

2005 ANNUAL MEETING

MISSION  
POSSIBLE

Building a Safer Nursing Workforce through Regulatory Excellence

## BUSINESS BOOK

August 2-5, 2005 | Washington, DC



**NCSBN**

*National Council of State Boards of Nursing*



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## Membership

The National Council of State Boards of Nursing, Inc. (NCSBN) is a not-for-profit organization whose membership comprises the boards of nursing in the 50 states, the District of Columbia, and five United States territories — American Samoa, Guam, Northern Mariana Islands, Puerto Rico, and the Virgin Islands.

## Mission

The National Council of State Boards of Nursing (NCSBN), composed of Member Boards, provides leadership to advance regulatory excellence for public protection.

Vision — Building regulatory expertise worldwide.

## Values

**Integrity:** Doing the right thing for the right reason through informed, open and ethical debate.

**Accountability:** Taking ownership and responsibility for organizational processes and outcomes.

**Quality:** Pursuing excellence in all endeavors.

**Vision:** Using the power of imagination and creative thought to foresee the potential and create the future.

**Collaboration:** Forging solutions through the collective strength of internal and external stakeholders.

## Purpose

The purpose of 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.

NCSBN's programs and services include developing the NCLEX-RN® and NCLEX-PN® examinations, performing policy analysis and promoting uniformity in relationship to the regulation of nursing practice, disseminating data related to the licensure of nurses, conducting research pertinent to NCSBN's purpose, and serving as a forum for information exchange for members.



Section I  
**2005 NCSBN Annual Meeting**

**SECTION I: 2005 NCSBN ANNUAL MEETING . . . . . TAB 1**

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## Business Agenda of the 2005 Delegate Assembly

### Special Note

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

### TUESDAY, AUGUST 2

9:00–10:10 am

#### Opening Ceremonies

- Introductions
- Announcements

#### Opening Reports

- Credentials Committee
- Rules Committee

#### Adoption of Agenda

#### Report of the Committee on Nominations

- Presentation of the 2005 Slate of Candidates
- Nominations from Floor
- Approval of the 2005 Slate of Candidates

#### President's Address

#### Executive Director's Address

### THURSDAY, AUGUST 4

3:00–4:30 pm

#### Board of Directors Recommendations

- Adopt Proposed Delegation Position Paper
- Adopt Proposed Model Act And Rules For Delegation And Nursing Assistant Regulatory Model
- Adopt the proposed position paper on nursing education clinical instruction in prelicensure nursing programs.
- Adopt the proposed criminal background check concept paper and model.

#### Results of Election of Officers, Directors and Committee on Nominations

### FRIDAY, AUGUST 5

9:00 am – 12:00 pm

#### Board of Directors Recommendations (continued)

#### New Business

- Resolutions Committee

#### Closing Ceremony

#### Adjournment





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## 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.
- C. 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. The report 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 and pagers 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 designated delegate area.
  6. All attendees have a right to be treated respectfully.

### 3. Agenda

- A. Business Agenda
  1. 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.
- 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 nonprocedural main motions must also be submitted to the Chair of the Resolutions Committee 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 Wednesday, August 3, 2005, at 4:00 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 Wednesday, August 3, 2005, at 4:00 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 nonprocedural main motion or resolution after the deadline of 4:00 pm on Wednesday, August 3, 2005, the request shall be submitted under New Business; provided that the maker first submits the resolution or motion to the Chair of the Resolutions Committee. All motions or resolutions submitted after the deadline must 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. [The Resolutions Committee shall advise the Delegate Assembly where the required analyses have not been performed and/or recommend deferral of a vote on the motion pending further analysis.]

#### **5. Debate at Business Meetings**

- A. Order of Debate: Delegates shall have the first right to speak. Nondelegate members and employees of Member Boards including members of the Board of Directors may speak only after all delegates 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.
- D. 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. 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 5:00 pm on Wednesday, August 3, 2005.
- D. Election for officers, directors, and members of the Committee on Nominations shall be held Thursday, August 4, 2005, from 7:45 to 8:45 am.
- E. A majority vote is required for the election of an officer or director. 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. Run-off balloting shall proceed as follows:
  - If no candidate for officer or Area Director receives a majority on the first ballot, the run-off shall be limited to the two candidates receiving the highest number of votes.
  - If, on the first ballot, only one candidate for Director-at-Large receives a majority, a run-off shall be limited to the two candidates receiving the next highest number of votes.
  - If no candidate for Director-at-Large receives a majority on the first ballot, the run-off shall be limited to the four candidates receiving the highest number of votes.
  - If no candidate receives a majority on the second ballot, another run-off shall be limited to the three candidates receiving the highest number of votes. If only one candidate receives a majority on the third ballot, another run-off shall be limited to the remaining two candidates;
  - Or, if one candidate receives a majority on the second ballot, a third run-off shall be limited to the two candidates receiving the highest numbers of votes.
  - In case of a tie vote, a position shall be chosen by lot.

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



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## Annual Meeting Schedule

### TUESDAY, AUGUST 2, 2005

#### **8:00–8:50 am – NCSBN Delegate Orientation**

*Donna Dorsey, MS, RN, FAAN, NCSBN President*

*Julia von Haam, Parliamentarian*

Are you representing your state as a delegate? Please join us for a review of the parliamentary procedures followed when debating and voting on Delegate Assembly business.

#### **8:00–9:00 am – Registration and Continental Breakfast**

#### **9:00–9:40 am – Delegate Assembly: Opening Ceremony**

Welcome from the District of Columbia Board of Nursing

- Opening Ceremonies
  - Introductions
  - Announcements
- Opening Reports
  - Credentials Committee
  - Rules Committee
- Adoption of Agenda
- Report of the Committee on Nominations
  - Presentation of the 2005 Slate of Candidates
  - Nominations from Floor
  - Approval of the 2005 Slate of Candidates

#### **9:00 am – 4:30 pm – Exhibit Showcase**

Stop by the Exhibit Showcase to learn about products and information pertinent to the boards of nursing!

#### **9:40–9:55 am – President’s Address**

*Donna Dorsey, MS, RN, FAAN, NCSBN President*

#### **9:55–10:10 am – Executive Director’s Address**

*Kathy Apple, MS, RN, CAE, NCSBN Executive Director*

#### **10:10–10:30 am – Finance Committee Forum**

*Sandra Evans, MAEd, RN, NCSBN Treasurer*

*Robert Clayborne, MBA, CPA, NCSBN Director of Finance*

#### **10:30–11:00 am – Refreshment Break**

#### **11:00–11:30 am – Candidate Forum**

*Shirlie Meyer, RN, Chair, NCSBN Committee on Nominations*

Support NCSBN and your fellow NCSBN members: come to the Candidate Forum to hear from the nominees for NCSBN elected office!

#### **11:30 am – 12:00 pm – Examination Committee Forum**

*Anita Ristau, MS, RN, Chair, NCSBN Examination Committee*

*Casey Marks, PhD, NCSBN Associate Executive Director – Business Operations*

The Examination Committee will provide an update on testing and exam related activities and initiatives.

#### **12:00–1:30 pm – Lunch**

Provided by NCSBN.

**1:30–2:30 pm – Board of Directors Forum**

**2:30–2:45 pm – Refreshment Break**

**2:45–3:45 pm – Breakout Session: Advanced Practice**

*Kathy Thomas, MS, RN, Chair, NCSBN APRN Advisory Panel*

*Nancy Chornick, PhD, RN, CAE, NCSBN Director of Practice and Credentialing*

An update on APRN issues will be presented.

