

Annual Report

Fiscal Year 2016

BOARD OF NURSING



**DIVISION OF CORPORATIONS, BUSINESS
AND PROFESSIONAL LICENSING**

This annual performance report is presented in accordance with
Alaska statute AS 08.01.070(10).

Its purpose is to report the accomplishments, activities, and the
past and present needs of the licensing program.

**BOARD OF NURSING
FY 2016 Annual Report**

Table of Contents

Identification of the Board **Page 1**

Identification of the Staff **Page 2**

Narrative Statement **Page 4**

Budget Recommendations **Page 6**

Proposed Legislative Recommendations **Page 11**

Regulatory Recommendations **Page 12**

Goals and Objectives **Page 13**

Sunset Audit Recommendations **Page 31**

**BOARD OF NURSING
FY 2016 Annual Report**

Identification of the Board

Board Member	Date Appointed	Term Expires
Julie Gillette Chair, Public Member	Mar 01, 2011	Mar 01, 2019
Sharyl Toscano, PhD, MS, BS, RN-CPN Vice Chair	Mar 01, 2014	Mar 01, 2018
Thomas J. Hendrix, PhD, RN Nurse Educator	Mar 01, 2009	Mar 01, 2017
Jennie Grimwood Secretary, Public Member	Mar 01, 2014	Mar 01, 2018
Tina Gillis, RN	Oct 17, 2015	Mar 01, 2018
Wendy Thon, MSN, ANP, RN	Mar 01, 2016	Mar 01, 2020
Jennifer Stukey, LPN	Mar 01, 2016	Mar 01, 2020

**BOARD OF NURSING
FY 2016 Annual Report**

Identification of Staff

Gail Bernth, MSN, ANP – Executive Administrator

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
550 West 7th Avenue, Suite 1500
Anchorage, AK 99501-3567
Phone: (907) 269-8161

Sandi Fredrickson, BSN, RN – Nurse Consultant

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
550 West 7th Avenue, Suite 1500
Anchorage, AK 99501-3567
Phone: (907) 269-8892

Lisa Maroney – Records and Licensing Supervisor

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
550 West 7th Avenue, Suite 1500
Anchorage, AK 99501-3567
Phone: (907) 269-8161

Madeline Henderson – Licensing Examiner

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
550 West 7th Avenue, Suite 1500
Anchorage, AK 99501-3567
(907) 269-8402

Jen Jenson – Licensing Examiner

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
550 West 7th Avenue, Suite 1500
Anchorage, AK 99501-3567
Phone: (907) 269-8402

**BOARD OF NURSING
FY 2016 Annual Report**

Identification of Staff (continued)

Beata Smith – Licensing Examiner

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
550 West 7th Avenue, Suite 1500
Anchorage, AK 99501-3567
(907) 269-8161

Danielle Curry – Licensing Examiner

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
550 West 7th Avenue, Suite 1500
Anchorage, AK 99501-3567
(907) 269-8161

Shirley DeBose – Office Assistant II

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
550 West 7th Avenue, Suite 1500
Anchorage, AK 99501-3567
(907) 269-8161

Keeping the Public Informed

All Board of Nursing meetings are public-noticed and a copy of the agenda is posted on the Board's website. In addition, the agenda is forwarded to individuals or institutions who have registered on the Board's Listserv.

A member from the Board of Nursing has been submitting articles for publication in two nursing newsletters: the Alaska Nurse, a quarterly newsletter of the Alaska Nurses' Association and Alaska Nursing Today, the newsletter of the Alaska Professional Nursing Association. Representative of these two organizations plus the Alaska Nurse Practitioner Association also attend the meetings of the Board of Nursing.

**BOARD OF NURSING
FY 2016 Annual Report**

Narrative Statement

The Annual Report reflects the Alaska Board of Nursing's continued attention and support for acceptable standards in nursing practice and nursing education in Alaska. The members of the Board take their responsibility to protect the public seriously and look forward to another year of service to the Alaskan consumers of nursing care.

The Board of Nursing notable accomplishments during FY 2016 include:

- SB 53 Advanced Practice Registered Nurse (APRN) has passed the legislature and is awaiting Governor signature. SB 53 changes the title of Advanced Nurse Practitioner, Certified Nurse Anesthetist, Certified Nurse Midwife, and Clinical Nurse Specialist to Advanced Practice Registered Nurse (APRN) practitioner. This bill will institute an umbrella term for all advanced practice registered nurse roles. The change conforms to the national effort to standardize the terminology of advanced practice nurses. No change in their scope of practice is requested.
- Hiring and training of a Nurse Consultant for the CNA program and an Executive Administrator.
- Board of Nursing is working towards paperless meetings and encrypted thumb drives are being used.

The Board of Nursing conducted five (5) in-person meetings and one teleconference meeting during FY 2016.

- July 8-10, 2015 in Anchorage
- October 21-23, 2015 in Anchorage
- January 20-22, 2016 in anchorage
- March 9-10, 2016 in Anchorage
- April 14, 2016 (Teleconference)
- May 25, 2016 in Anchorage

After approval, the minutes are posted on the Board of Nursing website: www.nursing.alaska.gov
A range of issues were addressed by the Board of Nursing at its meetings which are detailed in the minutes and this report.

FY 2016 Narrative Statement (continued)

Nancy Sanders PhD, RN Executive Administrator, resigned July 1, 2015. The position was filled by Gail Bernth MSN, ANP on March 1, 2016. During this interim period Denise Valentine, Previous Board Chair, filled in and was assisted by Lisa Maroney, licensing supervisor.

The Board has delegated the review of applications for nursing licensure and nursing assistant certification to the Executive Administrator. The Board also delegated the audit and review of continuing competency requirements to the Executive Administrator and to continue working with the Division paralegal to complete the audit.

Education: The Board reviewed annual reports from the University of Alaska's Baccalaureate and Associate Degree programs and found no deficiencies. Charter College was under provisional status and was granted full status after receiving accreditation by the Accreditation Commission for Education in Nursing (ACEN).

