

NORTH DAKOTA BOARD OF NURSING STRATEGIC PLAN 2018-2022

July through December 2019 Progress Report

MISSION:

The mission of the North Dakota Board of Nursing (NDBON) is to assure North Dakota citizens quality nursing care through the regulation of standards for nursing education, licensure and practice.

GOAL 1: Ensure Public Protection Through Evidence-Based Regulation

INITIATIVES	STRATEGIES	OPERATIONAL PLAN	COMPLETED ACTIVITIES
<p>1. Proactively address the public's need for safe and competent nursing practice.</p>	<p>1. Ongoing review of the Nurse Practices Act (NPA) and ND Administrative Code (NDAC).</p> <p>2. Implement and evaluate processes related to interpretation and application of NPA and NDAC related to nursing practice.</p> <p>3. Monitor and analyze trends and issues related to nursing practice.</p> <p>4. Collaborate with state and national entities to contribute NDBON data related to nursing practice.</p>	<ul style="list-style-type: none"> • Review NPA and Rules annually-July meetings. • Monitor and respond to practice inquiries submitted to the NDBON. • Invite nurses and stakeholders to volunteer for committee appointments and Advisory Panels-activate as needed. • Provide practice guidance regarding interpretation and application of the NPA and NDAC. • Participate in the NCSBN CORE and Board Member Profile data and consider reports related to nursing practice. • Review and/or revise nursing practice division processes annually. 	<ul style="list-style-type: none"> • Addressed incoming practice inquiries collaboratively and reported to the Board when needed. • Stakeholders provided testimony during public forums. • Board held the following hearings for public comment: <ul style="list-style-type: none"> ○ Aesthetics (October) ○ Proposed Rules (October) • The Board heard presentations from public/stakeholders related to the following: <ul style="list-style-type: none"> ○ ND Medical Spa Association (July, October) ○ ND Nurse Practitioner Association (July) ○ ND Professional Health Program-Alternative to Discipline (October) ○ ND Center for Nursing (July) ○ CRNA in private practice related to Prescriptive Authority (October) ○ ND Department of Health (July) • July: Directed staff and SAAG to draft proposed rules to address mandates from 66th legislative session, explore licensure fee adjustments to support core board functions and project funding, and propose additional amendments to update licensure, education, practice, and compliance; convene committees as needed. • September: Approved the draft amendment to the NDAC Title 54 for public hearing which proposes addition of 54-05-02-08 Dispensing in Title X Clinic.

