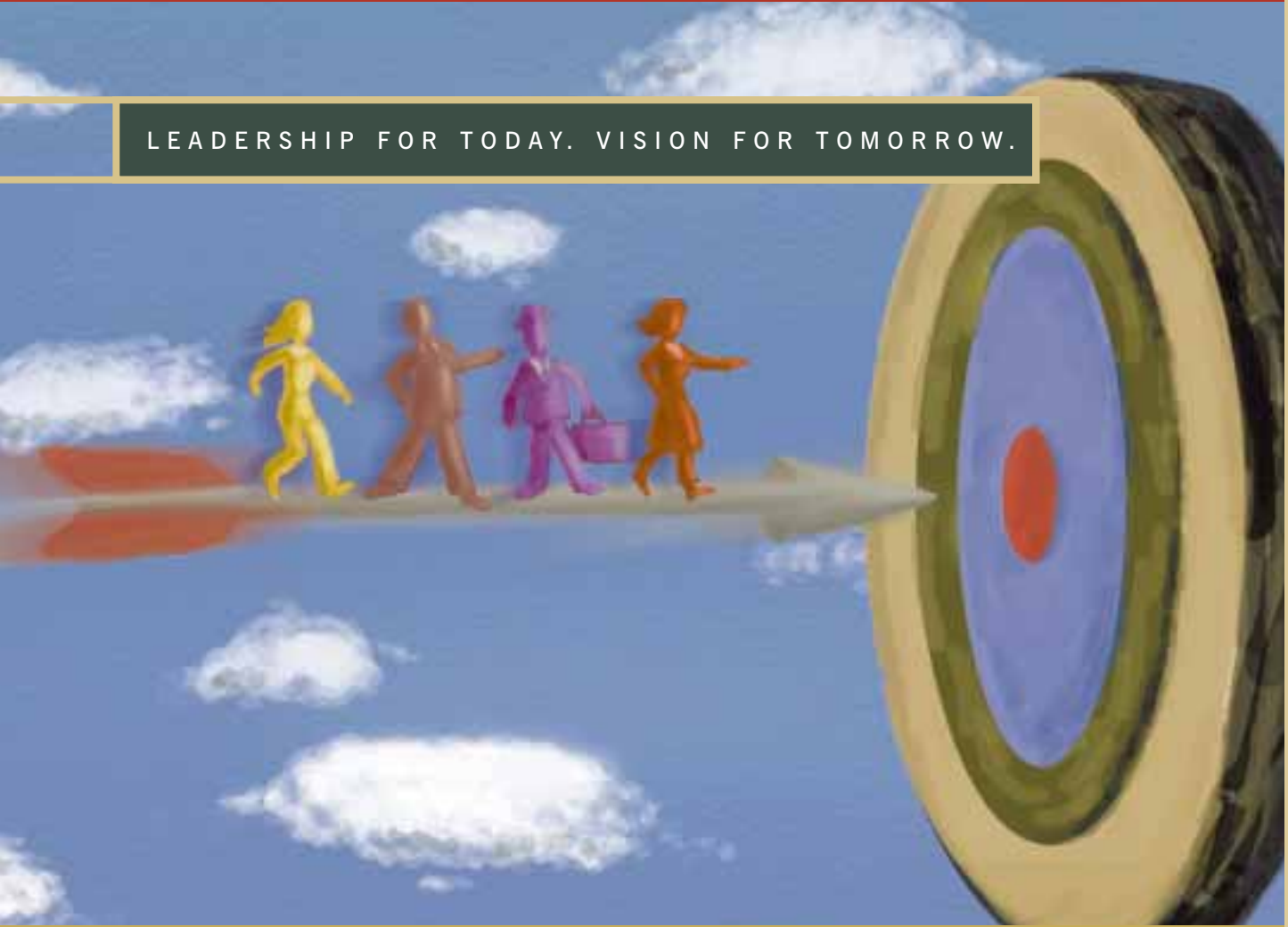


THE BUSINESS BOOK

LEADERSHIP FOR TODAY. VISION FOR TOMORROW.



2002

NCSBN ANNUAL MEETING

LONG BEACH, CA / AUGUST 13-17

National Council of State Boards of Nursing, Inc.



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Mission Statement

The mission of the National Council of State Boards of Nursing is to lead in nursing regulation by assisting Member Boards, collectively and individually, to promote safe and effective nursing practice in the interest of protecting public health and welfare.

Vision Statement

The National Council of State Boards of Nursing will advance optimal health outcomes by leading in health care regulation worldwide.

Purpose and Function

The purpose of the National Council of State Boards of Nursing, Inc. (NCSBN) is to provide an organization through which boards of nursing act and counsel together on matters of common interest and concern affecting the public health, safety and welfare, including the development of licensing examinations in nursing.

The major functions of NCSBN include developing the NCLEX-RN® and the NCLEX-PN® examinations, performing policy analysis and promoting uniformity in relationship to the regulation of nursing practice, disseminating data related to NCSBN's purpose, and serving as a forum for information exchange for National Council members.

SECTION I

2002 ANNUAL MEETING

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Business Agenda of the 2002 Delegate Assembly

Wednesday, August 14, 2 - 4 pm

Opening Ceremony

- Introductions
- Announcements

Opening Reports

- Credentials Committee
- Rules Committee

Adoption of Agenda

Report of the Committee on Nominations

- Adopt 2002 Slate of Candidates
- Nominations from the floor

Candidate Forum

Friday, August 16, 2:45 - 4 pm

Board of Directors' Report

- Proposed international administration of the NCLEX examination

Advanced Practice (APRN) Task Force Report

- Proposed revisions to the Alternative Mechanism Element of the Uniform Advanced Practice Registered Nurse Licensure/Authority to Practice Requirements

Advanced Practice (APRN) Compact Development Subcommittee Report

- Proposed nurse licensure compact for advanced practice registered nurses

Results of Election of Officers and Committee on Nominations

Saturday, August 17, 8:30 - 10:30 am

Practice Regulation & Education (PR&E) Report

- Proposed revisions to the *2002 Model Nursing Practice Act*
- Proposed *2002 Model Rules/Regulations, Chapter Five, Nursing Education*

Practice Regulation Education Congruence (PERC) Task Force

- Proposed PERC Action Plan

New Business

- Resolutions Committee and New Business

Saturday, August 17, 11:00 am - 12:00 pm

Introduction of 2002-2003 Board of Directors and Committee on Nominations

Adjournment

Special Note

Business conducted during the Delegate Assembly will be continuous, advancing through the agenda as time and discussion permits.

Standing Rules of the Delegate Assembly

1. Credentialing Procedures and Reports

- A. The President shall appoint the Credentials Committee, which is responsible for registering and accrediting delegates and alternate delegates.
- B. Upon registration, each delegate and alternate shall receive a badge and the appropriate number of voting cards authorized for that delegate. Delegates authorized to cast one vote shall receive one voting card. Delegates authorized to cast two votes shall receive two voting cards. Any transfer of voting cards must be made through the Credentials Committee.

A registered alternate may substitute for a delegate provided the delegate turns in the delegate badge and voting card(s) to the Credentials Committee at which time the alternate is issued a delegate badge. The initial delegate may resume delegate status by the same process.

- D. The Credentials Committee shall give a report at the first business meeting and amended reports at subsequent business meetings. The reports will contain the number of delegates and alternates registered as present with proper credentials, and the number of delegate votes present. At the beginning of each subsequent business meeting, the committee shall present an updated report listing all properly credentialed delegates and alternate delegates present, and the number of delegate votes present.

2. Meeting Conduct

- A. Meeting Conduct
 - 1. Delegates must wear badges and sit in the section reserved for them.
 - 2. All attendees shall be in their seats at least five minutes before the scheduled meeting time.
 - 3. There shall be no smoking in the meeting room.
 - 4. All cellular telephones shall be turned off or turned to silent vibrating mode. An attendee must leave the meeting room to answer a telephone.
 - 5. A delegate's conversations with non-delegates during a business meeting must take place outside the meeting room.
 - 6. All attendees have a right to be treated respectfully.

3. Agenda

- A. Business Agenda

The Business Agenda is prepared by the President in consultation with the Executive Director and approved by the Board of Directors.
- B. Consent Agenda
 - 1. The Consent Agenda contains agenda items that do not recommend actions.
 - 2. The Board of Directors may place items on the Consent Agenda that may be considered received without discussion or vote.

3. An item will be removed from the Consent Agenda for discussion or vote at the request of any delegate.
4. All items remaining on the Consent Agenda will be considered received without discussion or vote.

4. Motions or Resolutions

- A. Only delegates, members of the Board of Directors, and the Examination Committee may present motions or resolutions to the Delegate Assembly. Resolutions or motions made by the Examination Committee are limited to those to approve test plans pursuant to Article X, Section 1(a) of the bylaws of the National Council of State Boards of Nursing (NCSBN).
- B. All motions, resolutions and amendments shall be in writing and on triplicate motion paper signed by the maker and a second. All motions, resolutions and amendments must be submitted to the Delegate Assembly Chair and the Parliamentarian. All resolutions and motions must also be submitted to the Resolutions Committee chairperson before being presented to the Delegate Assembly.
- C. The Resolutions Committee, according to its Operating Policies and Procedures, shall review motions and resolutions submitted before Thursday, August 15, 2002, at 12 pm. Resolution or motion-makers are encouraged to submit motions and resolutions to the Resolutions Committee for review before this deadline.
- D. The Resolutions Committee will convene its meeting on Thursday, August 15, 2002, at 4 pm and schedule a mutually agreeable time during the meeting to meet with each resolution or motion-maker. The Resolutions Committee shall meet with the resolution or motion-maker to prepare resolutions or motions for presentation to the Delegate Assembly and to evaluate the resolution or motion in accordance with the criteria in its operating policies and procedures. The Committee shall submit a summary report to the Delegate Assembly of the Committee's review, analysis, and evaluation of each resolution and motion referred to the Committee. The Committee report shall precede the resolution or motion by the maker to the Delegate Assembly.
- E. If a member of the Delegate Assembly wishes to introduce a motion or resolution after the deadline of 4 pm on Thursday, August 15, 2002, the request shall be submitted under New Business. All motions or resolutions submitted will be presented with a written analysis that addresses the motion or resolution's consistency with established review criteria, including, but not limited to, the NCSBN mission, purpose and/or functions, strategic initiatives and outcomes; preliminary assessment of fiscal impact; and potential legal implications. The member submitting such a motion or resolution shall provide written copies of the motion or resolution to all delegates. A majority vote of the delegates shall be required to grant the request to introduce this item of business.

5. Debate

- A. Order of Debate: Delegates shall have the first right to speak. Non-delegate members and employees of Member Boards including members



of the Board of Directors may speak only after all delegates have spoken. Guests may be recognized by the Chair to speak after all delegates, non-delegate members and employees of Member Boards have spoken.

- B. Any person who wishes to speak shall go to a microphone. When recognized by the Chair, the speaker shall state his or her name and Member Board or organization.
- C. No person may speak in debate more than twice on the same question on the same day, or longer than four minutes per speech, without permission of the Delegate Assembly, granted by a majority vote without debate.

A red card raised at a microphone interrupts business for the purpose of a point of order, a question of privilege, orders of the day, a parliamentary inquiry or an appeal. Any of these motions takes priority over regular debate.

- E. A timekeeper will signal when the speaker has one minute remaining, and when the allotted time has expired.

6. Forums

- A. **Scheduled Forums:** The purpose of scheduled forums is to provide information helpful for decisions and to encourage dialogue among all delegates on the issues presented at the forum. All delegates are encouraged to attend forums to prepare for voting during the Delegate Assembly. Forum facilitators will give preference to voting delegates who wish to raise questions and/or discuss an issue.
- B. **Open Forum:** Open Forum time will be scheduled to promote dialogue and discussion on issues by all attendees. Attendee participation determines the topics discussed during an Open Forum. The president will facilitate the Open Forum.
- C. To ensure fair participation in forums, the forum facilitators may, at their discretion, impose rules of debate.

7. Nominations and Elections

- A. A delegate making a nomination from the floor shall have two minutes to list the qualifications of the nominee. Written consent of the nominee and a written statement of qualifications must be submitted to the Committee on Nominations at the time of the nomination from the floor.
- B. Electioneering for candidates is prohibited except during the candidate forum.
- C. The voting strength for the election shall be determined by those registered by 5 pm on Thursday, August 15, 2002.
- D. Election for officers, directors, and members of the Committee on Nominations shall be held Friday, August 16, 2002, from 2:30-3:30 pm.
- E. If no candidate receives the required vote for an office and repeated balloting is required, the president shall immediately announce run-off candidates and the time for the run-off balloting.

2002 Annual Meeting Schedule

Pre-Delegate Assembly Meetings

Monday, August 12

10 am – 4 pm Board of Directors Meeting

Tuesday, August 13

8 am – 9 am Registration and Breakfast

8:45 am – 4 pm **Concurrent Educational Sessions**
Dialogue on Current Research and SMP Training
or

9 am – 4 pm LPN/VN Forum

10:30 am – 10:45 am Break

12 pm – 1 pm Lunch

2:30 pm – 2:45 pm Break

4 pm – 5 pm **Optional:** Dialogue with Nurse Licensure Compact Administrators (NLCA)

5 pm – 7 pm NLCA Dinner and Meeting (Members Only)

Annual Meeting and Delegate Assembly Schedule

Wednesday, August 14

9 am - 4 pm **Exhibitor Hall open**

8 am – 8:50 am Registration and Breakfast
Optional: Orientation for New Delegates

9 am – 9:10 am California Welcome

9:10 am – 9:25 am President's Address

9:25 am – 9:40 am Executive Director Address

9:40 am – 10:15 am Report of the Finance Committee

10:15 am – 10:35 am Break

10:35 am – 11:30 am Report of the Examination Committee

12 pm – 1:30 pm Lunch

2 pm – 4 pm Opening Ceremony and Candidate Forum
Report from the Committee on Nominations

4:30 – 5 pm **Optional:** Nursys™ User Group Meeting

7 – 11 pm California Reception

Exhibitor Hall

Please join us on Wednesday, August 14, and Thursday, August 15, to view our exhibitor displays.

- American Academy of Nurse Practitioner
- Cardpro Products from Metavante
- FirstLab
- Iowa Foundation for Medical Care
- National Association of Clinical Nurse Specialists
- Pearson Professional Testing
- Nursing Spectrum
- Professional Credential Services

“Building Bridges” Topics

- Presidents
- Executive Officers
- Consumers
- Education
- Discipline
- LPN/VN
- Practice
- Board Members

Thursday, August 15

9 am – 4 pm	Exhibitor Hall Open
8 am – 9 am	Registration and Breakfast
9 am – 10:15 am	Keynote Speaker: Dennis Sherrod, EdD, RN Associate Director, Recruitment and Retention The North Carolina Center for Nursing
10:15 am – 10:35 am	Break
10:35 am – 11:45 am	Report of the Practice, Regulation and Education (PR&E) Committee Report of the Advanced Practice Registered Nurse (APRN) Task Force Report of the APRN Compact Development Subcommittee Report of the Subcommittee to Develop Model Rules
12 pm – 2 pm	Area Lunches
2:30 pm – 4 pm	Report of the Practice, Education and Regulation Congruence (PERC) Task Force
4 pm – 5 pm	Resolutions Committee Meeting
5 pm – 7 pm	Board of Directors & Candidate Reception

Friday, August 16

7:45 am – 8:45 am	Elections
8 am – 9 am	Registration and Breakfast
9 am – 10:15 am	Open Forum and Resolutions
10:15 am – 10:35 am	Break
10:35 am – Noon	“Building Bridges” Sessions
12 pm – 2:30 pm	Awards Luncheon
2:45 pm – 4 pm	Delegate Assembly Election Results (Revote if necessary)

Saturday, August 17

8 am – 9 am	Registration and Breakfast
9 am – 9:15 am	Presentation by 25th Anniversary Planning Advisory Council
9:15 am – 10:15 am	Delegate Assembly Business Agenda
10:15 am – 10:35 am	Break
10:35 am – Noon	Delegate Assembly Business Closing Ceremony
2 pm – 4 pm	Board of Directors Meeting

Summary of Recommendations to the 2002 Delegate Assembly with Rational

Board of Directors

1. Adopt recommendations as set forth by the Examination Committee to proceed with negotiations for a contract amendment with test service for purposes of international administration of the NCLEX® Examination. As part of this contractual negotiation for international administration for purposes of domestic licensure, the Board of Directors will utilize criteria developed by the Examination Committee and establish jurisdiction-specific candidate examination fees for NCLEX examinations delivered outside current Member Board jurisdictions.

Rationale

To remove potential barriers to nurse licensure in NCSBN Member Board jurisdictions, to facilitate global self-determination of nurse employment, to establish an international presence commensurate with the NCSBN mission and vision, and to establish strategic international relationships with foreign nurse regulatory bodies, the Examination Committee recommends administration of current NCLEX-RN® and NCELX-PN® examinations in testing centers located outside current Member Board jurisdictions, for purposes of licensure within Member Board jurisdictions.

Utilizing current NCLEX administration policies and procedures, including all security procedures, the NCLEX examinations will be administered in VUE Authorized/Pearson Professional Test Centers that are approved by the Examination Committee and meet NCLEX contract specifications. Initial countries for evaluation of test center locations by the Examination Committee include: Australia, Canada, France, Germany, Japan, the United Kingdom and the Netherlands. International administration of the NCLEX examinations will not occur before April 1, 2003.

No part of this recommendation will contradict or circumvent any current Member Board licensure processes or requirements. This specific recommendation regarding international administration does not address the administration or modification of the NCLEX examinations for purposes of licensure, or any other purpose, for boards of nursing, or any similar regulatory body, outside current Member Board jurisdictions.

Fiscal Impact

Subsequent to adoption by the Delegate Assembly, the Board of Directors will begin contract amendment negotiations to establish fees for services rendered by test service. International NCLEX candidate examination fees will be set to reflect the costs of examination administration in the specific international jurisdiction. NCLEX candidate fees for examinations administered in current Member Board jurisdictions will not be increased to subsidize any additional costs of international NCLEX administration.

This document provides a summary of recommendations that NCSBN's Board of Directors, Committee on Nominations, Examination Committee, Practice Regulation and Education Committee, Advanced Practice Task Force, Advanced Practice Compact Development Subcommittee, and the Practice, Education and Regulation Congruence (PERC) Task Force, propose to the Delegate Assembly 2002.

Additional recommendations may be brought forward during the 2002 Annual Meeting.

Committee on Nominations

2. Adopt the 2003 Slate of Candidates.

Rationale

The Committee on Nominations has prepared the 2003 Slate of Candidates with due regard for the qualifications required by the positions open for election, fairness to all nominees, and attention to the goals and purpose of NCSBN. Full biographical information for each candidate follows in the Business Book under the Report of the Committee on Nominations, and each candidate will present himself or herself at the Candidate's Forum on Wednesday, August 14, 2002, from 2-4 pm.

Fiscal Impact

Incorporated into FY03 budget.

Attachment: 2002 Slate of Candidates, page 18.