Investigations: The Board continues to review reports on nurses' on probation at each meeting. Complaints are referred to Investigations after determination that they are within the jurisdiction of the Board of Nursing. All Consent Agreements, license surrenders or revocations are brought before the Board for a vote. An Assistant Attorney General has attended the Board meetings and provides education or legal guidance when necessary.

Keeping the public informed: All Board of Nursing meetings are public-noticed and a copy of the agenda is posted on the website. In addition, the agenda is forwarded to individuals or institutions who have registered on the Board's listsev. Approximately 800 registrants are currently sent the agenda and other information on the Listserv. The May 2016 meeting was not noticed to the Listserv registrants due to an oversight.

In addition to the above actions to keep the public informed in FY 2016, the Board Vice Chair, Sharyl Toscano submits articles for publication in two (2) newsletters: the Alaska Nurse, the quarterly newsletter of the Alaska Nurses' Association and Alaska Nursing Today, the newsletter of the Alaska Professional Nursing Association. Representatives of these two organizations plus the Alaska Nurse Practitioner Association attend the quarterly meetings of the Board of Nursing.

Travel is an ongoing concern. In January, Governor Bill Walker put in place travel restrictions for state workers including boards citing Alaska's ongoing budget crisis. In spite of the fact that the Board of Nursing budget adequately covers travel costs, the travel restrictions have had an impact on travel for board members. Several board meetings were changed to Anchorage to reduce costs. Travel to NCSBN needs to be addressed as these are critical meetings for board members to travel to. The only resource that board members have to learn about regulatory work and to network is by attending NCSBN events. The Director needs to understand how crucial NCSBN attendance is needed by all Board members including the Executive Administrator.

BOARD OF NURSING
Fiscal Year 2016 Annual Report

Budget Recommendations for FY 2017

Board Meeting Date	Location	# Board	# Staff
Jul 6 – 8, 2016	Anchorage	7	2
	<input checked="" type="checkbox"/> Airfare:		\$1,500.00
	<input checked="" type="checkbox"/> Hotel:		\$1,800.00
	<input checked="" type="checkbox"/> Ground:		\$300.00
	<input checked="" type="checkbox"/> Other:		\$1,000.00
Total Estimated Cost:			\$4,600.00

Board Meeting Date	Location	# Board	# Staff
Oct 26 – 28, 2016	Fairbanks	7	2
	<input checked="" type="checkbox"/> Airfare:		\$3,700.00
	<input checked="" type="checkbox"/> Hotel:		\$3,600.00
	<input checked="" type="checkbox"/> Ground:		\$300.00
	<input checked="" type="checkbox"/> Other:		\$3,000.00
Total Estimated Cost:			\$10,600.00

Board Meeting Date	Location	# Board	# Staff
Jan 18 – 20, 2017	Anchorage	7	2
	<input checked="" type="checkbox"/> Airfare:		\$1,500.00
	<input checked="" type="checkbox"/> Hotel:		\$1,800.00
	<input checked="" type="checkbox"/> Ground:		\$300.00
	<input checked="" type="checkbox"/> Other:		\$1,000.00
Total Estimated Cost:			\$4,600.00

Board Meeting Date	Location	# Board	# Staff
May 1 – 3, 2017	Anchorage	7	2
	<input checked="" type="checkbox"/> Airfare:		\$1,500.00
	<input checked="" type="checkbox"/> Hotel:		\$1,800.00
	<input checked="" type="checkbox"/> Ground:		\$300.00
	<input checked="" type="checkbox"/> Other:		\$1,000.00
Total Estimated Cost:			\$4,600.00

**BOARD OF NURSING
Fiscal Year 2016 Annual Report**

Budget Recommendations for FY 2017 (continued)

Travel Required to evaluate CNA Programs around the State.

Not applicable

Date	Location	# Board	# Staff
Description of meeting and its role in supporting the mission of the Board:			
Click here to enter text.			
	<input type="checkbox"/> Airfare:		\$0.00
	<input type="checkbox"/> Hotel:		\$0.00
	<input type="checkbox"/> Ground:		\$0.00
	<input type="checkbox"/> Conference:		\$0.00
	<input type="checkbox"/> Other:		\$0.00
Total Estimated Cost:			\$0.00

Out-of-State Meetings and Additional In-State Travel

Not Applicable

Date	Location	# Board	# Staff
Aug 16 – 19, 2016	Chicago	1	1
Description of meeting and its role in supporting the mission of the Board: Annual Meeting			
Annual Meeting and Delegate Assembly of the National Council State Boards of Nursing (NCSBN). Regulatory, practice, education, and discipline issues. Alaska has two delegates for voting.			
	<input checked="" type="checkbox"/> Airfare:		\$1,400.00
	<input checked="" type="checkbox"/> Hotel:		\$1,800.00
	<input checked="" type="checkbox"/> Ground:		\$200.00
	<input checked="" type="checkbox"/> Conference:		\$700.00
	<input checked="" type="checkbox"/> Other: Ak Perdiem not covered by NCSBN		\$200.00
	<input checked="" type="checkbox"/> Direct Third-Party Offset:		\$3,200.00
	<input checked="" type="checkbox"/> Reimbursed Third-Party Offset:		\$900.00
Net Total Estimated Cost:			\$200.00

BOARD OF NURSING
Fiscal Year 2016 Annual Report

Budget Recommendations for FY 2017 (continued)

Out-of-State Meetings and Additional In-State Travel

Not Applicable

Date	Location	# Board	# Staff
Mar 13 – 15, 2017	Salt Lake City, UT	1	1
Description of meeting and its role in supporting the mission of the Board: Mid-Year Meeting			
NCSBN meeting of all Board Chairs and Executive Officers. Regulatory issues, practice, education and discipline issues are discussed. Opportunity for sharing of solutions to common problems.			
<input checked="" type="checkbox"/> Airfare:			\$1,400.00
<input checked="" type="checkbox"/> Hotel:			\$1,800.00
<input checked="" type="checkbox"/> Ground:			\$200.00
<input checked="" type="checkbox"/> Conference:			\$700.00
<input checked="" type="checkbox"/> Other:			\$200.00
<input checked="" type="checkbox"/> Direct Third-Party Offset:			\$3,200.00
<input checked="" type="checkbox"/> Reimbursed Third-Party Offset:			\$900.00
Net Total Estimated Cost:			\$200.00

