

**COMMONWEALTH OF MASSACHUSETTS  
BOARD OF REGISTRATION IN NURSING**

239 Causeway Street, Room 417A  
Boston, MA 02114

**Minutes of the Regularly Scheduled Board Meeting  
Wednesday, Dec 10, 2014**

**Board Members Present**

S. Kelly, CNP, Chair  
K. Gehly, CNP, Vice Chair  
A. Alley, RN  
M. Beal, CNM  
P. Gales, RN  
J. Killion, LPN  
B. Levin, RN  
C. Simonian, PharmD, RPh  
S. Taylor, RN  
C. Urena, LPN

**Board Members Not Present**

A. Peckham, RN  
E. Richard Rothmund, Public Member  
C. Tebaldi, CNP

**Board Staff Present**

R. Harb, RN, Executive Director  
K. Ashe, RN, Nursing Education Coordinator  
O. Atueyi, JD, Board Counsel  
H. Cambra, RN, JD, Complaint Resolution Coordinator  
D. M. DeVaux, RN, SARP Coordinator  
A. Fein, RN, JD, Complaint Resolution Coordinator  
K. Keenan, Licensing Coordinator  
C. Silveira, RN, Assistant Director  
M. Strachan, JD, Board Counsel (in at 9:20 am)  
L. Talarico, CNP, Nursing Practice Coordinator  
T. Westgate, Program Coordinator

**Board Staff Not Present**

K. Fishman, Probation Monitor  
S. Sherman, RN, MPRS & Probation  
Coordinator  
V. Iyawe, RN, SARP Coordinator

**Guests**

See attached list.

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**TOPIC:**

Call to Order & Determination of Quorum

**DISCUSSION:**

A quorum of the Board was present. Ms. Harb announced and congratulated T. Westgate on her promotion to program Coordinator at the Office of Public Protection

**ACTION:**

At 9:05 a.m., S. Kelly, Chairperson, called the December 10, 2014, Regularly Scheduled Board Meeting to order.

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**TOPIC:**

Approval of Agenda

**DISCUSSION:**

None

**ACTION:**

Motion by B. Levin, seconded by M. Beal, and unanimously passed to approve the agenda as presented.

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**TOPIC:**

Approval of Board Minutes for the November 12, 2014 Meeting of the Regularly Scheduled Board Meeting

**DISCUSSION:**

None

**ACTION:**

Motion by J. Killion, seconded by S. Taylor, and unanimously passed to accept the Minutes of the November 12, 2014, Regularly Scheduled Board Meeting.

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**TOPIC:**

Reports

A. Executive Director's Report

B. Staff Report

1. Deputy Executive Director
2. Policy and Research
3. Practice
4. Education
5. Complaint Resolution
6. SARP
7. Probation Monitor

**DISCUSSION:**

A. Executive Director's Report: none

B. Staff Reports:

1. None.
2. Members reviewed Ms. Silveira's previously distributed memo regarding her attendance at the 12/2/14 re-launch of the Betsy Lehman Center. Ms. Silveira highlighted the following in relation to the work of the Board: 1) findings from the Harvard study (52% of MA residents believe medical errors are caused by physicians and nurses, not the settings in which they practice) highlight the need for community outreach as both the Division and the Department further develop a "just culture;" 2) findings from the Rand Corporation study which identified diagnostic errors as a major complex risk in both inpatient and ambulatory care settings are important to note in light of Section 275 of the Acts of 2012 which requires the appointment of a 9-member Diagnostic Accuracy Task Force to study and investigate issues related to medical diagnosis accuracy. Although not yet convened, Task Force membership is to include the Board's chairperson or designee; and 3) recommendations from the Board's 2007 analysis of nursing home based practice complaints and its 2011 Phase I patient safety initiative reflect the Rand Corporation's study recommendation that an organization be created to disseminate

evidence-based recommendations about patient safety that would serve as a repository and clearing house of best practices.

