

**VIRGINIA BOARD OF NURSING  
EDUCATION INFORMAL CONFERENCE COMMITTEE  
MINUTES  
January 26, 2009**

TIME AND PLACE: The meeting of the Education Informal Conference Committee was convened at 9:07 a.m. in Suite 201, Department of Health Professions 9960 Mayland Drive, Second Floor, Richmond, Virginia.

MEMBERS PRESENT: Judith E. Piersall, R.N., B.S.N., Chairperson  
Joyce A. Hahn, Ph.D., APRN, NEA-BC  
G. Maxine Ponn, L.P.N.

STAFF PRESENT: Jay Douglas, R.N., M.S.M., C.S.A.C., Executive Director  
Paula B. Saxby, R.N., Ph.D., Deputy Executive Director, Education  
Jessica C. Ressler, R.N.C., M.S.N., Nursing Education Consultant  
Barbara Applegate, R.N., B.S.N., On-Site Visitor  
Marsha Dubbé, R.N., M.S.N., On-Site Visitor  
Jean Moseley, R.N., M.S., On-Site Visitor

CONFERENCES SCHEDULED:

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

**Progress Report for NCLEX Pass Rates Below 80%**

Eastern Mennonite University – Baccalaureate Degree Nursing Education Program, Harrisonburg  
Dr. Arlene Wiens was in attendance.

**Action:** Recommend:

Accept the NCLEX progress report as information.

**Provisional Approval to Establish a Nursing Education Program**

Stratford University – pre-licensure Baccalaureate Degree Nursing Education Program, Falls Church  
Dr. Janet Byers, Dr. Richard Shurtz, and Dr. Habib Khan were in attendance.

At 9:52 a.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Stratford University pre-licensure Baccalaureate Degree Nursing Education Program, Falls Church. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley 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 10:24 a.m.

Ms. Ponn 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:

1. Revise all nursing syllabi to include:
  - Listing of behavioral objectives
  - Defined teaching and learning methods
2. Develop a clinical evaluation tool to include clinical hours;
3. Provide evidence of the role of a nurse educator in the development and design of the nursing lab;
4. Notify the Nursing Education Consultant in writing when the nursing lab is complete to schedule a visit;
5. A site visit will be made to this campus once the site work has been completed;
6. The report of that site visit will be presented to Board for their review; and
7. The admission of students and the advertisement of this proposed pre-licensure ADN program is **not** authorized.

**Application and Fee to Establish a Nursing Education Program**

Southside Regional Medical Center Professional Schools – Associate Degree Nursing Education Program, Petersburg  
Lavoy Bray, Cindy Parsons and Preston Davis were in attendance.

At 11:05 a.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Southside Regional Medical Center Associate Degree Nursing Education Program, Petersburg. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley 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 11:31 a.m.

Ms. Ponn 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:

1. Accept the application form and documentation of receipt of a \$1200.00 check for the traditional ADN program as information;
2. The admission of students and the advertisement of this proposed pre-licensure ADN program is **not** authorized; and
3. If the school wishes to consider an on-line associate degree nursing education program, the school will need to submit an application and additional \$1,200.00 fee.

**Complaint**

Southside Regional Medical Center – Online Diploma Nursing Education Program, Petersburg

**Action:**

1. Accept the complaint with a finding of a violation of Board of Nursing regulation **18VAC90-20-90.B.1.**;
2. Require that the Southside Regional Medical Center Professional School's On-Line Diploma Nursing Program present a plan of correction within 14 days showing:
  - reasonable alternatives to a lack of faculty; and
  - development of policies that provide fair treatment to all students.
3. Within 14 days provide the Board with a faculty summary of the Pennsylvania staff including both theory and clinical classes taught by each;
4. Within 14 days provide this Board with an organizational chart of the entire Pennsylvania faculty; and
5. Provide a faculty summary reflecting VA and PA didactic and clinical instructors to ensure "the number of faculty is sufficient to achieve the objectives of the educational program and to ensure safety for patients to whom students provide care" **18VAC90-20-90.B.1.**;

**Notification of Intent to Transition from a Diploma Program to an ADN Program**

Southside Regional Medical Center Professional Schools – pre-licensure Registered Nursing Education Program, Petersburg

**Action:** Recommend:

Accept the documentation for the planned transition from diploma nursing education to an ADN program as information.

