

**VIRGINIA BOARD OF NURSING  
EDUCATION INFORMAL CONFERENCE COMMITTEE  
MINUTES  
May 15, 2013**

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, Board Room 3, Henrico, Virginia.

MEMBERS PRESENT: Patricia M. Selig, RN, FNP, Ph.D., Chairperson  
Jeanne Holmes, Citizen Member

STAFF PRESENT: Jay P. Douglas, R.N, RN, MS, 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, RN, JD, Deputy Executive Director  
Jeanne Moseley, RN, MS, On-site Visitor  
Beth Yates, Administrative Assistant

CONFERENCES SCHEDULED:

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

**Initial Survey Visit**

**Everest College ADN Program, Vienna**

Janice Adams, RN, Campus Nursing Director was in attendance.

At 9:13 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 Everest College, ADN Program, Vienna. Additionally, she moved that Dr. Saxby, Ms. Krohn, Ms. Douglas, Dr. Bodin, Ms. Moseley 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 9:31 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 to grant full approval to Everest College ADN Program in Vienna, Virginia.

### **Provisional Site Visit**

#### **Averett University, BSN Program, Danville**

Dr. Mary Condon, Department Chair, Dr. Eric Deaton, CEO Danville Regional, Tiffany M. Franks, University President, and Karen Oaks, Clinical Assistant Professor were in attendance.

At 9:55 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 Averett University BSN Program. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Dr. Bodin, Ms. Moseley, 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 10:19 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 to grant provisional approval to the pre-licensure BSN program and approve the enrollment plan to enroll 30 students per year beginning fall 2013. The board authorizes up to 10 students to be admitted for summer 2013 and up to 15 students for the fall 2013 in the BSN program. The first quarterly report is due July 1, 2013.

The Board recessed at 10:20

The Board reconvened at 10:28

### **Curriculum Change**

#### **Eastern Mennonite University, BSN Program, Harrisonburg**

Melody Cash, Deputy Chair was in attendance

At 10:31 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 Eastern Mennonite University BSN program. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Dr. Bodin, Ms. Moseley, 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 10:40 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:** Recommended to approve the accelerated second degree track of the BSN program with a start date of May 22, 2013 pending approval of the full board, and continue full approval of the program.

### **Request for additional program track**

#### **Norfolk State University, Baccalaureate Degree Program, Norfolk**

Dr. Bennie Marshall, Department Chair, Sandra Olaniter, and Sandra Deloach were in attendance

At 10:47 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 Norfolk State University BSN Program. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Dr. Bodin, Ms. Moseley, 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 10:51 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 to approve an additional track for the pre-licensure BSN program to begin with a cohort in Fall 2013.

**Application to establish an additional location of a nurse aide education program**

**Rappahannock Community College – Bridging Communities Technical Center, New Kent**

Charles Smith, Director was in attendance.

At 10:57 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 Rappahannock Community College. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Dr. Bodin, Ms. Moseley 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 11:05 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 to grant approval of the application to establish an additional location of the nurse aide program at Rappahannock Community College at Bridging Communities Technical Center in New Kent.

**Continued Program Visit**

**Riverside School of Professional Nursing, Diploma Program, Newport News**

Deborah Sullivan-Yates, RN Program Director, and Patricia Cork, Assistant Director were in attendance.

At 11:07 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 Riverside School of Professional nursing, diploma program. Richmond. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Dr. Bodin, Ms. Moseley, 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 11:11 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 to grant continued full approval of the program. The next survey visit is scheduled for 2023.

### **Application to Establish a Nurse Aide Education Program**

#### **Hampton Veteran Affairs Medical Center, Hampton**

Dr. Hanna Harris, Program Director was in attendance

At 11:16 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 Hampton Veteran Affairs Medical Center. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Dr. Bodin, Ms. Moseley, 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 11:18 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 to grant approval of the application to establish a nurse aide education program at Hampton Veterans Affairs Medical Center, Hampton.

### **Curriculum Change**

#### **Henrico County /St. Mary's Hospital School of Practical Nursing**

Kathryn Mauch, Coordinator was in attendance

At 11:23 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 Henrico County St. Mary's Hospital School of Practical Nursing. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Dr. Bodin, Ms. Moseley, 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 11:28 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 to grant approval of the curriculum change by adding an evening/weekend cohort at Henrico County/St. Mary's School of Practical Nursing.

**Application to Establish a Nurse Aide Education Program**

**Trinity Arms, LLC, Suffolk**

Linda Elliott, Program Administrator and Shonda Washington, Program Coordinator were in attendance.

At 11:36 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 Trinity Arms, LLC. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Dr. Bodin, Ms. Moseley, 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 11:40 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 to grant approval of the application to establish a nurse aide education program at Trinity Arms, LLC in Suffolk.

**Application to Establish a Nurse Aide Education Program**

**Comfort Assured, Fredericksburg**

Comfort Osam, Administrator was in attendance.

At 11:48 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 Comfort Assured. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Krohn, Dr. Bodin, Ms. Moseley, 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 11:51 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 to grant approval of the application to establish a nurse aide education program at Comfort Assured in Fredericksburg.