**2:45–3:45 pm – Breakout Session: American Organization of Nurse Executives (AONE)**

*Marilyn Bowcutt, RN, MSN, President*

Marilyn Bowcutt will present AONE's Guiding Principles for Future Care Delivery. The principles were developed to promote discussion regarding the future design of patient care delivery systems.

**2:45–3:45 pm – Breakout Session: Nursys®**

*Angela Diaz-Kay, MBA, NCSBN Director of Information Technology*

An update on Nursys® will be presented along with an opportunity for members to ask questions.

**2:45–3:45 pm – Breakout: National League for Nursing (NLN)**

*Elaine Tagliareni, EdD, RN*

Elaine Tagliareni, a member of the National League for Nursing's (NLN) Board of Governors, will present NLN's Innovations in Education Initiative. This multidimensional approach to encouraging excellence, innovation and evidence-based teaching practices in all types of nursing education programs is designed to enhance student learning, strengthen student/faculty relationships, promote education/service collaboratives and, ultimately, transform nursing education so that our programs are most effective and efficient in preparing graduates for practice in today's chaotic, ambiguous health care arena.

**4:30–6:30 pm – Candidate Reception with performance by The Capitol Steps**

Delight in the satirical and topical political humor of the Capitol Steps — former congressional staffers turned comedians. Known for digging into the headlines and giving audiences an insider's view of the nation's political arena, The Capitol Steps take on both sides of the aisle making them fodder for quick witted barbs, parodies and satire.

**WEDNESDAY, AUGUST 3, 2005**

**8:00–9:00 am – Registration & Continental Breakfast**

**9:00–10:00 am – Keynote Presentation: Rosemary Gibson, Author of “Walls of Silence”**

***Rosemary Gibson, MSc***

Rosemary Gibson is team leader of the End-of-Life Care Team, dedicated to grant making to improve care for people at the end of life, with a special interest in reform of health professions education, building capacity in health care systems to provide palliative care, and state and federal policy change. She also is a member of the Human Capital and Nursing teams, and serves as program officer for the Faith in Action program. Her responsibilities have included overseeing and developing new funding initiatives to improve care for persons with chronic disabling conditions, and encouraging more minorities to enter the health professions. Before joining the Foundation in 1993, Gibson served as a consultant to the Medical College of Virginia and the Joint Commission on Health Care of the Virginia State Legislature. She began her career as a research associate at the American Enterprise Institute in Washington, D.C. Gibson received a master's degree in public finance from the London School of Economics and a bachelor's degree from Georgetown University.

**9:00 am – 5:00 pm – Exhibit Showcase**

Stop by the Exhibit Showcase to learn about products and information pertinent to the boards of nursing!

**10:00–10:30 am – Refreshment Break**

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### **10:30 am – 12:00 pm – Practice, Regulation, and Education (PR&E) Forum**

#### ***NCSBN Proposed Delegation Position Paper***

*Cheryl Koski, MN, RN, CS, Chair, NCSBN PR&E Subcommittee on Delegation and Assistive Personnel*  
*Vickie Sheets, JD, RN, CAE, NCSBN Director of Practice and Regulation*

“Working with Others: Delegation and Other Health Care Interfaces: A Position Paper” is intended as a resource for boards of nursing in the regulation of nursing and provides an analysis of the critical and complex concepts related to delegation and working with nursing assistive personnel.

#### ***NCSBN Proposed Act and Rules For Delegation And Nursing Assistant Regulatory Model***

*Cheryl Koski, MN, RN, CS, Chair, NCSBN PR&E Subcommittee on Delegation and Assistive Personnel*  
*Vickie Sheets, JD, RN, CAE, NCSBN Director of Practice and Regulation*

NCSBN Regulatory Model for Nursing Assistive Personnel presented as a new article and chapter for the *NCSBN Model Nursing Practice Act and Administrative Rules*. Draft of the Model Language Assistive Personnel addresses how licensed nurses work with, and delegate nursing care tasks/functions/activities to assistive personnel.

#### ***NCSBN Proposed Position Paper On Nursing Education Clinical Experience***

*Gino Chisari, MSN, RN, Chair, NCSBN PR&E Committee*  
*Nancy Spector, RN, BSN, MSN, DNSc, NCSBN Director of Education*

The NCSBN PR&E committee presents “Clinical Experiences in Prelicensure Nursing Programs” a position paper designed to provide guidance to the boards of nursing for evaluating the clinical experience component of prelicensure programs.

#### ***NCSBN Proposed Criminal Background Check Concept Paper and Model***

*Valerie Smith, MS, RN, Chair, NCSBN Disciplinary Resources Advisory Panel*  
*Vickie Sheets, JD, RN, CAE NCSBN Director of Practice and Regulation*

The proposed model process for criminal background checks and supporting paper will be presented. Included is background on the topic, the necessary legislative authority, identified activities that need to be undertaken to implement criminal background checks and discussion of how boards can use the information obtained to inform licensure decision making.

### **12:00–2:00 pm – Area Lunch and Meeting**

NCSBN AREA LUNCHEONS ARE OPEN TO NCSBN MEMBERS AND STAFF ONLY.

The purpose of NCSBN Area Meetings is to facilitate communication and encourage regional dialogue on issues important to NCSBN and its members.

- Area I Luncheon Meeting
- Area II Luncheon Meeting
- Area III Luncheon Meeting
- Area IV Luncheon Meeting

### **12:00–2:00 pm – External Organizations Lunch & Meeting**

NCSBN guests are invited to attend this lunch meeting to discuss issues of mutual concern with NCSBN policy staff.

### **2:00–2:30 pm – Refreshment Break**

### **2:30–4:00 pm – Knowledge Networks**

NCSBN Knowledge Networks are brainstorming discussions regarding industry issues. Participants will be asked to brainstorm a list of the top five industry topics with the top three selected for discussion/exploration. Choose from the following options:

- PN/VN Issues
- Practice/Discipline
- NCSBN Presidents
- NCSBN Executive Officers
- NCSBN Board Members
- Education



**4:00–6:00 pm – Resolutions Committee Meeting**

*Charlene Kelly, PhD, RN, NCSBN Resolutions Committee*

**6:00–8:00 pm – Nurse Licensure Compact Administrators (NLCA) Dinner**

This is a business meeting of the Nurse Licensure Compact Administrators (NLCA).

**THURSDAY, AUGUST 4, 2005**

**7:45–8:45 am – Election of Candidates**

**8:00–9:00 am – Pearson VUE Breakfast**

**9:00–10:00 am – Practice Breakdown: TERCAP Forum**

*Kathy Malloch, PhD, RN, Chair, NCSBN Practice Breakdown Advisory Panel*

*Vickie Sheets, JD, RN, CAE, Director of Practice and Regulation*

Presentation of the results of the analysis done on the discipline cases resolved from January 1, 2004 to April 30, 2005 that NCSBN Member Boards submitted via the electronic TERCAP.

**10:00–10:30 am – Refreshment Break**

**10:30 am – 12:00 pm – Open Forum**

This is the opportunity for delegates and members to ask questions and discuss any items pertinent to the business agenda.

**12:00–2:30 pm – NCSBN Awards Luncheon**

Please join us to celebrate the individual and organizational achievements of the NCSBN membership.