3. Members reviewed L. Talarico's previously distributed memo. Ms. Talarico noted that the MA Action Coalition (MAAC) is working to advance state and regional strategies aimed at creating a more highly educated, diverse nursing workforce. One of its subgroups has released a white paper prepared by a 20-member team of nursing professionals from academic and practice settings as well as advanced practice professional organizations. The group is one of several project teams convened by the MAAC which is engaging health care providers, nurse educators, and public sector leaders to affect and support changes in how nurses are educated, trained, and practice in order to better serve the health care needs of the Commonwealth. Group members included the Board's chair, Sandra Kelly, member Margaret Beal and the Board's Nursing Practice Coordinator Laurie Talarico. A copy of the report is included in the Board packet and members were provided a link to access the report on the web. The document includes regional comparisons and a gap analysis of APRN practice in MA. Assessed findings of the Massachusetts Nurse Practice Act against the National Council of the State Boards of Nursing's Consensus Model for APRN Regulation, are detailed in the *MA Action Coalition Report on The Advanced Practice Nurse in Massachusetts*.
4. Members reviewed K. Ashe's previously distributed memo. Members were provided an overview of the Nursing Programs Administrators' Orientation on 11.14.2014, including attendance numbers, content areas reviewed, and attendees' feedback. A question was raised regarding how often the program is offered, and who may attend. In response, the program will be offered annually, and will be opened to new administrators as well as program administrators seeking an update to regulations, standards, and procedures that apply to the nursing program administrator role. In response to a Board member inquiry at the Nov, 14, 2014 Board meeting, information was provided regarding the declining NCLEX-RN first time pass rates, and the NCSBN's best estimate for pass rate recovery. C. Silveira responded to a question regarding the frequency of the test plan change, the changing cut scores, and the probability that future test plans would increase in difficulty, at the same degree as the 2013 NCLEX-RN Exam.
5. None.
6. Members reviewed D.M. DeVaux's and V. Iyawe's previously submitted report.

**ACTION:**

- A. So noted.
- B. So noted.
- C. So noted.

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**TOPIC:**

Consensus Agenda

- A. NCSBN Update – none provided
- B. Coalition for the Prevention of Medical Errors Update
- C. Administrative Updates to:
  1. Advisory Ruling 09-01 Management of Pain
  2. Licensure Policies 10-02 and 10-03
    - Expedited Processing of Reciprocal License Applications in the Event of a Declared Public Health Emergency; and
    - Expedited Processing of Reciprocal License Applications in the Event of a Strike Situation

**DISCUSSION:**

- A. None
- B. Board members received minutes from the October, 2014 meeting and the November, 2014 report form the Coalition for the Prevention of Medical Errors in their Board packets.
- C. Board members received Ms. Silveira's previously distributed memos.

**ACTION:**

- A. Accepted by consensus
- B. Accepted by consensus
- C. Accepted by consensus

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**TOPIC:**

Proposed Revisions to Discipline Policy 07-01, Board Staff Actions Related to the Standard Conditions of a Probation or Order. A. Fein, Complaint Resolution Coordinator presented her previously distributed cover memorandum outlining the purposes for requesting proposed revisions to the Board's current Discipline Policy 07-01 as specifically set forth on the associated Attachments that were distributed with the memorandum that she also reviewed with the Board members. The purposes for the proposed revisions are to (1) provide useful clarification regarding the authorities being delegated by the Board and internal consistency; (2) modify the designated Board and DHPL staff to whom the Board delegates certain designated authorities, and to specifically include the Probation Monitor's immediate Supervisor, a newly created position that is aimed at fostering timely and effective monitoring of the increased volume of Board probations; (3) provide clarification of the scope of delegated authority designated by the Board and the corresponding requirements that the Board specifies must be met to exercise the authority delegated; (4) clarify a Licensee's responsibilities, include realistic time frames and due dates, and specify completion of appropriate documentation related to changes in certain conditions of the Probation Agreement/Order to promote a Licensee's successful compliance and efficient utilization of resources; and (5) clarify standards for the approval of a Licensee's successful completion of probation where the Licensee has been and remained in compliance with every requirement of the Agreement /Order since its effective date.

**DISCUSSION:**

P. Gales commented that the content and format of the memorandum and corresponding attachments provided a clear understanding of the revisions being proposed to this policy and the purposes for such revisions.

**ACTION:**

Motion by P. Gales, seconded by B. Levin, and unanimously passed to adopt the proposed revisions to the Discipline Policy 07-01, Board Staff Actions Related to the Standard Conditions of a Probation or Order including a title change to, "Board Delegated Authority Related to the Standard Conditions of a Probation Agreement or Order."