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			<ul style="list-style-type: none">• September: Approved the draft revisions of the NDAC Title 54 for public hearing which propose repeal of 54-02-05-04 late renewal fee and amendments to licensure and registration fees as follows:<ul style="list-style-type: none">○ Addition of \$40 for APRN renewal;○ Addition of \$30 for SPRN renewal;○ Addition of \$25 for each: APRN and SPRN initial; Prescriptive authority initial; Prescriptive authority renewal;○ Addition of \$20 for each: LPN and RN renewal; APRN, SPRN, and LPN/RN reactivations;○ Addition of \$15 for each: LPN and RN by exam;○ Addition of \$10 for each: UAP initial; LPN/RN endorsements; and UAP renewals.• September: Rejected the proposed addition of NDAC Article 54-10 North Dakota Center for Nursing, concluding rule drafting pertaining to the NDCFN.• October: Finally adopt the revised administrative rules NDAC Title 54 subject to the Attorney General review as to the legality which includes the following:<ul style="list-style-type: none">○ Addition: Article 54-05-02-08 Dispensing in Title X Clinic.○ Repeal: Article 54-02-05-04 Late Renewals Fee.○ Revisions: 54-02-01-06 Examination fees; 54-02-05-03 Renewal fees; 54-02-05-06 Reactivating a license; 54-02-06-01 Application and fee (Endorsement); 54-05-03.1-04 Initial requirements for advanced practice registered nurse licensure; 54-05-03.1-06 Requirements for advanced practice registered nurse licensure renewal; 54-05-03.1-06.1 Reactivation of a license; 54-05-03.1-09 Requirements for prescriptive authority; 54-05-
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			<p>03.1-11 Prescriptive authority renewal; 54-05-03.2-04 Initial requirements for specialty practice registered nurse licensure; 54-05-03.2-05 Requirements for specialty practice registered nurse licensure renewal; 54-05-03.2-05.1 Reactivation of a license; 54-07-02-01 Application and fees for unlicensed assistive person registration; 54-07-02-01-1 Renewal of registration.</p> <ul style="list-style-type: none"> • The ND Nurse Practitioner Association white paper presentation and motioned to neither support nor oppose the paper. • Directed staff to post draft Role of Nurse in Aesthetic Practices for public comment after SAAG review and include public forum during October 24, 2019 convened meeting. • Approved the new standing orders for laboratory testing for syphilis as proposed by the NDDoH. • Approved the draft practice guidance "Role of the Licensed Nurse in Aesthetic Practices in ND" as amended per public comment as final. • Retired Amnisure Test practice guidance.
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<p>2. Ensure licensure and registration of qualified individuals for the practice of nursing or assist in the practice of nursing.</p>	<p>1. Provide accurate and efficient licensure/registration processes.</p> <p>2. Provide electronic licensure notification for employers, licensees, and registrants.</p> <p>3. Comply with state and federal laws, rules, and procedures/policies regarding use and dissemination of FBI Criminal Background Checks (CHRC) required for licensure or registration.</p> <p>4. Monitor continued competency of licensure through audits related to continuing education and practice hours per NPA and NDAC.</p> <p>5. Collaborate with state and national entities to contribute NDBON data related to licensure and registration.</p>	<ul style="list-style-type: none"> • Review NNAAP examination contract-2018-2019. • Provide notification related to licensure and registration renewal. • Promote and monitor use of E-notify. Provide periodic reports to NDBON. • Assist NDBON Noncriminal Agency Coordinator in ensuring compliance with ND Bureau of Criminal Investigations FBI CHRC requirements and audits. • Provide continuing education approval of offerings which may be utilized to meet initial or continued competency. • Conduct annual continuing education audits. • Participate in the NCSBN CORE and Board Member Profile data and consider reports related to licensure. 	<ul style="list-style-type: none"> • Approve the 2019-2020 fee schedule change to include APRN & prescriptive authority license within the category of non-disciplinary fees practice without license- doubles licensure renewal fee plus: APRN-first month \$300 and after first month \$700 and prescriptive authority-first month \$ 400 and after first month \$800. • Ratified the 2019-2020 fee schedule. • Approved the following licensure policies: <ul style="list-style-type: none"> ○ If the nursing education program does not meet the clinical experience requirements according to NDAC 54-03.2-06, 400 hours of licensed nursing practice for the level of licensure sought is required prior to application for licensure in ND. ○ International/foreign educated nurse applicants must submit a credentials evaluation service report of the transcript along with the official transcript for issuance of a single state license. If the international/foreign educated applicant also submits a copy of the CGFNS certificate program verification letter or CGFNS visa screen verification letter a multistate license may be issued. The board may accept verification of these reports from another jurisdiction if ND qualifications are met. ○ International/foreign educated nurse applicants must submit a verification of employment form validating 400 practice hours in the previous four years. • E-notify promoted in Summer and Fall 2019 edition of Dakota Nurse Connection. • Continuing Education Applications Approved: 50