**On Site Review Report – Nurse Aide Education Program**

Henrico County Public Schools (Adult Education), Highland Springs  
Hermitage Technical Center, Henrico  
Highland Springs Technical Center, Highland Springs  
Virginia Randolph Community High School, Glen Allen  
Tammy Williams, Elaine Callahan, Jean Murray, and Mac Beaton were  
in attendance.

At 12:07 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Henrico County Public Schools Nurse Aide Education Program. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley 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 12:27 p.m.

Ms. Ponn 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 conditional approval with ninety (90) days to meet the following requirements:

1. Ensure that students do not perform services for which they have not received instruction and been found proficient by the instructor [18 VAC 90-25-30.B.3.f]; and
2. Provide a schedule for skills lab hours and clinical hours for each program [18VAC90-25-30.B.3.f] [18VAC 90-25-50.C.3].

And the following suggestions for improving the program:

1. Increase the designated skills practice time;
2. Decrease the number of students in the skills lab to 10, rather than the current 15 to 20 with one instructor, to allow more individualized instruction in mastering the required skills;
3. Develop strategies to increase the pass rate on the skills portion of the exam;
4. Increase communication between all four schools for continuity and consistency of content presented;
5. Ensure that the program coordinator's primary function is to provide sufficient oversight to all four programs;
6. Consider increasing secretarial support for the Program Coordinator to ensure coordination and oversight of all four programs; and
7. Add objectives for the following content areas:
  - a. Measuring and recording routine vital signs;
  - b. Measuring and recording height and weight;

- c. Performing basic emergency measures;
- d. Bathing and oral hygiene; grooming; dressing; toileting;
- e. Transfer, positioning and turning;
- f. Identifying developmental tasks associated with the aging process;
- g. Demonstrating principles of behavior management by reinforcing appropriate behavior and causing inappropriate behavior to be reduced or eliminated; and
- h. Promoting the client's right to make personal choices to accommodate individual needs.

**Provisional Approval to Establish a Nursing Education Program**

George Washington University – Loudoun Campus – pre-licensure Baccalaureate degree Nursing Education Program, Loudoun  
Dr. Ellen Dawson and Rose Brenkus were in attendance.

At 12:35 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of George Washington University – Loudoun Campus – pre-licensure Baccalaureate degree Nursing Education Program, Loudoun. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley 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 12:43 p.m.

Ms. Ponn 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:

1. Accept the program of study (curriculum and on-site visit) as fulfillment of the regulation to establish a nursing education program;
2. Add “entry level graduates” in the document to describe “the practitioner being prepared” (**18VAC90-20-80.2**) and mail documentation to the Board office;
3. Grant provisional approval and the admission of students and the advertisement of this accelerated second degree BSN nursing program are authorized once clinical contracts are received;
4. The first quarterly report is due 90 days from the date of the provisional approval; and
5. NCSBN will be notified and a program code will be assigned to this pre-licensure registered nursing program.

**Application, Fee, Letter of Intent, and Provisional Approval to Establish a Nursing Education Program**

Southside Virginia Community College – Associate Degree Nursing Education Program, South Boston  
Leigh Moore, Tom Wiseby and Felicia Orick were in attendance.

At 12:54 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Southside Virginia Community College – Associate Degree Nursing Education Program, South Boston. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley 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 12:56 p.m.

Ms. Ponn 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:**

1. Accept the application, receipt of a \$1200.00 check and letter of intent as information;
2. Accept the curriculum documentation as partial fulfillment of the requirements or provisional approval 18VAC90-20-40 and 18VAC90-20-50;
3. Grant provisional approval to establish a pre-licensure ADN program to this community college based on the receipt and review of the curriculum; and
4. The admission of students and the advertisement of this proposed pre-licensure ADN program are **not** authorized until a site visit is conducted and the results of that visit are reported to the Board.

