BOARD OF NURSING AND THE PROGRAMMATIC CHANGES ARE IN FULL COMPLIANCE WITH NDAC 54-03.2-06-02.</b></p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Smith, absent; Traynor, yes; 7 yes, 0 no, 1 absent. Motion carried.</p>
5.31 Knife River Care Center Medication Assistant II Program	<p><i>Discussion:</i> Knife River Care Center submitted a Medication Assistant II Program for continued approval. The program meets the board's guidelines.</p> <p><i>Motion:</i> Traynor, seconded by Christianson that:</p> <ol style="list-style-type: none"> <li>1. <b>KNIFE RIVER CARE CENTER MEDICATION ASSISTANT II MEETS THE REQUIREMENTS FOR MEDICATION ASSISTANT PROGRAM II AS SET BY NDAC CHAPTER 54-07-07.</b></li> <li>2. <b>THE BOARD OF NURSING GRANT CONTINUED APPROVAL FOR THIS COURSE TO BE OFFERED BY KNIFE RIVER CARE CENTER, BEULAH, ND, FROM MARCH 2011 THROUGH MARCH 2015.</b></li> </ol> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Smith, absent; Traynor, yes; 7 yes, 0 no, 1 absent. Motion carried.</p>
5.32 CountryHouse Residences Medication Assistant II Program	<p><i>Discussion:</i> CountryHouse Residences submitted a Medication Assistant II program for initial approval. The program meets the board's guidelines.</p> <p><i>Motion:</i> Anderson, seconded by Traynor that:</p> <ol style="list-style-type: none"> <li>1. <b>COUNTRYHOUSE RESIDENCES MEDICATION ASSISTANT II MEETS THE REQUIREMENTS FOR MEDICATION ASSISTANT PROGRAM II AS SET BY NDAC CHAPTER 54-07-07.</b></li> <li>2. <b>THE BOARD OF NURSING GRANT INITIAL APPROVAL FOR THIS COURSE TO BE OFFERED BY COUNTRYHOUSE RESIDENCES, DICKINSON, ND, FROM MARCH 2011 THROUGH MARCH 2015.</b></li> </ol> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Smith, absent; Traynor, yes; 7 yes, 0 no, 1 absent. Motion carried.</p>
5.41 Report on CE Audit	<p><i>Discussion:</i> There were 181 nurses audited for CE during renewal from October to December 2010. 169 have met the requirements so far. The remainder have received 2<sup>nd</sup> and 3<sup>rd</sup> notices. So far 3 nurses have been sanctioned for completing CE after notice of audit was received.</p>
6.1 Criminal History Record Checks	None
6.2 Golden Certificates – 50 years	<i>Discussion:</i> Staff sent 16 certificates this year to nurses who have now been licensed for 50 years.
6.3 NDBON survey request – Nursys Director, Nur Rajw any – April 14	<i>Discussion:</i> Nur Rajw any from NCSBN will be at the Board office to provide some training and updates for the Nursys website.
7.1 Nursing Practice	No agenda items.
7.2 Nursing Needs Study, NDCC 43-12.1-08.2	<i>Discussion:</i> Kalanek reported that Patricia Moulton is currently working on the next phase of the ND Nursing Needs Study.
7.31 APRN Titling – Dr. Stacey Pfenning – March 10 @ 2:15	<i>Discussion:</i> Dr. Stacey Pfenning, APRN Family Nurse Practitioner, Chairperson for Advanced Practice Council at St. Alexius, presented overview, background, and research information on facilitating the appropriate and consistent written credentials (or titles) for APRN's in North Dakota. She would like standardized acronyms utilized by Advanced Practice nurses. The nurse practitioners seem to be the role with the least title standardization. Kalanek mentioned that the proposed rules for 54-05-03.2 will provide this standardization.