Practice Regulation & Education (PR&E) Committee

3. Adopt the proposed revisions to the 2002 Model Nursing Practice Act.

Rationale

The existing National Council Model Nursing Practice Act was last reviewed in 1993 and subsequently adopted in August 1994. The Board of Directors charged the PR&E Committee, assisted by the PR&E Subcommittee to Develop the Model Rules and Act, with the responsibility to review and revise as necessary the National Council's Model Nursing Practice Act for consideration by the 2002 Delegate Assembly.

In approaching its work, the committee used a framework that had been developed by a previous National Council Model Rules Subcommittee. Before the subcommittee began the review of the current model, members identified guiding principles and assumptions that would guide their work. The model was developed based upon a thorough review of the literature, recent NCSBN research study data, input and feedback from members and committees, and a review of Member Board nurse practice acts and other regulatory professional models.

The most significant body of work completed in preparation for the model act revision process was a comprehensive analysis of critical elements of scopes of practice for nurses. In examining the scopes of practice, the subcommittee analyzed the critical elements of nursing scopes of practice for APRNs, RNs, and LPN/VNs.

Fiscal Impact

Nominal printing and distribution costs incorporated into the 2003 budget.

Attachment: Revised 2002 Model Nursing Practice Act, page 81.

4. Adopt the proposed 2002 Model Rules/Regulations, Chapter Five, Nursing Education.

Rationale

The existing National Council Model Administrative Rules were adopted in August 1994. The Board of Directors charged the PR&E Committee with the responsibility to review and revise as necessary the National Council's Model Nursing Administrative Rules for consideration by the 2002 Delegate Assembly.

The PR&E Committee subsequently formed a subgroup of four committee members and selected the Model Administrative Rules, Chapter Five, Nursing Education as the initial section for revision based upon priorities of Member Boards. The remaining sections of the Model Nursing Rules/Regulations are slated for completion in 2003.

The subgroup used the Standards of Nursing Education approved by the PR&E Committee at its December 2001 meeting as the framework on which to build. The proposed Model Nursing Rules/Regulations, Chapter Five, Nursing Education, (renamed to reflect differences in current terminology used by boards) addresses the critically important regulatory issues for boards of nursing in relation to nursing education program approval.

Fiscal Impact

None.

Attachment: Revised 2002 Model Rules/Regulations, Chapter Five, Nursing Education, page 138.

Advanced Practice (APRN) Task Force

5. Adopt revisions to the Alternative Mechanism Element of the Uniform Advanced Practice Registered Nurse Licensure/Authority to Practice Requirements.

Rationale

The Uniform Advanced Practice Registered Nurse Licensure/Authority to Practice Requirements were approved by the Delegate Assembly in 2000. At that time, an alternative mechanism element was included in the requirements to enable advanced practice nurses who did not have a certification examination for their specialty to be licensed. The rationale for including the alternative mechanism was to ensure that a growing portion of the nursing profession was not restricted prematurely. Specifically, the alternative mechanism stated:

For applicants for whom there is no appropriate certifying exam available, states may develop alternate mechanisms to assure initial competence.

Since the APRN uniform requirements were approved, there have been rapid changes in the field of advanced practice nursing. Most valid specialty areas now have a certification program through examination. In addition, certifying bodies are now developing new subspecialty programs. The proliferation of these subspecialties has led to great concern among nurse regulators. These

concerns have been expressed during NCSBN policy calls and directly to the APRN Task Force. Member Board concerns are based on issues of how to regulate subspecialty advanced practice nurses within their scope of practice. The APRN Task Force also has concerns regarding the low numbers of candidates taking the examinations. Due to the low number of candidates, the validity and reliability of these examinations are difficult to substantiate and, therefore, they may not be psychometrically sound.

The Task Force recommends that broad preparation for APRNs should be considered the minimum preparation for entry into advanced practice nursing for legal recognition. A broad generalist preparation will give the advanced practice nurse a basis on which to practice safely. The intent is to move towards a broad generalist preparation as opposed to a narrow subspecialty preparation. APRN certification in a subspecialty can be obtained after credentialing in a generalist category has been completed.

Fiscal Impact

None.

Attachment: Revised Uniform Advanced Practice Registered Nurse Licensure/Authority to Practice Requirements, page 154.

Advanced Practice Registered Nurse (APRN) Compact Development Subcommittee

6. Adopt a nurse licensure compact for advanced practice registered nurses.

Rationale

The APRN Compact Development Subcommittee was charged by the Board of Directors to develop the APRN compact model for consideration by the 2002 Delegate Assembly. The basis of the development of the APRN Compact was the approval in December 1997 by the Delegate Assembly “to approve the proposed language for an interstate compact in support of a standard approach to a mutual recognition model of nursing regulation.” This motion was passed during a special session of the delegates at which time the Strategies for Implementation of the Mutual Recognition Model of Nursing Regulation were also approved. The decision to accept the mutual recognition model of nursing regulation was made with the understanding that development of an APRN compact would proceed at a later date and as a separate compact than that for Registered Nurses and Licensed Practical Nurses/Vocational Nurses.

The Uniform APRN Licensure/Authority to Practice Requirements approved by the 2000 Delegate Assembly establish the foundation for the APRN compact in order to promote quality, consistency and accessibility of advanced practice nursing care within states and across state lines.

The subcommittee concluded the most significant differences among states and across the four categories of APRNs centered around two scope of practice issues: prescriptive authority and collaborative agreements with physicians. Therefore, the proposed APRN Compact does not address scope of practice issues in light of these differences.

Fiscal Impact

The cost of convening an APRN Compact Implementation Committee for one year is incorporated in the 2003 budget.

Attachment: Proposed Nurse Licensure Compact for Advanced Practice Registered Nurses, page 177.

Practice Education Regulation Congruence (PERC) Task Force**7. Adopt the PERC Action Plan.****Rationale**

The Practice, Education, and Regulation Congruence (PERC) Task Force was charged by the 2000 Delegate Assembly to develop an action plan to clearly delineate and establish congruence among education, practice and regulation for the respective roles of all nurses. The action plan was developed with input from members and a broad range of external stakeholders.

The action plan incorporates strategies to address incongruencies identified in the first phase of the task force work and are prioritized into four major recommendations. Elements of the action plan can be incorporated into the Strategic Initiatives and Outcomes 2002-2004 approved by the 2001 Delegate Assembly.

Fiscal Impact

Incorporated into the 2003 budget.

Attachment: Proposed PERC Action Plan, page 197.

Committee Members

Gino Chisari, Board Staff, MA,
Area IV, Chair

Cookie Bible, Board President,
NV,
Area I

Karla Bitz, Board Staff, ND,
Area II,
Vice-Chair

June Bell, Board Member, KY,
Area III

Staff

Kathy Apple, MS, RN, Executive
Director

Relationship to Strategic Plan**Strategic Initiative 5 – Governance & Leadership and Organizational Capacity**

The National Council will support the education and development of Member Board staff, Board Members and Board of Directors to lead in nursing regulation.

Outcome C

A sound organizational governance and management infrastructure advances the National Council's mission and vision.

Report of the Committee on Nominations

Recommendation to the Delegate Assembly

Adopt the 2003 Slate of Candidates.

Rationale

The Committee on Nominations has prepared the 2003 Slate of Candidates with due regard for the qualifications required by the positions open for election, fairness to all nominees, and attention to the goals and purpose of NCSBN. Full biographical information for each candidate follows. Each candidate will present himself or herself at the Candidate's Forum on Wednesday, August 14, 2002, from 2 – 4 pm.

Background**Discussion of Committee on Nominations Reference Manual**

The committee reviewed the materials prepared for the reference manual. Selected resource articles included "The Board Building Cycle," a publication of the National Center for Nonprofit Boards, "The Human Potential of the Board," *Governing Boards*, Cyril O. Houle; "Invest in Selection and Training," *Boards That Make a Difference*, John Carver; and "The New Work of the Nonprofit Board," *Harvard Business Review*, Barbara Taylor, Richard Chait and Thomas Holland. Additional reference material included the NCSBN organizational structure, 2001 bylaws, duties and recruitment responsibilities of the committee, criteria for board service, nomination forms, minutes from past Committee on Nominations meetings, traveler information and contact lists.

The Nomination Process, Nomination Form and Recruitment Plan

June Bell shared her experience with the Committee on Nominations from last year including common reasons why members do not want to run and how to balance board members, executive officers, board staff, registered nurses, licensed practical/vocational nurses and consumers. The Committee agreed to strive for diversity from the membership with at least three candidates for each position. The Committee also requested assistance from the Area Directors for recruitment from their specific areas.

The committee discussed at length, the 2001 Delegate Assembly resolution that read, "The 2001 Delegate Assembly directs the members of the Nominating Committee to make every possible effort to present a slate of candidates that includes several public member candidates for the officer and director positions." The Committee believed that Member Boards shared in this responsibility to encourage and support public members as candidates. Member Boards were specifically asked to encourage their own public members to consider elected office.

The nomination form was revised. The Committee had a lengthy discussion regarding the requirement to have an endorsement signature. The Committee decided to delete the requirement for an endorsement signature from the form, but added language in the consent section requiring the signature of the

candidate attesting that they have discussed their candidacy with the appropriate person(s) and have been endorsed by their jurisdiction. Other minor edits were made to the form.

The plan for recruitment primarily targeted potential candidates through letters, *Council Connector*, policy conference calls, and education conference calls. Recruitment letters were sent specifically to 1) all executive officers and all board members; 2) to people who have already expressed interest in running; 3) people who volunteered for committee appointments but were not chosen; 4) eligible members of the current Board of Directors; and 5) people who ran last year but were not elected. The committee made personal phone calls to those people who had expressed interest in running and people who ran last year but were not elected.

The Committee held a candidate reception during the 2002 Midyear Meeting. At this reception, past and current members of the Board of Directors offered insight regarding their experiences in office.

The form letter to candidates informing them of their selection was reviewed and approved. The Committee discussed the Candidate Forum and determined that the format should remain the same but felt that the post-Delegate Assembly evaluation should include a question soliciting feedback from the membership regarding other ways to interact with candidates.

Observation of the Board of Directors in Action

The Committee observed the Board of Directors during its meeting on October 2, 2001. The committee entered into a dialogue with the members of the Board to obtain information regarding the role and responsibilities of each position.

Future Activities

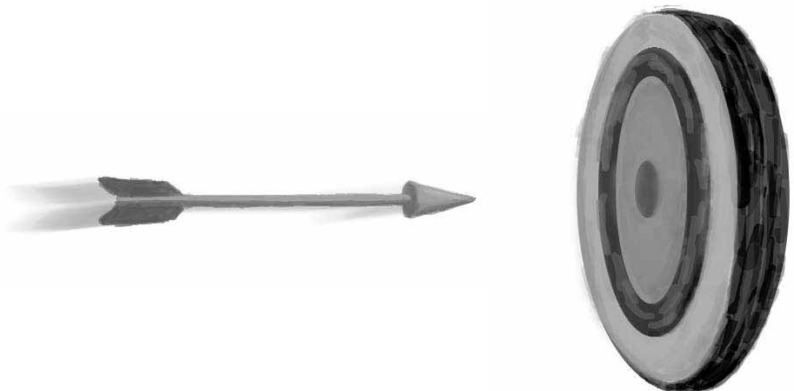
- Karla Bitz, representing Area II, will assume the Chair position next year based on the changes to the bylaws by the 2001 Delegate Assembly.
- Cookie Bible, representing Area I, will continue committee membership for one more year based on the changes to the bylaws by the 2001 Delegate Assembly.
- The committee will explore possible alternative methods to increase the ability of the membership to interact with candidates.

Meeting Dates

- October 1, 2001
- November 14, 2001
- April 4, 2002

Attachments

- A. 2003 Slate of Candidates



Detailed Information on Candidates

Information is provided on each candidate in the following pages, taken directly from nomination forms and organized as follows:

- Name, Jurisdiction, Area
- Present board position, board name
- Present employer
- Educational preparation
- Offices held or committee membership, including National Council activity
- Professional organizations
- Date of term expirations and eligibility for reappointment
- Personal statement

Committee on Nominations – Attachment A

2002 Slate of Candidates

The following is the slate of candidates developed and adopted by the Committee on Nominations. Each candidate profile is taken directly from the candidates nomination form. The Candidate Forum will provide the opportunity for candidates to address the 2002 Delegate Assembly on Wednesday, August 14, 2002, from 2 – 4 pm.

President

Myra A. Broadway, Maine, Area IV
Donna M. Dorsey, Maryland, Area IV
Barbara Morvant, Louisiana-RN, Area III

Vice President

Marcia Hobbs, Kentucky, Area III
Linda L. Roan, Colorado, Area I

Treasurer

Sandra Evans, Idaho, Area I
Rula Harb, Massachusetts, Area IV
Lorinda Inman, Iowa, Area II

Director-at-Large (two positions)

Debra P. Brady, New Mexico, Area I
Gregory Harris, Arizona, Area I
Polly Johnson, North Carolina, Area III
Elaine M. Klein, Alabama, Area III
Lourdes Maldonado, Puerto Rico, Area IV
Sue Mitchell, Oklahoma, Area III
Sheila Perry, New York, Area IV
Marbury Stegall, Georgia-RN, Area III
Jack Sturgill, Jr, Maryland, Area IV

Committee on Nominations

Area III

Marjesta Jones, Alabama, Area III
Betty Sims, Texas-VN, Area III

Area IV

Gino Chisari, Massachusetts, Area IV
Maryjeanette (Jan) Monihan, Delaware, Area IV

Candidate for President

Myra A. Broadway, JD, MS, RN
Executive Director, Maine State Board of Nursing, Area IV

Executive Director, Maine Board of Nursing

Education

Franklin Pierce Law Center, JD (Law), 1990
University of Colorado, MS (Community Health Nursing), 1973
Hunter College, BSN (Nursing), 1967

Professional/Regulatory/Community Involvement

NCSBN

Director-at-Large, 2000-2002
Board Liaison to Commitment to Excellence, 2000-2002
Model Rules Subcommittee, 2001-2002
Bylaws Committee, 2001-2002
Awards Advisory Panel, 2000-2001
Delegate Assembly Advisory Group, 2000-2001
Commitment to Excellence Committee, 2000
Resolutions Committee, 1999
Mutual Recognition Member Board Operations Analysis Tool
Working Groups, 1998

United States Air Force Reserves
9019th Air Reserve Squadron, 1976-1998
Colorado Air National Guard, 1972-1975
Active Duty, 1968-1971

Date of expiration of term: NA

Eligible for reappointment: NA

Personal Statement

Having served as a National Council Director-at-Large for two terms and as Executive Officer for the Maine State Board of Nursing, I bring a keen sense of awareness of issues facing the membership. Member Boards and the Board of Directors are two facets of the same membership body. It is our unity of purpose and richness in experience that will help fulfill the mission of the National Council. Therefore, it is critical to develop a means to monitor and improve regulatory effectiveness; to develop our board governance ability; to articulate and prioritize information technology programs of importance to Member Boards; to continue our research efforts so that decisions may be data driven and evidence based; and, to transition effectively to the new test vendor exploring the opportunity to offer NCLEX[®] internationally. While we learn from the past, we must anticipate confidently what the future can and should be.

Personal Statement

The excitement and challenges of the National Council's work and the people involved in the organization helped me decide to run for President. My 21 years of involvement in the regulatory arena has provided the knowledge, insight and appreciation of the central role the Council plays in promoting safe and effective nursing care. I bring a variety of leadership experiences in nursing and community organizations that have taught me how to apply administrative, communication and problem solving skills in a multitude of situation. I practice a collaborative approach in reaching decisions and understand how to balance the political, policy and fiscal aspects of decisions to meet organizational goals. I am committed to the mission of the Council and to assisting in charting its future. It would be a privilege to lead a team of peers working together to positively impact on the health and safety of the public.

Candidate for President

Donna M. Dorsey, MS, RN Executive Director, Maryland Board of Nursing, Area IV

Executive Director, Maryland Board of Nursing

Education

University of Maryland, MS (Community Health Nursing/Administration), 1975
East Carolina University, BSN (Nursing), 1967

Professional/Regulatory/Community Involvement

NCSBN

Treasurer, 1987-1991

Finance Committee Chair, 1987-1991

Examination Negotiating Team, 1992, 1993 (NACEP, 1997, 1999)

Bylaws, 1984-1986

License Verification Task Force, 1996-1997

Examination Committee Team 2, 1993

Resolutions Committee, 1994

Commitment to Excellence, 1999-2002

Awards Committee, 2000-2002

Nurse Licensure Compact Administrator Vice Chair, 1999-2002

Disaster Planning Task Force, 2002

American Red Cross

National Chairman of Nursing, 1995-1999

Sr. Advisor Nursing, 1999-present

Central Maryland Red Cross

Board Member, 1997-present

Chair Howard County Unit, 2000-2002

Maryland Nurses Association

Finance Committee, 1999-present

Patient Safety Steering Committee, 2002

Date of expiration of term: NA

Eligible for reappointment: NA

Candidate for President

Barbara L. Morvant, MN, RN
Executive Director, Louisiana State Board of Nursing, Area III

Executive Director, Louisiana State Board of Nursing

Education

Louisiana State University Medical Center, MSN (Adult Health/Nursing Service Administration), 1976

Louisiana State University Medical Center, BSN (Nursing), 1973

Touro Infirmary School of Nursing, Diploma (Nursing), 1969

Professional/Regulatory/Community Involvement

American Nurses Association, 1972-present

Louisiana State Nurses Association, 1972-present

New Orleans District Nurses Association, 1972-present

Sigma Theta Tau, 1980-present

Date of expiration of term: NA

Eligible for reappointment: NA

Personal Statement

As Treasurer of NCSBN since 1998 and a member of the Finance Committee since 1992, I have had a unique opportunity to gain knowledge of the programs, services and resources of the NCSBN. I have developed a deep appreciation for the diversity of Member Boards and the challenges this brings to an organization whose mission is to meet their needs. As a member of the Board of Directors since 1998, I will bring experience, history and sound fiscal management to the position of President. Experience and history, however are not sufficient to lead into the future. I believe in addition to these skills, one must bring vision, leadership, and courage to make tough decisions to the position of President. I trust that my performance as Treasurer of NCSBN has demonstrated that I have the vision, leadership, courage and strong commitment to Member Boards that it takes to lead the organization in the next two years.

Personal Statement

The qualities and skills that I bring to the NCSBN Board of Directors include an ability to mediate, negotiate, and explore new possibilities within the designated mission. I believe that I bring a varied background to the position as well as the educational perspective. Being a Board member also brings a different viewpoint to the many challenges facing NCSBN. Having served in the vice president position for the last year has provided me with a quick "understudy" experience of observing a 4-year veteran president. I believe that, if need be, I have the knowledge and skill to fulfill the position of president in his/her absence and will provide enthusiastic support to the newly elected president.