Out-of-State Meetings and Additional In-State Travel

Not Applicable

Date	Location	# Board	# Staff
Jun 16 – 21, 2017	Boulder, CO		1
Description of meeting and its role in supporting the mission of the Board: EO Summit			
Executive Officers from around the country meet to exchange information, share strategies, and help solve problems the EOs face. It is a unique position for only 50 EOs in the entire country.			
<input checked="" type="checkbox"/> Airfare:			\$600.00
<input checked="" type="checkbox"/> Hotel:			\$1,500.00
<input checked="" type="checkbox"/> Ground:			\$300.00
<input type="checkbox"/> Conference:			\$0.00
<input checked="" type="checkbox"/> Other:			\$200.00
<input checked="" type="checkbox"/> Direct Third-Party Offset:			\$2,100.00
<input checked="" type="checkbox"/> Reimbursed Third-Party Offset:			\$300.00
Net Total Estimated Cost:			\$200.00

BOARD OF NURSING
Fiscal Year 2016 Annual Report

Budget Recommendations for FY 2017 (continued)

Out-of-State Meetings and Additional In-State Travel

Not Applicable

Date	Location	# Board	# Staff
Jan 24 – 27, 2017	Clearwater, FL	1	0

Description of meeting and its role in supporting the mission of the Board: Regulatory Excellence Conf.

Conference brings National employers and regulators together to work towards regulations that meet public protection and employers.

<input checked="" type="checkbox"/> Airfare:	\$600.00
<input checked="" type="checkbox"/> Hotel:	\$800.00
<input checked="" type="checkbox"/> Ground:	\$200.00
<input checked="" type="checkbox"/> Conference:	\$350.00
<input type="checkbox"/> Other:	\$200.00
<input checked="" type="checkbox"/> Direct Third-Party Offset:	\$1,400.00
<input checked="" type="checkbox"/> Reimbursed Third-Party Offset:	\$500.00

Net Total Estimated Cost: \$250.00

Out-of-State Meetings and Additional In-State Travel

Not Applicable

Date	Location	# Board	# Staff
Sep 12, 2017	Philadelphia	0	1

Description of Meeting and its role supporting the mission of the Board: NCLEX Conference

Conference discusses the RN and LPN exam development, testing plan, psychometrics, and administration of the exam. NCSBN requested Executives Officers attend and are paying expenses.

<input checked="" type="checkbox"/> Airfare:	\$600.00
<input checked="" type="checkbox"/> Hotel:	\$200.00
<input checked="" type="checkbox"/> Ground:	\$100.00
<input checked="" type="checkbox"/> Conference:	\$375.00
<input checked="" type="checkbox"/> Other:	\$100.00
<input checked="" type="checkbox"/> Direct Third-Party Offset:	\$800.00
<input checked="" type="checkbox"/> Reimbursed Third-Party Offset:	\$475.00

Net Total Estimated Cost: \$100.00

BOARD OF NURSING
Fiscal Year 2016 Annual Report

Budget Recommendations for FY 2017 (continued)

Non-Travel Budget Requests

- Not Applicable Resources Examinations
 Membership Training Other

Product or Service	Provider	Cost Per Event
Continuing Education Update	Montana Nurses Association	\$325.00

Description of item and its role in supporting the mission of the Board:

Nurse aide conference meets the Board objective that education programs meet adopted standards and prepare graduated for safe practice. This conference educates the board staff and we educate the instructors.

Other Items with a Fiscal Impact

- Not Applicable

Product or Service	Provider	Cost Per Event
		\$0.00

Description of item and its role in supporting the mission of the Board:

Summary of FY 2017 Fiscal Requests

Board Meetings	\$24,400.00
Travel for Exams	\$
Out-of-State and Additional In-State Travel	\$950.00
Dues, Memberships, Resources, Training, Teleconferences	\$325.00
Total Potential Third-Party Offsets	\$0.00
Other:	\$0.00
Total Requested:	\$25,675.00

BOARD OF NURSING
Fiscal Year 2016 Annual Report

Recommendations for Proposed Legislation for FY 2017

No Recommendations

The Board has no recommendations for proposed legislation at this time.

Recommendations

The Board has the following recommendations for proposed legislation:

Under consideration for the October 2016 Board of Nursing meeting:

- The Alaska Board of Nursing is considering an addition to 08.68.275(10):
Imposition of a civil fine of not more than \$25,000.

BOARD OF NURSING
Fiscal Year 2016 Annual Report

Regulation Recommendations for FY 2017

No Recommendations

The Board has no recommendations for proposed regulations at this time.

Recommendations

The Board has the following recommendations for proposed regulations:

- Repeal the \$50 temporary permit fee. Temporary permits are not being issued or required very often. The processing of refunds cost the State more than the amount being collected in the permit fees.
- Repeal the 24 hours of continuing education required for ANP. Accept current national certification from their area of speciality. National certification is required for an ANP authorization and their continuing education requirements are more stringent than the current state regulations. This would significantly reduce time and cost for Board staff during audits.
- Regulations pertaining to Clinical Nurse Specialists that do not have a national certification exam to be able to meet our current regulations. The following is proposed for Clinical Nurse Specialists that do not currently have a national certification exam to be able to meet the regulation: After January 1, 2011, if there is no national certification exam available to take upon graduation, CNS applicants may present to the Board a request for initial authorization if all other requirements of 12 AAC 44.400 except (A)(3) are met and they have graduated within the last five years. In addition, the CNS must submit a portfolio with documentation of 1,000 hours of clinical practice as a CNS and three letters of recommendation for Board approval. The CNS license approval will be individually done at the “discretion of the board.” The letters must be written from an immediate supervisor, the Director of Nursing, and a colleague familiar with their practice. The CNS must have 150 hours of continuing education hours within the two years prior to application, 25 hours 23 of which must be in advanced pharmacology. When a certification exam is available, the CNS must successfully take and pass the exam within one year or authorization will be revoked.
- Continue to work on the wording for regulations pertaining to nursing education where classes are not taught in English. The wording was not accepted from the FY 2015 regulation project.
- Development of regulations related to APRNs. No scope of practice changes are anticipated. The regulations will bring Alaska into alignment with a national model for APRN regulations. This project is extensive and is expected to take 1-2 years.
- Additional regulations pertaining to Telehealth will be developed in accordance with SB 74.
- Institution of a civil fine into nursing statutes. This will allow the Board to enter into non-disciplinary consent agreements who violations related to continuing education or other matters.

