

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

239 Causeway Street, Room 417A
Boston, MA 02114

**Minutes of the Regularly Scheduled Board Meeting
Wednesday, August 14, 2019**

Board Members Present

L. Keough, CNP, Vice Chairperson
K.A. Barnes, JD, RPh
D. Drew, MBA, Public Member
G. Gravlin, EdD
J. Kaneb, MBA, Public Member
L. Kelly, CNP
M. Keohane, RN
C. LaBelle, RN
E. Pusey-Reid, DNP
L. Wu, RN

Staff Present

C. MacDonald, RN, DNP, Deputy Executive Director
O. Atueyi, JD, Board Counsel
B. Oldmixon, JD, Board Counsel
H. Cambra, RN, JD, Interim SARP Coordinator
A. Fein, RN, JD, Complaint Resolution Coordinator
M. Gilmore, RN, MSN, SARP Coordinator
A. MacDonald, RN, DNP, Nursing Education
Coordinator
H. Caines Robson, RN, MSN, Nursing Education
Coordinator
S. Gaun, Office Support Specialist I
K. Jones, Probation Compliance Officer
L. Harrison, Temporary Education Administrative
Assistant
G. Rivera, Temporary SARP Office Support Specialist I

Board Members Not Present

B. Levin, RN, Chairperson
A. Alley, RN
K. Crowley, DNP
G. Cutillo, LPN
D. Nikitas, RN

Staff Not Present

L. Silva, RN, DNP, Executive Director
L. Talarico, RN/CNP, Nursing Practice
Coordinator
M. Campbell, RN, JD, Nursing
Investigations Supervisor
S. Hall, SARP Monitoring Coordinator
L. Ferguson, Paralegal
C. Andfield, Office Support Specialist I

TOPIC:

Call to Order & Determination of Quorum

DISCUSSION:

L. Keough confirmed by roll call that a quorum of the Board members was present and announced that the meeting was being recorded.

ACTION:

At 9:01 a.m., L. Keough, Vice Chairperson, called the August 14, 2019 Regularly Scheduled Board Meeting to order.

TOPIC:

Approval of Agenda

DISCUSSION:

A. MacDonald stated Agenda Items VIII.D.1. 244 CMR 6.08, MGH IHP Baccalaureate Nursing Program Site Survey Report and VIII.D.2. 244 CMR 6.08, MGH IHP Direct Entry Masters Nursing Program Site Survey Report have been deferred.

ACTION:

Motion by L. Keough, seconded by L. Wu, and voted unanimously to approve the Agenda as revised.

TOPIC:

Approval of Board Minutes for the July 10, 2019 Meeting of the Regularly Scheduled Board Meeting

DISCUSSION:

None.

ACTION:

Motion by L. Keough, seconded by D. Drew, and voted, with L. Wu in abstention, and all other members present in favor, to accept the Minutes of the July 10, 2019 Regularly Scheduled Board Meeting as presented.

TOPIC:

Reports, Announcements and Administrative Matters

A. Announcements: Board Packet Process and Complaint Committee meeting sign-up sheet

DISCUSSION:

A. MacDonald outlined and explained the monthly cycle of activities involved to prepare and distribute in a timely manner the board meeting packet each month including dates and processes of the Pre-Complaint Committee meeting, Pre-Board meeting, Complaint Committee (CC) meeting and SAREC Committee meeting, all completed with the goal to distribute all the Board meeting agendas and related materials to the Board members two (2) Fridays before each board meeting, the First and Second Distributions, and documents may be distributed to the Board members at the Board Meeting. A. Fein also reminded the members that they are all sent the Investigation Reports considered by the CC each month before each monthly CC meeting and send the corresponding minutes of each CC meeting with the CC recommendations within about a week after each monthly CC meeting. L. Keough identified that the CC meeting sign-up sheet was being passed around for members to review and sign up to attend.

ACTION:

A. So noted.

TOPIC: SARP

Activity Report

DISCUSSION:

None.

ACTION:

None.

TOPIC: Probation

Staff Action Report

DISCUSSION:

K. Jones was available for questions.

ACTION:

So noted.

TOPIC: Probation

Termination of Probation/Stayed Probation

DISCUSSION:

None.

ACTION:

None.

TOPIC: Probation

Request for Notice of Violation and Further Discipline

DISCUSSION:

None.

ACTION:

None.

TOPIC: Practice Coordinator Staff Report

DISCUSSION:

None.

ACTION:

None.

TOPIC: Education

Nursing Education Staff Report

DISCUSSION:

None.

ACTION:

None.

