

**VIRGINIA BOARD OF NURSING
EDUCATION INFORMAL CONFERENCE COMMITTEE
MINUTES
November 13, 2014**

TIME AND
PLACE:

The meeting of the Education Informal Conference Committee was convened at 9:00 a.m. in Suite 201, Department of Health Professions 9960 Mayland Drive, Second Floor, Board Room 4, Henrico, Virginia.

BOARD
MEMBERS
PRESENT:

Jane Ingalls, RN, Ph.D., Chairperson
Guia Caliwagan, RN, M.A.N.

STAFF
PRESENT:

Jay P. Douglas, MSM, RN, CSAC, FRE, Executive Director
Paula B. Saxby, R.N., Ph.D., Deputy Executive Director
Charlette Ridout, RN, MS, Senior Nursing Education Consultant
Nichole Clements, Administrative Assistant
Beth Yates, Administrative Assistant

CONFERENCES SCHEDULED:

NURSE AIDE EDUCATION PROGRAM REPORTS

J. Sargeant Reynolds Community College – Hybrid-On-line Program - Richmond

Karen Grove, Program Coordinator, was in attendance.

Ms Douglas left the meeting at 9:35am

At 9:37 a.m. Ms. Caliwagan moved that the Education Informal Conference Committee convene a closed meeting pursuant to §2.2-3711 (A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of J. Sargeant Reynolds Community College, hybrid on-line nurse aide program, Richmond. Additionally, she moved that, Dr. Saxby, Ms. Ridout, Ms. Clements, and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 9:51 a.m.

Ms. Caliwagan moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend to grant approval pending verification of updated contracts and a signed and dated application; verification of publication of technical support and Blackboard orientation. In addition, submit a progress report of the program within 60 days of completion of the first cohort.

REGISTERED NURSING, PRACTICAL NURSING, AND NURSE AIDE EDUCATION PROGRAMS

Request for Curriculum Change

Ms. Douglas returned to the meeting at 10:00 a.m.

Paul D. Camp Community College, ADN Program, Franklin

Deborah Hartman, Program Head, was in attendance.

At 10:02 a.m. Ms. Caliwagan moved that the Education Informal Conference Committee convene a closed meeting pursuant to §2.2-3711 (A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Paul D. Camp Community College, ADN Program, Franklin. Additionally, she moved that, Ms. Douglas, Dr. Saxby, Ms. Ridout, Ms. Clements, and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 10:12 a.m.

Ms. Caliwagan moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend to continue full approval and accept the curriculum change as information contingent on receiving documentation of 500 direct care clinical hours.

Request for Provisional Approval - Consideration of Survey Visit Report

Superior Healthcare Services, Inc., Practical Nursing Education Program, Woodbridge

Musa Bangura, Program Director and Jean Cleckley, RN, were in attendance.

At 10:52 a.m. Ms. Caliwagan moved that the Education Informal Conference Committee convene a closed meeting pursuant to §2.2-3711 (A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Superior Healthcare Services, Inc., Practical Nursing Education Program, Woodbridge. Additionally, she moved that

Ms. Douglas, Dr. Saxby, Ms. Ridout, Ms. Clements, and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 11:27 a.m.

Ms. Caliwagan moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend to deny the application for provisional approval based on the following:

1. Not able to verbalize or provide satisfactory information regarding program implementation plan;
2. Organizational chart does not reflect appropriate lines of authority;
3. Education Informal Conference Committee is unable to verify that the written clinical agency contracts are current;
4. Lack of verification of authorization of faculty to practice in the DC clinical areas;
5. Authorization of Educational Authority was not provided;
6. Lack of resources in the physical plant, as identified during the site visit on October 22, 2014, for the program to meet objectives of the curriculum; and
7. Admission criteria was not specifically defined.

Request for Provisional Approval - Consideration of Survey Visit Report

Fortis College – Generic ADN RN Program, Richmond

Lucy Smith, Director of Nursing, was in attendance.

At 11:53 a.m. Ms. Caliwagan moved that the Education Informal Conference Committee convene a closed meeting pursuant to §2.2-3711 (A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Fortis College, Generic ADN RN Program, Richmond. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Ridout, Ms. Clements, and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 12:02 p.m.

Ms. Caliwagan moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend to grant provisional approval for the associate degree registered nursing education program with an LPN entry track. This program, which will replace the current LPN to RN program, will admit both LPN and traditional students. Admission of students is granted.

Request for Provisional Approval - Consideration of Survey Visit Report

Bon Secours, BSN Program, Richmond

Barbara Sorbello, Dean, College of Nursing, was in attendance.

Ms. Douglas left the meeting at 12:03 p.m.

At 12:10 p.m. Ms. Caliwagan moved that the Education informal conference Committee convene a closed meeting pursuant to §2.2-3711 (A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Bon Secours BSN Program, Richmond. Additionally, she moved that, Dr. Saxby, Ms. Ridout, Ms. Clements, and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 12:13 p.m.

Ms. Caliwagan moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend to grant full approval for Bon Secours College of Nursing BSN Program. The next survey visit will be in 2024.

Voluntary Closure of PN Program

Asher Comprehensive Training Center, PN Program, Richmond

Action: Recommend to accept as information.

Voluntary Closure of PN Program

Everest College, ADN Program, Vienna

Action: Recommend to accept as information. The last graduating class will be June of 2015.

Meeting adjourned at 12:19 p.m.

Paula B. Saxby, R.N., Ph.D.
Deputy Executive Director

Charlette Ridout, R.N., M.S.
Senior Nursing Education Consultant