BOARD OF NURSING

Fiscal Year 2016 Annual Report

Goals and Objectives Strategic Plan FY 17

MISSION STATEMENT

The mission of the Alaska Board of Nursing is to actively promote and protect the health of the citizens of Alaska through the safe and effective practice of nursing as defined by law.

VISION

- Evidence-based, best practices in regulation.
 - Vigilant dedication to maintain and strengthen public safeguards.
 - Eliminate or prevent unintended regulatory barriers to nursing practice in Alaska.
 - Proactive anticipation of changes in the scope of nursing practice and the workforce.
 - Ethical pursuit of excellence in regulation.
-

VALUES

The Alaska Board of Nursing endorses the following values for application within all Board activities and decisions, including those delegated to staff and themselves.

- Integrity: Doing the right thing for the right reason through informed, open and ethical debate.
 - Accountability: Taking ownership and responsibility for board processes and outcomes.
 - Quality: Pursuing excellence and continuous improvement in all aspects of board work.
 - Vision: Using the power of imagination and creative thought to foresee potential future nursing practice innovations.
 - Collaboration: Forging solutions through appropriate partnerships, examining all sides of issues.
 - Leadership: Providing positive direction for safe nursing practice in Alaska.
-

BOARD OF NURSING
Fiscal Year 2016 Annual Report

FY 2017 Guiding Principles

Protection of the public

- Nursing regulation exists to protect the health, safety and welfare of the public as they receive nursing services.
- Involvement of nurses in collaboration with the public in nursing regulation.
- Nursing education programs must meet statutory and regulatory requirements

Competence of all nurses and nurse aide regulated by the Alaska Board of Nursing

- Nursing regulations define licensure and certification requirements for all levels of nursing practice.
- Competence is validated at initial Alaska licensure/certification/authorization and biannually.

Due process and ethical decision-making

- Nursing regulation ensures due process rights for all nurses and nurse aides regulated by the Board of Nursing.
- All nurses and nurse aides regulated by the Alaska Board of Nursing are accountable for conduct based on legal, ethical and professional standards.

Shared accountability and collaboration

- The Board of Nursing collaborates with individuals and agencies in the interest of public protection, patient safety, and the education of nurses.
- The Board of Nursing is committed to transparency in its deliberations and functions.

Evidence-based regulation

- The Board of Nursing commits to being educated regarding current evidence-based standards of practice.
- Nursing regulation integrates current evidence-based standards of practice, advances in technology, and demographic and social research in its mission to protect the public.

Responses to the marketplace and healthcare environment

- Nursing regulation requires timely and thoughtful responsiveness to the evolving marketplace and healthcare environment.
- Implements updating of nursing regulations allows clarity of scope of practice and congruence with evidence-based nursing standards and the state's changing needs for nursing care.

Response to globalization of nursing

- Nursing regulation requires fair and ethical practices and policies to address the social, political and fiscal challenges of globalization.
- The Board of Nursing is committed to maintaining evidence-based standards of practice when considering the challenges of globalization.

LICENSURE/CERTIFICATION GOAL: To license, certify qualified persons for the practice of nursing.

Licensure Objectives:

Objective	Performance Measure	Benchmarks	Responsibility Assigned	Timeframe
L.1. On-going responsibilities related to licensure by: <ul style="list-style-type: none"> • Exam • Endorsement • Reinstatement • Renewal • Courtesy • Retired 	1. Issuance of licenses/certifications/authorizations to applicants who meet established criteria 2. Clinical Nurse Specialists to be included in APRN regulations	1. Assure Nurse Aide training and education programs are in compliance with federal law 2. Update regulations related to all types of licensure/certification	1. Executive 2. Executive, Board	1. Ongoing work of Nurse Consultant 2. Ongoing
L.2. Assessment of the continued competence of licensed nurses and certified nurse aides	1. Appropriate requirements for demonstrated continued competence as a condition of licensure / certification by endorsement, reinstatement and renewal.	1. Literature review of best practices, standards set by preponderance of other state boards 2. National Council of State Boards of Nursing best practices recommendations will be consulted 3. Review recommendations 4. Promulgate regulations that are legally defensible	Board Executive	Ongoing
L.3. Licensure/ Certification/ authorization standards that allow for responsiveness to changes in the healthcare environment	1. Assess alignment with Uniform Licensure Requirements (ULR) drafted by National Council of State Boards of Nursing. 2. Key issues affecting nurse licensure are addressed by the Board as evidenced in meeting minutes, reports, and reflected in statute and regulation	1. Conduct line-by-line comparison with ULR; implement appropriate changes. 2. a. Generative discussion of issues at every Board meeting to review trends b. Review statutes and regulations for relevance, effectiveness, currency c. Pursue APRN Consensus Model in proposed regulation change 3. Update regulations to	1. Board, Executive 2. Board, Executive, APRN Alliance	1. ULR review – FY 17 – 2.a. Ongoing 2.b. Ongoing 2.c. FY 17 & 18

	3. Continuous assessment of education and licensure issues	reflect current education and practice issues, i.e. online education programs, competency based education programs.	3. Board, Executive	3. Ongoing surveillance of issues and update of education regulations
L.4. Licensee-focused processes for licensure: <ul style="list-style-type: none"> • Timely issuance of license • Accessible applications • Transparent process 	1. Certified Registered Nurse Anesthetists renewals online 2. Paperless certifications for CNAs 3. Online access to status of applications 4. Online access to name	1. Implement regulations changes if needed that would permit on-line renewals for CRNAs 2. Implement regulation changes that would create a paperless license system for CNAs; implement information outreach to licensees 3. Implement online status of applications 4. Addresses will not be visible online	1. Board, Executive 2. Board, Executive 3. Board, Executive 4. Board, Executive.	1. Regulation changes to be proposed FY 17 2. FY 18 3. FY 18 with new data management system. 4. FY 18

PRACTICE GOAL: To determine, communicate and enforce nursing practice and professional standards as established in statute and regulations.

