

**VIRGINIA BOARD OF NURSING  
EDUCATION INFORMAL CONFERENCE COMMITTEE  
MINUTES  
November 9, 2016**

TIME AND PLACE: The meeting of the Education Informal Conference Committee was convened at 9:08 a.m. in Suite 201, Department of Health Professions 9960 Mayland Drive, Second Floor, Training Room 2, Henrico, Virginia.

MEMBERS: Joyce A. Hahn, Ph.D., RN, NEA-BC, FNAP, Chair  
PRESENT: Louise Hershkowitz, CRNA, MSHA  
STAFF:  
PRESENT: Jodi P. Power, RN, JD, Deputy Executive Director  
Paula B. Saxby, RN, Ph.D., Deputy Executive Director  
Charlette Ridout, Senior Nursing Education Consultant  
Anne G. Joseph, JD, MPA, Administrative Proceedings Division  
Beth Yates, Administrative Assistant

CONFERENCES SCHEDULED:

**REGISTERED NURSING, PRACTICAL NURSING, AND NURSE AIDE EDUCATION PROGRAMS**

Informal Conference

Chester Career College –PN Program, Chester, US28103000

Debbie Harris, School Director and Garvey Dobbins, Program Director were in attendance.

At 10:24 a.m. Ms. Hershkowitz moved that this informal conference committee convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* for the purpose of deliberation in the matter of Chester Career College, PN program, Chester. Additionally, she moved that Jodi P. Power, RN, JD, Deputy Executive Director, Anne G. Joseph, JD, MPA, Administrative Proceedings Division, Paula B. Saxby, RN, Ph.D., Deputy Executive Director, Charlette Ridout, Senior Nursing Education Consultant, and Beth Yates, Administrative Assistant attend the meeting as their presence is deemed necessary to aid the informal conference in its deliberations.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 11:28 a.m.

Ms. Hershkowitz certified that the 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 withdraw approval of the practical nursing program at Chester Career College and order closure of the practical nursing program no later than December 31, 2017 with the following terms and conditions:

1. The approval of Chester Career College's PN program is WITHDRAWN.
2. Chester Career College shall close no later than December 31, 2017.

3. Chester Career College shall not admit any new students or transfer students.
4. Within 60 days of the entry of this Order, Chester Career College, PN program shall inform all current students regarding this Order.
5. All current students shall graduate or be transferred no later than December 31, 2017.
6. No student shall graduate without obtaining supervised direct client care clinical experience in maternal/infant nursing as required by 18 VAC 90-20-120(B)(1) of the Regulations, separate and apart from pediatric nursing.
7. Chester Career College PN program shall submit to the Board reports regarding its progress toward closure. The first report must be received in The Board office no later than 60 days from the date this Order is entered. Subsequent reports must be received quarterly by the last day of the months of March, June, September, and December until the program closes.

The Committee recessed at 11:34 a.m.

The Committee reconvened at 11:47 a.m.

**Centura College, PN program, Norfolk, US28103800**

Mary Urbansky, Director of Education, Lorri Christiansen, Corporate Director of Allied Health and Mary Tidoe, RN, Adjunct Faculty and former Program Director, were in attendance.

At 12:54 p.m. Ms. Hershkowitz moved that this informal conference committee convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* for the purpose of deliberation in the matter of Centura College, PN program, Norfolk. Additionally, She moved that Jodi P. Power, RN, JD, Deputy Executive Director, Anne G. Joseph, JD, MPA, Administrative Proceedings Division, Paula B. Saxby, RN, Ph.D., Deputy Executive Director, Charlette Ridout, Senior Nursing Education Consultant, and Beth Yates, Administrative Assistant attend the meeting as their presence is deemed necessary to aid the informal conference in its deliberations.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 1:45 p.m.

Ms. Hershkowitz certified that the 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 rescind the withdrawal of approval of Centura College Norfolk PN program and continue the program on conditional approval subject to the following terms and conditions:

1. Within 60 days of the entry of this Order, Centura College Norfolk PN program shall submit to the Board for review and approval a

new improvement and NCLEX success plan, including a plan for hiring qualified faculty and a plan for the enrollment of new students. Thereafter, Centura College Norfolk, PN program shall comply with its approved plan.

