

**Kansas State Board of Nursing
Landon State Office Building, Room 1051
Telephone Conference
December 12, 2006
Continuing Nursing Education Minutes - APPROVED**

TIME: 9:30 – 10:47 a.m.

Committee Members: Barbara Stec – Chair, Public Member
Linda Goodwin, MSN, MBA, Vice-Chair
Carolyn Westin, RN, BSN, MA
Janice McCart, RN, MSM (Absent)
Vicki Brooks, RN, BC, BSB, BSN
Karen Wray, RN, MSN

Staff: Patty Brown, Education Specialist
LaNae Workman, Administrative Assistant

Call to Order: The meeting was called to order by Barbara Stec, Committee Chair at 9:30 a.m. in Room 108.

Review of Onsite Packets:
Additions/Revisions to Agenda: New business:
Long Term Provider applications: Decatur Health Systems & Clay County Medical Center
Review of IOA
License numbers on Certificates
Incomplete certificates

Minutes: Motion # 1 - I move, to approve the September 2006 minutes as written by K. Wray 2nd V. Brooks.

Consent Items:
FIVE YEAR RENEWALS: Motion #2 - move, to approve the five year renewals of Kansas Association of Homes & Services for Aging, Colby Community College, Kansas City Community College, Mental Health Association of South Central Kansas, University of Kansas Department of Nursing, and Family Service & Guidance Center by B. Stec 2nd C. Westin.

DENIED IOA'S:
Unfinished Business: There were three denied IOA'S.

ANCC contact hour change: Contact hour calculation change by ANCC was discussed. T. Roberts commented that not accepting all contact hours approved by ANCC may violate 65-1119.
Motion # 3 - I move, to send "Notice of ANCC Changes" statement to the Board for approval and then into the KSBN Newsletter and KSBN web site by B. Stec 2nd V. Brooks.

Long Term provider annual reports: Reviewed FY2006 Annual report data
Wamego City Hospital has not responded to P. Brown regarding their annual report that is past due. Motion #4 – I move, to send a letter to Wamego City Hospital notifying them that their CNE providership will be withdrawn by B. Stec 2nd V. Brooks

New Business:

Announcements: ValleyLab is considering relinquishing their providership.

Long Term Provider applications: Motion #5 – I move, to accept the long-term providership application from Decatur Health Systems with changes as discussed by V. Brooks 2nd C. Westin. Motion #6 – I move, to approve the long-term providership application from Clay County Medical Center with corrections as discussed by B. Stec 2nd V. Brooks.

IOA: Motion #7 – to deny Sharon Toburen's IOA by V. Brooks 2nd B. Stec.

License Numbers on Certificates: Karen Wray discussed the issue related to getting the participant license numbers on some of the certificates for programs offered through their consortiums. She indicated she has developed a new process of issuing those participants who did not list the license number a different certificate with information to contact them within 10 days with their license number and certificate would be mailed to them. She will keep the committee information on the effectiveness of the process.

Incomplete CNE Certificates: The matter regarding the occurrence of incomplete CNE certificates was discussed. P. Brown reported that she had reviewed provider files for 30 providers who all present 60 or more offerings per year; 2 files indicated a single instance of incomplete certificates and one with a single instance of a certificate signed by someone other than the coordinator. KSBN's policy has been to notify the provider of the situation and records indicate no further errors have arisen. KSNA has been notified of four instances of incomplete CNE certificates being issued within the last four years. T. Roberts via phone stated that KSNA has revised the process in how certificates will be issued in the future and feels that the new system will remedy the situation. The committee requested board staff to continue the process of notifying providers when incomplete certificates were identified and only bring trends (not isolated incidents) to the committee.

Agenda for March 2007 CNE meeting:

Five Year Renewals: College of Health Professionals (WSU); Southwest Medical Center; Valley Lab; Wesley Medical Center
Status of 60-9-106

Adjourn: I move to adjourn by V. Brooks 2nd C. Westin.

Chairperson

Date