Practice Objectives:

Objective	Performance Measure	Benchmarks	Responsibility Assigned	Timeframe
P.1. Promote the use of appropriate consent agreements in lieu of contested hearings	1. Review progress of nurses with encumbered licenses at each regularly scheduled quarterly Board meeting using reporting by exception 2. Promote timely review and resolution of all nurses' and nurse aides' cases being investigated and litigated	1. Monitoring reports reviewed at each meeting 2. Investigations are closed ASAP 2. b. Request and monitor investigation tracking data from Division of Investigations. Database tracks assignment of investigator to cases	1. Executive, Board 2. Executive, Board Investigations	1. Ongoing 2. Quarterly assessment 2.b. Ongoing
P.2. Investigative staff is knowledgeable regarding nursing practice	1. Ensure adequate investigative staff to expeditiously manage nursing disciplinary cases 2. Investigative staff is informed re: trends in nursing practice 3. Investigative staff is advised regarding the interpretation and general practice of nursing according to the Nurse Practice Act (Statute and Regulations)	1. Dialogue with Division Director to encourage adequate investigative staff 2. Encourage Director to require investigator continuing education; employ a nurse investigator. Nurse investigator sent to NCSBN conference 3. Appropriate Consent Agreements presented to the Board 3b NCSBN document fraud training	1. Board, Executive 2. Executive, Board Chair 3. Executive, Investigators 3b. Licensing Staff	1. Ongoing dialogue with Division Director requesting additional investigators 2. Investigations Chief is encouraging education 3. Ongoing 3b Licensing Staff FY 17

<p>P.3. Ensure a safe nursing workforce</p>	<p>1. Routinely collect and submit Nurse Information System (NURSYS) data in accordance with the contract with the National Council of State Boards of Nursing</p> <p>2. Participate in & send TERCAP (Taxonomy of Error Root Cause and Practice-Responsibility) cases to NCSBN</p> <p>3. Comprehensive data entry into NURSYS</p> <p>4. RNs, APRNs, LPNs requesting an increase to their scope of practice and institutions offering courses to multiple licensees apply to the Board for approval</p>	<p>1.Data continues to be uploaded</p> <p>2. Investigator collects data on cases fitting the research protocol. Submit data to NCSBN</p> <p>3. Consider NCSBN grant application for funding</p> <p>4. Applications for expansion of scope of practice meet statutory definition of licensee's level of licensure</p>	<p>1.Executive</p> <p>2. Investigator</p> <p>3. Executive, Operations Manager</p> <p>4. Board</p>	<p>1. Ongoing – license data to Nursys updated nightly</p> <p>2.Ongoing</p> <p>3. Ongoing</p> <p>4. Review written reports and proposals for increased scope of practice presented</p>
<p>P.4. Ensure consistent, uniform disciplinary actions</p>	<p>1. Continue to utilize and maintain Discipline Historical Database so that Board decisions will be consistent over time, as required by AS 08.01.075(f)</p> <p>2 Provide information re: discipline to the public</p> <p>3. Publish discipline fine parameters on website</p>	<p>1.Review all CAs for consistent discipline</p> <p>2. NURSYS.com provides actions posted for RN/LPN. Discipline actions for CNA and APRN posted on the AK BON website</p> <p>3. Investigators review and update</p> <p>b. Disciplinary matrix reviewed</p>	<p>1.Board</p> <p>2.Executive</p> <p>3.Executive, Board</p>	<p>1. Ongoing database management by Board member</p> <p>2. Ongoing; names and disciplinary information are updated after each meeting</p> <p>3. Review annually.</p>

	4. Investigate alternative to discipline options for drug and alcohol cases	4. Identify pros and cons to: Board sponsored or Nurses' Association sponsored. Continued BON monitored discipline, Other options such as self-referral, BON referral, etc.	4.Executive, Board	4. FY 17
P.5. Assure that complaints, investigations and Board actions are executed in a fair, timely manner, assuring public protection while protecting the property rights of licensees	1.Quarterly review of investigation time frames, priority of cases 2.Respond to employers complaints in timely manner	1. Request data at each Board meeting with investigative staff 2. Review CORE data	1. Executive, Board 2. Executive, Board	1. Ongoing 2. Ongoing

<p>P.6. Scope of practice standards are articulated and current, issued by Advisory Opinions per AS 08.68.100(9)</p>	<p>1. Analyze practice standards, respond to questions from the public and licensees, and issue advisory opinions related to practice</p> <p>2. Licensees and employers understand scope of practice standards</p> <p>3. Licensees and employers report timely responses to practice questions from the Board of Nursing</p> <p>4. Licensees and employers report knowledgeable Board of Nursing staff</p> <p>5. Board of Nursing is responsive to changes in practice</p>	<p>1. Respond with evidence-based advisory opinions, posted in a timely manner on the Advisory Opinion database on the website. Executive Administrator will bring practice questions to the Board.</p> <p>2. Make presentation and disseminate updated and timely information regarding issues of importance to nursing practice.</p>	<p>1. Board, Executive</p> <p>2. Board, Executive</p> <p>3. Board, Executive</p> <p>4. Executive</p> <p>5. Board, Executive</p>	<p>1-5. Ongoing in FY 17</p>
--	--	--	---	------------------------------

EDUCATION GOAL: To approve, communicate, and enforce standards for the education of nurses and nurse aides for practice at all levels.