**2:30–3:00 pm – Refreshment Break**

**3:00–4:30 pm – Delegate Assembly: Second Meeting**

- Adopt Proposed Delegation Position Paper.
- Adopt Proposed Model Act And Rules For Delegation And Nursing Assistant Regulatory Model.
- Adopt Proposed Position Paper on Nursing Education Clinical Instruction in Prelicensure Nursing Programs.
- Adopt the Proposed Criminal Background Check Concept Paper and Model.

**Friday, August 5, 2005**

**8:00–9:00 am – Registration & Continental Breakfast**

**8:00–10:00 am – NCSBN Institute of Regulatory Excellence Poster Session**

Please support members participating in the NCSBN Institute fellowship program. Engage participants in discussion regarding their projects on nursing regulation topics and issues.

**9:00–10:15 am – Delegate Assembly: Third Meeting**

New Business

- Resolutions Committee

**10:15–10:35 am – Refreshment Break**

**10:35 am – 12:00 pm – Delegate Assembly Closing Ceremony & Adjournment**

## Summary of Recommendations to the 2005 Delegate Assembly with Rationale

This document provides a summary of recommendations that the NCSBN Board of Directors and the Committee on Nominations propose to the 2005 Delegate Assembly. Additional recommendations may be brought forward during the 2005 Annual Meeting.

### BOARD OF DIRECTORS

1. **Adopt the proposed Delegation Position Paper *Working with Others: Delegation and Other Health Care Interfaces*.**

#### Rationale

Nurses work with and through others, resulting in multiple interactions and relationships with a variety of health team members, clients and families. The subcommittee has described the means by which such an interaction and communication is achieved as an interface (Webster). One important type of nursing interface with others is delegation. This paper discusses the elements that need to be in place for delegation to be used, including the authority. Many of the interfaces in traditional practice settings, such as hospitals and nursing homes, involve delegation. In other settings, there may not be clear lines of authority. It is important that the nurse understand the type of interface that is expected in a role and setting, because this has significant consequences for how he or she may approach the role as well as the accountability of the nurse. This paper identifies the elements a nurse should consider in using delegation and other types of interfaces.

#### Fiscal Impact

Incorporated into FY05 budget.

2. **Adopt the proposed *Model Act and Rules For Delegation and Nursing Assistant Regulatory Model*.**

#### Rationale

Providers of health care must maximize the use of every health care worker to meet the public's increasing need for accessible, affordable and quality health care. There is a place for appropriately trained and supervised assistive personnel. Nurses coordinate and supervise the delivery of nursing care in many settings. Nurses typically have the broadest interface with patients in acute care, long-term care and many community settings, and work with a variety of assistive personnel who may be delegated nursing tasks. The regulation of assistive personnel to promote uniform training and oversight is a logical activity of boards of nursing. The regulation of nursing should include nursing practice by licensed nurses and the selected nursing functions performed by nursing assistive personnel.

#### Fiscal Impact

Incorporated into FY05 budget.

3. **Adopt the proposed position paper on *Nursing Education Clinical Instruction In Prelicensure Nursing Programs*.**

#### Rationale

This position paper was written in response to the 2004 Delegate Assembly resolution where NCSBN members asked for guidance with evaluating clinical experiences in prelicensure programs. The committee members reviewed the literature, consulted with experts, surveyed the membership and nursing education organizations, sought stakeholder input, and participated in simulation experiences in order to comprehensively study this question.

#### Fiscal Impact

Incorporated into FY05 budget.

**4. Adopt the proposed criminal background concept paper and model.**

**Rationale**

Boards of Nursing have the responsibility of regulating nursing, and have a duty to exclude individuals who pose a risk to the public health and safety. One means of predicting future behavior is to look at past behavior. Checking whether applicants for the privilege of nursing licensure have a criminal history and examining the nature of that history can provide significant information for boards to use in making decisions about who should be granted the privilege to practice nursing. The proposed model process provides background on the topic, the necessary legislative authority, identifies activities that need to be undertaken to implement criminal background checks, and discusses how boards can use the information obtained to inform licensure decision making.

**Fiscal Impact**

Incorporated into FY05 budget.

**COMMITTEE ON NOMINATIONS**

**1. Adopt the 2005 Slate of Candidates.**

**Rationale**

The Committee on Nominations has prepared the 2005 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 the NCSBN. Full biographical information and personal statement for each candidate is posted in the Business Book under the Report of the Committee on Nominations. Candidates will present himself or herself at the Candidate's Forum on Tuesday, August 2, 2005.

**Fiscal Impact**

Incorporated into FY05 budget.

## Report of the Committee on Nominations

### Recommendations to the Delegate Assembly

Adopt the 2005 Slate of Candidates.

### Rationale

The Committee on Nominations has prepared the 2005 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 Tuesday, August 2, 2005.

### Background

Per the bylaws, the Committee on Nominations considers the qualifications of all nominees for officers and directors and presents a qualified slate of candidates for vote at the Annual Meeting. The Committee's report is read at the first session of the Delegate Assembly, when additional nominations may be made from the floor. No name is placed in nomination without the written consent of the nominee.

### Highlights of FY05 Activities

- The committee reviewed their role, the bylaws, policies, mission, vision, values and strategic initiatives for 2005-2007. The committee also discussed the importance of teams.
- The committee reviewed Nominations survey evaluation results from the 2004 Annual Meeting attendees. Suggestions included slating only two candidates per position. The committee reviewed the feedback and decided that any qualified candidate should be slated.
- The committee discussed the Nominations Chair selection outlined in the bylaws and revised their operational policies.
- Strategies for recruitment were identified including selection of the date for Call to Nominations and deadline for nomination submissions. The committee's recruitment strategy for 2005 is focused on recruiting more board members of Member Boards.
- The committee decided to allow PowerPoint presentations during the Candidate Forum.

### Attachments

- A. 2005 Slate of Candidates

### Committee Members

Shirlie Meyer, RN, Chair  
Idaho, Area I

Karla Bitz, RN, BSN, MMGT  
North Dakota, Area II

Karen Taylor, LPN, Vice Chair  
Arkansas, Area III

Mary Bowen, CRNP, DNS, JD, CAN  
Pennsylvania, Area IV

### Staff

Kathy Apple, RN, MS, CAE  
Executive Director

### Meeting Dates

- September 20-21, 2004
- January 18, 2005 (Conference Call)
- March 21, 2005
- April 25-26, 2005



**Attachment A**

**2005 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 candidate’s nomination form. The Candidate Forum will provide the opportunity for candidates to address the 2005 Delegate Assembly on Tuesday, August 2, 2005, from 11:00–11:30 am.

**Board of Directors**

**Area I Director**

Judith Personett, Washington, Area I .....22

**Area II Director**

Mary Blubaugh, Kansas, Area II .....23

**Area III Director**

Martha Bursinger, South Carolina, Area III .....24

**Area IV Director**

Myra Broadway, Maine, Area IV .....25

**Director-at-Large (two positions)**

Constance Kalanek, North Dakota, Area II .....27

**Committee on Nominations**

**Area I**

Mary E. Calkins, Wyoming, Area I .....29

**Area II**

Lorinda Inman, Iowa, Area II ..... 30

**Detailed Information on Candidates**

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

1. Name, Jurisdiction, Area
2. Present board position, board name
3. Date of term expirations and eligibility for reappointment
4. Professional/Regulatory/Community Involvement including Service on NCSBN committee(s)
5. Propose how the activities of NCSBN can influence a positive outcome to a major challenge that is currently facing nursing regulation.
6. Describe how you will advance the mission, vision and strategic initiatives of NCSBN.