TOPIC: Education

244 CMR 6.04 (1)(c) & (1)(f) Administrative Changes, Program Administrator, Becker College Baccalaureate Nursing Program

DISCUSSION:

H. Caines Robson summarized her previously distributed memorandum and attached exhibits to the Board. J. Litchfield, DNP, RN, Assistant Dean, School of Nursing and Health Sciences, was present. Several Board members and staff discussed the number of years J. Litchfield worked as an RN, the part-time and per-diem positions at several colleges and universities, and the current job description at Becker College.

J. Litchfield stated her experience and qualifications to be the program administrator.

ACTION:

Motion by L. Keough, seconded by G. Gravlin, and voted unanimously to approve J. Litchfield as the program administrator for the Becker College Baccalaureate Nursing Program.

TOPIC: Education

244 CMR 6.07 (1) Curriculum Change, University of Massachusetts Boston Baccalaureate Nursing Program

DISCUSSION:

H. Caines Robson summarized her previously distributed memorandum and attached exhibits to the Board. H. Caines Robson stated that L. Thompson, program administrator, was unable to attend and L. Thompson authorized R. West, program director for the Accelerated Bachelor of Science Nursing Program, to speak on her behalf. R. West was present. Several Board members and staff discussed the simulations and the clinical hours.

R. West stated that the didactic portion of the curriculum will be moved online, the instructors will bring in multiple concepts in the simulation environment, and the simulations will augment the clinical hours and will not replace them.

ACTION:

Motion by D. Drew, seconded by E. Pusey-Reid, and voted unanimously to:

1. Determine that the University of Massachusetts Boston Nurse (RN) Baccalaureate Degree Program proposed revisions to the nursing curriculum are in compliance with Board regulations, 244 CMR 6.04.
2. Assign a NCSBN code to the ABSN cohort for evaluation of curriculum effectiveness.
3. Direct the Program to provide the following by December 31, 2019;
 - a. table of methods used to evaluate student achievement of Program competencies;
 - b. examples from course syllabi and outlines demonstrating how faculty evaluate student achievement of nursing competencies;
 - c. table demonstrating correlation of nursing course and clinical objectives;
 - d. chart or table demonstrating how course outcomes and evaluation methods are linked to the

- student learning outcomes;
 - e. systematic evaluation plan demonstrating that the curriculum is reviewed on a regular basis that includes the data and analysis with evidence that trended and aggregate outcomes were used to develop, maintain and revise the curriculum and determine whether the expected level of achievement has been met; and
 - f. Meeting minutes demonstrating faculty involvement in curriculum development.
4. Failure to submit the Board directed documents by the established due dates will result in the Board's evaluation of the Program's approval status [ref 244 CMR 6.08(1)].

TOPIC: Education

244 CMR 6.08, MGH IHP Baccalaureate Nursing Program Site Survey Report

DISCUSSION:

Deferred.

ACTION:

Deferred.

TOPIC: Education

244 CMR 6.08, MGH IHP Direct Entry Masters Nursing Program Site Survey Report

DISCUSSION:

Deferred.

ACTION:

Deferred.

TOPIC: Requests for License Reinstatement

Staff Action Report

DISCUSSION:

B. Oldmixon summarized the memorandum that was distributed to the Board members at the Board Meeting.

ACTION:

So noted.

TOPIC: Strategic Development, Planning and Evaluation

A. Presentation/Report

1. Massachusetts Coalition for the Prevention of Medical Errors
 - a. Coalition Meeting Minutes
 - b. Coalition Reports

B. Review of Attachment B3

C. Topics for Next Agenda

DISCUSSION:

- A. 1. a. None.
- A. 1. b. None.
- B. B. Oldmixon summarized the previously distributed exhibits to the Board. B. Oldmixon recommended that the Amendment B3 be brought to the Working Group that is discussing some of the other substance use related requirements.
- C. C. MacDonald stated the Complaint Resolution process will be presented on the next agenda.

ACTION:

- A. 1. a. None.
- A. 1. b. None.
- B. Motion by L. Keough, seconded by L. Kelly, and voted unanimously to move into the Working Group the Attachment B3 Minimum Requirements for the Substance Abuse Evaluations to be Submitted to the Board.
- C. So noted.

TOPIC:

Adjudicatory Session

DISCUSSION:

None.

ACTION:

Motion by L. Keough, seconded by K.A. Barnes, and voted unanimously to convene the Adjudicatory Session at 9:35 a.m. to deliberate on proposed final decisions and orders, and rulings on pending adjudicatory matters.

Adjudicatory Session 9:35 a.m to 9:40 a.m.

TOPIC:

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

DISCUSSION:

None.