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**TOPIC:**

Appointment to Tewksbury SAREC: A. Barrett, RN

**DISCUSSION:**

D.M. DeVaux presented the personal and professional qualifications of A. Barrett to fill the RN in Recovery seat on the Tewksbury SAREC.

**ACTION:**

Motion by P. Gales, seconded by J. Killian, and unanimously passed to appoint A. Barrett to the Tewksbury SAREC.

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**TOPIC:**

**Education**

- A. 244 CMR 6.04(1)(c) and (1)(f) Administrative Changes  
Berkshire Community College Associate Degree RN and Practical Nursing
- B. 244 CMR 6.06(2) Onsite Survey Waiver Requests
  - 1. Massasoit Community College Associate Degree Program
  - 2. MassBay Community College Associate Degree Program
  - 3. University of Massachusetts Dartmouth Baccalaureate Program
  - 4. Worcester State University Baccalaureate Degree Program
- D. Upper Cape Cod Regional Technical School Practical Nurse Program: Former Student Complaint

**DISCUSSION:**

- A. Members reviewed Ms. Ashe's previously distributed memo.
- B. Members reordered the VIII.B agenda.
  - 1. Members reviewed Ms. Ashe's previously distributed Compliance and Accreditation-related Report. Ms. McDonald, Massasoit Community College, was not present.
  - 2. Members reviewed Ms. Ashe's previously distributed Compliance and Accreditation-related Report. Kimberly Christopher, PhD, RN, Dean and Professor, (Program Administrator), UMA/Dartmouth College of Nursing, was present and available to respond to Board member questions.
  - 3. Members reviewed Ms. Ashe's previously distributed Compliance and Accreditation-related Report. Stephanie M. Chalupka, EdD, RN, PHCNS-BC, FAAOHN, Assistant Dean (Program Administrator), Baccalaureate Degree Program, Worcester State College, was present and available to respond to Board member questions.
  - 4. Members reviewed Ms. Silveira's previously distributed Compliance and Accreditation-related Report. Dr. Patti-Ann Collins, Director of Nursing, Associate Degree Nursing Program, Massachusetts Bay Community College, was present to respond to Board member questions.
- C. In addition to the previously distributed memo attachments regarding the Upper Cape Cod Regional Technical School Practical Nurse Program, Ms. Silveira distributed her cover memo at the beginning of the meeting. Board member, S. Taylor, stated that the Board did not have enough information to independently evaluate or verify whether the Complainant was provided with due process. Board member, P. Gales, recused herself from the discussion after her disclosure that she was a former employee of the Upper Cape Cod Regional Technical School. Ms. Silveira reported that Program Administrator, Judith Pelletier, had requested and was granted an extension of time to respond to a request from Nursing Education Coordinator, S. Varghese, that Ms. Pelletier address the Program's compliance with 244 CMR 6.04(3)(a) 2 as it relates to the Program's Progression, Withdrawal and Readmission policies, and the application of these policies as they relate to the Complainant's allegations, in order to enable Program faculty to be involved in preparing the response after they returned from summer break. Ms. Taylor noted that the Program had submitted a blank Clinical Anecdotal Record form in its response, confirming the existence of the form but not that it had been completed relative to the Complainant's clinical performance. Board member, K. Gehly, stated that the Board's role in reviewing this matter is to ensure that policies are published as required. Ms. Silveira stated, in responding to Board member, C.

Simonian, that the Board is not authorized to take action on behalf of an individual student relative to the student's grade. Rather, the Board is authorized to establish the standards for the approval and operation of a nursing education program and that those standards require: the appointment of qualified nursing faculty; and that a program publish its nondiscriminatory criteria for student progression in the program. In addition, the regulations specify that it is the program faculty who are responsible for evaluating student achievement of the progression criteria. Ms. Silveira also reported that 244 CMR 6.08(1)(f) authorizes the Board to review a program's approval status in light of its failure to adhere to its published policies. In such a case, the Board would evaluate the organizational reasons why the program had failed to adhere to its policies and what the program planned to do to correct the deficiency.