**Date of expiration of term:**  
June 30, 2007

**Eligible for reappointment:**  
Yes

## Area I Director

### **Judith D. Personett, EdD, RN, CNAA**

Board Member, Washington Board of Nursing, Area I

### **Professional/Regulatory/Community Involvement including service on NCSBN committee(s):**

Chair, Washington State Nursing Commission

Chair, Washington State Nurse Practice Subcommittee

### **Propose how the activities of NCSBN can influence a positive outcome to a major challenge that is currently facing nursing regulation.**

I believe that a primary role of NCSBN is to establish and support standards of nursing practice that ensure the safety and well-being of the patient/consumer.

Standards will be taught in schools of nursing who prepare their students to take the state board examination that is carefully written to incorporate the highest standards of nursing practice throughout the examination.

As economic and legal pressures confront the nursing profession in an attempt to lower standards of care and education, it is vitally important to educate the patient/consumer about the role of the nurse and the importance of the well-educated, ethical nurse. NCSBN plays a key role in the dissemination of information.

### **Describe how you will advance the mission, vision and strategic initiatives of NCSBN.**

To advance the mission, vision and strategic initiatives, I will participate in work groups to prepare materials for committees and for the body on NCSBN. I will also bring my personal expertise as a nurse executive and nurse educator to issues and goals of NCSBN.

## Area II Director

### Mary Blubaugh, MSN, RN

Executive Administrator, Kansas Board of Nursing, Area II

### Professional/Regulatory/Community Involvement including service on NCSBN committee(s):

#### NCSBN

- NCSBN Area II Director, 2003–2005
- PR&E Committee, 2002–2003
- PERC Committee, 2000–2002

#### Kansas State Board of Nursing

- Executive Administrator, Kansas State Board of Nursing, 1999–Present
- Kansas ESAR/VHP Advisory/Planning Workgroup, 2005
- Kansas Strategic National Stockpile Planning Committee, 2005
- KSNA Educational Task Force, 2004–Present
- Kansas Nursing Work Force Partnership, 2002–Present
- Recruitment/Retention Strategies Workforce Council Team for HealthCare and Direct Care Classes, 2001–2003
- Kansas Small State Agency Administrators, 2000–Present
- Health Resource Partnership, 2000–2004

#### Professional Involvement

- Kansas Society of Public Managers, 2002–Present
- Kansas Organization of Nurse Leaders, 2002–Present
- Sigma Theta Tau International Nursing Society, 1993–Present
- Nu Zeta Chapter, Fort Hays University, 1992–Present
- Fort Hays State University Nursing Honor Society, 1991–Present

### Propose how the activities of NCSBN can influence a positive outcome to a major challenge that is currently facing nursing regulation.

Issues facing nursing regulation today are no longer state issues; they are becoming international. As the issues become international, NCSBN must maintain the state's right to protect the public. NCSBN has the opportunity to promote dialogue with Member Boards and make research-based decisions regarding the nursing regulation in the national and international arena. These decisions must be made with input from Member Boards and on research-based information. NCSBN and Member Boards can be the leader for regulatory excellence nationally and internationally.

### Describe how you will advance the mission, vision and strategic initiatives of NCSBN.

It has been an honor and a privilege to serve as Area II Director for the last two years. It has been a positive and rewarding experience. I will continue to be committed to advancing regulatory excellence for public protection. As a board member, I participated in the development of the mission, vision, and strategic initiatives and I support them. I will be a voice for Member Boards and help foster open dialogue and healthy debate through communication between the Member Boards and the Board of Directors. During my two years on the Board of Directors, I remained true to my values of open communication, honesty, optimism, asking the tough questions, and continue to have a passion to serve as an effective voice for Member Boards.



Date of expiration of term: N/A

Eligible for reappointment:





**Date of expiration of term:** N/A  
**Eligible for reappointment:**

## Area III Director

### **Martha Bursinger, RN, MSN, MEd**

Executive Director, South Carolina Board of Nursing, Area III

#### **Professional/Regulatory/Community Involvement including service on NCSBN committee(s):**

Participant in Institute of Regulatory Excellence – NCSBN

Participant in TERCAP committee work – NCSBN

#### **Propose how the activities of NCSBN can influence a positive outcome to a major challenge that is currently facing nursing regulation.**

It is my belief that professions that assume as much autonomy for direct patient care as nursing does, should be regulated for the protection of the public. Being a part of NCSBN allows boards of nursing to maintain their oversight of protection of the public by obtaining information as to issues that are facing nursing on an ongoing basis, determining a basis for best practices for the profession, while allowing continuous communication to be disseminated to the Member Boards for future problems, challenges, and conflicts that may arise in the future that have a direct impact on the nursing profession.

#### **Describe how you will advance the mission, vision and strategic initiatives of NCSBN.**

It is my belief that communication on an ongoing basis, regardless of the means, is integral to maintaining open dialogue among and between professionals. If selected for this position, I would utilize my experience and knowledge of 26 plus years in the health care profession in an attempt to add to the core of information that is needed for decision making and problem solving at the national level of regulation. In every way, I would attempt to keep my peers abreast of changes, potential challenges affecting nursing, and to be an intermediary for communication between them and NCSBN for concerns and problems, as they arise, to improve care delivery through public protection.

## Area IV Director

### **Myra Broadway, JD, MS, RN**

Executive Director, Maine Board of Nursing, Area IV

### **Professional/Regulatory/Community Involvement including service on NCSBN committee(s):**

#### Education

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

#### Professional/Regulatory/Community Involvement

Executive Director, Maine State Board of Nursing

#### NCSBN

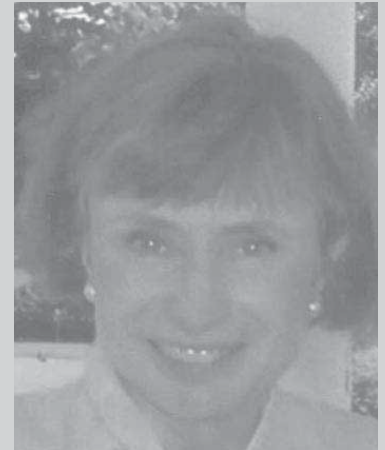
Board Liaison to Examination Committee, 2004–2005  
Board Liaison to Commitment to Ongoing Regulatory Excellence, 2003–2004  
Commitment to Ongoing Regulatory Excellence, 2002–2003  
Director-at-Large, 2000–2002  
Board Liaison to Commitment to Excellence, 2001–2002  
Model Rules Subcommittee Liaison, 2001–2002  
Bylaws Committee Liaison, 2001–2002  
Awards Advisory Panel Liaison, 2000–2001  
Delegate Assembly Advisory Group Liaison, 2000–2001  
Commitment to Excellence Advisory Group, 1999–2000  
Resolutions Committee, 1999  
Mutual Recognition Member Board Operations Analysis Tool Working Group, 1998  
Nurse Licensure Compact Administrators, Executive Committee, 2002–2003

#### United States Air Force Reserves

9019th Air Reserves Squadron, 1976–1998  
Colorado Air National Guard, 1972–1975  
Active Duty, 1968–1971

### **Propose how the activities of NCSBN can influence a positive outcome to a major challenge that is currently facing nursing regulation.**

A major challenge that currently faces nursing regulation is the impact of the nursing shortage. Consequently, there has been a proliferation of unlicensed assistive personnel categories, increased use of foreign educated nurses, new definitions and expansions of scopes of practice, proposed extraordinary creative solutions by legislator, and public uncertainty while expecting safe care. Activities of NCSBN can influence a positive outcome to this challenge through monitoring activities of national organizations as well as collaborating with them in defined efforts consistent with NCSBN's mission; establishing work groups, committees or task forces composed of Member Board representation to address these issues; monitor and share with jurisdictions proposed federal and state legislation; monitor and influence appropriately international nursing endeavors; and support research that is planned, developed and performed to enable boards to engage in evidence based decision making in nursing regulation.