2. Centura College Norfolk PN program shall provide reports demonstrating compliance with the terms and conditions of this Order every six months, with the first report due by August 1, 2017.
3. Centura College Norfolk PN program shall notify all current and prospective students of its approval status.
4. The NCLEX pass rate for first –time testers takers in Calendar Year 2018 shall be 80 percent or above.
5. Centura College Norfolk PN program shall comply with all of the Board's regulations for maintaining an approved practical nursing education program in Virginia.
6. The Board, at its discretion, may conduct site visits to determine Centura College Norfolk PN program compliance with this Order. Centura College Norfolk PN program shall be responsible for any fees that may be required for review and approval, including but not limited to those fees associated with survey and site visits.
7. After the results of the NCLEX passage rates for Calendar Year 2018 are made available, the Education Special Conference Committee will review Centura College Norfolk PN program compliance with this Order and further consider the approval status of Centura College Norfolk to operate a practical nursing education program.
8. Any violation of the terms and conditions of this Order may constitute grounds for withdrawal of Centura College Norfolk's approval to operate a practical nursing program, and an informal conference shall be convened to determine whether approval shall be withdrawn.

The committee recessed at 1:49 p.m.

Ms. Joseph left the meeting at 1:49 p.m.

Ms. Power left the meeting at 1:49 p.m.

Ms. Ridout left the meeting at 1:49 p.m.

The committee reconvened at 2:20 p.m.

**Review of Board of Nursing Documents:**

**“Things to Consider When Choosing a Nursing Education Program” – Draft from Communications Department**

**Action:** Recommend to defer to the Board meeting on Tuesday, November 15, 2016.

**Nurse Aide Education Programs:**

**Divine Home Care Nurse Aide Training Center, Newport News, Program Code 100797**

Dalitheia Smalls, Administrator and Sharon Shaffer, CNA Vice President, were in attendance.

At 3:09 p.m. Ms. Hershkowitz moved that this informal conference committee convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* for the purpose of deliberation in the matter of Divine Home Care, nurse aide education program, Newport News. Additionally, she moved that Paula B. Saxby, RN, Ph.D., Deputy Executive Director, and Beth Yates, Administrative Assistant attend the meeting as their presence is deemed necessary to aid the informal conference in its deliberations.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 3:17 p.m.

Ms. Hershkowitz certified that the 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 place Divine Home Care Nurse Aide program on conditional approval for a period of one year with the following terms and conditions:

1. Ms. Smalls will respond in writing to the issues addressed in the email from Dr. Saxby dated September 12, 2016 within 30 days;
2. A site visit will be conducted within the next six months; and
3. The program must comply with all laws and regulations governing nurse aide education programs.

**Request for Continued Faculty Exception**

**Liberty University, BSN Program, Lynchburg, US28501000**

Requests for continued approval for faculty members who are not Master's prepared.

**Action:** Recommend to grant a faculty exception for the group of faculty currently enrolled in a Master's program until December 31, 2017. The group of faculty not currently enrolled in a Master's degree program shall be granted an exception until May 2017. Further exceptions

will be considered for faculty who can document that they are enrolled in a Master's program.

**3:00 Public Comment:**

There was no public comment.

**Nurse Aide Education Programs:**

**Recommended for Closure:**

Solid Select Staffing & Healthcare Services, LLC, Richmond, Program Code 100763

**Action:** The Committee recommended to withdraw program approval for failure to maintain the requirements of 18 VAC 90-26-60.A which requires annually either an onsite review or a written program evaluation. The program shall be considered closed, effective immediately.

Koinonia Medical Institute, Portsmouth, Program Code 100808

**Action:** The Committee recommended to withdraw program approval for failure to maintain the requirements of 18 VAC 90-26-60.A which requires annually either an onsite review or a written program evaluation. The program shall be considered closed, effective immediately.

Meeting adjourned at 3:49 p.m.

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