Candidate for Vice President

Marcia Blix Hobbs, DSN, RN President, Kentucky Board of Nursing, Area III

Chair, Associate Professor, School of Nursing, Murray State University

Education

University of Alabama, DSN, 1991

University of Hawaii, MS, 1984

DePauw University, BSN, 1974

Professional/Regulatory/Community Involvement

NCSBN

Vice President, 2001-present

Committee Liaison: Examination, Regulatory Credentialing Program

Development Task Force-present

Delegate Assembly Attendee, 1999-present

Area Meeting Attendee, 1997-2000; Mid-Year Meeting, 2001-2002

Committee on Nominations, 1998-1999

Delegate Assembly Advisory Panel, 1999-2000

American Nurses Association (ANA): (IA, HI, TN, KY), 1980-present

Tennessee Nurses Association (TNA) Board of Directors, 1990

STTI Chapter President, 1994-1997, 1998-2000

Kentucky Board of Nursing:

President – present

President Elect 2000

Secretary – 1999

Education Committee, 1996-present; Chair, 1999

Continued Competency Task Force, 1999-2000

Baccalaureate and Higher Education Representative, 1998-present

Strategic Planning Work Group, Chair, 2000

KBN Connection Editorial Panel, 1999, Secretary, 1998

Sigma Xi, 1996-present

Commission on Collegiate Nursing Education On-Site Evaluator, 1998-present

Purchase Area AHEC Board, 1992-present

Calloway County Red Cross, 1992-present

United States Army Reserves, 1972-present, LTC, Commander - 933rd Forward Surgical Team

Area Health Education Centers (AHEC) American Red Cross Board of Directors (local) 1992-present

Date of expiration of term: 7/30/02

Eligible for reappointment: Yes

Candidate for Vice President

Linda L. Roan, RN, MN
Board Member, Colorado Board of Nursing, Area I

College Campus Chair, Health and Human Services, University of Phoenix

Education

Colorado State University, PhD, (Higher Education), Projected 12/2002
University of Phoenix, MN (Nursing), 1994
University of Phoenix, BSN, 1986
Garden City Community College, AND, 1977

Professional/Regulatory/Community Involvement

Representative to College Shared Governance Committee, 1993-1996
Faculty Senate President, 1995-1996
Chairperson for College Curriculum, Instruction and Practice Committee, 1997-1998
Member National Association of Associate Degree Nursing, 1996-2000
President, Colorado Association of Associate Degree Nursing, 1998-2000
Secretary, Colorado Council for Nurse Educators, 1998-2000
Board Member, Colorado State Board of Nursing, 1999-present
Vice President, Colorado State Board of Nursing, 2001-present
Member Executive Advisory Board for Colorado Workforce Development Council for Nursing, 2000-present
Member of Renew Rethink Evolving Nurse Education in the Workplace, 2000-present
Member Steering Committee for Colorado Center for Nursing Excellence, 2001-present
Second Vice-President for Omicron Delta (University Chapter of Sigma Theta Tau), 2000-present

Date of expiration of term: 7/1/02

Eligible for reappointment: Yes

Personal Statement

In my 25 years of nursing, I have had the privilege to work in numerous arenas. I have provided patient care in long-term care, acute care, and home care. I have also provided nursing service through management and leadership positions in healthcare industry and education. Throughout these experiences I have remained focused on what I believe is the shared culture of nursing, care of individuals within the community. When I received the great honor to represent nursing education on the Board of Nursing, I had no idea how my professional thoughts would evolve. It became clear that our greatest mission as a member of the profession is to protect the public. Through this evolution, I realized that this is not only individual protection but also public protection through advocacy within the healthcare system. I would appreciate the opportunity to continue this vision through participation on National Council.

Personal Statement

As a member of the National Council of State Boards of Nursing Finance Committee for the past five years, I am familiar with the fiscal philosophy and policies of National Council, including current investment and spending policies. I have been involved in budget development and management processes of the organization since 1998 and am experienced in identifying and addressing potential trouble spots related to National Council's fiscal policies and decisions. I am practiced in closely monitoring the fiscal performance of the organization to assure accomplishment of the membership's strategic initiatives while paying close attention to the unique and varied needs of the individual member boards.

I am firmly committed to the mission of National Council, and as treasurer, am prepared to exercise prudence in decision-making, diligence in seeking relevant information, and persistence in working toward desired outcomes.

Candidate for Treasurer

Sandra Evans, BSN, RN, MA Ed
Executive Director, Idaho Board of Nursing, Area I

Executive Director, Idaho Board of Nursing

Education

Idaho State University, MA Ed (Curriculum Development/Instructional Supervision), 1979

Idaho State University, BN, 1971

Professional/Regulatory/Community Involvement

NCSBN

Member, Communications Evaluation Task Force, 1997

Member, Finance Committee, 1998-present

Member, MSR Operations and Fiscal Work Group, 1999

Nurse Licensure Compact Administrators, 2001-present

American Nurses Association/Idaho Nurses Association, 1979-present

Member, INA Continuing Nursing Education Approval Board, 1985-present

Sigma Theta Tau, Mu Gamma Chapter, 1987-present

Idaho Commission on Nursing and Nursing Education, 1979-present

Chair, 1987-1989

Chair, Colleagues in Caring Data Collection/Analysis Task Force, 1999-present

Date of expiration of term: NA

Eligible for reappointment: NA

Candidate for Treasurer

Rula Harb, MS, RN
Associate Executive Director, Massachusetts Board of Regulation in Nursing, Area IV

Associate Executive Director, Massachusetts Board of Regulation in Nursing

Education

Boston University, MS (Nursing Administration and Education), 1982
American University of Beirut, BS (Nursing), 1977

Professional/Regulatory/Community Involvement

NCSBN

Exam Committee 1998-2000

State activities on committees and task forces related to performance excellence, process improvement, cultural diversity, nursing shortage, substance abuse programs, needle stick injuries, prevention of medical errors, medication technicians in long-term care, promulgation of regulations, complaint resolution processes and surveys of nursing education programs.

Date of expiration of term: NA

Eligible for reappointment: NA

Personal Statement

I am committed to serve the National Council because I believe in the Council's mission of public protection. As the Associate Executive Director of the Massachusetts Board of Nursing, I have gained an in-depth understanding of statewide and national issues related to nursing practice and education. I consistently apply the knowledge I gained from a diverse nursing career to achieve organizational outcomes through team building and global thinking. I have the skills to effectively make operating decisions based on realistic budget objectives, financial information, fixed and variable costs and annual audit reports. I concentrate on evaluating facts and developing creative and cost effective strategic alternatives that solve problems rather than symptoms. I value the exchange of information among peers from the different states, as it always gives me a fresh perspective. I respect and appreciate the Council's regulatory leadership and would be honored to contribute to the challenges ahead.

Personal Statement

I have been actively involved with the National Council for nearly twenty years. It has been both an honor and a privilege to serve as a delegate, committee member and board member. The National Council has become a leader in nursing regulation because of the strength of its membership involvement. As an organization, we analyze and react to changes in the health care, regulatory and economic environments that impact regulation of the nursing profession and provide the structure and support for collaboration among boards as these issues are addressed. I believe that this collaboration together on challenging issues is the core work of the National Council that supports Member Boards in their public protection mission.

I am dedicated and committed to doing the best possible job for the Member Boards and National Council.

Candidate for Treasurer

Lorinda Inman, RN, MSN
Executive Director, Iowa Board of Nursing, Area II

Executive Director, Iowa Board of Nursing

Education

Loyola University, MSN (Clinical Nurse Specialty), 1976
University of Iowa, BSN, 1971

Professional/Regulatory/Community Involvement

NCSBN

Examination Committee, 2001-current
Vice President, 2001
Area II Director, 1997-2001
Mutual Recognition Master Plan Coordinating Group, 1998
Finance Committee, 1995-1997
Resolutions Committee, 1994-1997
Long Range Planning Committee, 1989-1995
Executive Officers Orientation Planning, 1995
County Government ISU Extension Council, 1999-current
County Government Dallas County Historical Commission, 1997-current

Date of expiration of term: NA

Eligible for reappointment: NA

Candidate for Director-at-Large

Debra P. Brady, PhD, RN
Executive Director, New Mexico Board of Nursing, Area I

Executive Director, New Mexico Board of Nursing

Education

University of New Mexico, PhD, (Educational Administration), 1995
University of Pittsburgh, MEd, 1981
University of Pittsburgh, BSN, 1974

Professional/Regulatory/Community Involvement

NCSBN

Regulatory Credentialing Program Development Task Force, 2001,
Current Chairperson
Committee on Nominations, 2000
NP&E –1999-2000; Co-Chair, 2000
Commitment to Excellence Advisory Committee Pilot State, 2000-2001
Resolutions Committee 1991-1994; Chairperson, 1992-1994
CST – 1988-1993, 1995; Chairperson, 1991-1993, 1995

Date of expiration of term: NA

Eligible for reappointment: NA

Personal Statement

I have shared my time and talents with the National Council through service on various committees over the last 11 years and would like the opportunity to serve on the Board of Directors. For my many years of service I have developed an understanding of the organization as a whole and the issues of importance to the National Council. I feel well prepared to provide leadership in meeting the needs of Member Boards in accomplishing the mission and goals of the National Council. I believe the continuation of a psychometrically sound, legally defensible examination is of utmost importance to Member Boards. I also believe it is important for the National Council to keep abreast of the rapidly changing world of regulation so the organization is poised to take advantage of opportunities and effectively deal with the challenges presented to it.

Personal Statement

The changing healthcare landscape requires an ability to be prepared to address a host of nursing regulation issues, the implications of staffing shortages, licensing standards and scope of practice issues. My attention to these and other issues stems from the many facets of my work, including my membership on the Arizona Board of Nursing. My background as a regulatory attorney, and from my exposure to issues raised during my service on the National Council's Bylaws Committee. With my healthcare-legal background and my vast administrative law experience, I believe that I can work with other policy makers to understand and act upon these complex issues within the broader context. This perspective would enable me to serve the public, nursing, the National Council and its Member Boards in the continuing effort to both impact and react to the healthcare challenges that lie ahead.

Candidate for Director-at-Large

Greg Y. Harris
Board Member, Arizona State Board of Nursing, Area I

Attorney, Lewis and Roca LLP

Education

Arizona State University, JD (Law), 1983
Arizona State University, BA (Political Science), 1980

Professional/Regulatory/Community Involvement

In July 2000, the Arizona Governor appointed me to serve as a public member of the Arizona Board of Nursing. Since joining the Board, I have been an active member of the Board and involved in a host of policy issues related to the Board's activities in Arizona.

Last year, I volunteered to serve and received an appointment to serve as a member of the National Council's Bylaws Committee. The work in which I participated on this committee led to the presentation of proposed bylaws changes that were presented to the Delegate Assembly in Pittsburgh in 2001. At present, I have volunteered to lead a seminar directed at nursing board attorneys to be held in conjunction with the Investigators Summit in June 2002.

Before joining the Arizona Board of Nursing, I first became involved with nursing regulatory issues when I served as an Assistant Attorney General and represented the Board from 1987 to 1989. Following my service in this capacity, I continued to represent a number of state and federal agencies until 1994. In 1994, I joined the staff of the Arizona Department of Insurance, where I served as an Administrative Law Judge and as the Department's Executive Assistant Director until 1998, when I left government service to join a private law firm.

In addition to my service on the Arizona Board of Nursing, I also serve as a member of the Arizona Board of Athletic Trainers, and currently hold the post of vice-chair of this board.

Date of expiration of term: 6/30/05

Eligible for reappointment: Yes

Candidate for Director-at-Large

Polly Johnson, RN, MSN

Executive Director, North Carolina Board of Nursing, Area III

Executive Director, North Carolina Board of Nursing

Education

Duke University, MSN (Nursing), 1980

Ohio State University, Certificate (Special Education), 1967

Ohio State University, BSN (Nursing), 1962

Professional/Regulatory/Community Involvement

County Advisory Committee for Assisted Living Facilities, 1995-1998

Variety of leadership positions in church past 10+years to include: Chair of Board, Chair of Ministerial Search Committee; Chair of Building Steering Committee: Regional Board of Directors of UUA

North Carolina Center for Nursing Advisory Council, 1997-present

Nurse Aide I Advisory Committee, 1997-present

NCNA Professional Practice Advocacy Coalition, 2000-present

Member: NCNA, NC Association of Nurse Leaders

Nurse Licensure Compact Administrators, 2000-present

Institute of Medicine's Committee on Health Professions Education Summit:
January 2000-May 2003

NCSBN Committees

UAP Task Forces, 1996-1999; Chair, 1998-1999

Resolutions Committee, 2000-2002

Advisory Panel-Commitment to Excellence in Regulation, 2000-present

Area III Program Planning Committee Chair, 1998

Pilot State Participant: Nursys™ and Commitment to Excellence Project

Citizen Advocacy Center

Pilot State Participant and Member of Advisory Panel for Practitioner

Remediation and Enhancement Partnership (PREP) Project, 2001-present

International Activities

Participant, Fifth International Conference on Regulation of Nursing and Midwifery, 2001

Presenter, International Congress of Nurses, 2001

Date of expiration of term: NA

Eligible for reappointment: NA

Personal Statement

I would bring the following attributes:

- *Visionary Skills:* ability to consider issues from global perspective; to think strategically and visualize new possibilities.
- *Analytical Skills:* courage to ask 'tough' questions and consider all angles of an issue.
- *Interpersonal Skills:* commitment to function in a collaborative, consensus-building manner that values diversity of opinions; ability to listen carefully as well as clearly articulate ideas and perspectives.
- *Commitment to work with diligence and enthusiasm to support the Council's Mission and Vision:* to enhance NCSBN's position as a national leader in shaping the regulation of healthcare providers within a complex delivery environment; to provide member boards with the necessary support to enhance their leadership in shaping decisions related to the delivery of safe, effective healthcare within and among their respective jurisdictions.

It would be a great privilege for me to serve as Director-at-Large.

Personal Statement

Being a dedicated professional, I firmly believe that as a Director at NCSBN, I am committed to the advancement of the educational standards and practices that enhance the art and science of nursing and thereby promote quality patient care. I believe strongly in the vision, philosophy and mission of NCSBN and, as on a state level, will do my utmost in accomplishing the mission and all the goals of NCSBN. State level interest and experiences has increased my interest in patient advocacy, additional involvement can further this concept through participating at a national level in the decision-making process that benefits public health, welfare, and safety. Directorship will provide a global perspective to share with Board members regarding direction pertaining to governmental policy, legislation or judicial decisions which are of importance to maintaining public health, welfare and safety resultant of nursing practice and educational regulations.

Candidate for Director-at-Large

Elaine M. Klein, CRNA, PhD
Board Member, Alabama Board of Nursing, Area III

Certified Registered Nurse Anesthetist (CRNA), Children's Hospital of Alabama

Education

University of Alabama, Science & Health PhD (Education), 1987
University of Alabama, Science & Health Masters (Education), 1983
University of Alabama, Science & Health BA (Education), 1981
St. Elizabeth Hospital Nursing School, RN, 1949
University of Cincinnati, School of Nurse Anesthesia, CRNA, 1958

Professional/Regulatory/Community Involvement

Alabama State Board of Nursing Board Member, 1997-present
Alabama State Commission of Nursing, Alabama State Nurses Association
Alabama Association of Nurse Anesthetists, President and ongoing committee work; director AANA, 1984-1986
National Association of Orthopedic Nurses, 1985-present
American Association of Retired Persons (AARP), 1985-present
Alabama Humane Society, 1980-present
National and State Alumni Associations; Alabama and Ohio
Saint Francis Xavier Catholic Church, involved in all levels including choir
American Nurses Association
All Alumni Associations associated with nursing and anesthesia degrees
American Association of Nurse Anesthetists
Governor's Committee for Domestic Violence of Alabama
Alabama State Nurses Association, present
Alabama Federation of Women Association

Date of expiration of term: 12/31/05

Eligible for reappointment: No

Candidate for Director-at-Large

Dra. Lourdes Maldonado, BSN, MSN, M Ed, D Ed
Board Member, Commonwealth of Puerto Rico Board of Nurse
Examiners, Area IV

Director, Pontifical Catholic University of Puerto Rico

Education

Inter-American University of Puerto Rico, D Ed (Education Administration),
1996

University of Puerto Rico, MSN (Maternal Community), 1986

Catholic University of Puerto Rico, BSN (Nursing), 1968

Professional/Regulatory/Community Involvement

President, Member of the College of Professional Nursing of Puerto Rico,
1971-present

President of the Educators Chapter, 1997-1999

Member-Ad-Hoc Community of Low Supervision
Academic Genate – PUCPR

Medal for distinguished member of the profession, 1996

Site visitor in the Council of Higher Education accrediting body for nursing
programs, 2000-2002

Date of expiration of term: 7/31/03

Eligible for reappointment: Yes

Personal Statement

I've dedicated myself to nursing education at the associate, baccalaureate and at the masters degree level. I was the Director of the Nursing Department at Pontifical Catholic University of Puerto Rico. For four years, I was the Coordinator of the Masters Degree Program until the accreditation process of the NLN was completed. At present, I'm the director of a federal proposal submitted to FIPSE, to revise the curriculum of the Institution. I had the opportunity to promote curricular revisions in nursing, develop new graduate nursing programs (mid-wifery) and others. I have presided many institutional committees such as assessment, program evaluation, participated in the academic senate, etc. I'm also the external evaluator of several federal proposals. Finally, I'm the actual president of the Puerto Rico Nursing Board, bilingual open-minded leader, accountable, firmly believe in innovation and technology and am willing to assure a safe and effective nursing practice in the public interest.

Personal Statement

I believe that my personal and professional philosophy is compatible with NCSBN mission and values statements. In 30 years experience in practical nursing education, I have been involved in clinical, theory, curriculum development, and administration. Through my current position on the Oklahoma Board of Nursing and its committees, I am involved in promoting safe and effective nursing practice. My leadership qualities are evidenced in the civic and professional offices that I have held. I believe that through hard work and commitment, one has the opportunity to make stumbling blocks into stepping-stones to reach goals. I believe that this is directly applicable to NCSBN as it is a driving force in shaping the world of nursing today and in the future. I believe that I can make a valuable contribution.

Candidate for Director-at-Large

Sue Mitchell, RN

Board Member, Oklahoma Board of Nursing, Area III

Director, Nursing and Adult Training, High Plains Tech Center

Education

Northwestern Oklahoma State University, BA (Psychology), 1971

St. Mary's Hospital School of Nursing, Diploma, 1970

Graduate Hours NWOSU, CSU in Oklahoma, 50 graduate hours toward
Masters in Adult Education

Professional/Regulatory/Community Involvement

Woodward Chamber of Commerce Board of Directors, 1994-2001

President, Woodward Chamber of Commerce, 2000

United Fund Vice Chairman, 2002

Industrial Foundation Advisory Council, 2000

Woodward Hospital Foundation Member, 1998-present

Oklahoma Board of Nursing Committees

Continued Competence, 1998-2001

Board of Nursing Member, 2000-present

Advisory Committee, Nursing Practice and Education, 1999-present, presently
chairman

Vocational Education Committees, etc.