**Date of expiration of term:** N/A

**Eligible for reappointment:**

**Describe how you will advance the mission, vision and strategic initiatives of NCSBN.**

I believe that I can contribute to the advancement of the mission, vision and strategic initiatives of NCSBN through participating in decision making that is consistent with the mission, compliant with the vision and in concert with the strategic initiatives. Being on the Board of Directors requires listening well to all perspectives on an issue, deliberating and discussing openly issues that confront us all – as a national organization and as Boards of Nursing individually. I believe strongly that it is also important that we maintain flexibility in implementing the strategic initiatives so that as the environment changes, we may respond by likewise adapting strategy to meet the mission. I am committed to NCSBN and its service to Member Boards and would consider it a great privilege to serve as Area IV Director of NCSBN.

## Director-at-Large

### **Constance Kalanek, PhD, RN**

Executive Director, North Dakota Board of Nursing, Area II

### **Professional/Regulatory/Community Involvement including service on NCSBN committee(s):**

Board of Directors, Director-at-Large, 2004–2005  
Board Liaison, Commitment to Ongoing Regulatory Excellence Research Project, 2004–2005  
Fellow, NCSBN's Institute of Regulatory Excellence, second year  
Member, Executive Officers Network  
Planning Committee, Executive Officer Network Group Leadership Development Seminar, April 28-29, 2003 and April 22-23, 2004  
Commitment to Ongoing Regulatory Excellence (CORE) Research Project, 2002–2004  
Resolutions Committee, 2003–2005  
Member, Nurse Licensure Compact Administrators, July 1, 2002  
Chair; Practice, Education, and Regulation Task Force; Work completed August 12, 2002

### **State Committees**

Established in 2004 — North Dakota Nurse Leadership Council — The Nurse Leadership Council (NLC) is a coalition of the North Dakota Board of Nursing, North Dakota Nurses Association and six other organizations. The goal of the organization is to create a futuristic, unified, goal directed, state level agenda for nursing. The council members have come together in a spirit of cooperation and plan to create a consensus model of decision making among state nursing organizations.

### **Professional memberships and offices held:**

American Nurses' Association, 1981–2002  
Certification, Maternal-Child Nurse, 1987–1998  
American Nurses Credentialing Center-Commission on Accreditation, Category Alternate, 1997  
ANCC Item Writer for Prenatal Certification Examination  
ANA Institute of Constituent Members on Nursing Practice, Representative for North Dakota, 1992–1994  
American Society of Psychoprophylaxis in Obstetrics, 1975–1990  
Certified Childbirth Educator, 1975–1990  
Badlands Childbirth Educators, (treasurer/member) 1975–1990  
North Dakota Nurses Association, District #10, 1980–1990  
Continuing Education Committee  
Professional Affairs Committee  
Government Relations Committee (chairperson)  
Nominating Committee  
NDNA Delegate, 1987, 1989  
NDNA Alternate Delegate, 1984, 1986  
North Dakota Nurses' Association District # 6, 1990–2002  
Continuing Education Committee, (Nursing Education Rep.) 1996–1998  
NDNA Research/Education Council, 1996–1998  
NDNA Women, Infants, and Children Interest Group, 1996–1998



**Date of expiration of term:** N/A

**Eligible for reappointment:**

Refresher Course Task Force, 1988–1998  
IV Therapy Committee, 1987–1998  
NDNA District #6 Delegate, 1991, 1992, 1994, 1996  
Statewide Task Force on Impact of Entry into Practice, (chairperson), 1991–1994  
Congress on Education and Practice, (chairperson), 1987–1993  
Government Relations Committee, 1984–1992  
Membership Committee, 1984–1990

Delta Kappa Gamma International Society, 1986–1990

Northern Rocky Mountain Educational Research Association, 1996–present

Sigma Theta Tau International Honor Society of Nursing, 1988–present

Kappa Upsilon Chapter

STT Workshop Planning Committee, 1996–1997

North Dakota Board of Nursing, Ad hoc Committee on Revision for Rules for IV Therapy for LPNs, 1997

NCSBN, Appointed alternate for the Case Development Committee, 1996–1997

**Propose how the activities of NCSBN can influence a positive outcome to a major challenge that is currently facing nursing regulation.**

The nursing profession and more specifically nursing regulation are facing many challenges nationally and internationally. We have three examples of scenarios that call for nursing leadership. The first is the nursing shortage of critical proportions; the second is nursing education and the graying of the faculty; and third is an economic imperative that is calling for cuts in reimbursement as well as education funding. The leadership of NCSBN will be expected to initiate at all levels significant policy development to fill the need for practicing RNs and LPNs for our health care delivery system. The leaders in nursing must have courage to formulate policy to include model rules for innovative nursing education curricula, develop licensure requirements and scopes of practice for emerging practitioners, position papers on management of delegation as the significant role of ancillary personnel and competency issues relevant to the globally educated nurse. NCSBN has become a leader in conducting research on practice. As we all know, research can influence the face of practice and education. This past year on the Board has provided me with the opportunity to understand at a greater level the involvement of NCSBN in numerous research projects and how these data have been used for policy development and action of NCSBN.

**Describe how you will advance the mission, vision and strategic initiatives of NCSBN.**

To advance the mission of NCSBN requires a collaborative effort of visionary leaders. NCSBN in conjunction with Member Boards must focus on problem solving, team building and a proactive approach to leadership. This year as Director-at-Large, I have participated in a number of efforts to increase the collaboration between nursing leaders while representing NCSBN at the AACN meeting and the Hemispheric Conference on Mobility in the Americas.

## Committee on Nominations Area I

### Mary E. Calkins, PhD, RN

Board Staff, Wyoming Board of Nursing, Area I

#### Professional/Regulatory/Community Involvement including service on NCSBN committee(s):

- Item Review Subcommittee, 2001–2003
- NCSBN PR&E Committee, 2003–2005
- PR&E Liaison to International Nursing Subcommittee, 2005
- Member Wyoming Sexual Assault Response Task Force, 2004–present

#### Propose how the activities of NCSBN can influence a positive outcome to a major challenge that is currently facing nursing regulation.

The foundation for positive outcomes in nursing regulation is evidence-based practices. Those practices come from a variety of sources: the clinical arena, nursing education practices, governance practice and disciplinary practices. NCSBN possesses the ability to bring together the leaders in nursing and nursing regulation. Staff members with NCSBN are nationally recognized for their expertise in areas of practice, education and regulation. NCSBN is a leader for nursing in the third millennium.

