

**APPROVED**

**Kansas State Board of Nursing  
Landon State Office Building  
Board of Nursing Library, Room 1051  
Investigative Committee Minutes**

**September 13, 2005**

TIME: 9:45 a.m. Location: LSOB, Room 106  
Joint Education-Investigative Committee meeting for fingerprinting-**See Education minutes.**

TIME: 11:00 a.m.– Until Finished

Committee Members: Kelly Arpin, LPN, Chair  
Artis Perret, RN, Vice - Chair  
Sharon Folsom, MHT

**Executive Session:** Kelly Arpin motioned to adjourn to executive session at 11:00 a.m. for privileged and confidential information review using the procedures established for case disposition. Artis Perret seconded the motion.

**September 14, 2005**

TIME: 8:00 a.m. – 9:15 a.m.

Staff: Diane Glynn, JD, RN, Practice Specialist  
Inge Reed, Senior Administrative Assistant

**Call to order:** Kelly Arpin called the general session of the Investigative Committee to order at 8:08 a.m. Committee members and staff were present. Guests included Terri Roberts and Kathleen Outlaw.

**Review onsite packet:** There was no onsite packet to review.

**Add/Rev. Agenda:** Additions to the agenda were the TERCAP report from NCSBN and review of K.S.A. 65-1121a.

**Minutes:** The minutes of the June 21 & 22, 2005 meetings were reviewed. Artis Perret moved to approve the minutes and Sharon Folsom seconded. MSC.

**Complaints/concerns:** There have been no complaints or concerns since the June meeting.

Unfinished Business

**Fingerprinting:** Discussed Joint meeting with Education Committee on fingerprinting and background checks.

New Business

**TERCAP:** TERCAP report from NCSBN was presented. Eight categories of error analysis have been identified and accepted and will be refined. All 50 states and the territories will be requested to collect and analyze data under these eight categories.

**KSNA:** KSNA staff member Kathleen Outlaw presented a draft of standardized medication errors data collection form and requested that KSBN collect and record this data. Discussion occurred regarding staff time constraints and computer program limitations. It will be recommended that KSNA collect and analyze this data and KSBN will assist by providing the data base links to the KSNA website. KSNA was also encouraged to contact KARQM and KHA for assistance in this endeavor. KSNA will present their tool and the website information at the December meeting with a projected start date of January 1, 2006.

**Statute & Regulation review:** Artis Perret moved to approve K.S.A. 65-1121a with no changes and Sharon Folsom seconded. MSC.

**Adjournment of general session:** The general session was adjourned at 9:12 a.m.