Education Objectives:

Objective	Performance Measure	Benchmarks	Responsibility Assigned	Timeframe
E.1. Nursing education programs meet adopted standards and criteria	<p>1. Nursing education programs meet standards for national accreditation and Board review</p> <p>2. Nurse Aide education and training programs meet state and federal standards</p> <p>3. Board decisions related to approval of new or continuing nursing education programs are based on application of defined criteria</p> <p>4. Refresher courses will meet board established criteria</p>	<p>1. Review annual reports in January from nursing education programs for continued approval, including NP graduate programs</p> <p>2. Appropriate review of Certified Nurse Aide programs</p> <p>3. Board monitors new programs</p> <p>4. No refresher course is accepted without prior approval from the board</p>	<p>1. Board</p> <p>2. Nurse Consultant/Exec. Admin. / Board</p> <p>3. Board</p> <p>4. Board</p>	<p>1. Ongoing, annually in the 1st fiscal quarter except FY 16 will be reported in October</p> <p>2. Ongoing as program reviews and reports are completed by Exec</p> <p>Regulations updated to comply with Federal regulations FY 2017</p> <p>3. Ongoing; Education program regulations Reviewed annually FY 17</p> <p>4. Refresher courses reviewed for approval when submitted</p>

<p>E.2. Education programs prepare graduates for safe practice at the entry level</p>	<p>1. Graduates of approved nursing programs demonstrate beginning-level competence as evidenced by NCLEX pass rates and advanced practice national certification</p> <p>2. Graduates of approved Nurse Aide education and training programs demonstrate beginning-level competence as evidenced by the National Nurse Aide Assessment Program (NNAAP) pass rates</p>	<p>1. Enforce pass rate standards for first-time test takers (12 AAC 44.055); Pass rates are evaluated on an annual basis in January; Education programs are informed if standards are not being met</p> <p>2. Enforce pass rate standards for first-time test takers (12 AAC 44.858); Education and Training programs are informed if standards are not being met</p>	<p>1. Executive, Board</p> <p>2. Executive, Board</p>	<p>1. Ongoing. Annual pass rates are reviewed in the 1st quarter fiscal year meeting except FY 16 will be reviewed in October</p> <p>Enforcement – letters of concern sent per regulations. Plans for improvement submitted by programs.</p> <p>2. Annual pass rates reviewed in the 1st fiscal quarter meeting except FY 16 will be reviewed in October. Enforcement – letters of concern or warning sent per regulations. Plans for improvement submitted by programs & approved by Board.</p>
---	---	--	---	--

<p>E.3. Standards for nursing education allow for responsiveness to changes in the practice environment</p>	<ol style="list-style-type: none"> 1. Key issues, such as simulation and distance education, are addressed by the Board as evidenced in meeting minutes, reports and as reflected in statute and regulations 2. Regulations are updated to reflect standards for educational programs that meet the mission of the Board. 3. Review proposals by individuals or non-educational institutions for expanding nurses' scope of practice 	<ol style="list-style-type: none"> 1.a. Search of literature, attend education consultant calls b. NCSBN completing research study focused on effectiveness of simulation in nursing education programs c. NCSBN working on recommended regulations for pre-licensure distance education and simulation d. Attend NCSBN offerings related to topics 2. Board revises regulations to meet mission. Public comments considered. 	<ol style="list-style-type: none"> 1. Board, Executive 2. Board, Executive 3. Board, Executive 	<ol style="list-style-type: none"> 1. Ongoing FY 17 2. Regulation projects on going 3. Ongoing – Annual pass rates reviewed in the 1st fiscal quarter meeting except FY 16 will be reviewed in October
---	---	--	---	--

E.4. Participate in development of a long-range plan for nursing education and workforce needs	1. Analyze competencies & workforce needs 2. Collaborate with employers and education programs	1. Survey data review collected from licensing renewals 2. a. Distribute survey data results to employers and education programs b. Attend workforce meetings to inform Board about issues	1. Board, Executive 2. Executive, Board 2.b. Executive, Board representative	1. Ongoing with renewals. 2 a. When analysis complete 2.b. Attend workforce forums as needed
--	---	--	--	--

GOVERNANCE GOAL: To assure the governance framework and culture supports the accomplishment of the Board’s Mission, Vision and Goals.

Governance Objectives

Objective	Performance Measure	Benchmarks	Responsibility Assigned	Timeframe
G.1. Board performance is consistent with the Board’s adopted model of policy governance	1. Board meeting evaluation indicates effective communication and work	1. Meeting evaluation done orally and written after each Board meeting	1. Board Chair	1. After each board meeting

	<p>2. Board self-assessment indicates that the Board incorporates principles of policy governance in accomplishment of Mission and Goals</p> <p>3. Executive Administrator assessment reflects effective Board governance</p> <p>4. Board members conduct themselves in an ethical manner</p>	<p>2. Annual board self-assessment at last meeting of the fiscal year</p> <p>3. Annual Executive Administrator assessment at last meeting of the fiscal year</p> <p>4. Ethics reporting complies with AS 39.52; annual ethics education is completed</p>	<p>2. Board Chair</p> <p>3. Board Chair</p> <p>4. Board Chair</p>	<p>2. Spring each year</p> <p>3. Spring each year</p> <p>4. Each board meeting</p>
<p>G.2. Board performance is consistent with the Vision, Mission, Values and Goals</p>	<p>1. Strategic Plan is formulated and kept up-to-date</p> <p>2. Board assessment indicates accomplishment of Mission, progress toward Vision, adherence to values and use of strategic thinking</p> <p>3. Board decisions, when challenged, are upheld</p>	<p>1. Maintain Strategic Plan; revise yearly</p> <p>2. Annual report to the Legislature reflects progress towards these markers</p> <p>3. ALJ and Court cases uphold Board decisions</p>	<p>1. Board Chair, Executive</p> <p>2. Board Chair/Executive</p> <p>3. Board</p>	<p>1. Annually at spring meeting</p> <p>2. Ongoing, completed by June 30th each year</p> <p>3. Ongoing FY 17</p>