OHOETA Chairman, 1989

Curriculum Committee for Development of State Wide Curriculum for
Practical Nursing, Ova OVTEC State Committees

Past President, Oklahoma Nurses Association, District 18

Date of expiration of term: 7/1/05

Eligible for reappointment: Yes

Candidate for Director-at-Large

**Sheila A. Perry, BSN, MBA, RN, LTC Administrator
Board Member, New York State Board of Nursing, Area IV**

Administrator, St. Clare Manor and St. Luke Manor

Education

Niagara University, MBA (Finance & Marketing), 1987

Niagara University, BSN, 1963

Professional/Regulatory/Community Involvement

New York State Board of Nursing, 1999-present

American College of Health Care Executives, 1997-present; currently at diploma level

Niagara County Nursing Education Advisory Board, 2000-present

Niagara University part-time faculty, 1999-present

American Heart Association, Niagara Division, Past President

Member, Niagara Falls Festival of Lights Gala Committee & Board of Directors, 1995, 1996, 2000

Citation of Merit Niagara University College of Nursing for excellence in teaching advocacy faculty development and commitment to professional nursing

Clinical Practices Instructor at Niagara County Community College, 1989, 1990

Niagara Oncology Association

Niagara County Task Force for AIDS

Current Niagara County Red Cross Board of Directors member

Youngstown Yacht Club Fleet Surgeon, 1997-present

Member, Mt. St. Mary's Hospital Foundation Board

Taught a health care management course at Niagara University, summers of 1999 & 2000

Member, International Kiwanis

Date of expiration of term: 1/1/03

Eligible for reappointment: Yes

Personal Statement

My experience as a Nursing colleague in both the acute and long-term parts of the continuum of care have given me a broad experience in the needs of the communities we serve. In addition I have had several collaborative roles in the educational arena and have gained much knowledge from both the students and faculty as to nursing colleagues' needs as professionals.

I have a need to help evaluate our profession to a respected professional status and to excite individuals to decide Nursing is a career for them.

Personal Statement

Beliefs

This is a critical time for healthcare, nursing, and nursing regulation. We must find creative ways to make certain that nurses practice safely and competently throughout their careers in spite of pressure to do more with less, whether in practice, education, regulation, or other areas.

According to Teddy Roosevelt, "Far and away the best prize that life offers is the chance to work hard at work worth doing." The work of the National Council is work worth doing.

To arrive at good decisions, all perspectives and points of view must be heard and considered.

Knowledge Base

- Psychiatric mental health nursing
- Advanced practice nursing
- Clinical practice issues (as direct care provider)
- Addiction, impairment, discipline
- Principles and issues related to regulation

Qualities and skills

- Excellent communication skills
- Very assertive
- Team player
- Willingness to take responsibility for actions
- Good analytic and assessment skills
- Committed
- Responsible
- Regular meeting attendance
- Thorough preparation for meetings

Candidate for Director-at-Large

Marbury T. Stegall, MN, RN, CS
Board Member, Georgia Board of Nursing, Area III

Clinical Nurse Specialist, Psych Mental Health, Grady Health System

Education

Emory University, MN (Psychiatric Nursing), 1978
Georgia State University, BS (Nursing), 1976
DeKalb Community College, AS (Nursing), 1973

Professional/Regulatory/Community Involvement

Memberships

Georgia Nurses Association, 1973-present
ANA, 1973-present
Sigma Theta Tau, 1978-present
American Psychiatric Nurses Association, 1998-present
American Society for Law, Medicine and Anesthetists, 1995-present
Boy Scouts of American, various positions, 1990-present
Mapping State Wide Group for Psych Advanced Practice RNs, founding member, former president, 1984-present

Board of Nursing Activities

Advanced Practice Committee, 1994-1999
Board Member, 1997-present
Cognizant Board Member for Discipline, 2000-present
Board Liaison to Advanced Practice Committee, 1998-present

Date of expiration of term: 9/23/03

Eligible for reappointment: No

Candidate for Director-at-Large

Jack R. Sturgill, Jr.
Board Member, Maryland Board of Nursing, Area IV

Attorney, Private Law Practice

Education

John Hopkins University, Graduate Study (Urban Planning)
 University of Baltimore School of Law, JD (Law), 1974
 Towson State University, BS (Political Science), 1971

Professional/Regulatory/Community Involvement

My involvement in civic affairs has been long and extensive, having served on:

1. Maryland State Board of Nursing
2. Maryland State Board of Dental Examiners, 1994-2000
 Chair, Rules & Regulations Committee
 Dental Hygiene Committee
 Legislative Committee
 Special Committee on Continuing Education for Licensing
 Committee on Accreditation of Foreign Dental Graduates
3. Board of Directors of \$200 million credit union for 16 years
4. Civic/Charitable volunteerism includes:
 Board of Directors, Hearing and Speech Agency of Maryland
 Board of Directors, Baltimore Co. Development Corporation, 1988-1992
 President, Homeowners Community Association

Date of expiration of term: 10/04

Eligible for reappointment: Yes

Personal Statement

I believe I could make a positive and valuable contribution to the National Council. My commitment to public service is substantial and varied. I have been a practicing attorney in Baltimore, Maryland since 1975. With public and private sector experience, I am admitted to practice before the Maryland Court of Appeals and the Supreme Court of the United States.

Since 1996, I have been an Assistant Professor at Villa Julie College; and have also taught at Towson University and Loyola College.

I've had the privilege to represent the public as a consumer member of two of the largest health care regulatory boards in Maryland. I am a strong proponent of the Council's mission "to support public protection", making the National Council work, and improving the quality of nursing.

Personal Statement

While considering the opportunity to serve in any capacity on any National Council committee, I had many thoughts enter and quickly exit my mind. Then the prevailing thought rang out. The one thing that motivates and energizes me from day to day is the belief that if you believe, you can achieve. I believe that I possess the ability to skillfully and justly assess the qualifications of the candidates entered as hopefuls for upcoming elections or appointments. I have enjoyed my twenty plus years in nursing practice, and have truly learned much about regulation in my four years as a member of the Alabama Board. If I am elected to serve as a member of the Nominating Committee, I will do all I can to uphold the cause and purpose of the National Council.

Candidate for Committee on Nominations, Area III

Marjesta Kahn Jones, LPN Vice President, Alabama Board of Nursing, Area III

Staff Nurse, LPN, School Nurse, Vaughan Regional Selma City Schools

Education

Wallace Community College Selma, Certificate, (Nursing), 1979

Selma University, Associate Degree Arts (Education), 1968

Alabama Lutheran Academy, Diploma (College Prep), 1966

Professional/Regulatory/Community Involvement

Vice President, Alabama Board of Nursing, 2002-present

Chair, Subcommittee on Mutual Recognition

Secretary, Alabama Federation of Licensed Practical Nurses, 1995-1999

President, Division Four AFLPN, 1998-present

Member, Alabama Board of Nursing, 1999-present

Date of expiration of term: 12/31/02

Eligible for reappointment: Yes

Candidate for Committee on Nominations, Area III

Betty E. Sims, RN, MSN
Associate Director, Education Division, Texas Board of Vocational Nurse Examiners, Area III

Associate Director, Education Division, Texas Board of Vocational Nurse Examiners

Education

Corpus Christi State University (now TAMU-CC), MSN (Nursing), 1992
 University of Maryland, BSN, 1988
 Brackenridge Hospital School of Nursing, Diploma, 1969

Professional/Regulatory/Community Involvement

Appointed to the Board of Vocational Nurse Examiners (BVNE) by Governor George W. Bush in 1995; served until December 2000;
 Vice President, 1999-2000
 Committee member: Regulatory Day of Dialogue, 1998 - Area III
 Chair Vocational Nursing Section-Texas Community College Teachers Association, 1998-2000
 Member Texas Association Vocational Nurse Educators, 1992-2000
 Corresponding Secretary, 1993-1995

Date of expiration of term: NA

Eligible for reappointment: NA

Personal Statement

I strongly support the National Council's mission to lead in nursing regulation by assisting Member Boards to promote safe and effective nursing practice, as this is essential in today's health care environment. I bring the following skills mix to the National Council table: organization, creativity, technologic adaptability, awareness of strategic planning processes, familiarity with the Compact (as a participating jurisdiction), NCLEX-PN[®] testing procedures, and knowledge of current nursing concerns. As a former Board member, I bring knowledge of regulatory complexities to include processes, issues, and efforts at attaining consistency of actions. As a former program director, I bring knowledge of education issues. I anticipate using these skills to further the mission and goals of the National Council.

Personal Statement

The direction of the National Council at this period in history is of the utmost importance. The challenges that face us as regulators require a Board of Directors with vision, imagination, creativity, honesty and commitment to promoting the will of the Delegates in supporting the mission of public protection – goals I strive to achieve daily in both my personal and professional endeavors. These values have served as my framework in chairing the Committee on Nominations this past year. They once again represent the promise I make to you if you grant me the privilege to serve you for another term.

Candidate for Committee on Nominations, Area IV

R. Gino Chisari, RN, MSN
Practice Coordinator, Massachusetts Board of Registration in Nursing, Area IV

Practice Coordinator, Massachusetts Board of Registration in Nursing

Education

Salem State College, MSN (Nursing Education), 1996
Massachusetts College of Pharmacy & Allied Health, BSN (Nursing), 1990
MGH SOPH, LPN 1984

Professional/Regulatory/Community Involvement

NCSBN

Delegate Assembly Advisory Panel, 2001
Chair, Committee on Nominations, Area IV, 2001-2002
Massachusetts Board of Nursing, 2000-2001
Practice Coordinator, Massachusetts Board of Nursing, 2001-present
Board of Directors Member, Massachusetts/Rhode Island League for Nursing (MARILN) 1995-1999
Co-chair, Program Committee for the MARILN, 1995-1999
Member, Nominations for the MARILN, 1995

Date of expiration of term: NA

Eligible for reappointment: NA

Candidate for Committee on Nominations, Area IV

Maryjeanette (Jan) Monihan, RN, MEd
Board Member, Delaware Board of Nursing Area IV

Retired

Education

Salisbury University, MEd, 1985
Wilmington College, BA-Psychology, 1977
Wilmington General Hospital School of Nursing, RN, 1957

Professional/Regulatory/Community Involvement

Board of Nursing Chairman Practice Committee, 1997
Education Committee, 2000
ALSAM (medication by untrained personnel), 2000

Date of expiration of term: 8/5/04

Eligible for reappointment: No

Personal Statement

I have a broad background in education and clinical nursing starting as a Certified School Nurse, instructor at Beebe School of Nursing and Wesley College.

When I wasn't an educator, I was practicing my expertise in the emergency room or critical care unit.

My nursing expertise has allowed me to teach EMTs at Delaware Fire School and CPR to the public.

Being appointed to the Delaware Board of Nursing, I am Chairman of the Practice Committee and this allows me to work on expanding the scope of practice of the RN and LPN.

A member of the Delaware Board of Nursing Education Committee allows me to participate in the standards of education for nurses.

A member of the ALSAM – a committee designed to develop criteria to protect the public in the administration of medications in unstructured facilities and possibly by unlicensed personnel.

Board Members

Jo Elizabeth Ridenour, President
(Arizona)

Marcia Hobbs, Vice President
(Kentucky)

Barbara Morvant, Treasurer
(Louisiana)

Paula Meyer, Area I Director
(Washington)

Deborah K. Johnson, Area II
Director (North Dakota)

Mark Majek, Area III Director
(Texas)

Iva Boardman, Area IV Director
(Delaware)

Myra Broadway, Director-at-Large
(Maine)

Deborah Burton, Director-at-Large
(Oregon)

Staff

Kathy Apple, Executive Director

Christine Ward, Executive Office
Relations/Meetings Manager

Legal Counsel

Thomas Abram

Report of the Board of Directors

Focus on Strategic Planning

During the past year, the Board of Director's central focus has been the Strategic Plan. The Strategic Initiatives are used for one purpose only: to do a better job in assisting board members in their public protection role. It provides focus for their energy, helps ensure the entire organization is working toward the same goals, and helps us assess and adjust NCSBN's direction in response to a changing environment.

The strategic thinking has been a disciplined effort to produce decisions and an action that shape and guide what NCSBN is, what it does in meeting its mission, with a focus on the future. Twenty-two NCSBN committees and task forces assisted the Board in moving the organization toward achieving its strategic initiatives in the following categories: Nursing Competence, Regulatory Effectiveness, Public Policy, Information Technology, Governance & Leadership Development and Organizational Capacity. The Board met 10 times at NCSBN offices in Chicago, IL; Washington, DC; and Seattle, WA; and used telephone/video conferencing as well.

Collaboration With External Organizations

NCSBN hosted a meeting with the American Nurses Association (ANA) in February 2002. The NCSBN Board met with Linda Stierle, chief executive officer, and Patricia Underwood, vice president, of the American Nurses Association to discuss current projects and future partnerships based on the missions of each organization.

NCSBN President Joey Ridenour and Executive Director Kathy Apple met with the Board of Directors of the American Association of Colleges of Nursing (AACN) on January 30, 2002.

On June 24, 2002, President Ridenour and Executive Director Apple attended the Canadian Nurses Association (CNA) annual meeting in Toronto and met with CNA President-Elect Rob Calnon and Executive Director Lucille Auttrey.

NCSBN attended the following meetings:

- CLEAR 2001 Annual Conference, San Antonio, TX (*September 2001*)
- National League for Nursing (NLN) Education Summit, Baltimore, MD (*September 2001*)
- National Federation of Licensed Practical Nurses (NFLPN), Las Vegas, NV (*October 2001*)
- American Association of Colleges of Nursing (AACN) Fall Semiannual Meeting, Washington, DC (*October 2001*)
- National Student Nurses' Association (NSNA) Annual Midyear Conference, Reno, NV (*November 2001*)
- National Organization for Associate Degree Nursing (NOADN) Convention, Chicago, IL (*November 2001*)
- Citizen Advocacy Center (CAC) Annual Meeting, Philadelphia, PA (*November 2001*)
- National Federation for Specialty Nurses Organization (NFSNO)/National Organization Liaison Forum (NOLF) Joint Meeting, Salt Lake City, UT (*November 2001*)
- Federation of Associations of Regulatory Boards (FARB) Annual Forum, Las Vegas, NV (*February 2002*)
- American Association of Colleges of Nursing (AACN) Spring Annual Meeting, Washington, DC (*March 2002*)

- National Student Nurses' Association (NSNA) Annual Convention, Philadelphia, PA (*April 2002*)
- American Organization of Nurse Executives (AONE) Annual Meeting, Orlando, FL (*April 2002*)
- Federation of State Medical Boards (FSMB) Annual Meeting, San Diego, CA (*April 2002*)
- Nursing Practice & Education Consortium, Indianapolis, IN (*May 2002*)
- National Association of Boards of Pharmacy (NABP) Annual Meeting, Phoenix, AZ (*May 2002*)
- Association of State and Territorial Directors of Nursing, Charleston, SC (*May 2002*)
- American Telemedicine Association Annual Meeting, Los Angeles, CA (*June 2002*)
- Canadian Nurses Association Annual Meeting, Toronto, Canada (*June 2002*)
- American Nurses' Association (ANA) Biennial Convention, Philadelphia, PA (*June 2002*)

Report of Motions by the Board of Directors

Annual Meetings

- The Board approved Julia Von Haam with Peachtree Parliamentarians to provide parliamentary services for the 2002 Annual Meeting.
- The Board approved a \$400 registration fee for members (the same as last year) and a \$500 registration fee for non-members for the 2002 Annual Meeting.
- The Board agreed to co-host the Board of Director's Reception at the 2002 Annual Meeting to provide an opportunity for the candidates to meet with the membership.
- The Board approved reimbursement for the Member Board president who will facilitate the "Building Bridges" session at the 2002 Delegate Assembly. The chosen facilitator will receive one night's lodging and expenses for the day of the session.
- The Board approved the recommended revisions to the Standing Rules of the Delegate Assembly as proposed by the Bylaws Committee.
- The Board discussed the elections process and reviewed pros & cons of computerized voting and paper ballots. To improve the cost effectiveness as well as efficiencies of the flow of the delegate assembly business, paper balloting was approved for the 2002 Delegate Assembly elections. The Board will review the elections procedure annually.
- The Board approved selection of the Kansas City Marriott Downtown as the site for the 2004 Annual Meeting.

APRN

- The Board approved the second-generation criteria for evaluation of advanced practice certification exams, which include new requirements for accrediting agencies.
- The Board moved to recommend the Revision of the Alternative Mechanism Element of the Uniform *Advanced Practice Registered Nurse Licensure/Authority to Practice Requirements* and place on the business agenda of the 2002 Delegate Assembly.
- The Board approved the process for implementing the National Council's APRN Certification Examination Review Program based on the recommendations of the Advanced Practice Task Force. The Board also approved the American Board of Nursing Specialties (ABNS) as a participating accrediting agency for NCSBN's APRN Certification Examination Review Program.

Meeting Dates

- August 11, 2001, Post DA Meeting, Philadelphia, PA
- August 31, 2001, Chicago, IL
- September 3, 2002 (telephone conference call)
- October 2-3, 2001, Chicago, IL
- November 10, 2001, Washington, DC
- January 23-25, 2002, Chicago, IL
- March 3 & 7, 2002, Pre/Post Midyear Meeting, Chicago, IL
- May 1-3, 2002, Chicago, IL
- June 25-26, 2002, Seattle, WA
- August 11, 2002, Long Beach, CA

Attachments

- A. Annual Progress Report

Highlights of FY02: Executive Summary of Progress Report

The following is a summary of the annual Progress Report, which is included as Attachment A. The Progress Report is a detailed account of all NCSBN activity through the year and is compiled by category as outlined in the NCSBN Strategic Plan.

Nursing Competence

The transition from Chauncey to Pearson Professional Testing (VUE) was carefully monitored and Testing Services provided routine communication to membership about the activity and progress. Activities included continuation of the transition newsletter, monthly meetings with test vendors, transfer of test questions, historical candidate data, alpha and beta site testing, revision of the *Candidate Bulletin* during all test phases, and establishment of the NCLEX® Unofficial Quick Results Service contract. As part of the test service transition, Testing Services Department (in coordination with Pearson,) developed the NCLEX Administration Web site to replace the current Member Board Office System (MBOS).

At the forefront of Testing Services activity was development of a recommendation for the Board of Directors regarding international administration of the NCLEX examinations. Other internationally focused activity also took place, such as hosting information sharing session with representatives from Japan and Singapore and researching language competency examinations relating to nurse licensure.

In addition, Testing Services completed an internal security audit of the NCSBN offices and several recommendations from the report have been or will be implemented. In addition, procedures were *continued on page 43*

- The Board approved a position paper on the regulation of advanced practice nursing.
- The Board approved the continuation of an APRN Task Force to monitor progress of the implementation of these initiatives for a two-year term.
- The Board approved endorsement of the “White Paper for Consortium of Quality Nurse Practitioner Education,” which endorses the need for uniform standards in nurse practitioner education and a specific method for nurse practitioner program evaluation aimed at the integration of standards within nationally recognized accreditation processes for nursing education.

Celebrations and Member Recognition

- The Board approved the Women in Military Museum as the site for the 25th Anniversary Gala Celebration to be held in conjunction with the 2003 Delegate Assembly.
- The Board approved a budget for the 25th Anniversary Planning Advisory Panel resource projections and budget for the 25th Anniversary celebration.
- The Board approved commissioning a painting to commemorate the 25th anniversary celebration.
- The Board approved the 25th Anniversary Panel’s attendance at the 25th Anniversary Luncheon and Gala celebration; the cost will be included in the 2003 budget.
- The Board approved revisions to the Awards Program and Nomination Form.
- The Board approved additions to the opening and closing ceremonies of the 2002 Delegate Assembly. The Board approved former NCSBN President Sharon Weisenbeck to preside over the Awards Ceremony and the Board of Directors president will induct the new officers.