#### Describe how you will advance the mission, vision and strategic initiatives of NCSBN.

I have been a registered professional nurse for 30 years. I have seen monumental changes in health care, nursing and nursing regulation during those 30 years, with the last five and a half years in regulation. Because of my nursing experience and committee experience, I want to work with other nurse leaders to help NCSBN move forward as a leader in the third millennium by:

- Advancing NCSBN as a partner in nursing and health care regulations in the United States and internationally;
- Promoting evidence-based practices in regulation, practice and education in order to safe guard the health, safety and welfare of the public;
- Become the leader in development and measurement of continuing competency in nursing to ensure safe practitioners of nursing.



Date of expiration of term: N/A

Eligible for reappointment:



**Date of expiration of term:** N/A  
**Eligible for reappointment:**

## Committee on Nominations Area II

### **Lorinda Inman, RN, MSN**

Executive Director, Iowa Board of Nursing, Area II

### **Professional/Regulatory/Community Involvement including service on NCSBN committee(s):**

#### NCSBN

- Exam Committee, 2001–Present
- Vice President, 2001
- Area II Director, 1997–2001
- Mutual Recognition Master Plan Coordinating Group, 1998
- Finance Committee, 1995–1997
- Resolutions Committee, 1994–1997
- Executive Officer Orientation Planning, 1995
- Long Range Planning Committee, 1989–1995

#### County Government

- Iowa State University Extension, 1997–2003
- County Historical Commission, 1999–Present
- Iowa State University Extension Youth Committee, 2003–Present

### **Propose how the activities of NCSBN can influence a positive outcome to a major challenge that is currently facing nursing regulation.**

NCSBN is committed and involved in supporting boards in their role to protect the public. Through the strength of its membership, NCSBN has become a recognized leader in nursing regulation. As an organization, we analyze and react to changes in the health care, regulatory and economic environment that impact regulation of the nursing profession and provide structure and support for collaboration among boards as issues are addressed. Collaborating together on challenging issues is the core work of NCSBN that supports Member Boards in their public protection mission.

### **Describe how you will advance the mission, vision and strategic initiatives of NCSBN.**

I have more than 20 years of experience working with NCSBN. As a member of the Nominations Committee, I would work with other committee members to develop a slate of qualified candidates committed to advancing the mission, vision and strategic initiatives of NCSBN.

## 2005 Report of the Board of Directors

### Strategic Planning

The Board of Directors focus for the 2005 fiscal year has been the implementation of the new 2005-2007 strategic initiatives and objectives. The new strategic plan was implemented for the first full year within the framework of the Balanced Scorecard model of strategic management. The Balanced Scorecard model helps organizations translate strategy into operational terms, aligns the organization to the strategy and makes strategy a continual process.

### Highlights of Business Activities:

#### COLLABORATION WITH EXTERNAL ORGANIZATIONS

- The NCSBN Board welcomed South Korean Deputy Consul General Young Suk Do and Dr. Mi Ja Kim from the Academy of International Leadership Development at the University of Illinois – Chicago. Deputy Consul General Young Suk Do thanked the NCSBN Board for establishing a testing site in Korea. Dr. Mi Ja Kim explained current Korean and Pan-Asian initiatives, impact of the globalization of NCLEX® and *VisaScreen™* barriers to practice for international nurses.
- The Board met with Dan Bluthardt, acting director of the Division of Professional Regulation from the Illinois Department of Financial and Professional Regulation to discuss Illinois' request for a Spanish language assisted NCLEX®.
- Dr. Mi Ja Kim, professor, University of Illinois – Chicago, met with the Board to explore issues surrounding global nursing including technology, knowledge, disappearance of national boundaries, global markets and cultural sensitivity.
- Henrietta Scully, program manager with the Standards Facilitation arm of the American National Standards Institute (ANSI), met with the Board to explain the process for standards development. Ms. Scully also explained the governance structure of the international organization – the International Organization for Standardization (ISO).
- Dr. Jean Bartels, president of the American Association of Colleges of Nursing (AACN), and Dr. Polly Bednash, executive director, met with the Board of Directors to discuss the Clinical Nurse Leader (CNL) Role and Doctorate of Nursing Practice (DNP).

#### Meeting Attendance by NCSBN Board of Directors and/or Staff

- 11th Annual Summer Symposium of the Health Care Improvement Leadership Development Group
- American Association of Nurse Anesthetists (AANA)
- Quality Colloquium
- BoardSource Leadership Forum
- Agency for Healthcare Research & Quality: Patient Safety
- Joint Commission on Accreditation of Healthcare Organizations (JCAHO): Critical Linkages – Patient Safety, Nurse Staffing, Leadership Solutions
- The Council on Licensure, Enforcement and Regulation (CLEAR)
- National League for Nursing (NLN)
- International Regulatory Business Conference
- National Federation of Licensed Practical Nurses (NFLPN)

### Board of Directors

#### August 2004 – August 2005

Donna Dorsey, MS, RN, FAAN  
President, Maryland, Area IV

Polly Johnson, MSN, RN  
Vice President, North Carolina, Area III

Sandra Evans, MAEd, RN  
Treasurer, Idaho, Area I

Gregory Harris, JD  
Area I Director, Arizona

Mary Blubaugh, MSN, RN  
Area II Director, Kansas

Mark Majek, MA, PHR  
Area III Director, Texas

Myra Broadway, JD, MS, RN  
Area IV Director, Maine

John Brion, RN, MS  
Director-at-Large, Ohio, Area II

Constance Kalanek, PhD, RN  
Director-at-Large, North Dakota, Area II

#### Staff

Kathy Apple, RN, MS, CAE  
Executive Director

Chrissy Ward, Manager, Executive Office Relations

#### Legal Counsel

Thomas Abram, JD

#### Attachment

Attachment A – Progress Report

#### Board Meeting Dates

- August 6, 2004  
Kansas City, Missouri
- September 8–10, 2004  
Chicago, Illinois
- November 29 – December 1, 2004  
Chicago, Illinois
- February 16–17, 2005  
Chicago, Illinois
- May 9–11, 2005  
Chicago, Illinois
- July 13–15, 2005  
Chicago, Illinois
- August 1, 2005  
Washington, DC



- American National Standards Institute (ANSI)
- International Society for Quality in Healthcare
- American Association of Colleges of Nursing (AACN)
- Citizen's Advocacy Center (CAC)
- National Organization for Associate Degree Nursing (N-OADN)
- National Coordinating Council for Medication Error Reporting Practices (NCC-MERP)
- Commission on Graduates of Foreign Nursing Schools (CGFNS) Think Tank
- American Board of Nursing Specialties (ABNS) Fall 2004 Assembly
- Agency for Healthcare Research and Quality (AHRQ) Think Tank
- Joint Commission on Accreditation of Healthcare Organizations (JCAHO) Nursing Advisory Council
- E3 Summit
- Federation of Associations of Regulatory Boards (FARB)
- American National Standards Institute (ANSI) – First Responders Credentialing Workgroup
- Council on State Governments (CSG)
- National Practitioner Databank (NPDB) Executive Committee
- Agency for Healthcare Research and Quality (AHRQ)/Health Services & Resources Administrations (HRSA) Workshop
- National Student Nurses Association (NSNA)
- National Organization of Alternative Programs (NOAP)
- American Association of Colleges of Nursing (AACN) 2004 Baccalaureate Education Conference
- Nursing Organization Alliance
- National Governors' Association
- American Association of Colleges of Nursing (AACN) Spring Annual Meeting
- National Student Nurses' Association (NSNA) Annual Convention
- American Organization of Nurse Executives (AONE) Annual Meeting
- American Telemedicine Association (ATA) Annual Meeting
- American Board of Nursing Specialties (ABNS) 2005 Spring Assembly Meeting
- Alliance for Nursing Accreditation Meeting
- National Association of Clinical Nurse Specialists (NACNS) Annual Meeting
- National Coalition of Ethnic Minority Nurse Associations (NCEMNA) Meeting
- National Coordinating Council for Medication Error Reporting Practices (NCC-MERP)
- Nursing Workforce Centers

### **Finance**

- The Board approved the budget for the fiscal year beginning October 1, 2004 and ending September 30, 2005.
- The NCSBN Board accepted the 2004 audit results as prepared by auditors Legacy

Professionals LLP.