Meeting adjourned at 1:00 p.m.

Reconvened at 2:20 p.m.

**Initial Approval Survey Visit**

Virginia State University – Pre-licensure Associate Degree Nursing Education Program, Petersburg  
Karen Faison, Frances Montague and Pamela Leigh Mack were in attendance.

At 2:28 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Virginia State University – Pre-licensure Associate Degree Nursing Education Program, Petersburg. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley 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 2:33 p.m.

Ms. Ponn 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:**

The following suggestions were made for program improvement:

1. Revisit faculty job descriptions to identify all the faculty functions;
2. Consider increasing the hours of the practice simulation/skills lab coordinator;  
and
3. Continue to provide input into the plans for the new addition to the current building with dedicated classrooms for the nursing skills/simulation lab and separate classrooms.

**Recommend:**

Grant full approval to this pre-licensure registered nursing education program. The next survey visit will be scheduled for 2016.

**Initial Approval Survey Visit**

VCCS Commonwealth Nursing Program – On-line Pre-licensure ADN  
Nursing Education Program, Midlothian  
Barbara Laird was in attendance.

At 2:37 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of VCCS Commonwealth Nursing Program – On-line Pre-licensure ADN Nursing Education Program, Midlothian. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley 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 2:45 p.m.

Ms. Ponn 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:

Grant full approval to this pre-licensure registered nursing education program. The next survey visit will be scheduled for 2016.

The following suggestions were made for program improvement:

1. The Program Director may wish to develop a system of tracking the professional competency requirement for faculty;
2. The program director and faculty may wish to assess the clinical evaluation forms for clarity of specific skills needed; and
3. The program director and faculty may wish to increase the opportunity for open supervised practice time in the skills lab

**On-Site Visit for Provisional Approval to Establish a Nursing Education Program**

Longwood University – Baccalaureate Degree Nursing Education Program, Farmville

Jean Sorrells-Jones was in attendance.

At 2:50 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Longwood University – Baccalaureate Degree Nursing Education Program, Farmville. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley 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 2:55 p.m.

Ms. Ponn 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:

1. Accept the on-site survey report as fulfilling all requirements for provisional approval;
2. A quarterly progress report is due April 17, 2009;
3. Grant provisional approval and the admission of students and the advertisement of this program is authorized; and

4. NCSBN will be notified and a program code will be assigned to this BSN program.

**On-Site Visit for Provisional Approval to Establish a Nursing Education Program**

Fortis College (formerly Virginia Career Institute) – Practical Nursing and Associate Degree Nursing Education Program, Norfolk  
Carol Hrusovsky and Cathleen Hill were in attendance.

At 3:00 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Fortis College (formerly Virginia Career Institute) – Associate Degree Nursing Education Program, Norfolk. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley 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 3:06 p.m.

Ms. Ponn 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:

1. Accept the documentation of the site visit;
2. Grant provisional approval and the admission of students and the advertisement of the associate degree and practical nursing program is authorized;
3. The first quarterly report is due 90 days after the granting of provisional approval; and
4. NCSBN will be notified and a program code will be assigned to this associate degree nursing program.

**Name Change**

Virginia Career Institute – Associate Degree Nursing Education Program, Norfolk

**Action:** Recommend:

1. Accept the name change as information; and
2. The Board will notify NCSBN of this change.

**Initial Approval Survey Visit**

Thomas Nelson Community College – Historic Triangle – pre-licensure Associate Degree Nursing Education Program LPN-RN Articulation Program, Williamsburg

Mary Kathryn Howard was in attendance.

At 3:16 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Thomas Nelson Community College – Historic Triangle – pre-licensure Associate Degree Nursing Education Program LPN-RN Articulation Program, Williamsburg. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley 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 3:21 p.m.

