



DIVISION OF HEALTH SERVICES REGULATION

**BOARD OF NURSING REGISTRATION AND NURSING EDUCATION**

3 Capitol Hill, Conference Room 401, Providence, RI 02908

January 11, 2016 @ 8:52 a.m.

**OPEN SESSION MINUTES**

**BOARD MEMBERS IN ATTENDANCE**

Lynn Blanchette  
Jessica Brier  
Wendy Chicoine  
Maria Ducharme  
Kathleen Heren  
Karen Matook  
Joanne Matthew  
Maria Pezzillo  
Roberta Powell  
Maria Ross  
Betty Sadaniantz  
Delores Walters

**BOARD MEMBERS NOT IN ATTENDANCE**

Diane Blier

**STAFF MEMBERS IN ATTENDANCE**

Kimberly McNulty, Chief Implementation Aide  
Margaret Clifton, Director of Nursing  
Colleen McCarthy, Senior Legal Counsel

**OTHERS IN ATTENDANCE**

Mary Barlas, LTI  
Dayle Joseph, NEIT  
Eleanor Clapprod, NPARI  
Rosemary Costigan, CCRI  
Linda McDonald, UNAP  
Donna Policastro, RISNA-ANA  
Debra Campo, St. Joseph School of Nursing

1) **Establishment of a quorum**

*A meeting of the Board of Nurse Registration and Nursing Education was held on Monday, January 11, 2016 at the Rhode Island Department of Health, Conference Room 401, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 8:52 am.*

2) **Presentation of the December 14, 2015 Open Session Meeting Minutes**

*On a motion made by Maria Ducharme and seconded by Maria Pezzillo it was voted to accept the minutes of December 14, 2015. All were in favor, motion carried.*

3) NURSING DIRECTOR'S REPORT

a) Documentation by administrative personnel at William Davies

*At the Board of Nursing's December meeting the following question was posed and answered by the Board as follows:*

*The William Davies School's nurse has advised the Board that the School is having administrative personnel cover her time away from the office. Moreover, upon her return to the office she has been instructed to input data from the non-medical personnel into the system under her credentials. The Board discussed this matter noting that if the nurse was asked to add information to the system as transcription that would be appropriate. However, it is not appropriate for the nurse to enter data into the medical record not produced by her and she should refrain from doing so in the future.*

*The Board discussed concern that non-medical personnel may be practicing nursing within the School and has instructed Director Clifton to write to the William Davies School advising them of the Board's concerns.*

*Director Clifton updated the Board on this situation: the William Davies School has ordered the Nurse to disregard the Board's decision. Director Clifton will contact the Board of Education to discuss this further as well as write to the School directly forwarding the Board's decision and ask for a copy of the policy.*

a. Distribution of the list of nursing licenses granted in October and November of 2015

*Distributed*

b. Annual Report from Rhode Island College

*Distributed*

c. NLC Training – February 25 & 26, 2016 12-4:30 & 8:30-12:00 – RIDOH

*Director Clifton advised the Board that the two day training session on Compact Licensure will be held at the Department of Health and all members are invited. President Brier asked for volunteers to attend and report back to the Board: Sadaniantz and Blanchette will attend.*

d. Spring 2016 Member Board Review of NCLEX Items: April 4 – April 22, 2016 NLC Training

*Director Clifton advised the Board that all members are invited to review the questions for the next test.*

e. Implanted Pump Management LLC

*The Implanted Pump Management LLC has asked Director Clifton if Rhode Island would allow medications to be shipped directly to a registered nurse and not to the patient. The Board discussed this issue and advised that the medications should be sent directly to the patient rather than have the nurse transport the medications. Donna Policastro advised the Board that another company tried to have this put into statute last year but it died in committee.*

4) PRESIDENT'S REPORT

- a) NCSBN 2016 Mid-Year Meeting – March 14-16, 2016 – Baltimore, MD  
*President Brier and Director Clifton will attend and others are welcome to attend at their own expense.*
- b) Save the Date: An Evening with Dr. Nicole Alexander-Scott – March 1, 2016 @ URI:  
*Health Director Dr. Nicole Alexander-Scott will speak at URI on March 1<sup>st</sup> about Health Care Disparities. Delores Walters will inquire whether or not continuing education credits will be offered at this event.*
- c) Newport Hospital, CNO, Orla Brandos, DNP, MBA, MSN, CPHQ, NEA-BC:  
*The Board received a letter announcing the new CNO, Orla Brandos, at Newport Hospital.*
- d) Administration of medication within a private, residential school setting:  
*A residential school is asking the Board if the “house mother” may administer medication to the students on the weekends when the registered nurse is off duty. The Board stated this was acceptable provided the house mother had proper training. It was suggested that the students’ parents be notified and have given their permission.*

5) Reports from the work groups of the Board of Nursing

- a) Task Force on Education: Lead: Maria Pezzillo:  
*All Schools of Nursing have submitted their reports and all have met the Board’s standards.*
- b) Task Force for Website improvement: Lead: Joanne Matthew:  
*The task force will meet today after the Board meeting.*

6) New Business and Public Comment

- a. St. Joseph’s School of Nursing presentation of proposed curriculum changes: Deb Campo  
*Ms. Campo provided the Board members with the school’s proposed curriculum package, appraised the major changes and answered questions. It was decided that the Board members would review the proposed curriculum further, submit any questions to Director Clifton prior to its next meeting and again discuss this matter at its February meeting at which time a vote is scheduled.*
- b. *Donna Policastro advised the Board of upcoming events and programs being offered by RISNA-ANA. Further and more detailed information is offered on their website.*

7) Motion to adjourn to Closed Session

*Motion was made by Lynn Blanchette and seconded by Kathleen Heren to adjourn to Closed Session at 10:00 am. Motion carried. President Brier read the following:*

*Pursuant to Sections § 42-46-4 and § 42-46-5(a)(1) of the Rhode Island General Laws, for the purpose of discussing job performance, character, physical or mental health of applicants for licensure. Said individuals have been notified in advance by writing that they may request that the discussion be held at an open meeting.*

Pursuant to Sections § 42-46-4 and § 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct.

8) Return to Open Session

*Motion was made at 1:15 p.m. by Karen Matook and seconded by Delores Walters to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.*

9) Final Actions on all votes taken in Closed Session

*The Board proposed action on six (6) cases.*

10) Adjournment

*The next Board of Nursing Registration and Nursing Education meeting will be held Monday, February 8, 2016 at 8:45 am at the Rhode Island Department of Health, Conference Room 401, 3 Capitol Hill, Providence, RI 02908. The Board adjourned at 1:24 p.m.*

Respectfully submitted,

*Kimberly McNulty*

Chief Implementation Aide

RIDOH Legal Services