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7.41 IONL Position Statement on NLC	<i>Discussion:</i> Illinois Organization of Nurse Leaders endorsed and approves of the Nurse Licensure Compact .
7.42 NLC pending legislation	<i>Discussion:</i> Kalanek reported that several states have pending legislation for joining the Nurse Licensure Compact.
7.51 Legislative Bills Affecting State Agencies	<i>Discussion:</i> Cal Rolfson, Legislative Monitor, reported on several House and Senate proposed legislation of interest to the Board that are currently before the Senate and/or House. The progress of the proposed legislation can be followed on the ND State Government website at <a href="http://www.legis.nd.gov/information/bills/">http://www.legis.nd.gov/information/bills/</a> . Mr. Rolfson elaborated on Senate Bill 2148 and encouraged the Board Members to contact their legislators concerning this bill.
7.52 Legislative Committees – Administrative Rules Committee – 4:00 p.m. 3/10 <sup>th</sup>	<i>Discussion:</i> Board members and Kalanek will be attending the Administrative Rules Committee at 4:00p.m. on March 11, 2011.
7.53 Communication with Senators and Representatives	<i>Discussion:</i> Traynor reported that she has had contact with Representatives in District 15 concerning Bills at the Legislature. Rustvang also reported emailing legislators.
7.6 Website and Renewal	<i>Discussion:</i> This was the first year that renewed licensure cards were not mailed for renewal. Renewal numbers total 7,474.
7.7 Staff Reports	<i>Discussion:</i> Kalanek presented a Board Staff survey that was completed concerning the UAP/MA registry possibly moving to the ND Health Department. Benson felt that there were good ideas presented by staff.
8.32 Prescriptive Authority Applications	The following applicants have submitted prescriptive authority applications since the last meeting: Esther Dole, FNP CP: Thomas Matheson, MD Elisha Anderson, FNP CP: Duane Strand, MD Angela Schmidt, FNP CP: Maria Bell, MD Heidi Saarinen, FNP CP: Sammy Karaz, MD Amber Sandness, FNP CP: Sammy Karaz, MD Bonnie Kihne, FNP CP: Luis Garcia, MD Mary Sadler, FNP CP: Jeffrey Sather, MD
9.0 Program Monitoring Committee	<p><i>Discussion:</i> The Program Monitoring Committee met and forwarded the following three recommendations to the Board.</p> <p><i>Motion from the Program Monitoring Committee:</i>  <b>THE PROGRAM MONITORING COMMITTEE RECOMMENDS THAT THE BOARD ADOPT THE PROPOSED REVISION TO THE INVESTIGATIVE PLAN POLICY REGARDING REPORTING TO LAW ENFORCEMENT.</b></p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Smith, absent; Traynor, yes; 7 yes, 0 no, 1 absent. Motion carried.</p> <p><i>Motion from the Program Monitoring Committee:</i>  <b>THE PROGRAM MONITORING COMMITTEE RECOMMENDS THAT THE BOARD ACCEPT THE FOLLOWING DOCUMENT: REQUESTS FOR REINSTATEMENT/SAMPLE QUESTIONS FOR BOARD MEMBERS.</b></p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Smith, absent; Traynor, yes; 7 yes, 0 no, 1 absent. Motion carried.</p> <p><i>Motion from the Program Monitoring Committee:</i>  <b>THE PROGRAM MONITORING COMMITTEE RECOMMENDS THAT THE BOARD ACCEPT THE REQUEST FOR PROPOSAL FOR DISCIPLINARY/NON-DISCIPLINARY PROCESSES AND WORKPLACE IMPAIRMENT PROGRAM USING THE APPROVED AUDIT CRITERIA.</b></p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Rustvang, yes; Smith absent; Traynor, yes; 7 yes, 0 no, 1 absent. Motion carried.</p>
9.7 Technology Committee	<i>Discussion:</i> Linda Keys from Fireside Office Products presented various laptop/netbook computers to the Board to consider for use at paperless Board meeting

## North Dakota Board of Nursing Meeting Minutes – March 10, 2011

### CONSENT AGENDA:

8.1 NCSBN
8.11 New Research Briefs
8.2 Office Management
8.3 Nursing Practice
8.31 Summary of practice calls
8.32 Prescriptive Authority Applications
8.4 Workplace Impairment Program Report
8.41 Statistics
8.5 Unlicensed Assistive Person/Medication Assistant
8.51 Testing Summary Report
8.52 NNAAP Testing
8.6 Licensure
8.61 Licensed Nurse Statistics
8.62 UAP Stats
8.63 NCLEX-RN – none
8.64 NCLEX-PN – none
8.7 Discipline
8.71 Discipline Statistics/Case Activity Report
8.72 NLC Case Log
8.8 Legal Counsel
8.9 Education
8.91 Ratification of CE Approval
8.92 Report of Out-of-State Students ( as of 3/1/11)
8.93 Education Dialogue (January & February)

### BOARD COMMITTEES:

9.0 Program Monitoring Committee	
9.1 Nursing Education Committee	March 9, 2011
9.2 Finance Committee	April 19, 2011 @ noon (Tentative)
9.3 Executive Committee	
9.4 Prescriptive Authority Committee	May 18, 2011 5:00pm
9.5 Nursing Practice Committee	
9.6 Prescription Drug Monitoring Program Committee	March 24, 2011
9.7 Technology Committee	March 31, 2011

# North Dakota Board of Nursing Meeting Minutes – March 10, 2011

## UPCOMING MEETINGS & REPORT OF MEETINGS ATTENDED:

10.1 National Council of State Boards of Nursing Annual Meeting, August 2-5, 2011
10.2 NCSBN Monthly Meetings by teleconference calls and onsite:
10.2-1 Policy Call
10.2-2 Education Consultants
10.2-3 Discipline Networking Call
10.2-4 EO Network – March 14
10.2-5 NLCA Meeting – February 7, March 13
10.2-6 Mid-Year Meeting – March 13 – 16, 2011
10.2-7 NCSBN Executive Officers Leadership Seminar – June 21-23, 2011
10.2-8 Annual Institute of Regulatory Excellence, February 8-10, 2011
10.2-9 IRE Committee – December 13; January 10
10.2-10 Attorney/Investigator Symposium
10.2-11 NCLEX Invitational
10.2-12 Practice Consultant Call – February 2, 2011
10.2-13 TERCAP User Conference Call
10.2-14 IT Summit – May 10-11, 2011
10.2-15 ULR Committee – February 24-25
10.3 ND Nurse Leadership Council
10.4 ND Organization of Nurse Executives
10.5 ND Nurses Association
10.6 ND Rural & Public Health Conference – March 23-25, 2011.
10.7 ND LTCA Conference – May 3-6, 2011
10.8 ND Health Care Association Annual Meeting

## Staff Presentations:

None

The meeting recessed for lunch at 12:00 p.m. and reconvened at 1:00 p.m. on March 10, 2011.

The meeting adjourned at 3:40 p.m. on March 10, 2011.

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Constance B. Kalanek, RN, PhD, FRE  
Executive Director  
Draft 3/10/11