Competency Issues

- The Board reviewed and approved comments for the July 2001 interim report, “International Competencies for the Generalist Nurse,” for which the International Nursing Center of the American Nurses Association sought comment from NCSBN and six other American nursing organizations. The Center’s goal is to “clarify the role of nurses and to guide future mutual recognition agreements and multi-country licensure programs.” The Board directed that NCSBN continue ongoing collaborative efforts related to international competencies.
- The Board approved endorsement of the *National Consensus-Based Core and Specialty Competencies for Primary Care Nurse Practitioners*.
- The Board approved endorsement of the Alliance for Accreditation’s *Distance Education Statement*.

Foreign Nurse Issues

- The Board developed a position statement regarding the credentialing of foreign nurse graduates to provide support to Member Boards’ roles in the credentialing of foreign nurse graduates and to provide a basis for response to federal legislation proposing changes to immigration laws.
- The Board approved the position statement regarding foreign nurse immigration and directed that future positions on federal, foreign nurse immigration legislation be consistent with the approved position statement.
- The Board approved the formation of the Foreign Nurse Issues Subcommittee and extended it through fiscal year 2003.

Governance and NCSBN Activities

- The Board completed appointment of volunteers to committees, assigned

Board Members as liaisons to each committee, and approved the 2001-2002 committee charges.

- The Board approved the tactics for 2002 supporting the NCSBN 2002-2004 Strategic Plan.
- The Board discussed past requests for legal assistance from Member Boards citing a 1987 request regarding entry into practice and a disciplinary case in the 1990s. A motion was made that NCSBN provide an amicus brief in support of the North Dakota Board of Nursing case regarding “bedmakers” and the determination of what constitutes nursing practice.
- A motion was approved to respond to a *Nurseweek* article on licensure to clarify principles of licensure and the NCLEX® examination as it relates to regulation. However, after Board President Joey Ridenour and Executive Director Kathy Apple had a telephone conference call with new AACN President Kathy Long and Executive Director Polly Bednash to discuss issues of mutual concern, it was agreed to collaborate on a joint statement regarding the NCLEX examination and the role of licensing in public protection. A follow-up meeting was held in May.
- The Board approved the job description for a full-time Director of Education position.
- The Board approved a revised job description for the position of Executive Director and performance targets.
- The Board approved the Employee Conflict Resolution Process for inclusion in the NCSBN personnel policy manual.
- The Board approved the FY02 budget as amended to include the submitted budget plus 25th Anniversary costs this year and costs for the Director of Education position.
- The Board accepted the quarterly financial reports and directed that they be available to the membership on the Members-Only Web site.
- The Board accepted the FY01 audit for the period ended September 30, 2001, and approved the accounting firm of Thomas Havey LLP to conduct the audit for the fiscal year ending September 30, 2002.
- The Board reaffirmed Policy 11.6, *Investments*.
- The Board approved a business plan for extending the existing NCSBN electronic educational product line to generate additional revenue.
- The Massachusetts Board of Nursing owed NCSBN money due to the bankruptcy of a third-party test vendor, and the auditors recommended the debt be paid. The Board moved to accept a written agreement from the Massachusetts Board of Nursing to collect the amount of money owed and establish a payment plan and time period.
- The Board approved the outsourcing of the Member Board Needs Assessment Survey with Research USA, Inc.
- The Board approved text for the annual report and directed that the mailing list be broadened and identified minor edits to sections within the report.
- The Board approved negotiation for an office space lease on the 29th floor at 111 East Wacker Drive in Chicago, where the NCSBN corporate office will be relocated.

Information Technology and Nursys™

- The Board discussed the request from a Member Board regarding payment of verification data fees for Nursys™ back to Member Boards. The Board recommended that the issue of incentives for Nursys data sharing be discussed with executive officers at the Midyear Meeting.
- A request of the Massachusetts Board of Registration in Nursing to outsource its licensure function utilizing Nursys per Nursys policies 1.5(B) and 2.6(C) was approved.

developed for protection of NCSBN trademark enforcement and copyrighted materials. Analysis on the time limits for the NCLEX examination procedures and testing time are being conducted. New reports and revised formatting of existing reports improved efficacy of reports. Many improvements were made to materials on the Web site with regard to Testing Services, including improved navigation, posting of the test plans for free download. The Item Development Program was enhanced with different activity such as revised operational definitions for item coding and the creation of an item writer and reviewer manual. Testing Services has also moved forward with production of an NCLEX video.

Research Services hosted a Job Analysis Methodology Think Tank of outside panelists and members of the research and testing departments was held in November to ensure continuous quality improvement for both the RN and LPN/VN Job Analyses. Employers of newly licensed nurses were surveyed to discover the skills needed by new graduates for entry-level practice and the capability of newly licensed nurses to perform those skills. The findings are significant and have been published. In addition, a Practice and Professional Issues (PPI) survey was conducted and findings were published. Analysis of the Nurse Aide Practice Analysis pilot study conducted. Progress was also made on the longitudinal study of post-entry competence.

Regulatory Effectiveness

Much was done in this area to assist Member Boards in their public protection role. The Commitment to Excellence project completed pilot testing, finalized tools, and developed a plan for an ongoing quality improvement system called the System of Performance Measurement, which will be presented on the education day

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preceding Delegate Assembly. Continued progress was made in working with external organizations. For example, staff attended CAC, FARB and CLEAR meetings to dialogue with other regulatory boards. NCSBN continues participation with the Practitioner Remediation and Enhancement Partnership (PREP). The APRN Task Force met with the following organizations throughout the year: American Nurses Credentialing Center (ANCC), Commission of Collegiate Nursing Education, National League for Nursing Accrediting Commission, American Nurses Credentialing Center, and the dean of Columbia University.

The draft of TERCAP Coding Protocol was completed as part of the Practice Breakdown Research Task Force activity. The elements were shared with the Disciplinary Curriculum Advisory Panel as a resource to use in the development of investigator checklists (for different types of allegations). Information packets about the Practice Breakdown Research project were distributed to all Member Boards. Inclusion of standardized discipline terminology was part of the discussions of both the Models Revision Subcommittee and the Disciplinary Curriculum Advisory Panel. The new Education Consultants Network held monthly teleconferences to discuss explored current state initiatives to develop formal preceptorship or mentorship programs, discussed indicators of quality education, discussed the NCLEX pass rate study, and dialogued with NLNAC regarding accreditation rules and practices.

Review and recommendations for revisions to the Model Nursing Practice Act and Model Rules were completed by PR&E Committee and approved by the Board of Directors for recommendation to the 2002 Delegate Assembly. The PR&E
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- The Board approved public access to Nursys according to the limits identified by individual states' agreements and approved charging an appropriate fee.
- The Board approved the revision to Nursys policies 2.1, *Accuracy of Data*, and 1.2., *Definitions*.
- To address the desire of Member Boards to have data updated more frequently, the Board directed staff to develop a transition plan, the Finance Committee to review a vendor proposal and submit findings to the Board, and staff to begin negotiations for renewing the contract with the current vendor. At the following meeting, the Board approved a new, 24-month contract with Donnelley Marketing for data collection services and for development of an RFP to establish in-house data collection for Nursys.
- The Board approved the proposed budget for the Information Technology Summit to be held in Tempe, Arizona, in July 2002. The Board also approved funding for the Nursys Advisory Panel to attend the IT Summit.

Leadership

- The Board approved the slate of candidates prepared by the Committee on Nominations for consideration by the 2002 Delegate Assembly.
- The Board approved reimbursement of travel expenses to Delegate Assembly for the two continuing members of the Committee on Nominations.
- The Board approved development of future Member Board Leadership and Mentorship Programs as presented by the Member Board Leadership Task Force.
- The Board approved the proposal for educational programs for Member Boards that include an advanced regulatory curriculum. The education programs will be developed to fulfill project work for nursing graduate credit.

Nurse Licensure Compact

- The Board approved assessing a fee to NLCA members of \$3,000 per year for secretariat service payable beginning October 1, 2002.
- The Board approved the proposed APRN Compact for consideration by the 2002 Delegate Assembly. The Board also approved the continuation of the APRN Compact Development Subcommittee in fiscal year 2003.
- The Board approved a one-day strategic planning session for five members of the NLCA to be held in Chicago.

Nursing Practice

- The Board approved a response to the Nursing Practice and Education Consortium's (N-PEC) "Vision 2020" statement, with formal comment rather than endorsement, reflecting NCSBN's neutral position consistent with the Delegate Assembly 1986 Resolution on Entry into Practice and the current NCSBN Mission and Strategic Plan.
- The Board approved the 2002 revisions to the *Model Nursing Practice Act* for consideration by the Delegate Assembly.
- The Board approved the proposed 2002 *Model Rules/Regulations, Chapter Five, Nursing Education* for consideration by the 2002 Delegate Assembly.
- The Board approved the recommendation that the 2002 Delegate Assembly adopt the PERC Task Force Action Plan.
- The Board discussed and approved the proposed *Discipline Resource Plan*. In addition, the Board approved a request for the appointment of a Discipline Task Force as a special committee for FY 2003-2004 to assist in the implementation of the plan.

Public Policy

- The Board sent a letter to the Centers for Medicaid & Medicare Services

(CMS) in September supporting the January 18, 2001, proposed rule that defers to states in the matter of health care professional regulation.

- The Board approved the Emergency Nurses Association (ENA) request to endorse the consensus document “Americans for Nursing Shortage Relief” (ANSR). The Board asked that ANSR consider the NCSBN “Nursing Shortage Statement,” and that the NCSBN endorsement highlight the need for protecting the public.
- The Board reviewed the purpose and mission of the Council of State Governments (CSG) and approved joining the Council at the Association Member level for a one-year period. A review CSG benefits will be done after one year.
- The Board approved the review of testimony for public comment to the Funding Allocation Project regarding Title VIII funds for registered nurses with suggested changes.

Regulatory Effectiveness

- The Board approved the adoption of the Commitment to Excellence System of Performance Measurement (SPM), an accompanying manual to be distributed to Member Boards in August 2002, and the creation of a committee to oversee the SPM.
- The Board approved a plan for an Institutes of Medicine (IOM) and error reduction educational summit in the fall of 2002.

Research in Regulation

- The Board approved the research proposal “Post-Entry Competencies” and encouraged seeking funding from outside sources.
- The Board approved distribution of the employer survey to gather comprehensive data regarding entry-level practice directly from employers.
- The Board approved Policy 10.5 (*Policy for Distribution of Research Data* and renamed the policy *Distribution of Research Findings*). The Board also approved the research findings publicity plan. The Board directed that future dissemination of research findings include a reasonable charge to offset costs but one that does not discourage dissemination and that follows the current policy for fees and publications, including a market analysis.
- The Board approved the NCSBN Practice Analysis Research Agenda as amended with additional funds for the Job Analysis Think Tank, a two-day meeting to ensure continuous quality improvement for both the RN and LPN Job Analyses.
- The Board approved additional financial resources to implement the FY02 Practice Breakdown Research Project.

Testing Services

- The Board approved replacements to the Item Development Program’s Panel of Judges to cover responsibilities of panelists who resigned due to travel concerns.
- The Board approved modification of Board of Director Testing Policy 15.16, extending the registration length to 365 days beginning October 1, 2002.
- The Board approved the April 1, 2002, NCLEX-PN Passing Standard as -0.4700 logits.
- The Board approved notification to all jurisdictions of Education Program NCLEX Pass Rates data at the Executive Officer network.
- The Board approved reducing seating capacity at Pearson Professional Centers from eight seats to four in Saipan, American Samoa and the U.S. Virgin Islands, and approved the creation of a four-seat center in the upper peninsula of Michigan.

Committee also developed and distributed a distance education survey, conducted a survey of members about regulatory requirements and practices concerning distance education, and will develop strategies pertaining to formal preceptorship programs. In addition, the criteria for certification programs was completed by the APRN Task Force and approved by the Board of Directors. The Board also approved the process for implementing the National Council Certification Examination Review Program. Another recommendation for Delegate Assembly that was completed this year is the APRN Compact.

Public Policy

NCSBN played an active role in the public policy arena with the goal of making an impact on public protection through policy development and discussion. One of the highlights is the plan for a patient safety summit regarding recent Institute of Medicine (IOM) reports, national initiatives, and patient safety implications for regulatory bodies to be held in conjunction with the 2002 Citizen Advocacy Center annual meeting. Emergency preparedness initiatives at state and federal levels were begun with the focus on how initiatives may influence nurse licensure and public protection. NCSBN provided critical feedback on the Alliance on Accreditation *Distance Education Statement* based on review by the PR&E Committee. An exciting and forward-thinking project from Research Services is the evaluation of census and HRSA data (from the NNSS survey) to project future workforce supply and demand. Analysis of trends related to the recruitment of foreign nurses included development of a PR&E Subcommittee on Foreign Nurse Issues, monitoring of federal legislative and regulatory proposals, and identification of priority regulatory issues in this area.

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Periodic, standardized 'alerts' are being disseminated electronically to the membership, and they include analysis and review of mission-relevant federal legislation and regulation to help keep members abreast of key legislative proposals. Participation with external organizations and stakeholders also allowed NCSBN an opportunity to participate in discussion, review white papers and letters to congressional members, and present on issues surrounding public protection issues.

NCSBN's focus on improving collaboration among practitioners, educators, regulators and consumers continued. The PERC Task Force completed its action plan for enhancing congruence among practice, education and regulation, and the plan is being presented to Delegate Assembly.

Information Technology

Information Technology made many improvements to the technology infrastructure among members, NCSBN and service providers. Computer equipment and servers were replaced, consolidated or updated as appropriate to accomplish this goal. The department also implemented VLANs (six logical groups of system for enhanced performance and security). Member Boards in Puerto Rico and the U.S. Virgin Islands received on-site support including installation of NCSBN-owned computers and ancillary hardware and software. The new iMis association membership software was installed and analyzed and data migration began. To strengthen security, firewalls were replaced and steps were taken to implement VPN for remote network access for staff. Examples of projects to enhance user support include updating of various user manuals and documentation including the Nursys user manual. The user community was surveyed for technology and training requirements
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- The Board approved the NCLEX Quick Results Service Contract with Pearson/VUE beginning October 1, 2002.
- The Board accepted recommendations from the security audit report and authorized Testing Services staff to purchase requested materials currently within budget. The Board also directed staff to implement criminal background checks of staff.
- The Board adopted recommendations to request a contract amendment with test service for purposes of international administration of the NCLEX Examination.

Testing Services Transition

- The Board approved the Test Service Transition Contingency Plan. The Board also approved continued monitoring of Chauncey transactions during the transition and, if there is a need, conduct an audit.
- The Board approved an examination price discount, a travel voucher and free, one-time candidate access to the NCLEX Unofficial Quick Results Service to recruit candidates to participate in the Beta testing phase.
- The Board approved the VUE Financial Agreement as an additional letter of understanding to the NCSBN-VUE Test Services Contract. The approved amendment created a cost savings for NCSBN in regard to the transition of carry-over registrants from Chauncey.
- The Board approved a contingency agreement with The Chauncey Group and Prometric.

Board of Directors – Attachment A
Strategic Initiatives and
Annual Progress Report
October 2001 –
June 2002

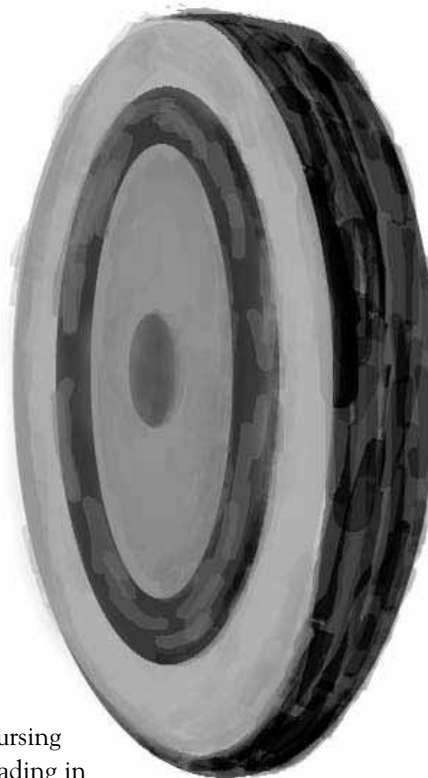
Mission

The mission of the National Council of State Boards of Nursing is to lead in nursing regulation by assisting Member Boards, collectively and individually, to promote safe and effective nursing practice in the interest of protecting public health and welfare.

Vision

The National Council of State Boards of Nursing will advance optimal health outcomes by leading in health care regulation worldwide.

An executive summary of the Progress Report is provided in the side columns, beginning in the main body of the Report of the Board of Directors.



ments. Options for paperless meetings for the Board of Directors as well as alternative means for conducting meetings was explored.

Member Boards were encouraged to increase participation in Nursys. There was increased participation and disciplinary data collection. The Nursys Advisory Panel (NAP) members personally contacted various Member Boards to discuss the benefits, as well as any issues or concerns regarding Nursys. IT worked with the NAP to identify and prioritize various Nursys enhancements and issues. In addition, Nursys Public Access and On-line Verification Submission RFPs were distributed, and vendor evaluation and selection was completed.

The redesigned Web site was unveiled at the 2001 Annual Meeting and enhancements were made throughout the year. Some of them include restructuring the Members-Only Web site for better navigation; placing "NCSBN 101" Member Orientation on-line; adding a Nurse Licensure Compact and Nurse Licensure Verification sections, and adding e-commerce functions.

Governance & Leadership
Development and Organizational
Capacity

In support of education and development of members to lead in nursing regulation, NCSBN offered several new events and enhanced others. Continuing education credits were available at the Midyear Meeting. A special "research findings" education day and LPN Forum are scheduled for the 2002 Annual Meeting. Based on the results of a Member Board survey, the Regulatory Credentialing Program Development Task Force determined that it is not feasible to develop a doctoral program for nursing regulators at this time. However, an alternative plan is being developed that would provide an educational
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program to meet a variety of educational needs for nurse regulators.

The Member Board Task Force implemented the second leadership program for executive officers and board presidents at the Midyear Meeting. The theme and focus for the day was Partnership and Collaboration. A consultant facilitated dialogue between both groups during the morning session and with the board presidents during the afternoon session. The second Investigator Summit was held in June with sessions on criminal background checks, pain management and other topical issues. This year, on the day preceding the Investigator summit, there is scheduled an Attorney Summit for Board attorneys. The latter has been developed by Arizona Board member Gregory Harris. The Board of Directors attended the National Center for Nonprofit Boards annual leadership forum in November.

The Web-based orientation program "NCSBN 101" was launched in April and will be updated routinely. The mentorship program was improved for new executive officers, and an orientation program was held in June. Communication efforts through newsletters such as *Policy Perspectives* and *Council Connector* as well as improved use of the Web have been well utilized to provide a variety of information and resources to members. NCSBN also contracted with ResearchUSA, Inc., to develop a membership needs assessment survey for evaluating NCSBN programs and services in June. Development was begun on four on-line continuing education courses and one video of topics determined by member board feedback.