ACTION:

Motion by L. Keough, seconded by L. Kelly, and voted unanimously to convene the G.L. c. 112, s. 65C Session at 9:40 a.m.

G.L. c. 112, s. 65C Session 9:40 a.m. to 11:00 a.m.

TOPIC:

G.L. c.30A, §21 Executive Session

DISCUSSION:

None.

ACTION:

Motion by L. Keough, seconded by L. Kelly, and voted unanimously to convene the Executive Session at 11:00 a.m. as per Purpose One of G.L. c.30A, §21 (a)(1).

G.L. c. 30A, § 21 Executive Session 11:00 a.m. to 2:15 p.m.

TOPIC:

Adjournment

DISCUSSION:

None.

ACTION:

Motion by L. Keough, seconded by L. Kelly, and voted unanimously to adjourn the meeting at 2:15 p.m.

Minutes of the Board's August 14, 2019, Regularly Scheduled Meeting were approved by the Board on September 11, 2019.



Lori Keough, CNP
Vice Chairperson
Board of Registration in Nursing

Agenda with exhibits list attached.

**COMMONWEALTH OF MASSACHUSETTS
Board of Registration in Nursing**

Notice of the Regularly Scheduled Meeting

Regular Session

239 Causeway Street
Room 417
Boston, Massachusetts 02114

Wednesday, August 14, 2019

PRELIMINARY AGENDA AS OF 8/1/19 3:20pm

Estimated Time	Item #	Item	Exhibit	Presented by
9:00 a.m.	I.	CALL TO ORDER & DETERMINATION OF QUORUM	None	
	II.	APPROVAL OF AGENDA	Agenda	
	III.	APPROVAL OF MINUTES A. Draft Minutes for the July 10, 2019 Meeting of the <i>Board of Registration in Nursing, Regular Session</i>	Minutes	
	IV.	REPORTS, ANNOUNCEMENTS AND ADMINISTRATIVE MATTERS A. Announcements: Board Packet Process	Oral/Memo	CM
	V.	SARP A. SARP Activity Report -- NONE	None	
	VI.	PROBATION A. Probation Staff Action Report B. Termination of Probation/Stayed Probation -- NONE C. Request for Notice of Violation and Further Discipline -- NONE	Report None None	KJ
	VII.	PRACTICE A. Practice Coordinator Staff Report -- NONE	None	

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	VIII.	EDUCATION A. Nursing Education Staff Report -- NONE B. 244 CMR 6.04(1)(c) & (1)(f) Administrative Changes 1. Program Administrator, Becker College Baccalaureate Nursing Program C. 244 CMR 6.07(1) Curriculum Change University of Massachusetts Boston Baccalaureate Nursing Program D. 244 CMR 6.08 1. MGH IHP Baccalaureate Nursing Program Site Survey Report 2. MGH IHP Direct Entry Masters Nursing Program Site Survey Report	None Report Compliance Report Compliance Report Compliance Report	HCR HCR HCR AM
	IX.	REQUESTS FOR LICENSE REINSTATEMENT A. Reinstatement Staff Action Report	Report	LF
	X.	STRATEGIC DEVELOPMENT, PLANNING AND EVALUATION A. Presentation/Report 1. Massachusetts Coalition for the Prevention of Medical Errors: a. Coalition Meeting Minutes -- NONE b. Coalition Report -- NONE B. Review of Attachment B3 C. Topics for Next Agenda	None None Attachment	BAO

COMMONWEALTH OF MASSACHUSETTS
Board of Registration in Nursing

	XI.	<p>EXECUTIVE SESSION</p> <p>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.</p> <ol style="list-style-type: none"> 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. Specifically, the Board will discuss and evaluate a request by a licensee for a waiver of licensure renewal requirements due to ongoing medical issues. 4. Specifically, the Board will discuss and evaluate pending disciplinary complaints that involve patient records and treatment of patients. 5. Approval of prior executive session minutes in accordance with M.G.L. c. 30A, § 22(f) for sessions held during the July 10, 2019 meeting. 	CLOSED SESSION	
<>		LUNCH BREAK		
	XII.	M.G.L. c. 112, § 65C SESSION	CLOSED SESSION	
	XIII.	M.G.L. c. 30A, § 18 ADJUDICATORY SESSION	CLOSED SESSION	
5:00 p.m.	XIV.	ADJOURNMENT		

If you need reasonable accommodations in order to participate in the meeting, contact the DPH ADA Coordinator Beth Rabasco, Phone: 617-624-5291 in advance of the meeting. While the Board will do its best to accommodate you, certain accommodations may require distinctive requests or the hiring of outside contractors and may not be available if requested immediately before the meeting.