**ACTION:**

- A. Motion by P. Gales, seconded by B. Levin, and unanimously voted to find compliance with regulation 244 CMR 6.04(1) (c) & (1)(f) in the notification of the appointment of Deborah T. Rustay, MSN, RN, Acting Director, (Program Administrator) Associate Degree Program and Practical Nursing Programs, Berkshire Community College.
- B. 1. Motion by K. Gehly, seconded by M. Beal, and unanimously voted grant waiver of 244 CMR 6.06(1) (a) to the Associate Degree Nursing Program (Program), Massasoit Community College, based on review of the findings and recommendations of the Accreditation Commission for Education in Nursing (ACEN) and the Program's Annual Report to the Board, with recommendations:
1. Due on October 1, 2015, a progress report outlining compliance with the ACEN recommendations, including the Follow-Up Report as submitted to ACEN Fall 2014 addressing Standard 2. Faculty and Staff.
  2. To enhance the integrity of the program ensure theory and clinical ratios are stated and clearly delineated in course materials for all program options
  3. Written evidence of the action taken by the ACEN Board of Commissioners, following review of the Follow-Up Report, with continued accreditation of the nursing program with the next evaluation visit scheduled for spring 2020, or denying continuing accreditation. The findings of the ACEN Board of Commissioners will be reported to the Board within 30 days of receipt by the nursing program administrator.
- B. 2. Motion by S. Taylor, and seconded by B. Levin, and unanimously voted to grant waiver of 244 CMR 6.06(1)(a) to the Baccalaureate Degree Nursing Program, University of Massachusetts/Dartmouth, based on review of the findings and recommendations of the Commission on Collegiate Nursing Education (CCNE) and the Program's Annual Report to the Board, with recommendations:
1. Submit a report demonstrating compliance with CCNE Standard IV in its entirety and focusing in particular on the following compliance concerns by June 1, 2015.
    - Demonstrate that aggregate student outcome data are analyzed and compared with expected students outcomes [ref: 244 CMR 6.04(1)(e)].
    - Demonstrate that aggregate student outcome rates are used as appropriate to foster on going program improvement [ref: 244 CMR 6.04(1) (e)].
    - Demonstrate that aggregate faculty outcomes are consistent with and contribute to achievement of the program's missions, goals and expected student outcomes [ref: 244 CMR 6.04(1) (d)].
    - Demonstrate that curriculum and teaching learning practice are evaluated at regularly scheduled intervals to foster ongoing improvements [ref: 244 CMR 6.04(1)(e) and (4)(b)(1) (4)(b)(2) (4)(b)(3) (4)(b)(5)];

2. Ensure that the nursing program publish its current approval status in its official publication with evidence provided by May 1, 2014 [ref: 244 CMR 6.04(1) (h)].
3. In enhance the integrity of the nursing program faculty will make a review of the Policy on Student Professional Nursing Competence and Good Moral Character to better distinguish statutory Good Moral Character [as operationalized by the Board as Licensure Policy 99-04] with faculty expectations for students and entry-level graduates to demonstrate moral competence. [ref: 244 CMR 6.04 (1) (d) and (3)(a) 2].
4. The findings of the CCNE Board of Commissioners will be reported to the Board within 30 days of receipt by the nursing program administrator.

B.3. Motion by C. Simonian, seconded by C. Urena, and unanimously voted to grant waiver of 244 CMR 6.06(1)(a) to the Baccalaureate Degree Nursing Program (Program), Worcester State University, based on the findings and recommendations of the Commission on Collegiate Nursing Education and the Program's Annual Reports to the Board.

B.4. Motion by K. Gehly, seconded by P. Gales, and unanimously voted to defer action related to the 244 CMR 6.01(1)(a) waiver request submitted by the Associate Degree Nursing Program, Massachusetts Bay Community College, pending the Board's review of the following:

1. Program's Follow-up Report to the Accreditation Commission for Education in Nursing (ACEN) received with a copy of the ACEN correspondence notifying the Program of the ACEN Board of Commissioners' action<sup>1</sup> regarding the Follow-up Report. Due within 15 days of Program's receipt of the ACEN Board of Commissioners' action notification.
  - a. In the event the ACEN Board of Commissioners affirm continuing accreditation, grant a waiver of 244 CMR 6.06(1)(a).
  - b. In the event the ACEN Board of Commissioners deny continuing accreditation, deny a waiver of 244 CMR 6.06(1)(a) and conduct a 244 CMR 6.08(1)(b)<sup>2</sup> site survey of the Program by no later than the conclusion of the Fall 2015 semester.
2. Program report updating the Board on its implementation of strategies to ensure:
  - a. All student, graduate, faculty, and school records are complete, and organized and managed according to published policies for their maintenance and retirement [ref: 244 CMR 6.04(1)(g)]; and
  - b. The Program's systematic evaluation plan includes review of program documents (e.g. course syllabi, Division Handbook) in both electronic and paper formats to promote clarity, consistency and accuracy in the communication of information to students, faculty, program applicants and other constituencies [ref: 244 CMR 6.04(3)(a)2]. To be submitted with Follow-up Report and ACEN Board of Commissions' action notification.

C. Motion by K. Gehly, seconded by J. Killion, and passed with S. Taylor voting in opposition to:

1. Find:

- that, in compliance with 244 CMR 6.04(3)(a)2, the current policies describing the specific non-discriminatory criteria for Progression, Withdrawal, Readmission, and Student rights and grievance as well as for Academic and Clinical Probation, and Program Termination were published by the Upper Cape Cod Regional Technical School Practical Nurse Program during the 2013-2014 academic year; and

<sup>1</sup> Program's Follow-up Report due to ACEN by 2/15/15 (Board of Commissioners to review at Spring 2015 Accreditation Cycle meeting on 7/9-7/10/15). Board of Commissioners will either affirm the next evaluation visit or deny continuing accreditation and remove the Program from the list of accredited programs.

<sup>2</sup> Grounds for Board review of a program's approval status and site visit include...the denial, withdrawal or change of program accreditation...

- there is no evidence to demonstrate that the Upper Cape Cod Regional Technical School Practical Nurse Program failed to adhere to its published policies as they related to Rebecca White during her 2013-2014 academic year enrollment.
2. Continue the Full Approval status of the Upper Cape Cod Regional Technical School Practical Nurse Program.

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**TOPIC:**

Requests for License Reinstatement in the Matter of Owolabi Osun, RN2269344 and LN66393; 20080820-LN-015.

T. Westgate presented the previously distributed memorandum outlining the Respondent's conduct that gave rise to the Complaint and resulted in the Respondent Voluntarily Surrendering his nursing license. Specifically, the Respondent acknowledged that there was evidence from which the Board could find, following a hearing on the complaint, that he engaged in the unauthorized and fraudulent creation and use of bank and credit card accounts using the name and personal information of other individuals, including a resident at the Jewish Rehabilitation Center (JRC) in Swampscott, MA a nursing home where he was employed as a Licensed Practical Nurse. The Respondent further acknowledged that there was evidence from which the Board could find, following a hearing on the complaint, that on or about June 26, 2008, he abandoned his patients at the JRC. Consequently on or about December 16, 2009, the Respondent submitted an application for initial Massachusetts licensure as an RN by Exam on which he did not disclose that he held a Massachusetts LPN license and answered "no" to the "good moral character" related question, "Are you the subject of pending disciplinary action...?". A complaint was opened and was dismissed based on the Voluntary Surrender that was signed which acknowledged the Respondent had applied for licensure and the term license applies to a current license, the right to renew an expired license, the Licensee's Licensed Practical Nurse license and any Registered Nurse license that the Board may issue to the Respondent. T. Westgate recommended that the Board reinstate Respondent's license on the condition that he enters into a standard Probation Agreement for 1 year and also properly renews his nursing license.

**DISCUSSION:**

None

**ACTION:**

Motion by S. Taylor, seconded by C. Simonian, and unanimously passed to grant the Respondent's request for reinstatement.

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**TOPIC:**

Requests for License Reinstatement in the Matter of Matthew Gottung, RN2260754, NUR-2011-0158.

T. Westgate presented the previously distributed memorandum outlining the Respondent's conduct that gave rise to the Complaint and resulted in the Board Suspending the Respondent's nursing license. Specifically, the Board found, by Final Decision and Order after a formal adjudicatory hearing, the Respondent made derogatory comments and engaged in acts to agitate or otherwise demean residents. Conduct included: humiliating language, hitting a resident's doll against a bed and making derogatory comments around residents and visitors. T. Westgate recommended that the Board reinstate Respondent's license on the condition that he enters into a standard Probation Agreement for 6 months and also properly renews his nursing license.