The 2002 Awards program benefited from a new brochure and several changes to the program. The Awards Recognition Panel has *continued on page 49*

Strategic Initiative 1: Nursing Competence

National Council will assist Member Boards in their role in the evaluation of nurse and nurse aide competence.

Outcome 1
NCLEX® is state of the art entry-level nurse licensure assessment.

Tactic 1: Continuously improve development and administration of the NCLEX® examination.

- Continued monitoring of the NCLEX® examination via standing and unique psychometric, test development and test administration quality control reports.
- Completed an internal security audit of the NCSBN offices.
- Held October 2001, January 2002 and April 2002 Examination Committee Business Meetings.
- Began analysis on 91-day NCLEX administration limit, five-hour administration time limit and NCLEX Member Boards aggregate candidate reports.
- Initiated discussion with Pearson regarding extension of NCLEX-RN® administration time.
- Worked with NCSBN managing editor to produce procedures for NCSBN trademark enforcement and copyrighted materials protection.
- Provided assistance regarding review and execution of new Member Board contracts.
- Conducted presentations at the NCSBN 2002 Midyear Meeting.
- Hired a new NCLEX content associate.
- Collected and prepared information related to the establishment of the NCLEX-PN® passing standard by the Board of Directors.
- Provided assistance to a Member Board on the reconciliation of state legislative mandates with the operational requirements of the NCLEX program.
- Explored alternative approaches to presenting failing examinees with useful feedback.
- Developed a new *Candidate Performance Report (CPR)* format to provide enhanced feedback to failing examinees with regard to their strengths and weaknesses on the NCLEX examinations.
- Developed a new Examinee Performance Record (EPR) to assist with candidate investigations.
- Conducted studies to establish the comparability of item calibrations.
- Held the first meeting of the new Joint Research Committee (JRC). Proposals for work on new item types were reviewed.
- Continued with research on an alternative method of assessing NCLEX readability.
- Submitted a research proposal for the development of innovative items.
- Submitted a proposal for investigating the reliability of item coding.
- Provided NCSBN representation at and evaluation of test development activities.
- Selected item development panels.
- Held Item Review Subcommittee meetings.
- Reviewed NCLEX-RN and NCLEX-PN pretest and operational questions.
- Reviewed EIR items, DIF items and Member Board Review items, and took action as needed.
- Revised operational definitions for item coding.
- Revised *NCLEX Style Manual*.
- Made NCLEX-RN and NCLEX-PN Test Plans available on the NCSBN Web site.
- Revised the *Detailed NCLEX-PN® Test Plan* and made available for purchase.

- Monitored Prometric's compliance with 30/45-day scheduling requirements. For FY02, no candidates were identified as having appointments out of compliance.
- Approved NCLEX examination testing modification requests.
- Reviewed and investigated, where necessary, Electronic Irregularity Reports (EIRs).
- Responded to, investigated and resolved NCLEX candidate events, letters and e-mails.
- Responded to inquiries retrieved from the NCLEX Info Web site mailbox.
- Responded to phone calls from candidates and Member Boards regarding the NCLEX examination process.
- Investigated and tracked those candidates receiving Free And Immediate Retests (FAIRs).
- Member Board and NCSBN staff conducted site visits of Prometric Testing Centers and Pearson Professional Centers.

Tactic 2: Ensure the seamless transition of the NCLEX® examinations to NCS.

- Held monthly conference calls between VUE and NCSBN to monitor progress and discuss potential issues.
- Held weekly conference calls between the psychometric, test development and test administration groups from NCSBN and Pearson Professional Testing.
- Contact was made by executive director to VUE general manager to review progress.
- Conducted further negotiations on the NCLEX Contingency Plan.
- Negotiated agreement for and coordinated the transfer of:
 - NCLEX test questions from Chauncey to VUE.
 - current and historical MBOS candidate data information from Chauncey to VUE.
- Developed a list of important "End of Contract" issues and timelines for their resolution with Chauncey.
- Conducted a support conference call for NCLEX Alpha Test Member Board Jurisdictions.
- Conducted a conference call for NCLEX Beta Test Member Board Jurisdictions regarding candidate recruitment.
- Sent communiqué to Beta Test Executive Officers regarding additional incentives for Beta Test Candidates as approved by the Board of Directors.
- Developed and distributed:
 - the *NCLEX® Beta Candidate Bulletin*.
 - the *NCLEX® Beta Candidate Retake Bulletin*.
 - the *NCLEX® Beta Candidate Bulletin* for testing with Pearson beginning in October 2002.
- Produced four quarterly issues of the *NCLEX® Transition Update*.
- Participated in Pearson Professional Center (PPC) Regional Manager Training Program.
- Provided Pearson with feedback with regard to the functionality and appearance of its member board Web site.
- Evaluated staff access to the NCSBN-VUE Virtual Private Network.
- Developed item writer and reviewer manual.
- Evaluated and provided feedback on initial item writing session.
- Planned for review of pool items using VPN tunnel.
- Participated in the development of the *NCLEX Administration Web Site Guide*.
- Designed the Beta tutorial for VUE.
- Participated in the development of the *VUE's Call Center NCLEX Program Guide*.

developed a program for the installation of new officers and recognition of outgoing officers for the 2002 Delegate Assembly.

NCSBN staff also saw improvements in processes and the leadership group participated in a team-building retreat. From October 2001 through May 2002, 15 positions were filled (nine new staff, five promotions and one reclassifications) with highly skilled, competent professionals.

The Finance Committee completed its review of financial policies. The Accounting firm of Thomas Havey completed the independent audit for the fiscal year ended 9/30/01. Major development and revision of NCSBN policies and procedures were completed in January. A newly formed standing committee for bylaws revisions, the Resolutions Committee, performed significant review and revisions of its Operating Policies and Procedures, the Standing Rules for 2002 Delegate Assembly.

Looking ahead, the 25th Anniversary Panel conducted a site visit in Alexandria and Arlington, VA, and preparations for the gala and birthday party luncheon are well under way. The Panel chose a new logo for use during the anniversary year, and plan to have stationary, a banner and pins developed utilizing this special graphic identity. Other plans include a historical booklet containing NCSBN historical facts, key players and a vignette on each member boards individual histories. As of May 2002, \$30,000 of the \$50,000 revenue budget has been realized for the Panel's fundraising goal.

- Provided support to Beta jurisdictions with regard to recruitment and implementing the new Pearson software.
- Transferred historical examinee data to VUE.
- Coordinated the transfer of:
 - current NCLEX items from Chauncey to Pearson.
 - item selection algorithm specifications from Chauncey to VUE.
 - specifications for the Beta operational and pretest item pools.
- Created RN and PN item pools for the Beta test that matches the concurrent Chauncey operational item pools.
- Gathered NCLEX population-based information related to DIF analysis from Chauncey and forwarded it to Pearson.
- Contributed to and reviewed VUE and PPC draft operations/procedures manuals and reports.
- Worked with VUE to produce a *NCLEX Member Board Operating Manual* for the 18 boards participating in Alpha and Beta testing.
- Investigated results from commercially available item calibration software packages with the results generate by proprietary software packages.
- Reviewed quality control report for the Item Selection Algorithm's performance on the Alpha test.
- Developed procedures for archival publishing of each operational pool and each pretest pool on CD.
- Completed both the 2001 NCLEX Alpha and Beta Tests.
- Received and reviewed 2001 NCLEX Alpha Test and 2002 NCLEX Beta Test results.

Tactic 3: Investigate new research methodologies to perform the Practice Analysis for the NCLEX-RN® and NCLEX-PN® examinations.

- A Job Analysis Methodology Think Tank was held November 8 and 9, 2001, to perform an audit of current NCSBN practice analysis procedures and to develop a practice analysis research agenda. Members of the Job Analysis Monitoring Panel, Testing and Research Services staff, and Donna Nowakowski participated. A report of recommendations and findings was submitted to the NCSBN Board of Directors and the Examination Committee.
- Employers of newly licensed nurses were surveyed November and December 2001 to discover the skills needed by new graduates for entry-level practice and the capability of newly licensed nurses to perform those skills. Findings have been published as Research Brief, Volume 3.
- A Practice and Professional Issues (PPI) survey was conducted during July and August 2001. The PPI is conducted twice a year to collect information from entry-level nurses on specific practice activities and current professional issues. Findings from the July PPI have been published as Research Brief, Volume 2.

Outcome 2

NCLEX® is administered at international sites for purposes of domestic licensure.

Tactic 1: Initiate implementation of the international testing plan.

- Contacted by nursing group from India that expressed interest in and support for administration of NCLEX in India.
- Obtained a list of current international Pearson Professional Test Centers locations and security requirements and measures.
- Conducted initial research regarding US licensure examinations that administer internationally.

- Compiled information regarding potential candidate volume in foreign countries.
- Met with Senator Brownback's office regarding foreign nurse bill. The senator's staff expressed interest in international testing as a way to recruit more nurses and to reduce the number of problems with Visa and non-immigrant status issues.
- Created a short list of foreign countries to potentially administer the NCLEX examination within their borders, for purposes of domestic licensure.
- Pearson Professional Testing presented information to the Examination Committee and Board of Directors regarding experience and capacity for administering examinations internationally.
- Conducted a survey of executive officers related to potential operational impact of testing internationally.
- Established security procedures for administration of the NCLEX examinations internationally.
- Developed a recommendation for the Board of Directors regarding international administration of the NCLEX examinations.

Outcome 3

International testing exams are explored for foreign nurse licensure.

Tactic 1: Collect data on foreign nurse licensure examinations.

- Conducted initial research/information gathering for nurse licensure examinations in the United Kingdom and Australia.
- Hosted an information sharing session with representatives from Japan regarding the NCLEX and National Japanese Nurse Licensure Examination processes and procedures.
- Hosted an information-sharing session with representatives from the Singapore Ministry of Health regarding the NCLEX and National Singapore Nurse Licensure Examination processes and procedures.
- Engaged CGFNS to provide information regarding foreign nurse licensure examinations.
- Researched via the Internet the International Council of Nurses (ICN) Web site for preliminary information pertaining to foreign nurse licensure examinations.
- Obtained information from Japan's Ministry of Health, Labour & Welfare regarding the national Japanese nurse licensure examination.

Tactic 2: Explore English-as-a-second-language competency and licensure of foreign-educated nurses as related to the international testing plan.

- Gathered information on CGFNS products, services and procedures.
- Researched language competency examinations relating to nurse licensure.
- Researched and compiled information on other native English speaking countries' language proficiency requirements for non-English speaking nurses.
- Researched and compiled information regarding INS requirements for aliens seeking employment as RNs or PNs in the US.
- Collected literature on issues related to licensure testing and English as a Second Language (ESL).

Outcome 4
Nurse aide competence is assessed.

Tactic 1: Continuously improve development and administration of the NNAAP™ examination.

- Reviewed and suggested revision for the 2000 NNAAP Technical Report.
- Discussed the creation of a test development policy and procedures manual with Assessment Systems Incorporated (ASI) staff.
- NCSBN staff has reviewed the items presently being used on the NNAAP examination and has suggested some revisions for future tests.
- Requested and received, in part, ASI-State NNAAP Contracts.
- Discussed future prospects for the Nurse Aide market with ASI management.
- Received information on and discussed ASI-Computer Adaptive Technologies (CAT) merger.
- Discussed issues related to test development and documentation with the new management of the NNAAP (CAT-ASI).
- Conducted analysis of the Nurse Aide Practice Analysis pilot study.
- Planned a meeting of the subject matter expert panel to be held in June 2002.
- Full practice analysis to be conducted in September and October 2002.
- Discussed issues with CAT-ASI regarding the marketing of the NNAAP.

Outcome 5
Targeted constituencies utilize NCLEX® programs and related products/ services.

Tactic 1: Develop a plan to educate constituencies on NCLEX® programs.

- Prepared for and conducted NCLEX information presentations for external groups.
- Improvements to the Testing Services section of the NCSBN Web site:
 - Added PowerPoint presentations that explain how CAT works.
 - Added an explanation of how the passing standard is set.
 - Updated NCLEX passing rates.
 - Re-organized the section to make it more navigable.
 - Designing a Web-based, downloadable brochure that educators can use to order *NCLEX® Program Reports*.
- Met with NCS Data Management Group to discuss production of the NCLEX candidate video and to initiate Phase I of production.
- Provided extensive information on test development, test administration and psychometric activities in *Council Connector*.
- Produced *Testing Services Research Brief*.

Tactic 2: Continuously improve delivery of the Assessment Strategies web course for nurse educators.

- Initiated revisions and enhancements to the course.

Tactic 3: Continuously improve delivery of the NCLEX® Program Reports.

- Provided NCS with accurate NCLEX candidate data.
- Devised strategies to combine data from CGI and VUE during the Beta period.
- Initiated work on new NCLEX Program Reports promotional materials.
- Through *Council Connector*, staff encouraged boards to review the process through which they approve candidates especially with regard to ensuring that their program codes are correct.

- Currently developing a new Program Reports brochure in conjunction with Pearson to be sent to new and past subscribers.
- Produced and delivered the spring and fall printings of the NCLEX® Program Reports in FY02. *Tactic 4:* Continuously improve delivery of the NCLEX® Results-by-Phone Service. Provided service to 24 Member Board jurisdictions. Average call volume was more than 4,000 per month.
- Established NCLEX Unofficial Quick Results Service contract with Pearson for services beginning FY03. *Tactic 5:* Improve delivery of the NCLEX® Invitational and explore other outreach methods. Invited to partner with AACN to provide BSN faculty with education on item writing development and curriculum mapping.
- Brought evaluation information to the Examination Committee and the Board of Directors regarding the 2001 NCLEX Invitational.
- Scheduled 2002 NCLEX Invitational for Monday, September 23, at Disney Coronado Springs Hotel.
- Conducted NCLEX outreach meetings.
- Interview with *Nursing Spectrum* published. *Tactic 6:* Compare equivalency of NCLEX® with Spanish language Puerto Rican Nurse Licensure Examination. Requested, via e-mail and letter to the Puerto Rico Board of Nursing, information regarding the Puerto Rican nurse licensure examination.
- Received preliminary information pertaining to the Puerto Rican nurse licensure examination.
- Waiting for detailed information from Puerto Rico Board of Nursing necessary to progress with tactic.

Outcome 6

Research demonstrates relationships of various regulatory approaches to validate continued competence.

Tactic 1: Explore post-entry competence of nurses.

- Selection of the Subject Matter Expert Panel and Advisory Group was completed in December, and both groups met for the first time in January. A sample of 15,000 licensees were notified by letter in June and invited to participate. Demographic data was collected using e-listen software through June. Participants in each of the 18 cohorts (nine RN and nine LPN/VN groups) are currently being surveyed (and the longitudinal group will then be surveyed at three-month intervals for five years).

Tactic 2: Measure the impact of continuing education on continuing competence of nurses.

- Data was collected spring 2002 and is currently being analyzed.

Tactic 3: Work collaboratively with other regulatory groups to explore options for continued competence within a changing health care delivery system.

- Data was collected in spring 2002 for the study exploring the effectiveness of continuing education on professional practice in collaboration with other health care professional regulatory organizations. The data is currently being analyzed.
- NCSBN is working with the Citizen Advocacy Center (CAC), the Interprofessional Workgroup on Health Professions Regulation (IWHPR) and the Federation of Associations of Regulatory Boards (FARB) to tentatively plan a conference in FY03 on continued competence.

Strategic Initiative 2: Regulatory Effectiveness

The National Council will assist Member Boards to implement strategies to promote regulatory effectiveness to fulfill their public protection role.

Outcome 1

Advanced regulatory strategies promote public protection and effective nursing practice.

Tactic 1: Complete development of resources and tools to assist Member Boards to evaluate and enhance performance.

- The Commitment to Excellence pilot states completed pilot testing of four new templates and one new stakeholder survey, finalized the tools, and met for the final time in November 2001. Findings will be disseminated to participating boards.

Tactic 2: Establish a process for ongoing data collection related to identification of "best practices."

- The Commitment to Excellence Advisory Group developed a plan for an ongoing quality improvement system called the System of Performance Measurement and presented the plan to Member Boards at the 2002 Midyear Meeting.
- Plans for orientation and training of EOs to new system during Annual Meeting are under way.

Outcome 2

Models for system and individual accountability address practice issues.

Tactic 1: Promote interdisciplinary dialogue.

- Attended CAC, FARB and Council on Licensure, Enforcement and Regulation (CLEAR) meetings to dialogue with other regulatory boards.
- Continued promoting and facilitating participation by boards of nursing in CAC's Practitioner Remediation and Enhancement Partnership (PREP) project.
- A summit on patient safety for Member Boards and other regulators planned by PR&E Committee and staff will be held the day preceding the Citizen Advocacy Center annual meeting on November 12, 2002.
- NCSBN participated as a member of CAC's PREP National Advisory Board. Plans were discussed to include pharmacy in the project (currently medicine, nursing and health care facilities are participating). A publicity campaign for PREP is under way.
- Staff developed a background paper on regulation of health professions for use by Institute of Medicine staff. Plans are to have the NCSBN Board president attend an upcoming summit on health care quality and medical error. *Tactic 2: Develop a tool to help regulators to distinguish individual from system error.* Completed the draft TERCAP Coding Protocol and the elements were shared with the Disciplinary Curriculum Advisory Panel as a resource to use in the development of investigator checklists (for different types of allegations).
- Presented TERCAP instrument to workshop for Phase I-participating states, identified as having great potential for helping regulators analyze nursing errors.

Tactic 3: Develop standardized discipline terminology.

- Inclusion of standardized discipline terminology was part of the discussions of both the Models Revision Subcommittee and the Disciplinary Curriculum Advisory Panel.
- Staff had opportunity to comment on the revised basis of action codes being developed by HRSA staff for use in the HIPDB and NPDB.
- Revision of Discipline portion of Model Practice Act includes language on discipline grounds, remedies and processes to provide a standard for discipline terminology.

Outcome 3

Strategies assist Member Boards to respond effectively to critical issues and trends impacting nursing education.

Tactic 1: Identify current roles of boards of nursing in education approval/ accreditation.

- Education Consultants Network held monthly teleconferences to discuss the roles of boards of nursing in nursing education program approval. All members were invited to participate.
- Reviewed nurse practice acts, survey (August 2001) findings and information contained in *2000 Profiles of Member Boards*. PR&E developed model education rules and made recommendations to the Board of Directors.
- Revisions to the Model Nursing Practice Act and Model Rules completed by PR&E Committee and approved by the Board of Directors for recommendation to the 2002 Delegate Assembly.

Tactic 2: Explore key issues related to assurance of quality nursing education. PR&E affirmed the education standards as a framework for the work of the model rules subcommittee.

- Education program stakeholder survey conducted through the Commitment to Excellence project.
- Education Consultants Network:
 - explored current state initiatives to develop formal preceptorship or mentorship programs.
 - discussed indicators of quality education.
 - discussed the NCLEX pass rate study.
 - initiated a dialogue with NLNAC regarding accreditation rules and practices.
- PR&E Committee developed and distributed a distance education survey to members in May 2002. Data will stimulate further discussion and recommendations by the committee in 2003.
- Conducted a survey of members about their regulatory requirements and practices concerning distance education educational courses and programs.
- PR&E Committee discussed and will develop recommendations regarding the regulatory implications and strategies pertaining to formal preceptorship or mentorship programs.
- Provided critical feedback on the Alliance on Accreditation "Distance Education Statement" based on review by the PR&E Committee. Revised the statement and submitted for approval by the Board of Directors in May.