<p>G.3. Competent Board members</p>	<p>1. Annual Board self-assessment indicates Board and Board member competence</p> <p>2. Leadership training</p> <p>3. Board training is implemented as expected part of board service</p> <p>4. Succession planning is implemented, as needed</p> <p>5. Newly appointed Board members are oriented to the role and expectations.</p>	<p>1. Annual self-assessment</p> <p>2. NCSBN events in person and online</p> <p>3. Ongoing board member training at each meeting</p> <p>4. Vice Chair position will be included with Chair and Secretary</p> <p>5. Orientation prior to the first Board meeting after appointment</p>	<p>1. Board chair</p> <p>2. Board, Executive</p> <p>3. Board chair</p> <p>4. Board chair</p> <p>5. Executive, Board Chair</p>	<p>1. Spring meeting</p> <p>2. Ongoing</p> <p>3. Ongoing</p> <p>4. Ongoing</p> <p>5. Ongoing</p>
<p>G.4. Collaboration with stakeholders both in and outside of nursing</p>	<p>1. Board collaborates with stakeholders</p> <p>2. Board collaborate with licensees</p> <p>3. Board collaborates with employers</p>	<p>1. Attendance at nursing organization meetings: ANPA, APRN Alliance, Alaska Nursing Action Coalition</p> <p>2. Public testimony held with each Board meeting; advisory groups are convened on specific topics with licensee members</p> <p>3. Communicates re: workforce issues with stakeholders: ASHNHA, Workforce Coalition</p>	<p>1. Executive, Board</p> <p>2. Executive, Board</p> <p>3. Executive, Board</p>	<p>1. Ongoing</p> <p>2. Ongoing</p> <p>3. Ongoing;</p>

G.5. Board responsiveness to state and national healthcare policy decisions	1. Active Board involvement in a variety of healthcare policy arenas	1. Board is informed on current issues, included in each Board meeting	1. Board Chair, Executive	1. Ongoing – Reports of NCSBN conferences and teleconference at every Board meeting
	2. Active Board participation in National Council of State Boards of Nursing	2.a. Implement innovation in regulation in conjunction with other states e.g. ULR compliance, APRN Model Act/Rules compliance 2.b. Board members and Executive participate in appropriate committees and teleconferences with NCSBN	2. Board Chair, Executive	2.a. Ongoing 2.b. Ongoing

INFORMATION EXCHANGE GOAL: To facilitate information exchange between the Board and its colleagues, constituent groups, the public, and other agencies in order to fulfill the Board’s Mission, Vision and Goals.

Information Exchange Objectives:

Objective	Performance Measure	Benchmarks	Responsibility Assigned	Timeframe
I.1. Public awareness of Board Mission and role	1. Mission and role of the Board are presented to a diverse audience in a variety of formats	1.a. Website updated 1.b. Listserv used regularly 1.c. Executive or Board Chair speaks to public and licensees	1. Board, Executive	1. Ongoing
	2. Licensees’ understand the difference between the Board of Nursing and nurse professional organizations	1.d. Mission posted at every Board meeting 2. a. CORE data. discussed with graduating nursing students	2. Board, Executive	2. Ongoing
I.2. Effective communication with the public, including licensees, employers, policy	1. Consider feedback related to communication with the Board when received:	1. Presentation by Board staff	1. Board, Executive	1. FY 17 - ongoing

makers and consumers	<p>a. Inquiries to Board office</p> <p>b. Presentations by Board staff</p> <p>c. Website</p> <p>2. Listserv used effectively</p> <p>3. Quarterly articles in the Alaska Nurse & Alaska Nursing Today</p>	<p>2. Listserv subscribers increased</p> <p>a. proposed regulation changes sent out on Listserv, as well as to individuals requesting a copy</p> <p>c. Articles submitted by Executive &/or Board Chair to Alaska Nurse & Alaska Nursing today</p>	<p>2. Executive, Board Chair</p> <p>3. Executive, Board Chair/Vice Chair or designee</p>	<p>2. Ongoing FY 17</p> <p>a. announcement of each Board meeting</p> <p>b. as appropriate</p> <p>3. Ongoing</p>
I.3. Accurate, comprehensive, accessible nurse licensure data	<p>1. Information necessary for licensure verification and reporting in a timely manner</p> <p>2. Nursing workforce research on website</p>	<p>1.a. Primary verification licensure data on website</p> <p>1.b. Move to online license verification – NURSYS utilized</p> <p>2.a. Post 2016 & 18 RN renewal data to website</p> <p>2.b. Post 2016 & 18 PN renewal data to website</p>	<p>1. Board, Executive</p> <p>2. a, Executive</p> <p>2.b. Executive</p>	<p>1.a. ongoing</p> <p>1.b. ongoing FY16</p> <p>2. When analysis available</p>
I.4. Information provided to appropriate state and national entities for purposes of public protection	<p>1. Required information is accurately and timely reported to NURSYS, and through NURSYS to NPDB</p>	<p>1. Accurate and timely data uploads – nightly</p> <p>2. Disciplinary cases posted on NURSYS</p> <p>3. Disciplinary cases posted on website</p>	<p>1. Executive</p>	<p>1. Ongoing</p> <p>2. After each board meeting</p>
I.5. Collaborate	<p>1. Available to</p>	<p>1. Board participates at</p>	<p>1. Executive, Board</p>	<p>1. Ongoing FY 17</p>

with other healthcare stakeholders	attend meetings to discuss shared concerns	least once per year	Chair	
------------------------------------	--	---------------------	-------	--

ORGANIZATIONAL GOAL: To assure the organizational infrastructure supports the Mission, Vision and Goals.

Organizational Objectives:

Objective	Performance Measure	Benchmarks	Responsibility Assigned	Timeframe
O.1. Adequate Board resources to meet expenses, hire qualified staff and update technology	<p>1. The board functions as self-supporting entity, with fair licensure fees</p> <p>2. Board meetings are paperless</p>	<p>1. Monitor budget reports</p> <p>b. Participate in licensure fee review</p> <p>c. Suggest additional board infrastructure items</p> <p>d. Additional funding for Nurse Consultant to review Certified Nurse Aide education and training programs with site visit needs. Update state regulations to comply with Federal regulations.</p> <p>2. a. Meet in locations with wireless internet, Board members utilize secure website</p> <p>b. Use of overhead projector at meetings to accomplish agenda work</p>	<p>1. Board, Executive, Administrator</p> <p>2. Executive, Board Chair</p>	<p>1.a. Ongoing</p> <p>b. prior to renewal</p> <p>c. Ongoing; Meet with Director every Board meeting.</p> <p>d. Ongoing In FY 17- Discussed with Director at each Board meeting.</p> <p>2. a. Ongoing FY17 request (infrastructure)</p> <p>b. Ongoing</p>
O.2. BON Staff or licensing staff activities facilitate the Board's accomplishment of Mission and strategic goals	1. Positive annual Board self-assessment related to support by staff	<p>1. Meeting materials provided to Board 2 weeks prior to meetings</p> <p>2. All needed materials for Board decisions are available - affirmed by board meeting evaluation</p>	<p>1. Executive</p> <p>2. Executive</p>	<p>1. Ongoing FY 17</p> <p>2. Ongoing FY 17</p>