- The FY05 quarterly financial statements were reviewed, discussed and accepted.
- The Board selected Legacy Professionals LLP to conduct the 2005 audit.
- The Board revised Board Policy 8.5, Investments. The revision instructs the Finance Committee to annually review and recommend a designated permanent reserve amount.
- The Board increased the current permanent reserve to \$15 million.
- The Board requested the Finance Committee explore revenue sharing for boards of nursing as an incentive to submit licensure data to Nursys®.
- A \$1,000 donation was made to the American Nurses Foundation for a research analysis on the economic value of nursing.
- The Board made the strategic decision to bring licensure data cleansing and de-duplicating in-house based on recommendation from the Finance Committee.
- Board policies 8.2. Financial Planning and 8.5 NCSBN Investment Policy were revised after an independent investment evaluation.
- The Board reviewed the performance of investment manager Richmond Capital and approved the Finance Committee's recommendation to remain with the investment manager.
- The Board supported the conclusion of the Finance Committee's review of a suggestion to create a separate audit committee. The Finance Committee discussed the issue with the auditors and concluded that a separate committee would not provide a more independent review. The committee will monitor and keep the Board apprised of changes in best practices and regulations concerning the use of audit committees.

## Governance & Policy

- The Board reviewed and discussed the 2004 Annual Meeting evaluations.
- The Board continuously monitored the NCSBN organizational Balanced Scorecard.
- The Board revised its Board Liaison Policy.
- The Board revised confidentiality agreements for use with consultants and committee members.
- The Board directed the Bylaws Committee to revise the standing rules to further articulate the run-off balloting procedure.
- The Board submitted comments to the International Council of Nurses (ICN) and the World Health Organization (WHO) on the document *Nursing Regulation: Futures Perspective*.
- The Board submitted comments to the International Council of Nurses (ICN) to comment on the document, *ICN NP/APNN Scope and Standards Paper*.
- The Board approved a NCSBN Mutual Recognition Summit in Washington, D.C. The purpose of the summit was to train existing and prospective compact states regarding legislation and compact administration with an additional day structured for invited stakeholders.
- The Board created a Governance and Leadership Task Force to analyze the dynamics and structure of NCSBN and make recommendations to enhance the organizational culture to support change and innovation.
- The Board provided a Strategic Plan progress report at the 2005 Midyear Meeting.
- The Board discussed the role of NCSBN in the international regulatory arena.
- The Board reviewed NCSBN's Board and Delegate Assembly position statements from 1979 to the present day.

- The Board established the Board meeting dates for FY06.
- The Board approved revisions to the NCSBN Service Recognition Award.
- The Board approved revisions to NCSBN Board Policy 2.5, Executive Officer Network.
- The Board approved a policy to subsidize member travel to the NCSBN Annual Meeting.
- The Board revised the NCSBN Travel Policy.
- The Board revised the Executive Director Evaluation Process.
- The Board revised policy 4.5 Role of Committee Chair.
- The Board discussed the proposed Federation of State Medical Boards (FSMB) Position on Assessing Scope of Practice in Healthcare Delivery.
- The Board reviewed its designated strategic partnerships.
- The Board reviewed and discussed the methodology and findings of the Florida Survey on Special Endorsement.
- FY05 committee outcomes were reviewed and discussed.
- FY06 committees and chairs were selected.
- The Board reviewed a proposal from the International Council of Nurses regarding increased organizational interaction and involvement by nurse regulators.

### **Testing**

- The Board reviewed results of a pilot study investigating alternate items
- Further direction of the NNAAP™ Exam was discussed.
- The Board monitored implementation of international testing.
- The Board initiated a feasibility study of developing a Foreign Language Assisted NCLEX® Examination. The NCSBN Examination Committee was charged with reviewing the results.
- The Board viewed a demonstration on the online NCLEX® tutorial.
- The Board reviewed the purpose and outcomes of the Joint Research Committee (JRC) in future NCLEX® innovations.
- The Board approved a passing standard of .4200 (logits) on the NCLEX-PN logistic scale for the NCLEX-PN® Examination commencing on April 1, 2005.
- The Board approved contract amendments regarding international administration of NCLEX®.
- The Board reviewed quarterly performance reports from testing administration vendor Pearson VUE.
- The Board reviewed a security audit for NCLEX®.
- The Board approved various revisions to the testing policies.

### **Practice, Education & Regulation**

- The Board reviewed the feasibility of an Institute of Regulatory Excellence certification program.
- The Board approved the endorsement of the acute care nurse practitioner competencies developed by the National Organization of Nurse Practitioner Faculties.
- The Board approved the term “Fellow of the NCSBN Regulatory Institute” for attendees of the Institute of Regulatory Excellence that have met the established criteria.
- The Board approved a concept paper on continued competence.

- The Board approved for recommendation to the 2005 Delegate Assembly a delegation position paper, model act and rules for delegation, a regulatory model for nursing assistants, a position paper on clinical instruction, and a concept paper and regulatory model for criminal background checks.
- The Board reviewed evaluations from the second Institute of Regulatory Excellence Program.
- The Board reviewed the *PN Scope of Practice White Paper* developed from the 2004 PN Focus Group.

### **Information Technology**

- The Board monitored all issues related to the use of Nursys®.

### **Research**

- The Board reviewed research department reports on the current status of ongoing projects.
- The Board began discussion of a framework for establishing a NCSBN research agenda.



## Background

The Annual Progress Report is provided as a summary of the year's activity and accomplishments in the work toward achieving the organization's strategic initiatives.

## Attachment A

# Annual Progress Report, October 2004 – May 2005

## I. Strategic Initiative: Member Boards

Facilitate Member Board excellence through individual and collective development.

### STRATEGIC OBJECTIVE 1.

#### Implement and evaluate the member board development plan.

A three year education plan was developed for all education sessions and summits offered by NCSBN to the membership. The plan is currently being populated with dates and locations. All activities planned to date have been provided.

### STRATEGIC OBJECTIVE 2.

#### Facilitate timely information sharing and networking opportunities.

NCSBN is providing at least 10 pertinent activities per quarter to the membership in the form of information sharing or networking opportunities.

### STRATEGIC OBJECTIVE 3.

#### Continuously evaluate the effectiveness of timely education, information sharing and networking opportunities.

The method and framework by which NCSBN evaluates all education, information sharing and network opportunities is under revision. The new framework will focus on participation, number, variety, quality and information pertinent to the needs of the membership. The framework will provide continuous quality improvement to these offerings. 85% of Member Boards attended the 2005 Midyear meeting and the Leadership Development session. 81% of the Member Boards were satisfied with the 2005 Midyear meeting and 91% were satisfied with the Leadership Development session. 45% of Member Boards attended the second Institute of Regulatory Excellence. 90% were satisfied with the Institute.