Ms. Ponn 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:

1. Grant full approval to this pre-licensure RN education program with 30 days to provide documentation of published NCLEX-RN pass rates for the past 3 years; and
2. with 30 days to present an organizational plan that meets the requirements of **18VAV90-20-70.D**

The following suggestions were made for program improvement:

1. The program director may wish to revise Nursing Program Policies-Essential Sensory Abilities to include: Possess auditory acuity to hear faint body sounds;
2. The program director and faculty may wish to implement a preceptorship program to further enhance clinical opportunities for students;
3. The program director and faculty may wish to review and revise program director and faculty job descriptions to clarify responsibilities; and
4. Ensure the students use correct testing code for Historic Triangle to enable accurate NCLEX-RN test results and for total program review.

**Curriculum Change**

Riverside School of Professional Nursing – LPN to RN articulation, Newport News  
Debbie Sullivan-Yates and Patricia Cork were in attendance.

At 3:25 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Riverside School of Professional Nursing – LPN to RN articulation, Newport News. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley 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 3:33 p.m.

Ms. Ponn 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:

Accept the documentation regarding the curriculum change as information in that it meets current Board of Nursing regulations.

**Progress Report for NCLEX Pass Rates Below 80%**

Lord Fairfax Community College – Associate Degree Nursing Education Program, Middletown and Warrenton  
Beth Pippin was in attendance.

**Action:** Recommend:

Accept the NCLEX progress report as information.

**Progress Report for NCLEX Pass Rates Below 80%**

Virginia Beach School of Practical Nursing – Practical Nursing Education Program, Virginia Beach  
Natasha Christian was in attendance.

**Action:** Recommend:

Accept the NCLEX progress report as information.

**Application and Fee to Establish a Nursing Education Program**

Chamberlain College of Nursing – Baccalaureate Degree Nursing Education Program, Crystal City

**Action:** Recommend:

1. Accept the application form and documentation of receipt of a \$1200.00 check as information; and
2. The admission of students and the advertisement of this proposed pre-licensure ADN program is **not** authorized.

**Application and Fee to Establish a Nursing Education Program**

South Central Area Health Education Center – Practical Nursing Education Program, Altavista

**Action:** Recommend:

1. Accept the application form and documentation of receipt of a \$1200.00 check as information; and
2. The admission of students and the advertisement of this proposed pre-licensure ADN program is **not** authorized.

**Application and Fee to Establish a Nursing Education Program**

Trinity Nursing Academy – Practical Nursing Education Program, Bowie, Maryland

**Action:** Recommend:

1. Accept the application form and letter of intent as information.
2. The admission of students and the advertisement of this proposed practical nursing program are **not** authorized.

**Quarterly Report**

National School of Nursing and Allied Health – Practical Nursing Education Program, Woodbridge

**Action:** Recommend:

1. Accept the quarterly report as information; and
2. The next quarterly report is due February 13, 2009.

**Quarterly Report**

Blue Ridge Job Corps – Practical Nursing Education Program, Marion

**Action:** Recommend:

1. Accept the quarterly report as information;
2. The next quarterly report is due February 13, 2009;
3. Restore provisional approval to this practical nursing education program since all requirements have been met regarding the survey visit deficiencies; and
4. A return visit shall be scheduled to this program May 5-6, 2009 to determine whether or not full approval can be granted.

**Quarterly Report**

Medical Learning Center – Practical Nursing Education Program,  
Arlington

**Action:**

1. Accept the report as information;
2. Require that the program determine its length and ensure student graduation at the published completion of the program; and
3. The next quarterly report is due February 13, 2009 which must include information regarding the progress of the first class toward graduation.

**Quarterly Report**

Jefferson College of Health Sciences – Baccalaureate Degree Nursing  
Education Program, Roanoke

**Action: Recommend:**

1. Accept the report as information; and
2. The next quarterly report is due April 17, 2009.

**Quarterly Report**

Eastern Shore Community College – Practical Nursing Education  
Program, Melfa

**Action: Recommend:**

1. Accept the report as information; and
2. The next quarterly report is due April 17, 2009.

**Quarterly Report**

American International Institute of Health – Practical Nursing Education  
Program, Arlington

**Action: Recommend:**

1. Accept the report as information;
2. The school must provide a position description for the clinical coordinator;

3. The school must clarify the statement regarding transfer students- how many passed and how many failed;
4. Notify the Board as soon as a new director has been appointed;
5. The program director shall review and revise the skills checklist to include skills for patients across the life cycle; and
6. The next quarterly report is due April 17, 2009.

