

**VIRGINIA BOARD OF NURSING
EDUCATION INFORMAL CONFERENCE COMMITTEE
MINUTES
January 23, 2013**

TIME AND PLACE: The meeting of the Education Informal Conference Committee was convened at 9:16 a.m. in Suite 201, Department of Health Professions 9960 Mayland Drive, Second Floor, Board Room 2, Henrico, Virginia.

MEMBERS PRESENT: Florence Jones-Clarke, R.N., M.S., Chairperson
Jeanne Holmes, Citizen Member

STAFF PRESENT: Jay P. Douglas, RN, MSM, CSAC, Executive Director
Paula B. Saxby, R.N., Ph.D., Deputy Executive Director
Brenda Krohn, RN MS, Deputy Executive Director
Susan Bodin, R.N., Ed.D., Nursing Education Contract Employee
Jodi Power, R.N., J.D., Deputy Executive Director
Anne Joseph, Administrative Procedure Division
Cindy Cochran, Administrative Assistant
Beth Yates, Administrative Assistant

CONFERENCES SCHEDULED:

REGISTERED NURSING, PRACTICAL NURSING, AND NURSE AIDE EDUCATION PROGRAMS

Application to Establish a Nurse Aide Education Program
Royal Career Institute, LLC, Goochland

Antionique Hayden Jones, RN, CRNA, Owner was in attendance.

At 9:23 a.m., Ms. Holmes 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 Royal Career Institute in Goochland. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Ms. Cochran 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 9:29 a.m.

Ms. Holmes 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 approval of the application to establish a nurse aide education program at Royal Career Institute

NCLEX Survey Visit

Blue Ridge Job Corps, PN Program, Marion

Deborah Payne, RN, BSN, PN Program Director was in attendance.

At 10:15 a.m., Ms. Holmes 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 Blue Ridge Job Corps, Practical Nursing Education Program in Marion. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Ms. Cochran 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 10:50 a.m.

Ms. Holmes 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 continue on conditional approval until such time the Board of Nursing reviews the NCLEX pass rate of the current class and provide the requested documentation to demonstrate compliance with the violations identified.

Evidence of course requirements within the curriculum plan and syllabi **[18VAC90-20-110.C.110.]**;

Plan of action that addressed how the previous graduates who have not passed the NCLEX-PN exam will obtain the required mental health, pediatrics, and maternal newborn clinical experiences for the 2011 graduating groups **[18VAC90-20-120.B.1.]**;

Evidence of supervised 400 direct client care clinical experience hours for graduates and current students **[18VAC90-20-120.E.]**; and

Provide evidence of the periodic evaluation of the program **[18VAC90-20-130.A.]**.

Additionally, the admission of new students is prohibited until the Board reviews the above information.

Curriculum Change

Blue Ridge Job Corps, PN Program, Marion

Deborah Payne, RN, BSN, PN Program Director was in attendance.

Action: Accept the curriculum change as presented.

NCLEX Survey Visit

Petersburg City Public Schools, PN Program, Petersburg

Joy Kolovich, RN, MSN, Director, and LaVerne Vines, Supervisor were in attendance.

At 11:38 a.m., Ms. Holmes 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 Petersburg City Public Schools, Practical Nursing Education Program in Petersburg. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Ms. Cochran 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 11:55 a.m.

Ms. Holmes 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 continuing on conditional approval until the results of the 2014 graduates have taken the LPN NCLEX exam.

The Board found that the program provided evidence of compliance with the Board of Nursing Regulations regarding education programs with the exception of the NCLEX test scores.

Program Status Consideration

Gee's Career Training Institute, Woodbridge, PN Program

Gifty Kotey, RN, owner, Elizabeth Kotey, RN, BSN and Francis Drayton, RN, BSN were in attendance.

At 12:15 p.m., Ms. Holmes 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 Gee's Career Training Institute, Practical Nursing Education Program in Woodbridge. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Ms. Cochran 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 12:28 p.m.

Ms. Holmes 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 provisional approval pending submission and review of course and clinical sites and survey visit to verify classroom and school resources. The Board will review the course syllabi previously submitted for currency and relevance. The admission of students is not permitted until all of the above has been satisfied.

Initial Approval Survey Visit

Danville Community College – ADN Program, Danville

Tammy McKinney, MSN, Nursing Director and Cathy Barrett, MSN, Associate Professional Nursing were in attendance.

At 12:41 p.m., Ms. Holmes 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 Danville Community College, Associate Degree Nursing Education Program in Danville. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Ms. Cochran 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 12:45 p.m.

Ms. Holmes 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 full approval with a survey visit in 2019.

Meeting adjourned for lunch at 12:48 p.m.. Meeting called back to session at 1:35 p.m.

Anne Joseph and Susan Bodin joined the meeting.

1:45 p.m. Jay Douglas and Brenda Krohn left the meeting and Jodi Power joined the meeting.

Board Order Compliance

Richmond School of Health and Technology

Debbie Allen, RN, MSN, Program Director, Debbie Harris and Margaret Knight were in attendance.