Tactic 3: Enhance communication and collaboration between boards of nursing and external accrediting bodies.

- Barbara Grumet, executive director of NLNAC, was a guest of the Education Consultants Network during its teleconference call in November and Dr. Jennifer Butlin, executive director of CCNE, was the guest in December.
- NLNAC staff invited to NCSBN to meet with staff on mutual concerns.
- Developed an educational session at Midyear Meeting with CCNE and NLNAC as invited guests to discuss roles of approval/accreditation, overlapping requirements, and opportunities for collaboration.

Outcome 4

Approaches and resources assist Member Boards in the regulation of advanced practice registered nurses.

Tactic 1: Implement the criteria for APRN certification programs.

- The criteria for certification programs was completed by the APRN Task Force at its October meeting and was submitted for approval to the Board of Directors.
- The criteria for certification programs document was made available at the Midyear Meeting and is on the public side of the NCSBN Web site.

Tactic 2: Implement an evaluation and ongoing reporting process for national accreditors of APRN certification examinations (NCCA, ABNS) seeking deemed status for state regulatory purposes.

- The Requirements for Accreditation Agencies were completed by the APRN Task Force and were submitted for approval by the Board of Directors.
- The process for reviewing APRN certification programs was finalized at the APRN Task Force meeting on April 24 & 25, 2002. Included in the process are timelines and a communication plan.
- The Board of Directors approved the process for implementing the Certification Examination Review Program. Application materials will be developed in summer 2002 with implementation scheduled for fall.

Tactic 3: Promote the communication between boards of nursing and APRN certification agencies.

- In October, the chair of the APRN Task Force and NCSBN staff met with ANCC to discuss common concerns regarding regulatory issues. It was determined that meeting together will occur several times per year to promote communications and understanding.
- In December, NCSBN staff and the chair of the APRN Task Force had a conference call with ANCC to clarify concerns of the APRN Task force.
- The APRN Task Force met with accreditors of APRN educational programs, the Commission of Collegiate Nursing Education (CCNE) and the National League for Nursing Accrediting Commission (NLNAC), to discuss common concerns during the National Council's Midyear Meeting.
- The APRN Task Force met with the American Nurses Credentialing Center on April 24, 2002.
- The APRN Task Force met with the Dean of Columbia University to discuss regulatory implications of NP doctoral programs.
- The APRN Roundtable was held in Chicago on April 25, 2002. Topics included an update on APRN Task Force activities, the Task Force's recommended change in the alternative mechanism of the APRN uniform requirements, and the APRN compact. Approximately 50 attendees representing advanced

nursing certification programs, accrediting agencies and other nursing organizations attended.

- Press releases were distributed for APRN Roundtable and ABNS approval.

Tactic 4: Evaluate the regulatory sufficiency of national APRN certification programs.

- A process to evaluate APRN certification programs was briefly discussed by the APRN Task Force during their October meeting. The discussion will continue at their next meeting in January.
- A review of APRN certification programs using the Criteria for Certification Programs, was completed at the APRN Task Force's next meeting on April 24 & 26, 2002.
- Reviewed documentation from APRN certification programs regarding pass rates and small numbers of candidates taking examinations and provided feedback to the APRN Task Force during their April meeting.
- A position paper on the regulation of advanced practice was developed by the Advanced Practice Task Force and approved by the Board of Directors at its May meeting. The position paper will be distributed to Member Boards and be available on NCSBN's Web site.

Outcome 5

Approaches and resources address issues related to assistive nursing personnel.

Tactic 1: Collect data regarding emerging utilization and regulation of UAP.

- Compiled regulations regarding certified nursing assistants (UAP), and reviewed industry information and position statements regarding the use of UAP. PR&E Committee discussed regulatory issues and developed specific recommendations for 2002-2003 tactics.
- Planning for Nurse Aide Practice Analysis under way; results to be considered by PR&E Committee in July (pilot data).

Tactic 2: Assess and analyze current regulation of medication aides/technicians.

- Compiled regulations and reviewed industry information regarding the use of medication support personnel. PR&E Committee to discuss regulatory issues and develop specific recommendations for 2002-2003 tactics.

Outcome 6

New knowledge and research supports regulatory approaches to discipline, remediation and alternative processes.

Tactic 1: Analyze discipline data to enhance understanding of practice breakdown

- The draft Coding Protocol was used to develop a template for the Practice Breakdown Research project's scantron form that will be used to collect cases.
- A draft article describing the pilot project was written by Patricia Benner and reviewed by the advisory panel. Advisory panel members are approaching journals regarding interest in publishing.
- Criteria for participation in the practice breakdown study were approved by advisory committee. Information packets about the project were distributed to all Member Boards. An informational call-in was held November 8, 2001, to provide additional information and to answer questions for individuals interested in the study. Seventeen states participated on the call.

- Staff track and monitor patient error data and national initiatives for implications to Member Boards and NCSBN ongoing initiatives.

Tactic 2: Implement phase one of research study, An Epidemiology of Nursing Error.

- The following boards have submitted participation agreements for the study: Arizona, Missouri, North Dakota, Ohio, Washington, and West Virginia PN. Eleven additional states have expressed interest in participating in the project.
- Completed TERCAP Coding Protocol and used it as the foundation for the training materials for workshop.
- Training workshop for representatives of the 15 participating boards was held April 11-12, 2002. The group was extremely enthusiastic about project and provided excellent input regarding the TERCAP instrument. The substance of the tool found to be useful. Participants identified issues regarding methodology that need to be adjusted. Expect to begin data collection year for Phase I July 1, 2002.

Tactic 3: Collaborate with alternative programs to develop resources for the management of chemically dependent nurses.

- The *Chemical Dependency Handbook for Nurse Managers*, based on the original *Chemical Dependency Handbook for Boards of Nursing*, was published as a companion to this year's CD video.
- NCSBN received the 2002 Nursing Electronic Award from Sigma Theta Tau International Honor Society for its video and facilitation package called "Breaking the Habit: When Your Colleague is Chemically Dependent."

Tactic 4: Collect and analyze information about how Boards are currently using alternative dispute resolution (ADR) processes to resolve complaints and assess other professions' use of ADR.

- The Disciplinary Curriculum Advisory Panel included alternative programs for practice issues in its initial discussion of discipline resources.
- The Disciplinary Curriculum Advisory Panel reviewed the use of ADR processes by states and included ADR resources in its Discipline Resources Plan.

Tactic 5: Develop discipline resources to support Member Board discipline processes including criminal background checks, methadone, and chronic pain management.

- The Investigator Summit agenda included sessions addressing criminal background checks, implications of prescribed methadone use on a nurse's ability to practice, and the implications of chronic pain management on nursing practice decisions.

Outcome 7

National Council supports, monitors and evaluates the implementation of the mutual recognition model.

Tactic 1: Develop an APRN compact for presentation at 2002 Delegate Assembly.

- APRN Compact Subcommittee reviewed environmental assessment results and formulated a work plan to developing the APRN compact.
- Additional information was collected from compact states and analyzed for differences.
- Prescriptive privilege information was obtained from the DEA and other federal sources. A formal letter was sent to DEA for consideration.

- Initial draft APRN Compact was developed by the APRN Compact Development Subcommittee for member and stakeholder comment in early April. The subcommittee reviewed feedback and prepared a final draft APRN Compact. The Board of Directors recommended the APRN Compact for consideration by the 2002 Delegate Assembly May 2002.
- Conducted second member and public comment period on final draft from May-July.
- A Q&A document and advantages and barriers to the APRN Compact was developed.

Tactic 2: Provide secretariat services to Nurse Licensure Compact Administrators.

- All contracted services and additional staff support is being provided. Monthly conference calls held October through December.
- The NLCA Members-Only Web site was restructured in early January to provide better navigation. Compact Bill Status now reports only those states within the Nurse Licensure Compact.
- All NLCA documents are being prepared for NLCA archive project.
- NCSBN and NLCA signed secretariat contract. Legal issue raised concerning third-party contracts and new approach was developed with legal counsel. Billing cycle for secretariat fee began in July and invoices were sent to states requesting them prior to July.
- Provided secretariat services through F02.
- Provided ongoing media and legislative information provided upon request to members and external groups.
- Application material for Innovation in Government Award submitted.

Tactic 3: Develop a plan to assess the impact of two regulatory models (compact and non-compact states).

- Commitment to Excellence Advisory Panel completed preliminary work on development of measures and data sources; work will continue 2002-2003.
- Conducted initial phone interviews with a sample of compact states to capture impact of compact on board finances and nursing regulation.

Tactic 4: Disseminate information upon request regarding the mutual recognition model of licensure.

- Information is routinely and increasingly disseminated upon request to callers, media, state governments and staffing associations to meet a variety of needs, including speaking engagements and magazine features.
- Representatives of TX-RN board consulted with the Colorado Board about the compact using resource network funds.
- Completed Web site enhancements for publicly available information, including revised Q & A and fact sheet.
- Fact sheet under review by the Nurse Licensure Compact Administrators.
- NLCA officers reviewing NLCA general information manual for prospective states.
- Prepared several PowerPoint presentations about the Nurse Licensure Compact that are available to Member Boards.
- Tracked and analyzed all legislation regarding the mutual recognition model and the Nurse Licensure Compact.
- Logo development under way.
- NCSBN participated in a compact presentation at the CLEAR meeting in January.

Outcome 8**Resources and tools assist Member Boards to measure performance.****Tactic 1: Review and revise as necessary the National Council's Model Nurse Practice Act and Model Nursing Administrative Rules for consideration by the 2002 Delegate Assembly.**

- PR&E Subcommittee completed review and revision of the Model Nursing Practice Act for LPN/VN, RN, and APRN. A draft revision of the Act and recommendations were approved by the PR&E Committee and the Board of Directors for consideration by the 2002 Delegate Assembly.
- PR&E Committee completed a review and revision of the Model Nursing Administrative Rules, Chapter 5, Nursing Education for consideration by the 2002 Delegate Assembly.

Strategic Initiative 3: Public Policy**The National Council will analyze the changing health care environment to develop state and national strategies to impact public policy and regulation effecting public protection.****Outcome 1****National Council and Member Board leadership impacts national and state health care and regulatory policy.****Tactic 1: Plan summits as necessary for Member Boards to discuss key policy issues and derive consensus statements.**

- PR&E Committee and NCSBN staff completed plans for a Patient Safety Summit for regulatory bodies. Topics to be covered: recent Institute of Medicine (IOM) reports, national initiatives and patient safety implications. The summit will be held November 12 in conjunction with the 2002 Citizen Advocacy Center annual meeting.

Tactic 2: Monitor the legislative/policy climate relative to nursing; healthcare professional shortages and environment of care issues as it impacts public protection.

- Implemented federal legislation tracking report to assist Member Boards in staying abreast of key legislative proposals. NCSBN is actively advocating for nursing shortage relief, patient safety and its position on foreign nurse immigration.
- Continued monthly policy calls for members only and bi-monthly issues of *Policy Perspectives* newsletter.
- Developed federal tracking report for all pieces of legislation that NCSBN supports, opposes and monitors. Collecting state information on key legislation impacting member boards.
- Reviews recent policy, regulatory or legislative reports and proposals for public protection implications and refers pertinent information.

Tactic 3: Enhance National Council's and Member Boards' national presence on key, mission-related issues.

- Participate with the Americans for Nursing Shortage Relief (ANSR) group and the federal relations staff members of other nurse organizations in nursing network monthly calls and meetings related to the shortage and other related issues. Through NCSBN's participation on the ANSR Alliance, ANSR has

sent several letters to key congressional and agency members encouraging passage of the Nurse Reinvestment Act.

- Visited four federal congressional offices: Senators Hutchinson, Frist and Kennedy, and Representative Capps.
- Began addressing emergency preparedness initiatives at the state and federal levels to identify how they may influence nurse licensure and public protection.
- Continued participation with Call to the Profession. Rolled out collaborative public relations related to the Call to the Profession and began plans for PR activity with the upcoming Call to the Nations. Participated as member of the steering committee for Policy, Legislative and Regulation domain.
- Conducted a February briefing with key agency staff at the US Department of Health and Human Services (HHS) to present NCSBN information and to continue to foster collaborative relationships.
- NCSBN staff participated in Joint Commission on Accreditation of Healthcare Organizations (JCAHO) Nurse Staff Roundtable and assisted in review of draft white paper, providing critical information and the regulatory perspective on the nursing shortage. Subsequent national conference was attended by NCSBN staff. NCSBN also attends JCAHO Liaison Network Forum.
- NCSBN staff attended several key national meetings and conferences and has been invited to speak at several national meetings (CAC, CLEAR, NCC MERP, etc.).
- NCSBN was invited to participate as a select group of organizations that gave a presentation on nurse public protection issues at the NCSL conference.

Tactic 4: Assist Member Boards to promote public protection through effective policy development.

- Developed and disseminated policy statement on the nursing shortage, the foreign nurse immigration statement and other key information for promotion of public protection.
- Provided specific information on topics (such as teleradiology, the Federal Personnel Responsibility and the Work Opportunity Reconciliation Act) to federal and state government sources.
- Continued to alert Member Boards to any initiatives where they may be able to offer perspectives, assistance regarding the nursing shortage and its impact on public protection and other key regulatory issues (CRNA opt outs, feeding assistants, HHS Regulatory Reform Committee, etc.).
- Monthly policy calls proved effective in educating and providing a networking forum for members to share policy resources that promote public protection.
- NCSBN commented on the record regarding the Funding Allocation Methodology Project for Title VIII and for the Secretary of HHS Regulatory Reform Task Force.

Tactic 5: Collaborate with external stakeholders on public protection issues.

- Continued collaboration through the year with CAC, CLEAR, AMA, CSG, NCSL, NCC MERP, NGA, ANA, FARB, FSMB, AAN, AANA, Call to the Profession (as members of the steering and public relations committees), ANSR, PREP Advisory Panel, and other key organizations and projects related to public protection.

Outcome 2

Effective collaboration exists among practitioners, educators, regulators, and consumers.

Tactic 1: Evaluate congruence among nursing practice, education, and regulation and develop action plan to enhance congruence.

- The PERC Task Force completed an action plan to enhance congruence among practice, education, and regulation. The plan will be presented to the 2002 Delegate Assembly.

Tactic 2: Collaborate with representatives of nursing practice and education to enhance congruence.

- Staff spoke at the N-OADN annual meeting about NCSBN priorities and strategic initiatives, including testing, PERC and other issues.
- Participated in Nursing Practice and Education Consortium.

Tactic 3: Actively participate in partnerships with key organizations.

- NCC MERP: NCSBN continues to enjoy a partnership with this group to specifically enhance public safety through reduction of medication errors.
- CAC: NCSBN continues its partnership in the PREP project, which will allow boards of nursing to be seen in a collaborative role with hospitals and long-term care organizations in their efforts to retain quality nursing staff through alternatives to discipline measures.
- FSMB: NCSBN began a new chapter of collaboration with this group and has been invited to be an interested party for key Federation initiatives (for example, OBS guidelines).
- AMA: NCSBN continues in its role as an official observer to AMA and will closely monitor any steps AMA takes to address the nursing shortage, emergency preparedness of licensed healthcare workers, scope of nursing issues, and other topics of interest to NCSBN. NCSBN has been notified that nursing issues will be a topic at AMA's 2002 annual meeting.
- ANSR: NCSBN began collaborating with government relations staff of the major nursing organizations in monthly meetings and conference calls to share information about common initiatives (i.e., nurse shortage legislation).
- Interacted with many other organizations throughout this time period, including: AONE, ANA, AACN, NLN, ANCC, AACCN, AANA, APNA, AORN, NBNA, NSNA, CAC, JCAHO, RWJ, and HRSA. (See Glossary for full names of these organizations.)

Outcome 3: National Council analysis of national and international trends impacting public protection is current and disseminated to Member Boards.

Tactic 1: Assess membership policy needs and priorities.

- Members were surveyed regarding their primary focus areas with regard to regulation, and where they needed NCSBN support and intervention. Results were discussed by the PR&E committee and supported by the current charge. Public Policy staff were made aware of this survey.
- Monthly policy calls have provided a forum to hear first-hand Member Board interests and needs. Periodic surveys regarding key policy issues have also been effective in providing resources.

Tactic 2: Review and analyze mission-relevant federal legislation and regulation.

- Examples of legislation reviewed and analyzed include: ongoing changes to current federal legislation regarding the nurse shortage, all federal nurse immigration bills, feeding assistants, HHS' Regulatory Reform Task Force, and CRNA supervision regulation with CMS and HIPAA regulation analysis.
- Disseminated periodic, standardized alerts electronically to members, including analysis and review of mission-relevant federal legislation and regulation.
- Submitted public comment to the Funding Allocation & Methodology for Title VIII Funds.

Tactic 3: Monitor national and international environment for information related to the National Council's mission.

- In addition to review of national legislation and trends, NCSBN staff also continued to find the best mechanisms to monitor the international environment (see specific examples provided above).
- Explored international exhibiting and conference attendance for continued relevance to NCSBN mission.
- PR&E Committee also reviewed trends in national activity that relates to state regulation in the areas of education and practice.

Tactic 4: Analyze current census data for the impact related to the work of Member Boards.

- Research Services evaluated census and HRSA data (from the NNSS survey) to project future workforce supply and demand in order to assist Member Boards in conducting statewide analysis and projections.

Tactic 5: Analyze the trends and impact of those trends related to the recruitment of foreign nurses.

- Research is currently being conducted related to the INS, NAFTA and the TN status for Mexican nurses. Additional federal legislative and regulatory proposals related to foreign nurses are monitored as needed.
- After a review of foreign nurse issues by PR&E, the Board approved a proposal to create a subcommittee that would analyze and respond to the impact on domestic licensure. The Foreign Nurse Issues Subcommittee submitted a plan to develop resources for Member Boards on this topic. The Board of Directors approved the continuation of the Subcommittee to carry out the plan.

Tactic 6: Explore English-as-a-second language as it relates to competency and domestic licensure.

- PR&E Subcommittee on Foreign Nurse Issues identified priority regulatory issues and tactics and address identified outcomes.

Strategic Initiative 4: Information Technology

The National Council will develop information technology solutions valued and utilized by Member Boards to enhance regulatory sufficiency.

Outcome 1

Information technology infrastructure is enhanced among Member Boards, National Council and service providers.

Tactic 1: Replace, consolidate, and upgrade computer equipment to maximize productivity, efficiency, and security within in budget parameters.

- Replaced all laptop-docking stations.
- Replaced production database server.
- Provided and implemented a new Windows NT primary domain controller (for faster network connectivity and to provide a backup due to failure).
- Designed and implemented VLans (six logical groups of system for enhanced performance and security).
- Designed and implemented a new internal IP addressing scheme and system.
- Identified and configured the Web development server.
- Redeployed and upgraded existing servers.
- Upgraded HP-Unix Servers for Oracle, including purchase, replacement disks, fans, upgrade of the operating system and reinstallation of all required software.
- Configured and implemented the new Testing Services file server.
- Provided on-site support to Puerto Rico and Virgin Islands Member Boards with NCSBN-owned computers and ancillary hardware and software.
- Purchased, configured and deployed four laptops for the Board of Directors.