**Quarterly Report**

Eastern View High School/Germanna Community College – Practical Nursing Education Program, Culpeper

**Action:** Recommend:

1. Accept the quarterly report as information; and
2. The next quarterly report is due April 17, 2009.

**Quarterly Report**

Global Health Nurse Training Services – Pre-licensure Associate Degree Nursing Education Program, Alexandria

**Action:** Recommend:

1. Accept the quarterly report as information;
2. The next quarterly report is due April 17, 2009; and
3. The program will be surveyed for initial approval on August 11-12, 2009.

**Quarterly Report**

ITT Technical Institute – Associate Degree Nursing Education Program, Norfolk

**Action:** Recommend:

1. Accept the report as information;
2. Notify the Board as soon as a new director has been appointed and include a copy of the director's Virginia nursing license;
3. Notify the Board with the date of the first class and the number of students admitted;
4. Provide documentation of ACICS accreditation; and
5. The next quarterly report is due April 17, 2009.

**Progress Report for NCLEX Pass Rates Below 80%**

Shenandoah University – Baccalaureate Degree Nursing Education Program, Winchester/Leesburg

**Action:** Recommend:

1. Accept the NCLEX progress report as information; and
2. Advise the program to review Board of Nursing regulation **18VAC90-20-151.A.B**

**Progress Report for NCLEX Pass Rates Below 80%**

Medical Careers Institute – Associate Degree Nursing Education Program, Newport News

**Action:** Recommend:

Accept the NCLEX progress report as information.

**Progress Report for NCLEX Pass Rates Below 80%**

Mountain Empire Community College – Practical Nursing Education Program, Big Stone Gap

**Action:** Recommend:

1. Accept the NCLEX progress report as information; and
2. Advise the program director that Mary Marshall scholarship funds are available, but need to be applied for through the Virginia Department of Health at 804.864.7420.

**Progress Report for NCLEX Pass Rates Below 80%**

Centura College – Practical Nursing Education program, Norfolk and Richmond (West) campuses

**Action:**

1. Accept the NCLEX progress report as information; and
2. Advise the program to review Board of Nursing regulation **18VAC90-20-151.A.B.**

**Progress Report for NCLEX Pass Rates Below 80%**

Paul D. Camp Community College – Associate Degree Nursing Education Program, Franklin

**Action:** Recommend:

Accept the NCLEX progress report as information.

**Progress Report for NCLEX Pass Rates Below 80%**

Blue Ridge Job Corps – Practical Nursing Education Program, Marion

**Action:** Recommend:

Accept the NCLEX progress report as information.

**Curriculum Change**

Centura College – Practical Nursing Program, All campuses, Norfolk, Richmond (Midlothian), Richmond (West)

**Action:** Recommend:

Accept the documentation regarding the curriculum change as information.

**Curriculum Change**

Amherst County School of Practical Nursing – Practical Nursing Education Program, Monroe

**Action:** Recommend:

Accept the curriculum revision of the sequencing of courses as information.

**Notification of Withdrawal from a Collaboration**

Danville Community College, Germanna Community College, and Blue Ridge Community College – Associate Degree Nursing Education Program, Danville, Locust Grove, and Weyer's Cave

**Action:** Recommend:

1. Accept the documentation of withdrawal of participants from the on-line Commonwealth Nursing Program as information;
2. The CNP program will be responsible for notifying the Board as each program graduates its last class;
3. The CNP program will provide documentation concerning the arrangements made to safeguard the records- **18VAC90-20-170.C.1**;
4. The CNP program will notify the Board once the program, as a collaboration, has ended; and
5. Any restructuring of the program will require Board review and approval.