At 2:47 p.m., Ms. Holmes 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 Richmond School of Health and Technology, Associate Nursing Education Program in. Additionally, she moved that Ms. Power, Dr. Saxby, Ms. Bodin, Ms. Joseph, Ms. Cochran 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 3:41p.m.

Ms. Holmes 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: Recommended to vacate the withdrawal of approval and be placed on conditional approval under terms and conditions.

Jodi Power and Ann Joseph left the meeting at 3:45 p.m.

Jay Douglas returned to the meeting at 3:56 p.m.

Initial Approval Survey Visit

Paul D. Camp Community College, LPN to Associate Degree Program, Franklin and Suffolk

Action: Recommend provisional approval for the LPN to ADN program.

Continued Approval Survey Visit

Paul D. Camp Community College, Generic Associate Degree Program, Franklin and Suffolk

Action: Recommend to continue on full approval.
The next survey visit is due 2018.

Continued Approval Survey Visit

ECPI University, PN Program, Newport News

Action: Recommend full approval.
Next survey visit is due in 2020

Continued Approval Survey Visit

Russell County Career and Technical Center, PN Program, Lebanon

Action: Recommend to continue on full approval.
Next survey visit due in 2020.

Change of Location Site Visit

Amherst County Practical Nursing Program, Amherst

Action: Recommend continued approval and accept the change of location.

Change of Location Site Visit

Fairfax County Schools, PN Program, Springfield

Action: Recommend continued approval and accept the change of location.

Curriculum Change

Russell County Career and Technical Center, PN Program, Lebanon

Action: Accept the curriculum change as presented.

Curriculum Change

Southside Regional Medical Center, AAS Program, Petersburg

Action: Ms. Holmes recused herself since she is employed at Richard Bland. This item is being sent to the Board. The staff recommends approval of the curriculum.

Application to Establish a Nurse Aide Education Program

Certified Healthcare Education Center, Dumfries

Action: Recommend approval of the application to establish a nurse aide education program at Certified Healthcare Education Center, Dumfries.

Application to Establish a Nurse Aide Education Program

Golden Living, Galax

Action: Recommend approval of the application to establish a nurse aide education program at Golden Living, Galax.

Application to Establish a Nurse Aide Education Program

Heart to Heart CPR, Williamsburg

Action: Recommend approval of the application to establish a nurse aide education program at Heart to Heart CPR, Williamsburg.

On-Site Visit for a possible In-Facility Testing Center

Tidewater Medical Training, Hampton

Action: Recommend to approve the IN-Facility Testing Center at Tidewater Medical Training, Hampton.

On-Site Review Report-Nurse Aide Program Requiring Remediation

Breath of Fresh Air, Mechanicsville

Action: Recommend conditional approval with thirty (30) days to meet the following requirement:

Evidence that prior to the direct contact of a student with a nursing facility client, a total of at least 24 hours of instruction in the following areas must be presented: communication and interpersonal skills, infection control, safety and emergency procedures, promoting client independence and respecting client's rights [18VAC90-25-40.A.1.].

On-Site Review Report-Nurse Aide Program Requiring Remediation

Classic Nurses Academy, Alexandria

Action: Recommend conditional approval with thirty (30) days to meet the following requirements:

Evidence that prior to the direct contact of a student with a nursing facility client, a total of at least 24 hours of instruction in fall prevention must be presented [18VAC90-25-40.A.1.c.];

Add "and record" to the objective and content for measuring and recording vital signs [18VAC90-25-40.A.2.b.];

Add "and record" to the objective and content for measuring and recording height and weight [18VAC90-25-40.A.2.c.];

Add "and record" to the objective and content for measuring and recording fluid and food intake and output [18VAC90-25-40.A.2.e.];

Provide documentation that a curriculum contains an objective and content for the care and use of prosthetic and orthotic devices [18VAC90-25-40.A.6.];

Add objective to curriculum for Teaching the client self-care according to the client's ability as directed by a supervisor [18VAC90-25-40.A.6.f.];

Verification that legal and regulatory aspects of the practice as a certified nurse aide is being taught [18VAC90-25-40.A.8.]; and

Provide the Board of Nursing with a copy of a signed Agreement of Cooperation for student clinical experience [18VAC90-25-20.B.1.e].

On-Site Review-Nurse Aide Program Requiring Remediation

Danville Community College, Danville

Action: Recommend conditional approval with thirty (30) days to meet the following requirements:

Evidence that prior to the direct contact of a student with a nursing facility client, a total of at least 24 hours of instruction in fall prevention must be presented [18VAC90-25-40.A.1.c.];

Add "and record" to the objective and content for measuring and recording

fluid and food intake and output [18VAC90-25-40.A.2.e.];

Provide documentation that a curriculum contains an objective and content for the care and use of prosthetic and orthotic devices [18VAC90-25-40.A.6.];

Add objective to curriculum for Teaching the client self-care according to the client's ability as directed by a supervisor [18VAC90-25-40.A.6.f.];

Verification that legal and regulatory aspects of the practice as a certified nurse aide is being taught [18VAC90-25-40.A.8.];

Add objective for appropriate management of conflict [18VAC90-25-40.A.10]; and

Provide documentation that the student name badge designates students as "Nurse Aide Student" [18VAC90-25-50.B.].