Tactic 2: Evaluate and implement software and software licensing to support the various programs and services.

- Completed upgrade to Win2000.
- Purchased, configured and replaced the MIP accounting software.
- Installed, analyzed and began data migration of the new iMis association membership software to replace the current Sahvi system.
- Purchased an add-on to the new help desk software to provide user interface via the Web.
- Analyzed and redesigned the use of the MS SQL server strategy.
- Completed analysis and impact assessment to upgrade to MS SQL V.7.0.
- Purchased additional Legato backup modules.
- Purchased, installed and configured the SQL Programmer 2001 software.
- Purchased various software and hardware licenses for MS Project, and Web Tracking and Mapping.
- Purchased, deployed and began testing the e-Listen survey software for Research, Marketing and Discipline programs.

Tactic 3: Implement network system technology to strengthen security and improve remote access for Member Boards and NCSBN staff.

- Implemented dual ISP connections.
- Replaced firewalls.
- Designed and implemented new internet addressing scheme and system.
- Completed analysis, design, RFP and obtained quotes to implement VPN (virtual private network) for remote network access for staff.

Tactic 4: Evaluate use of wireless technology to support the increased business mobility of the Board of Directors and NCSBN staff.

- Attended Cellular Telecommunications and Internet Association (CTIA) wireless conference.

Outcome 2

Information technology provided improves Members Boards' efficiency and productivity.

Tactic 1: Participate in the planning and implementation of technology solutions that support the transition from CGI to NCS.

- Attended various transition meetings.
- Designed and partially implemented the NCSBN side site-to-site VPN.
- Configured, tested and implement Secure VPN Tunnel between NCSBN & Vue.

Tactic 2: Enhance user support by developing and implementing processes, systems and educational opportunities that support the needs of the users.

- Provided orientation training for new employees.
- Provided custom, one-on-one training as requested.
- Updated various user manuals and documentation as requested.
- Surveyed user community for technology training requirements.
- Developed materials and conducted training sessions for different staff on the scanner hardware and software.
- Trained testing staff on item development database and software.
- Completed evaluation of various skill testing software.
- Developed curriculum and courses for various MS Office software including Word and PowerPoint.
- Developed and conducted training for courses for Word and PowerPoint.
- Updated Nursys™ user manual and other documentation as requested.
- Conducted conference call training with New Hampshire staff on use and searching techniques in Nursys.

Tactic 3: Evaluate and provide various technology-driven communication solutions to encourage and enhance communications among Member Boards and NCSBN staff.

- Provided video conferencing for various committees and meetings.
- Began evaluating various options in working toward paperless meetings, including experimenting with paperless media and evaluating alternative means for the Board of Directors to conduct its meetings and distribute board reports.

Tactic 4: Serve as a technical resource and clearinghouse for Member Boards to enhance their use and understanding of technology.

- Developed and planned an IT Summit designed specifically for Member Boards.
- Provided technical assistance and resources for Member Boards interested in electronically submitting discipline data.
- Responded to inquires from Member Boards regarding various technology products and services.

Tactic 5: Evaluate the feasibility of providing a standardized software licensing system for Member Boards.

- Developed and distributed a survey to NCSBN's Member Boards.

Outcome 3

Nursys is the preferred national database among Member Boards, employers and nurses for licensure information.

Tactic 1: Increase participation and disciplinary data collection from Member Boards.

- Included Massachusetts, Montana and New Mexico.
- Began testing of increasing the frequency of data updates using South Dakota data as a pilot.
- Designed a reverse HIPDB file for Georgia-RN and an inclusion HIPDB file for Virginia.
- Included North Dakota and Indiana.
- Actively began and/or continued working with Minnesota and Mississippi for Nursys participation.
- Actively working with Virginia, Kansas, Alabama and Georgia-RN on providing their discipline data electronically.

Tactic 2: Develop and implement a plan, which includes financial support, to provide ongoing maintenance and continuous enhancements to Nursys.

- Value Enhancement Strategies Inc. (VESI), a consulting group, attended the last Finance Committee meeting and identified today's Nursys' issues as low participation, high net cost, and lack of timely updates. A new contract is being negotiated with Donnelley Marketing, the data collection vendor, to reduce unit costs and change the data transfer process to provide more frequent updates. Questions have been added to the Member Board satisfaction survey to assess interest in and obstacles to participation in Nursys.

Tactic 3: Evaluate and determine appropriate tools and techniques for Nursys data analysis.

- Began planning for additional tools for MS SQL and Oracle development and negotiated a new Oracle service agreement.

Tactic 4: Develop and implement a plan to increase participation and usage of Nursys.

- Began requirements phase for public access with e-commerce capabilities.
- Nursys Advisory Panel (NAP) members personally contacted various Member Boards to discuss the benefits of and any issues or concerns about Nursys.
- Worked with NAP to identify and prioritize various Nursys enhancements and issues.
- Released several enhancements including discipline redesign and jurisdiction alert.

Tactic 5: Evaluate the use of e-commerce technology for online nurse licensure verification processing.

- Began requirements definition phase for license verification e-commerce.
- Developed and distributed Nursys public access and online verification submission RFPs, and completed the vendor evaluation and selection.

- Began requirements phase for the license verification e-commerce project.

Tactic 6: Provide resources to Member Boards for contribution of data to Nursys.

- Facilitated and participated in meetings between members to share and to develop new programming logic for data extraction.
- Scheduled and completed meeting to assist Oregon and Utah in developing programs to extract and forward data to Nursys.
- Scheduled and completed onsite Nursys demonstration and training at Montana.

Outcome 4

The collection, storage and use of data by Member Boards are standardized, accurate, and timely.

Tactic 1: Evaluate requirements to develop a comprehensive and accessible database of nursing regulation information.

- Regulation staff and relevant committees provided input and determined regulatory information needed for members, and updated on an ongoing basis.

Tactic 2: Serve as a central repository for nurse candidate exam data and provide Member Boards standardized formatted data.

- As part of the test service transition, Testing Services (in coordination with Pearson) developed the NCLEX Administration Web site to replace the current MBOS).

Tactic 3: Provide a standardized record layout of licensing, education and discipline data.

- 2001 *Licensure and Examination Statistics* published as Research Brief, Vol. 4.

Tactic 4: Evaluate and determine the feasibility of collecting, storing and distributing disciplinary data of unlicensed personnel for Member Boards.

- Staff requested that HHS and HRSA consider modification of the HIPDB requirements to exclude this category under “provider” in HHS Regulatory Reform Committee comments.
- PR&E Committee and PERC Task Force discussed the need for tracking and trending of practice data related to nursing assistive personnel with a targeted focus in fiscal year 2003.

Outcome 5: The Web site maximizes access to regulatory education and information by Member Boards and the public.

Tactic 1: Provide a mechanism to enable the timely and efficient update of information on NCSBN Web sites.

- Created a process for staff to request and update information on the various NCSBN Web sites. Web updating increased productivity. Conducted several training sessions on the formal Web Update Request process.
- Developed a schedule and process for publishing information (i.e., *Council Connector*, Events, Testing and News & Views).
- Began developing a Web project methodology.
- Style guide for Web format in production.
- Web request process completed process, including documentation and training aids. Established process for acknowledgement of receipt and completion of requests.

Tactic 2: Establish editorial process to review Web content.

- Began establishing a content review and approval process.

Tactic 3: Evaluate and determine various tools and techniques for state-of-the-art Web technology to meet the needs of NCSBN.

- Began reviewing content management software.
- Began reviewing information feeds from other Web sources.

Strategic Initiative 5: Governance & Leadership Development and Organizational Capacity

The National Council will support the education and development of Member Board staff, Board Members and Board of Directors to lead in nursing regulation.

Outcome 1

Member Board staff and members access multiple levels of educational programs to develop core competencies in regulation.

Tactic 1: Develop continuing education and/or certification programs for regulators.

- The regulatory curriculum developed by the Member Board Task Force was determined to be duplicative of the work being done by the Regulatory Credentialing Program Development Task Force. The Member Board Task Force developed an outline for the curriculum and discontinued the development of this program, leaving this to the Regulatory Credentialing Program Development Task Force.
- Applications for Continuing Education credit for Midyear Meeting sessions were prepared and granted.
- A special “research findings” education day and LPN forum will be held in conjunction with the 2002 NCSBN annual meeting.

Tactic 2: Determine the feasibility of an advanced educational program for regulators.

- The Regulatory Credentialing Program Development Task Force sent a survey to Member Boards regarding interest in a doctoral level regulatory program. Based on the results, the task force that it is not feasible to develop a doctoral program for nursing regulators at this time.
- The Board of Directors approved the action plan of the Regulatory Credentialing Program Development Task Force to develop a regulatory education program for Member Boards designed to meet a variety of educational needs for nurse regulators.

Tactic 3: Conduct leadership development programs for Member Board Executive Officers and Presidents.

- The Member Board Task Force implemented the second leadership program for executive officers and presidents at the Midyear Meeting in March. The theme and focus for the day was “Partnership and Collaboration.” A consultant facilitated dialogue between both groups during the morning session and with the presidents during the afternoon session. Continuing education units were available for the morning and afternoon sessions.

Tactic 4: Convene a summit for investigators and disciplinary staff of Member Boards.

- The second Investigator Summit was held June 20-21. The agenda included sessions on criminal background checks, pain management and other topical issues. An Attorney Summit for Board attorneys, developed by Arizona Board Member Gregory Harris, preceded the Investigator summit.

Outcome 2**Member Boards understand the services of National Council.****Tactic 1: Provide orientation and mentorship for new Executive Officers.**

- The Web-based orientation program “NCSBN 101” was launched April 3.
- New executive officers were paired with a “seasoned” executive officer in the mentorship program, which was refined by the Member Board Leadership Development Task Force and then approved by the Board of Directors in May. The new process is initiated by NCSBN staff and involves the chair of the EO Network and area directors in pairing the mentors and mentees.
- The new executive officer/contact person orientation was held in June.

Tactic 2: Provide Member Boards with National Council publications and other communication vehicles that are timely, informative and accurate.

- *Council Connector* format was updated and continues to be provided as a downloadable document from the Web site. A monthly executive director column was introduced, and more information about Member Boards has been added.
- *Policy Perspectives* continues as a bi-monthly membership publication for news on federal, state and international policy, legislation and key regulatory initiatives affecting members.

Tactic 3: Assess Member Board knowledge and satisfaction with NCSBN products and services.

- NCSBN contracted with Research USA Inc. to develop a membership needs assessment survey for the purpose of evaluating NCSBN programs and services. The survey was distributed and results reviewed in June and July.

Tactic 4: Member board staff and members recognized for services rendered.

- The 2002 Awards program with a new brochure was launched at the Midyear Meeting in March. Several changes to the program include new award names and revisions to the criteria and eligibility.
- The Awards Recognition Panel developed a program for the installation of new officers and recognition of outgoing officers for the 2002 Delegate Assembly.

Outcome 3**A sound organizational governance and management infrastructure advances the National Council’s mission and vision.****Tactic 1: Develop staff programs to promote organizational goals and mission.**

- Established weekly staff leadership organizational review meetings.
- Established an organizational review meeting for entire staff every other month.
- Conducted an NCSBN staff and executive director Leadership Group Retreat.

Tactic 2: Recruit and retain highly-qualified staff.

- From October through May, 15 positions were filled (nine new staff, five promotions and one reclassification) with highly skilled, competent professionals.
- Actively recruited and interviewed for three positions (as of May 2002).
- For FY02, two staff resignations were accepted.
- An employee satisfaction survey was conducted in January and February. Plans of action were identified based on results.

Tactic 3: Monitor and review current benefits and compensation programs to ensure equity, competitive market position and compliance with labor laws.

- Met with insurance broker to discuss current market conditions, organizational needs and concerns, and future strategies regarding group insurance benefits for FY02.
- Conducted a market compensation survey and an employee group benefit insurance market review.

Tactic 4: Provide opportunities for Member Boards to act and counsel together and with other constituencies.

- Area Meetings at Midyear Meeting no longer occurred over lunch, but were held as independent afternoon meetings. Area Directors planned content.
- Pursued and planned space for exhibitors and sponsors for the Annual Meeting.
- Executive director signed Annual Meeting hotel contracts through 2005: 2002 in Long Beach, CA; 2003 in Alexandria, VA; 2004 in Kansas City, MO; and 2005 in Washington DC.
- Executive director signed Midyear Meeting contract for 2003 in Savannah, GA. Recommendations for 2004 and 2005 sought.
- Planned Patient Safety Summit for Fall.

Tactic 5: Support National Council programs through development and implementation of marketing and communication strategies.

- Completed comprehensive review of order form and products with regard to pricing strategy, value of products and promotion needs.
- Promotional plan implemented for new research products targeted to variety of different audiences. See also Outcome 4, Tactic 2.
- Inventory management improvements in progress.
- Developed beginnings of message management program to provide resources to members, NCSBN staff and external audiences with key messages for these different audiences. Resources will eventually include fact sheets, press releases, PowerPoint presentations, talking points, and more.
- Increased NCSBN's presence through increased use of press releases and other communication vehicles.
- Retained a clipping service for a four-month trial to assess the current media environment where NCSBN, Member Boards and NCLEX® news and coverage resides. A detailed report of the categories of clippings showed that member boards and NCSBN have the most media coverage at local levels related to participation on Member Boards or NCSBN committees and task forces.
- Developed a media contact report to retain information from media personnel who solicit NCSBN for their expertise or comment. This report will aid NCSBN in its message management and targeting communications.
- Began development of four online continuing education courses and one video of topics determined by member board feedback.

- Completed v1.4 revision of *National Council's Review for the NCLEX-RN® Examination*.
- Completed revision of online course campus, National Council's Learning Extension (www.nclex.com).
- Compared to FY01, review course enrollments increased 94%, assessment strategies course enrollments increased 117%, and nurse practice acts CE courses increased 169% as of second quarter.
- Purchased direct mail lists for educators, hospitals, long-term care facilities, and senior nursing students.
- Designed direct mail materials for: review course (35,000), assessment strategies (10,000), nurse practice acts CE courses (10,000), and professional boundaries and chemical dependency videos (20,000).
- Exhibit Group met to implement policies and procedures for exhibiting, sponsoring, speaking and attending key conferences and summits. Continue to work on plan to increase awareness and value of NCSBN and Member Boards.

Tactic 6: Manage resources to ensure efficient and effective use of financial assets.

- The Finance Committee met with the investment consultant to review the performance of investments.
- The Finance Committee completed its review of financial policies.
- The Finance Committee met with investment manager and consultant to review the performance of the manager and the investment portfolio.
- The Finance Committee met with the insurance broker to review the current liability coverage for NCSBN.
- The Committee reviewed the financial reports for the first six months of the fiscal year.
- The Committee reviewed the schedule for the preparation of the FY03 budget.

Tactic 7: Design and maintain the financial information flow necessary for carrying out the mission.

- Quarterly financial reports were prepared and reviewed by the Finance Committee.
- Continued to implement upgrades to MIP financial software. Plan to review other software packages next fiscal year.

Tactic 8: Design and maintain management control systems that safeguard National Council assets.

- The Accounting firm of Thomas Havey completed the independent audit for the fiscal year ended 9/30/01. The Finance Committee met with the auditors to review the audit.
- Revised internal control procedures. The Finance Committee reviewed liability insurance in April.

Tactic 9: Seek out new revenue streams and maintain or grow current income sources.

- Completed business plan for expansion of educational product lines. Marketing and operations budget was approved for the expansion. One new title scheduled for release in July with four new products scheduled for September 2002.
- Completed survey of Member Boards, practicing nurses, and nursing educators. Selected five topics and two alternate titles for development.

- Filled the project manager position in second quarter.

Tactic 10: Review and update policies and procedures where necessary.

- Revised organizational, personnel and financial policies.
- All policy sections under review by the Board of Directors for final approval.

Tactic 11: Provide leadership development for the Board of Directors.

- Board of Directors attended the National Center for Nonprofit Boards annual leadership forum in November.

Tactic 12: Plan and implement a Board of Director retreat for planning and policy development.

- Board of Directors self-assessment completed in June.

Tactic 13: Improve the efficiency of Board of Director meetings.

- Meeting materials reorganized in a user friendly, logical sequence.
- Motion forms were revised.
- President and executive director collaborated on meeting agendas.

Tactic 14: Implement new bylaw revisions.

- Changes in committee structure, composition, membership implemented for 2001-2002 in accordance with bylaws revisions.
- Newly formed standing committee in the bylaws revisions, the Resolutions Committee, performed significant review and revisions of its Operating Policies and Procedures, the Standing Rules for 2002 Delegate Assembly. Call for motions and resolutions conducted March 2002.

Outcome 4

The planning process promotes Member Board satisfaction with National Council products and services.

Tactic 1: Develop and implement a continuous quality improvement plan.

- Assessed member priorities and needs in key regulatory areas. Data disseminated to relevant staff and committees.
- Incorporated member board feedback into Midyear Meeting planning schedule.
- Instituted a revised committee member nomination and selection process to promote and enhance member participation.
- Developed an annual committee evaluation form and process to solicit committee member ideas for quality improvements that may be needed.

Tactic 2: Enhance products, programs and services as feasible in response to the changing environment and member needs.

- Membership database roster sent to boards of nursing for review and feedback to be used to update database and develop membership resource directory.
- Developed and conducted electronic, timely 2002 Call for Motions and Resolutions.
- Printed informational and promotional pieces are now being reviewed prior to printing (or reprinting) to better identify purpose and audience needs; more consistent design and logo use have been implemented as the first steps in building a corporate identity program.

- Staff explored the feasibility of developing an annual membership directory and based on the difficulty in obtaining membership information in a timely manner to ensure the relevance of this publication, the resource directory has been placed on hold. Staff will continue to explore options for the development of this publication.

Outcome 5**National Council recognizes significant contributions and historical milestones.****Tactic 1: Provide recognition for contributions by Members.**

- Members of Congress were presented with press releases detailing the significant milestones of key staff of their respective Boards of Nursing to encourage their special recognition.

Tactic 2: Recognize historical milestones.

- The 25th Anniversary Panel conducted a site visit for festivities surrounding the 2003 Delegate Assembly in Arlington, VA for NCSBN's 25th Anniversary and 100 years of nursing regulation.
- The Panel chose a new logo for use during the anniversary year, and plans include stationery, a banner and pins utilizing this special graphic identity. Other plans include a historical booklet containing NCSBN historical facts, along with a vignette on each Member Board's individual history. The Panel is pleased to note that \$30,000 has been realized for its fundraising goal of \$50,000.
- The Board of Directors commissioned a painting representing regulation to be completed for the 25th anniversary.
- The Panel is working with the nursing associations of the four "100-year" states to plan a celebration to honor NCSBN and nursing regulation at Delegate Assembly 2003. ANA will be invited to participate in this endeavor.
- Staff is managing a project to capture the history of NCSBN by recognizing former presidents of the Board of Directors. All former living presidents were contacted and arrangements made for a local photographer to take their pictures. The pictures will hang in the NCSBN office.