**Closure of a Program**

Metropolitan Technical Institute – Practical Nursing Education Program, Woodbridge

**Action:** Recommend:

1. Accept the documentation of closure of Metropolitan Technical Institute as information;
2. The Metropolitan Technical Institute program will be responsible for notifying the Board of the names of the students who transfer to other programs **18VAC90-20-170.A.2**;
3. The date of which the last student is transferred **18VAC90-20-170-A.3**; and

4. The program must provide for the custody of the records **18VAC90-20-170.C1-2.**

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

I & J Global Health Services, Inc., Alexandria

**Action:** Recommend approval of the nurse aide education program pending receipt of the following requirements:

1. Provide a copy of the multi-state LPN license for Timothy Ayong;
2. Revise the pages of the curriculum prior to page 4; it is difficult to follow what is being taught and for what amount of time;
3. Remove the content and objectives for “infants and children” in Unit 2;
4. Revise the first page of the curriculum regarding “missions, money, and names” and “body cavities and anatomical directional terms”; this is confusing;
5. Revise the content and objectives for “employment relationships”; the content does not match the objectives;
6. Remove the reference to “patient’s/resident’s rights” and “personal independence” from the first few pages; this is covered on page 28;
7. Revise content on “fall prevention”;
8. Remove content and objective for “range of motion” from page 17; it appears in more detail on page 27;
9. Revise “program objectives” summary; there is a reference to “delegated nursing tasks and procedures”; nurse aides have a scope of practice that is not delegated;
10. Correct spelling error for class “syllabus”; you use the term “sylibus”;
11. Revise the syllabus and classroom schedule to reflect the actual content taught and the number of hours for each content area;
12. Clarify the term “FA” on the class block schedule;
13. Remove the following from the course content: care of surgical patients, caring for mothers and newborns, and caring for pediatric patients;
14. On the skills checklist, move the explanation of code “#1” to the first page of the skills checklist;
15. On the graduation requirements information, put the actual dollar amount for the nurse aide competency exam (see Pearson VUE NNAAP Handbook);
16. Clarify use of “Scenario Number One” skills performance;
17. Clarify use of “Area Urgent Care Facilities”; and
18. Clarify statement from the State Corporation Commission on the use of the name of “I & J Nursing Institution”.

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

Tazewell County Career and Technical Center, Tazewell

**Action:** Recommend approval of the nurse aide education program pending receipt of the following requirements:

1. Procedure for showing disposition of complaints against the program [18 VAC 90-25-50.A.3]; and
2. Add an objective for “caring for the clients’ environment” to Unit 2 [18 VAC 90-25-40.A.2.d].

**On Site Review Report – Nurse Aide Education Program**

Berkshire Health Care Center, Vinton

**Action:** Recommend conditional approval of the nurse aide education program with thirty (30) days to meet the following requirement:

Revise objectives for each unit of instruction so they are stated in behavioral terms which are measurable [18 VAC 90-25-40.B.1].

**On Site Review Report – Nurse Aide Education Program**

Charlottesville-Albemarle Technical Education Center (High School Program), Charlottesville,

**Action:** Recommend conditional approval of the nurse aide education program with thirty (30) days to meet the following requirements:

1. Provide documentation that each student applying to or enrolled in such program has been given a copy of applicable Virginia laws regarding criminal history records checks for employment in certain health care facilities, and a list of crimes which pose a barrier to such employment [18 VAC 90-25-20.B.3];
2. Develop a curriculum plan to include a detailed content/topical outline and objectives for each unit that reflect all the curriculum content from the regulations [18 VAC 90-25-40.A];
3. Provide evidence that objectives for each unit of instruction is stated in behavioral terms which are measurable [18 VAC 90-25-40.B.1]; and
4. Ensure that the students receive a copy of their skills record at the completion of the program [18 VAC 90-25-50.A.1].

And the following suggestions for improving the program:

1. Revise the certificate of completion to include the correct number of hours of the program and indicate that the student completed the “high School program”, not the “adult program”; and
2. Add “record” to the vital signs on the skills performance record.