On-Site Review-Nurse Aide Program Requiring Remediation

Fauquier Health Rehab & Nursing Center, Warrenton

Action: Recommend conditional approval with thirty (30) days to meet the following requirements:

Provide documentation that each student applying to or enrolled has been given a copy of applicable Virginia law regarding criminal history records check for employment in certain health care facilities and a list of barrier crimes [18VAC90-25-20.B.3.];

Provide evidence that the objectives for each unit of instruction shall be stated in behavioral terms which are measurable [18VAC90-25-40.B.1.]; and

Provide evidence that objectives are being given to or reviewed with the students at the beginning of each unit [18VAC90-25-40.B.2.].

On-Site Review-Nurse Aide Program Requiring Remediation

Hopewell High School, Hopewell

Action: Recommend conditional approval with thirty (30) days to meet the following requirement:

Ensure that each student has a skills competency record with date of performance for each skill in skills lab and in the clinical setting [18VAC90-25-50.A.1.].

On-Site Review-Nurse Aide Program Requiring Remediation

Medical Learning Center, Arlington

Action: Recommend conditional approval with thirty (30) days to meet the following requirements:

Provide a calendar that correctly identifies days of class and clinical totaling a minimum of 120 total hours, not including meal times [18VAC90-25-50.C.1.];

Ensure a record that documents the disposition of complaints against the program is maintained [18VAC90-25-50.A.3.]; and

Ensure that the program coordinator/primary instructor assumes the duties for oversight and instruction of the nurse aide program [18VAC90-25-30.].

On-Site Review-Nurse Aide Program Requiring Remediation

Richfield Recovery and Care Center, Salem

Action: Recommend conditional approval with thirty (30) days to meet the following requirement:

Provide documentation that the student name badge designates students as "Nurse Aide Student" [18VAC90-25-50.B.].

On-Site Review-Nurse Aide Program Requiring Remediation

Salvation Academy, Alexandria

Action: Recommend conditional approval with thirty (30) days to meet the following requirements:

Provide documentation that each student applying to or enrolled has been given a copy of applicable Virginia law regarding criminal history records check for employment in certain health care facilities and a list of barrier crimes [18VAC90-25-20.B.3.]; and

Ensure each nurse aide education program shall develop an individual record of major skills taught and the date of performance by the student [18VAC90-25-50.A.1.].

On-Site Review Reports-Nurse Aide Programs Meeting All Regulations

Action: Recommend to continue approval of the following nurse aide education programs:

- American Red Cross-Greater Richmond Chapter
- Blacksburg High School, Blacksburg
- Care Perfections Career Institute, Manassas Park
- Chesapeake Center of Science and Technology, Chesapeake
- Genesis Woodmont Healthcare Center, Fredericksburg
- George Washington High School, Danville
- Giles County Technology Center, Pearisburg
- Lucy Corr Village, Chesterfield
- Orange County High School, Orange
- Page County Technical Center, Luray
- Prince Edward County Career and Technical Education Center, Farmville
- Salem Health and Rehabilitation Center, Salem
- (The) Woodland, Inc., Farmville

Program Evaluation Report-Programs Meeting All Regulations

Action: Recommend to continue approval of the following nurse aide education programs:

- Abrial Training Center, Richmond
- (The) Adult Career Development Center, Richmond
- Blue Ridge Technical Center, Front Royal
- Buchanan County Technology and Career Center, Grundy
- Career Training Solutions, Fredericksburg
- Christiansburg High School-Montgomery County School System, Christiansburg
- Colonial Heights High School, Colonial Heights
- Dogwood Village of Orange County, Orange
- Dowell J. Howard Center, Winchester
- Eastern Shore Community College, Melfa
- Generations Solutions, Lynchburg and Roanoke
- Healthcare Solution Nurse Aide Program, Petersburg
- Heritage Hall Nursing and Rehabilitation Center, Leesburg
- INOVA Loudoun Nursing and Rehabilitation Center, Leesburg
- Lord Fairfax Community College-Fauquier Campus, Warrenton
- Lord Fairfax Community College, Middletown
- Mountain View Nursing Home
- New Era Nursing and Training Services, Alexandria
- Park View High School, South Hill
- Portsmouth Public Schools, Portsmouth
- Riverview Nursing Home, Rich Creek
- Skyline Terrace Nursing Home, Woodstock
- Southside Virginia Community College-Chase City Campus, Chase City
- Standard Health Care, Inc., Falls Church
- Tap/This Valley Works, Roanoke
- Valley Vocational Technical Center-High School Program, Fishersville
- Valley Vocational Technical Center-Adult Program, Fishersville
- Warren Memorial Hospital Nurse Aide Training Program, Front Royal
- Washington County Career and Technical Education Center, Abingdon

Meeting adjourned at 4:45 p.m.

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

