

Kansas State Board of Nursing
Meet Me Conference Call 785-296-4843
Special Board Meeting
February 3, 2004 @ 9:30 a.m.
Board of Nursing Library, Room 1051

Meeting called to order at 9:35 a.m. by board president Karen Gilpin.

- Board Members present on line: Karen Gilpin Judith Hiner
 Tamara Hutchison Barbara Stec
 Ann Chapman Artis Perret
 Debbie Dale

- Board Members absent: Kelly Arpin Joan Sheverbush

- Staff Present: Mary Blubaugh Roberta Kellogg
 Patty Brown Adrian Guerrero

- Visitors present on line: Debra Stern, KHA
 Terri Roberts, KSNA

- Visitors present at meeting: Carolyn Middendorf

Agenda: FY05 Budget issues.

Imaging: A. Guerrero explained to the board members that we are running out of storage space for archival data and there is a need for imaging equipment to store these documents in a long term process requiring minimal space. A. Guerrero has been researching the equipment for the most economical and efficient imagery equipment. The fi-4340C Color Duplex Document Scanners best fills the needs of KSBN. M. Blubaugh added that we are looking at the purchase of 2 imagers. One would be located on the legal side and one would be located on the licensing side.

Imaging would make records available onsite for licensing staff to pull up information on a licensee while at their desk and Investigators researching histories on licensees under investigation by having access to licensee records from the computer at their desk. Imaging represents a cost saving in staff time as well as several other areas. A. Guerrero reported to the Board members that he has received notice from the Archive Retention Center that documents now stored on (microfilm) are starting to split. Another added benefit of imaging is that imaged documents can be updated to current processes which will become more difficult with the microfilmed documents as they deteriorate. It was noted that cost to have microfilmed data converted to imaging has not been projected.

At the December 2003 Finance Committee Meeting it was discussed that a small scanner was purchased to test imaging prior to investing in a larger imaging system. Besides enhancing the productivity of staff and the retrieval of documents, the addition of the scanners would be very beneficial if the CNA, CMA, HHA registry is transferred to KSBN.

Staffing:

With the possible transfer of the CNA, CMA, HHA Registry to KSBN from KDHE, the issue of staffing was discussed. Presently KDHE has manual processes. If transferred to KSBN the Registry would be entered into KBON making them automated. Initially additional staff may be needed to process the Registry however when automated the additional staff would be shifted to imaging documents.

It was moved we proceed with the purchase of 2 scanners as recommended by Adrian. Motion #1 Hiner/Perret Adopted UYVV.

It was moved not to exceed \$90,000 on 2 scanners. Motion #2 Hiner/Chapman Adopted UYVV.

CNA, CMA, and HHA:

As of this morning no bill has been introduced to transfer the CNA, CMA, HHA Registry to the Board of Nursing. If introduced, the bill will include the registry, education and initial certification. The discipline section has been transferred to the Department of Aging.

Expenditure information received from KDHE was discussed. The Registry is partially federally funded. KSBN would not want to lose the federal funding which is matched by state funds. The Registry is presently subcontracted to KDHE from SRS. If transferred KSBN would become a subcontractor of SRS. Discussion continued on distribution of funds. KSBN would like to use Registry licensure fees to match federal funds and not use state general funds.

Workstations:

KSBN presently has three extra work stations for additional staffing. There is a possible need for chairs and telephones at the work stations. KSBN computers have been routinely updated and the older computers kept so can be used for additional staff.

H&E Computer System:

KDHE reported that their computer system is out dated and the company it was purchased from is no longer in business. DISC is confident the data can be transferred to KBON. KDHE has 30,000 active in the system and 100,000 inactive. KSBN would not enter the inactive into KBON. M. Blubaugh has spoken with 50% of the

Administrators from states that regulate CNAs, CMAs, HHAs and they require renewal of the certificates.

An estimate from IFMC was received to add 3 professions to the KBON system at a cost of \$75,000.

The bill will require KSBN to do KBI background checks on CNAs and CMAs only, not maintenance workers or other professions that work in nursing homes.

The plan is to have the CNA, CMA registry on line within 6 to 8 months after the transfer to KSBN. Background checks are not repeated if a CNA or CMA changes position within a year. KDH&E presently tracks this data. Credentialing agency monitors background checks timelines. Mary will meet with staff regarding what additional work load we are able to handle.

Education:

The Education Specialist position at KSBN would be able to take on the additional education issues with CNAs, CMAs, HHAs. This process is established so would require keeping it up and running. It was moved Mary give testimony in support of the Bill to transfer CNA, CMA and HHA to the Board of Nursing. Motion #3 Perret/Dale Adopted UYVV.

NCSBN:

M. Blubaugh told Board Members the NCSBN spring review to visit test sites and do a sample test can be scheduled. If Board Members are interested in visiting a test site in Kansas they are to let Mary know so arrangements can be made for the visit.

Adjourn:

It was moved to adjourn. Motion #4 Perret/Hutchison Adopted UYVV.

_____ Judith Hiner, Secretary	_____ Date
_____ Karen Gilpin, Board President	_____ Date
_____ Mary Blubaugh, Executive Administrator	_____ Date