

**Kansas State Board of Nursing
Landon State Office Building, Room 108
September 14, 2010
Continuing Nursing Education
Committee Minutes**

TIME 9:30 a.m. – 11:15 a.m.

Committee Members Kim Hensley, LPN Chair
Serena Stutzman, MSN, RN, ARNP-BC – By phone
Janet Jacobs, LPN
Debra Hackler, MSN, RN
JoAnne Balthazor, RN
Tammy Honeycutt, RN, MSN – By phone

Staff Bill Anderson JD, BSN, RN

Guests Judith Hiner, Jane Conroy

Call to Order Kim Hensley, Chairperson called the meeting to order at 9:30 a.m.

Additions/Revisions to Agenda There were no additions or revisions to the agenda

Minutes It was moved to approve the June 2010 minutes. Motion #1 Jacobs/Balthazor approved.

Unfinished Business Bill Anderson explained a memo about the publishing of denied IOAs in the public packet. A short discussion resulted in a consensus to publish the IOAs but redact personal information on the front page and yellow page.

New Business
LTP: 5 year renewals

Wichita Public Schools The Long Term Provider Renewal application from Wichita Public Schools was reviewed by Tammy Huneycutt, RN, MSN, JoAnne Balthazor, RN, Debbie Hackler, MSN, RN and Serena Stutzman, MSN, RN, ARNP-BC. There were no attachments with the application, the brochure did not have required language on it, the attendance roster did not contain appropriate information on it and there was no response to the letter requesting changes. It was moved to deny the Long Term Providership application 5 year renewal. Motion #2 Hackler/Balthazor approved.

Irwin Army Hospital The Long Term Providership application from Irwin Army Hospital was reviewed by Tammy Huneycutt, RN, MSN, JoAnne Balthazor, RN, Janet Jacobs, LPN, and Serena Stutzman, MSN, RN, ARNP-BC. Several corrections were needed, including notification of the Board for

a change in coordinator, clarification of assessment of fees for civilians, whether partial credit would be given for less than one hour, and the roster information. It was moved to approved Irwin Army Hospital's 5 year renewal pending receipt of the items that need correction is passed. Motion #3 Stutzman/Jacobs approved.

AORN

The Long Term Providership renewal application from AORN was reviewed by Tammy Huneycutt, RN, MSN, JoAnne Balthazor, RN, and Kim Hensley, LPN. Clarification was needed about the difference in fees between members and non members. The behavioral objectives were weak. Clarification of whether independent study was offered. The total program evaluation was not available. It was moved to approve the 5 year renewal pending receipt of the corrected items was passed. Motion #4 Hensley/Huneycutt approved.

LTP Initial Approvals

Hagan & Associates, LLC

The Long Term Providership application submitted by Hagan & Associates, LLC was reviewed by Tammy Huneycutt, RN, MSN, Janet Jacobs, LPN, and Serena Stutzman, MSN, RN, ARNP-BC. The roster was not properly labeled. The policies needed clarification whether they gave an hours credit for 60 minutes or 50 minutes. They should also address the subject matter of independent study and whether or not it would be utilized. It was moved to approve the Long Term Providership application pending receipt of items needing correction was passed. Motion #5 Stutzman/Jacobs approved.

Ellsworth County Medical Center

The Long Term Providership application from Ellsworth County Medical Center was reviewed by Debbie Hackler, MSN, RN, Janet Jacobs, LPN, and Serena Stutzman, MSN, RN, ARNP-BC. The roster was not identified as a roster. It was moved to approve the Long Term Providership application pending receipt of items needing correction was passed. Motion #6 Hackler/Jacobs approved.

Barton County Community College

The Long Term Providership application from Barton County Community College was reviewed by Kim Hensley, LPN, Debbie Hackler, MSN, RN, and Janet Jacobs, LPN. It was unclear if the presentations were going to be only for continuing education, or also for college credit, and if it was for credit, whether or not it would be approvable for CNE. The policy concerning insufficient fund checks from a participant was not complete and more information was needed. It was moved to approve the Long Term Providership application pending receipt of items needing correction is passed. Motion #7 Hensley/Jacobs approved.

Kansas Medical Center

The Long Term Providership application from Kansas Medical Center was reviewed by JoAnne Balthazor, RN, Kim Hensley, LPN, and

Debbie Hackler, MSN, RN. The policy should be clarified that no partial credit will be given for attendance under one hour. The policies should state that KSBN will be notified within 30 days of a change in coordinator or policies and procedures. It was moved to approve the Long Term Providership application pending receipt of items needing correction. Motion #8 Hackler/Hensley approved.

Staff Report

Electronic Application for LTP

It was explained to the committee that many people have expressed a need for electronic filing of applications and renewal. It would help lower costs and be quicker. The review process might also be quicker, with less time for submission of documents.

Annual Reports:

A. The list of annual reports not filed with the Board was discussed. The following IV Providers had not provided annual reports: VA Hospital – Colmery O’Neil Veteran’s Administration in Topeka, Kansas, and the Independence Community College.

B. Long Term Providership not providing proper annual reports were:

Missing Total Program Evaluation:

Marlene Obermeyer;
Professional Continuing Education;
Prairie View;
Olathe Medical Center;
College of Health Professions;
Correct Care Solutions;
Assessment Technologies Institute;
Hutchinson Community College;

Other problems:

Pittsburg State University – statistics;
Kansas Heart Hospital, missing bibliography in an offering;
UMKC – missing entire report

Providerships voluntarily quitting as providers:

Washburn Technical Institute;
Shara Spilker;
Central Kansas Medical Center.

It was moved and seconded to accept the Providers that had filed properly and to direct staff to send letters notifying Providers that were delinquent of a deadline for submitting corrections or losing approval. Motion #9 Jacobs/Hensley approved.

It was moved and seconded to accept the IV Therapy Providers that had filed properly and to direct staff to send letters notifying Providers that were delinquent of a deadline for submitting corrections or losing approval. Motion #10 Hensley/Hackler approved.

Adjourn

It was moved and seconded to adjourn the CNE Committee meeting at 11:05 a.m. Motion #11 Hackler/Jacobs approved.

Chairperson

Date