**DISCUSSION:**

None

**ACTION:**

Motion by C. Simonian, seconded by K. Gehly, and unanimously passed to grant the Respondent request for reinstatement.

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**TOPIC:**

Practice: Proposed Revision to Advisory Ruling 9305: *Foot Care*

**DISCUSSION:**

Board members reviewed Ms. Talarico's previously distributed memo which detailed the work of the Nursing Practice Advisory Panel's (NPAP) review of Advisory Ruling 9305: *Foot Care* for currency in accordance with the Advisory Ruling review schedule.

Based upon its review of a variety of evidence-based data and information, the NPAP noted that:

- Foot care is considered current clinical practice for qualified, competent nurses;
- Studies such as the North West Adelaide Health Study, Cheshire Foot Pain and Disability Survey in the UK, US National Health Interview Survey, and the Framingham Foot Study discuss the high prevalence of foot related health issues;
- Foot care has long been considered an important component of comprehensive nursing care; and
- The guiding principles in AR 9305: *Foot Care* have their basis in pre-licensure education as evidenced by the National Council of State Boards of Nursing RN and LPN detailed test plans inclusion of competencies related to safe and effective foot care as a tested area for initial nursing competence. Tested competencies include, but are not limited to:
  - Performance of health histories and risk assessment,
  - Circulatory, musculoskeletal and neurologic assessments, and
  - Client education.

The NPAP recommendation to the Board is to update Advisory Ruling 9305: *Foot Care* with revised "Authority" statement and references as red-lined in Board packet. Additionally, Ms. Talarico recommended that two additional texts common to pre-licensure educational programs be added to the list of references for this advisory ruling:

- Burton, M. et al, editors. Fundamentals of Nursing Care. © 2015 by F. A. Davis Company, and
- Treas, L. et al, editors. Basic Nursing. © 2014 by F. A. Davis Company

**ACTION:**

- Motion by B. Levin, seconded by J. Killion, and unanimously approved to update Advisory Ruling 9305: *Foot Care* with revised "Authority" statement and references as red-lined in Board packet with the addition of two texts common to pre-licensure educational programs added to the list of references for this advisory ruling: Burton, M. et al, editors. Fundamentals of Nursing Care. © 2015 by F. A. Davis Company, and Treas, L. et al, editors. Basic Nursing. © 2014 by F. A. Davis Company.
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**Recess 10:15 a.m. to 10:30 a.m.**

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**TOPIC:**

G.L. c.30A, §21 Executive Session

**DISCUSSION:**

None

**ACTION:**

Motion by P. Gales, seconded by B. Levin, and unanimously passed by roll call vote to go into Executive Session at 10:30 a.m. as per Purpose One of G.L. c.30A, §21 (a)(1).

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**G.L. c. 30A, § 21 Executive Session 10:30 a.m. to 11:20 a.m.**

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**TOPIC:**

Adjudicatory Session

**DISCUSSION:**

None

**ACTION:**

Motion by P. Gales, seconded by J. Killion, and unanimously passed by roll call vote to go into Adjudicatory Session at 11:20 a.m. to discuss decisions in pending adjudicatory matters.

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**Adjudicatory Session 11:20 a.m. to 11:30 a.m.**

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**TOPIC:**

G.L. c. 112, s. 65C Session

**DISCUSSION:**

None

**ACTION:**

Motion by B. Levin, seconded by C. Urena, and unanimously passed by roll call vote to go into G.L. c. 112, s. 65C Session at 11:30 a.m. to discuss negotiated settlements of complaints.

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**G.L. c. 112, s. 65C Session 11:30 a.m. to 1:05 p.m.**

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**TOPIC:**

Adjournment

**DISCUSSION:**

None

**ACTION:**

Motion by M. Beal, seconded by B. Levin, and unanimously passed to adjourn the meeting at 1:05 p.m.