### **Quarterly Reports Submitted January 2013 – Programs Meeting Requirements**

Everest College ADN Program, Vienna

Jefferson College of Health Sciences, Accelerated BSN Program, Roanoke

Patrick Henry Community College, Franklin Campus, Rocky Mount

Stratford University, BSN Program, Falls Church

St. Michael's College of Health Sciences, ADN Program, Alexandria

**Action:** Recommend to accept the reports as information

### **Quarterly Report submitted in April 2013 – Programs Meeting Requirements**

Bon Secours Memorial College of Nursing, BSN Program, Richmond

Central College of Nursing, ADN Program, Lynchburg

Chamberlain College, BSN Program, Arlington

Everest College, ADN Program, Vienna

ITT Technical Institute, ADN Program, Norfolk

ITT Technical Institute, ADN Program, Salem

Jefferson College of Health Sciences, Accelerated BSN Program,

Roanoke

J. Sargeant Reynolds Community College, LPN to ADN Program,

Richmond

Longwood University, BSN Program, Farmville

Northern Virginia Community College, PN Program, Springfield

Patrick Henry Community College, PN Program, Franklin campus,  
Rocky Mount

Petersburg City Public Schools, PN Program, Petersburg

Sentara College of Health Sciences, BSN Program, Chesapeake

Southside Regional Medical Center, School of Nursing, ADN Program,  
Petersburg

South University, BSN Program, Richmond

South University, BSN Program, Virginia Beach

Standard College, LPN to ADN Program, Falls Church

Stratford University, BSN Program, Falls Church

Stratford University, BSN Program, Woodbridge

Ultimate Health School, PN Program, Falls Church

**Action:** Recommend to accept the reports as information.

### **Voluntary Closure of Education Programs**

**Amherst County School of Practical Nursing, Amherst**

**Suffolk Public Schools, Sentara Obici Hospital Practical Nursing  
Program, Suffolk**

**Action:** Recommend to accept the reports as information.

### **Change in Location Site**

**Longwood University, BSN Program, Farmville**

**Action:** Recommend to accept the report as information and approve the  
change in location.

**Nurse Aide Education Program On-site review reports – Program Requiring Remediation**

**Piedmont Virginia Community College, Charlottesville**

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

1. Include objectives and content in the curriculum for modifying the aides behavior in response to the behavior of clients. [18 VAC 90-25-40.A.4.a];
2. Include objectives and content in the curriculum for occupational health and safety measures. [18 VAC 90-25-40.A.9], and
3. Ensure adequate resources to purchase supplies for simulating patient care. [18 VAC 90-25-20.B.1.g].

**Nurse Aide Education Programs On-site review reports meeting all regulations**

Carroll County High School, Hillsville

Charlottesville – Albemarle Technical Education Center (High School and Adult Program), Charlottesville

Companion Extraordinaire Nursing Network, Ashland

Cumberland County High School, Cumberland

Hlaifax County High School, South Boston

Mountain Empire Community College and Scott County Public Schools, Big Stone Gap

**Action:** Recommend to continue program approval .

**Nurse Aide Education Programs Evaluation Reports Meeting all Regulations**

Birmingham Green, Manassas

Blacksburg High School, Blacksburg

Clarke County High School, Berryville

Dabney S. Lancaster Community College, Clifton Forge

Fauquier Health, Rehabilitation and Nursing Center, Warrenton

Floyd County High School, Floyd

Golden Living Center – Alleghany, Clifton Forge

Greene County Technical Education Center, Stanardsville

Madison County High School, Madison

Petersburg High School (High School and Adult Programs), Petersburg  
Powhatan High School, Powhatan  
Pulaski County High School, Dublin  
Virginia Health Services (James River Convalescent and Rehabilitation Center,  
Newport News; Lancashire Convalescent and Rehabilitation Center,  
Kilmarnock; York Convalescent and Rehabilitation Center, Yorktown)  
Woodrow Wilson Convalescent and Rehabilitation Center

**Action:** Recommend continue program approval.

**Board of Nursing Delegation of Authority to Professional Education Staff**

**Action:** Recommend to update Guidance Document #90-12 to include: the Board of Nursing delegates to professional education staff the authority to:

1. Approve nurse aide education programs that meet requirements as determined during a review of a nurse aide education program application, an on-site review, and/or a program evaluation report.
2. Approve change of location or additional locations for nurse aide education programs that meet Board of Nursing requirements.

**Guidance Document Review**

**90-22, Requests for Accommodations for NCLEX and NNAAP Testing, accepted July 21, 2009**

**90-34, Board motion on review and challenge of NCLEX, adopted July 20, 1999**

**90-37, Board motion on requesting strategies for improvement for nursing education programs having less than 80% passing rate on the licensure examination for at least two years, adopted March 24, 1998**

**Action:** Recommend to amend Guidance Document #90-22 with additional language for hearing and visual assessments under #2, first bullet point; continue to approve Guidance Document #90-34; and to delete Guidance Document #90-37.

Committee recessed at 12:20 p.m..

Brenda Krohn, Jay Douglas, Jeanne Moseley and Susan Bodin left the meeting.

Committee reconvened at 1:30 p.m.

Jodi Power joined the meeting at 1:30 p.m.

**1:30 p.m. Board Ordered Site Visit**

**Medical Learning Center, PN Program, Arlington**

Dr. Gullalai Safi, Administrator, Evelyn Gebremichael, Co-Director of Nursing, and Sheila Beander, Faculty, were in attendance. The school was represented by legal counsel, Jeffrey Vogelmann, Attorney, who was also in attendance.

Dr. Selig verified that the material presented at the time of the meeting had no substantial amendments to the material presented before the meeting.

The Board recessed at 3:43 p.m.

The Board reconvened at 3:52 p.m.

At 4:22 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 Medical Learning Center, practical nursing education program. Additionally, she moved that Dr. Saxby, Ms. Power, 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 5:45 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:** Based on findings of facts and conclusions of law, recommend that Medical Learning Center's approval to operate a practical nursing education program in Virginia is WITHDRAWN. Medical Learning Center shall cease operations no later than March 1, 2014, when all students shall either have graduated or transferred to an approved program.

Meeting adjourned at 6:15 p.m.

Education Informal Conference Committee

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