### STRATEGIC OBJECTIVE 4.

#### Support Member Boards seeking to enter into the Nurse Licensure Compact.

A summit was held in December 2004 for Member Boards seeking legislation to implement the Nurse Licensure Compact. The summit provided current information on legislative strategies and implementation successes. The summit also provided an opportunity for external stakeholders interested in the compact to interact with compact administrators along with the provision of current implementation information.

Presentations on the Nurse Licensure Compact were held in South Carolina, Georgia and Michigan. A formal letter of support for the compact was received by the American Nephrology Nurses Association.

## II. Strategic Initiative: Regulatory Excellence

Promote evidence-based regulation that provides for public protection.

### STRATEGIC OBJECTIVE 1.

#### Increase the number of Member Boards participating in CORE.

The CORE Advisory Panel contacted Member Boards that did not participate in the 2003 data collection survey and were encouraged to participate in the upcoming 2006 data collection survey.

**STRATEGIC OBJECTIVE 2.**

**Support Member Board adaptation of best practices.**

The CORE Advisory Panel revised the six surveys of stakeholders and began compiling a best practices tool kit for identifying, assessing and applying relevant evidence for better decision making by nursing boards.

**STRATEGIC OBJECTIVE 3.**

**Identify linkages among regulatory functions, best practices, standards of excellence and outcomes.**

Identification of linkages is under review and discussion by the CORE Advisory Panel.

**STRATEGIC OBJECTIVE 4.**

**Collaborate with other health profession regulatory bodies and organizations in the development of evidence based regulation.**

Contacted and discussed collaborative efforts on the model act and model rules with the Korean Nurses Association, a revision of the delegation concept and process with the American Nurses Association, and clinical competence with the National League for Nurses. Provided input into the revision of future regulation perspectives with the International Council of Nurses.

**STRATEGIC OBJECTIVE 5.**

**Analyze the current state of practice for the CNS and NP roles.**

A request for proposal was prepared and distributed to companies interested in conducting a practice analysis of clinical nurse specialists and nurse practitioners. A panel of experts was convened and data collection is in process.

**III. Strategic Initiative: PERC**

**Enhance the organizational culture to support change and innovation.**

**STRATEGIC OBJECTIVE 1.**

**Assess strengths and weaknesses in NCSBN that impact the organization's ability to be progressive, creative, and responsive to change.**

The Board of Directors convened a task force to complete an assessment and provide recommendations that will enhance the organizational culture. The membership has been surveyed on a variety of governance issues and provided input at the 2005 Midyear meeting.

**STRATEGIC OBJECTIVE 2.**

**Implement improvement plan based on evaluation of Member Board satisfaction with communication from the Board of Directors and NCSBN staff.**

Evaluation assessment partially completed. Data provided by the membership is currently being analyzed.

**STRATEGIC OBJECTIVE 3.**

**Enhance communication between Member Boards and external stakeholders.**

Communication has been facilitated between Member Boards and the American Association of Colleges of Nursing, the Commission on Graduates of Foreign Nursing Schools, the Joint Commission on Accreditation of Hospital Organizations, the American Organization of Nurse Executives, the Department of Labor, the Citizens Advocacy Center and the National League for Nursing Accrediting Commission.

#### **IV. Strategic Initiative: Competence**

**Position NCSBN as the premier organization to measure entry and continuing competence of nurses and related health care providers.**

##### **STRATEGIC OBJECTIVE 1.**

###### **NCLEX is the premier examination for entry into practice.**

All psychometric standard indicators for success and identified performance measures have been met to date. NCSBN received a consultation request from the Jordanian Nursing Council regarding development of an examination.

##### **STRATEGIC OBJECTIVE 2.**

###### **Develop an assessment instrument to measure continued competence of RNs and LPN/VNs.**

The purpose and content of an assessment instrument is under exploration. A practice analysis of experienced RNs and LPN/VNs is in process.

##### **STRATEGIC OBJECTIVE 3.**

###### **Maintain the quality of the NNAAP™ exam.**

All contractual requirements for NCSBN were met to date. NCSBN staff worked closely with Promissor staff regarding administration policy and procedures.

##### **STRATEGIC OBJECTIVE 4.**

###### **Explore innovations in testing to measure entry-level competency.**

The Examination Committee reviewed a 2000 stakeholder survey considered to be currently relevant. Potential research-based enhancements have been reviewed through the Joint Research Committee. The Examination Committee will establish a plan to investigate new methodologies for subsequent fiscal years.

#### **V. Strategic Initiative: Data**

**Advance NCSBN as the leading source of data, information and research regarding nursing regulation and related health care issues.**

##### **STRATEGIC OBJECTIVE 1.**

###### **Conduct research that provides evidence regarding regulatory initiatives that support public protection.**

The Registered Nurse and Nurse Aide practice analysis were transferred from the Research Department to the Testing Department and are currently underway. Two Professional and Practice Issues regarding nursing education quality indicators and transition to practice are in the data collection phase. Data collection continues for the Post-Entry Competency Study. The effectiveness of alternative programs for chemically dependent nurses and the nurse aide outcomes study have been placed on hold.

##### **STRATEGIC OBJECTIVE 2**

###### **Achieve 100 % participation in Nursys® disciplinary data and increase participation in Nursys® licensure data.**

Issues related to lack of disciplinary data from six island jurisdictions were identified. Other Member Boards unable to submit disciplinary actions due to lack of resources are Louisiana-PN, Washington, Indiana, Illinois and the District of Columbia.

Thirty-one (31) Member Boards provide licensure data to Nursys® for purposes of verification.



**STRATEGIC OBJECTIVE 3.**

**Serve as the single source of unduplicated nurse licensure: workforce and disaster volunteer data in the U.S.**

System requirements and design of application have been finalized for collection of workforce data. Feasibility of collecting disaster volunteer data is under study.

**STRATEGIC OBJECTIVE 4.**

**Conduct a research study to determine if there is a NCLEX performance differential between U.S. educated ESL graduates and non-ESL graduates and if there is, to identify contributing factors.**

Final report is under review by the Examination Committee and will be reported at the 2005 Delegate Assembly.

**VI. Strategic Initiative: U.S./International Partner**

**Advance NCSBN as a key partner in nursing and health care regulation in the U.S. and internationally.**

**STRATEGIC OBJECTIVE 1.**

**Develop and maintain collaborative working relationships with key national and international organizations to address major regulatory issues in health care.**

The International Council of Nurses, the National League for Nursing and the American Nurses Association were identified for areas of collaboration regarding the role of regulators internationally, clinical competence education and delegation respectively. Collaborative discussions have been held with the membership and the Joint Commission on Accreditation of Hospital Organizations regarding criminal background check issues related to nursing students and JCAHO standards.

**STRATEGIC OBJECTIVE 2.**

**Administer NCLEX effectively and efficiently at international sites.**

All three international sites were operational in January 2005. There has been 100% compliance with all testing policies and procedures. Additional countries will be evaluated for possible test sites.

**STRATEGIC OBJECTIVE 3.**

**Facilitate the mobility of safe and competent international nurses by influencing public policy.**

Evaluation of language proficiency immigration regulations under discussion.