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Respectfully submitted by:



Rula Harb, MS, RN, Executive Director  
Board of Registration in Nursing

Agenda with exhibits list attached

**COMMONWEALTH OF MASSACHUSETTS**

**NOTICE OF THE REGULARLY SCHEDULED MEETING OF THE  
BOARD OF REGISTRATION IN NURSING**

December 10, 2014

239 Causeway Street ~ Room 417 A&B  
Boston, Massachusetts 02114

Preliminary agenda as of 12/4/2014 9:55 AM

Estimated Time	#	Item	Exhibits	Presented by
9:00 a.m.	I.	<b>CALL TO ORDER &amp; DETERMINATION OF QUORUM</b>	None	
	II.	<b>APPROVAL OF AGENDA</b>	Agenda	
	III.	<b>APPROVAL OF BOARD MINUTES</b> A. Draft Minutes for the November 12, 2014 Meeting of the Board of Registration in Nursing, Regular Session	Minutes	
	IV.	<b>REPORTS</b> A. Executive Director's Report B. Staff Report 1. Deputy Executive Director 2. Policy and Research 3. Practice 4. Education 5. Complaint Resolution 6. SARP	Report  none Report Report Report none Report	RH  - CS LT KA AF/HC VI/DM
	V.	<b>CONSENSUS AGENDA</b> A. NCSBN Update B. Coalition for the Prevention of Medical Errors Update  C. Administrative Updates to: 3. Advisory Ruling 09-01 Management of Pain 4. Licensure Policies 10-02 and 10-03 • Expedited Processing of Reciprocal License Applications in the Event of a Declared Public Health Emergency; and • Expedited Processing of Reciprocal License Applications in the Event of a Strike Situation	None Oct minutes and Nov Report  Memo Memo	LT LT  CS CS
	VI.	<b>POLICY REVISION</b> A. Proposed Revisions to Discipline Policy 07-01, Board Staff Actions Related to the Standard Conditions of a Probation or Order	Draft Policy with Proposed Revisions	ASF
	VII.	<b>APPOINTMENT TO TEWKSBURY SAREC</b> A. A. Barrett, RN	Memo	VI

Estimated Time	#	A. Item	Exhibits	Presented by
	VIII.	<b>EDUCATION</b> <i>E. 244 CMR 6.04(1)(c) and (1)(f) Administrative Changes: Berkshire Community College</i> <i>F. 244 CMR 6.06(2) Onsite Survey Waiver Requests</i> 1. Massasoit Community College Associate Degree Program 2. MassBay Community College Associate Degree Program 3. University of Massachusetts Dartmouth Baccalaureate Program 4. Worcester State University Baccalaureate Degree Program <i>G. Upper Cape Cod Regional Technical School Practical Nurse Program: Former Student Complaint</i>	Memo  Compliance Report Compliance Report Compliance Report  Compliance Report Memo	KA  KA CS KA  KA CS
	IX.	<b>REQUESTS FOR LICENSE REINSTATEMENT</b> A. Owolabi Osun, RN2269344 and LN66393; 20080820-LN-015 B. Matthew Gottung, RN2260754; NUR-2011-0158	Memo Memo	TW/OA TW/OA
	X.	<b>PRACTICE</b> A. Proposed Revision to Advisory Ruling 9305: <i>Foot Care</i>	Memo	LT
10:00 a.m.	XI.	<b>EXECUTIVE SESSION</b> The Board will meet in Executive Session as authorized pursuant to M.G.L. c.30A, § 21(a)(1) for the purpose of discussing the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.  1. Specifically, the Board will discuss and evaluate the Good Moral Character as required for registration for pending applicants.  2. Specifically, the Board will discuss and evaluate the reputation, character, physical condition or mental health, rather than professional competence, of licensees relevant to their petitions for license status change.  3. Approval of prior executive session minutes in accordance with M.G.L. ch.30A, § 22(f) for sessions held during the November 12, 2014 meeting.	<b>CLOSED SESSION</b>	
11:00 a.m.	XII.	<b>ADJUDICATORY SESSION (M.G.L. c. 30A, § 18)</b>	<b>CLOSED SESSION</b>	
	XIII.	<b>M.G.L. c. 112, § 65C SESSION</b>	<b>CLOSED SESSION</b>	
12:45 p.m.	XIV.	<b>ADJOURNMENT</b>		