<p>O.3. Expectations of the public, licensees, Legislature and Governor about the Board are adequately met</p>	<p>1. Positive feedback from public and licensees 2. Legislature extends Board of Nursing sunset review – Board approved until 2019</p>	<p>1. Public and licensees participate in public comment and forums 2. Sunset review is positive and authorization of the board is at least 8 years</p>	<p>1. Board, Executive 2. Board, Executive</p>	<p>1. Ongoing 2. Ongoing FY 17</p>
<p>O.4. Competent staff</p>	<p>1. Executive Administrator meets annual performance expectations for key job responsibilities, customer service and office function</p>	<p>1. Annual review of Executive Administrator, after board self-evaluation</p>	<p>1. Board</p>	<p>1. Annually in Spring</p>
<p>O.5. Office of the Board of Nursing supports the day-to-day operation of the organization</p>	<p>1. The office of the Board of Nursing, including physical location, space and furnishings, equipment and staff, support the day-to-day operation of the Board 2. Privacy of conversations is maintained due to sensitive nature of topics and potential for HIPPA violations</p>	<p>1. Continue to monitor office location and accommodations, and financial asset concerns for the best operation and public access 2. Executive Administrator will maintain an office with a door</p>	<p>1. Board, Executive, Operations Manager 2. Board</p>	<p>1. Ongoing FY 17 Discussed with Director when appropriate at Board meeting. 2. Discussion with Director</p>

BOARD OF NURSING
Fiscal Year 2016 Annual Report

Sunset Audit Recommendations

Date of Last Legislative Audit: **9/30/2010**
Board Sunset Date: **6/30/2019**

Audit Recommendation #1 BON should take steps to ensure all appropriate entities are notified when an APRN's authority to write prescriptions has been revoked or suspended.

Action Taken: When an APRN's authority to write prescriptions has been revoked or suspended by the BON, the Executive Administrator or Board staff will:

- notify the DEA on the first work day after the BON meeting concludes.
- submit the APRN's name to the Board of Pharmacy on the first day after the BON meeting concludes. The Board of Pharmacy will be responsible for notifying the pharmacies.
- notify the employer (if appropriate) of an APRN on the first work day after the BON meeting concludes
- update the Disciplinary Data base found on the BON website within two weeks after the BON meeting has concluded.

Next Steps: There has been no instance where an APRN's (or CRNA's) prescriptive authority has been revoked or suspended since the approval of the Legislative Audit. The licensing examiners are aware of the procedure to notify the DEA and Board of Pharmacy and are ready to comply.

Date Completed: April, 2011

Audit Recommendation #2	The BON Chairperson should take steps to ensure that the required Nurse Aide training program reviews are being conducted.
Action Taken:	<p>This issue was addressed with Directors Urion, Davis, Smith, Habeger, and Chambers. The five (5) CBPL Directors since March 2007. As noted in the Sunset Audit, the position of Nurse Consultant 1 was vacant since 2002. The Board of Nursing continues to feel that the position is essential to fulfill the federal requirements for nurse aide programs and the RSA from the Department of Health and Social Services.</p> <p>Prior to July 2015, a RFP was executed and a contract employee, Cathy Winfree, RN, was selected to perform the Nurse Aide Program evaluations required in regulation. Ms. Winfree is unable to evaluate the programs of the University of Alaska which left those Nurse Aide programs without evaluation.</p> <p>During FY 15, permission to hire was obtained by Director Chambers. Three candidates are being interviewed in July 2015.</p>
Next Steps:	Hire a well-qualified RN to fill the Nurse Consultant I position.
Date Completed:	Hiring was September 2015.

Audit Recommendation #3	The Director of Boards and Commissions, Office of the Governor, should fill the LPN position with an LPN currently involved in institutional nursing services.
Action Taken:	Recruiting and retaining an LPN member of the Board of Nursing has been an on-going challenge. There were two (3) LPNs appointed to the Board who, for a variety of reasons, resigned immediately or within a few meetings of appointment. The LPN position on the Board of Nursing was again vacant because the LPN licensed as an RN. A new appointment of a LPN was made in January 2014; she has been active in her role and the meetings. She, too, is studying to become an RN.
Next Steps:	The statute was changed to remove the requirement for the LPN member to be involved in "institutional nursing services". The LPN has to be currently engaged in LPN practice and have practiced for at least 2 years immediately preceding appointment.
Date Completed:	January 2014

Audit Recommendation #4	The Division of Corporations, Business and Professional Licensing’s Chief Investigator should take steps to ensure timely investigation of complaints and cases.
Action Taken:	<p>The Chief Investigator is responsible for this recommendation. The number of cases from the Board of Nursing has not slowed as the BON continues to license or certify more and more applicants. There was an influx of reinstatement applications after the renewal cycles for LPNs and RNs in FY 15. In addition, the number of applicants in general has dramatically increased thus impacting investigations.</p> <p>The Board of Nursing has as an objective that all complaints regarding licensee’s practice are investigated in a timely manner. Two investigators are assigned to the BON to work on the backlog of complaints and cases.</p> <ul style="list-style-type: none"> • The average length of time most cases are open is 3 months to one year if they do not involve the following: litigation, the attorney general being involved and expert review. Of course, more complex cases involving legal counsel and such do not fit these time frames. • Cases are prioritized. The system is a 1-4 system with 1 being the highest priority which would be cases of great potential for public harm and 4 being cases with low potential such as falsified applications.
Next Steps:	Prioritize cases where there is the possibility of patient harm. Continue to make the BON cases a priority by assigning available resources to the complaints and cases.
Date Completed:	On-going