**On Site Review Report – Nurse Aide Education Programs**

Heath Careers Institute, Richmond

**Action:** Recommend conditional approval of the nurse aide education program with thirty (30) days to meet the following requirement:

Provide evidence that the record of reports of the graduates' performance on the competency evaluation program is maintained [18 VAC 90-25-50.A.2].

And the following suggestions for improving the program:

1. Maintain an address for the nurse aide education program that is different from the clinical site address to facilitate receiving information from the Board of Nursing and Pearson VUE;
2. Standardized all documents to use "Health Careers Institute" when referring to the program; and
3. Continue to use the terminology "nurse aide education program" throughout the curriculum rather than "nursing assistant" and "training program".

### **On Site Review Report – Nurse Aide Education Program**

Simply Love New Beginning (Vision Ministries, Inc.), Portsmouth

**Action:** Recommend conditional approval with thirty (30) days to meet the following requirements and schedule a follow-up on-site review in one year:

1. Add content and objective for "recognizing changes in body functioning and the importance of reporting such changes to a supervisor" [18 VAC 90-25-40.A.2.a];
2. Add content and objective in one unit for "caring for the client's environment" [18 VAC 90-25-40.A.2.d];
3. Add content and objective in one unit for "caring for the client when death is imminent" [18 VAC 90-25-40.A.2.g];
4. Add content and objective for "dressing" [18 VAC 90-25-40.A.3.c];
5. Add content for "avoiding the need for restraints in accordance with current professional standards" [18 VAC 90-25-40.A.7.g];
6. Revise objectives for each unit so that they are in a consistent format and font [18 VAC 90-25-40.B.1];
7. Provide evidence of a skills record [18 VAC 90-25-50.A.1]; and
8. Provide evidence of the reports of graduates' performance on the approved competency evaluation program [18 VAC 90-25-50.A.2].

And the following suggestions for improving the program:

1. Develop a consistent format for the curriculum; and
2. Revise the behavioral objectives with the statement "At the completion of this unit, the student will:".

### **On Site Review Report – Nurse Aide Education Program**

Spotsylvania Career & Technical Center (Adult Program), Spotsylvania

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

1. Provide evidence that information on “promoting client independence” is presented prior to the students’ first clinical experience [18 VAC 90-25-40.A.1.d];
2. Add content and objective for “communicating with sensory impaired clients” [18 VAC 90-25-40.A.5.b.];
3. Add content and objective for “demonstrating an understanding of responding appropriately to the behavior of sensory impaired clients” [18 VAC 90-25-40.A.5.c.]; and
4. Add content and objective for “teaching the client in self-care according to the client’s abilities as directed by a supervisor” [18 VAC 90-25-40.A.6.f.].

And the following suggestions for improving the program:

1. Write a policy/procedure to accompany “Official Record of Complaints” describing how a complaint will be addressed;
2. Create a calendar for the students, including days of class and clinical and topics/tests for each day; and
3. Merge curriculum syllabus (outline) with the curriculum objectives into one document.

### **On Site Review Report – Nurse Aide Education Programs meeting all regulations**

**Action:** Recommend continued approval of the following nurse aide education programs:

American Red Cross, Richmond  
Botetourt Technical Education Center, Fincastle  
Blue Ridge Nursing Center, Stuart  
Charlottesville-Albemarle Technical Education Center, Adult Program, Charlottesville  
Chesapeake Center for Science and Technology (High School Program), Chesapeake  
Dickenson County Career Center (High School Program), Clinchco  
Giles County Technology School, Pearisburg  
Lucy Corr Village, Chesterfield  
Patrick County High School, Stuart  
Patriots Colony, Williamsburg  
Prince Edward County High School (High School Program), Farmville  
Raleigh Court Health & Rehabilitation Center, Roanoke  
Richfield Recovery and Care Center, Salem  
Riverside Lifelong Health and Aging Related Services, Newport News, Mathews, Saluda, West Point, and Smithfield  
Salem Health & Rehabilitation Center, Salem  
Southside Virginia Community College, Emporia  
Tidewater Community College, Virginia Beach  
Trinity Mission Health and Rehabilitation of Hillsville, Hillsville

Meeting adjourned at 4:40 p.m.

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

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