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			<ul style="list-style-type: none">• Granted the request of UAP-Medical Assistant to gain registry as a medication assistant III, as she has fulfilled the ND Board of Nursing requirements for registry of that designation.• Accept the letter from the Assistant Registrar at Union College, Lincoln, NE to satisfy the requirements of NDAC 54-02-06-01, subsection 4; NDCC 43-12.1-09, subsection 2.b (2) for Kansas Registered Nurse endorsement application Doreen Decker.
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<p>3. Ensure the nursing education programs meet NDBON standards through evidence-based processes.</p>	<ol style="list-style-type: none"> 1. Evaluate, approve, and monitor nursing education programs according to NPA and NDAC. 2. Implement and evaluate monitoring processes for nursing education programs according to the NPA and NDAC. 3. Collect and evaluate data from NDBON approved nursing education programs. 4. Monitor and analyze trends and issues related to nursing education. 5. Collaborate with state and national entities to contribute NDBON data related to nursing education. 	<ul style="list-style-type: none"> • Survey and evaluate NDBON approved nursing education programs, RN Refresher Courses, LPN IV Therapy Courses. • Facilitating the work of the Nursing Education Committee (NEC). • Facilitate and evaluate the distance education recognition process. Provide periodic reports to NDBON. • Facilitate and evaluate the faculty developmental program. Provide periodic reports to NDBON. • Review and/or revise Nursing Education Program Survey Process. • Prepare the Nursing Education Annual Report and contribute to NDBON Annual Report. • Participate in the NCSBN CORE and Board Member Profile data and consider reports related to education. 	<ul style="list-style-type: none"> • Found Rasmussen College baccalaureate degree nursing education program in substantial compliance with NDAC 54-03.2. Standards for Nursing Education Programs; and granted continued initial approval until July 2020; and required an onsite survey in May 2020. • Found the compliance report submitted by Sitting Bull College, Division of Nursing, associate degree practical nurse program nurse administrator addressing the issue of partial compliance with NDAC 54-03.2-02-06. Financial Support partially meets the standard; and found the program in substantial compliance with NDAC 54-03.2; and continued full approval until November 2020 as granted November 19, 2015 and required an onsite survey fall 2020. • Approved the request for an exception to NDAC 54-03.2-04-08 Employment of Academically Unqualified Faculty, subsection 3. other circumstances as approved by the board for a period of no longer than five years for the University of North Dakota, CNDP, DON, post-baccalaureate doctor of nursing practice (PB-DNP) nurse anesthesia program allowing master's prepared certified registered nurse anesthetist (CRNA) faculty to teach for the PB-DNP program with oversight by doctorate prepared CRNA faculty and nurse administrator. Master's prepared CRNA faculty must enroll in a doctorate program within one year of employment and the program must submit all requirements under NDAC 54-03.2-04-08.1 Faculty Developmental Program quarterly for each academically unqualified faculty member to ensure compliance with the required 85% academically prepared faculty requirement for the program. the und, PB-DNP program nurse administrator will submit a compliance report by July 1, 2020. • Approved the request for an exception to NDAC 54-03.2-04-08 Employment of Academically Unqualified Faculty, subsection 3. other circumstances as approved by the
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			<p>board for the 2019 fall semester that allows the University of Jamestown, DON, BSN program to use baccalaureate-prepared registered nurses not enrolled in a graduate program for clinical practice instruction required for course NRS 424 child/adult health III.</p> <ul style="list-style-type: none"> • Approved the NDBON staff request for an extension of approval for the following institutions and programs to accommodate the change to quarterly Board meetings as the programs all have full approval and are in substantial compliance with ND Administrative Code 54-03.2. Standards for Nursing Education Programs: <ul style="list-style-type: none"> ○ Dickinson State University, AASPN & BSN Programs – Approve through January 2022. ○ Minot State University, BSN Program – Approve through April 2021. ○ Sitting Bull College, ASPN Program – Approve through January 2021. ○ University of Jamestown, BSN Program – Approve through January 2020. ○ University of North Dakota, BSN, MSN, & DNP Programs – Approve through January 2021. ○ North Dakota State University, BSN, LPN to BSN, & DNP Programs – Approve through July 2022. • Major programmatic changes approved: <ul style="list-style-type: none"> ○ Addition of a satellite site in Fargo, ND beginning spring 2020 for the North Dakota State College of Science (NDSCS), associate of applied science practical nurse program. ○ Addition of course NUR 361 and a change to overall credit hours from 70 to 71 in the traditional and accelerated tracks and from 60 to 61 in the LPN to BSN track for the University of Mary, School of Health Sciences, Division of Nursing, baccalaureate programs. ○ An increase in the collective annual enrollment for the master's degree, Adult Gerontological Primary Care Nurse Practitioner (AGPCNP), Family Nurse
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			<p>Practitioner (FNP), and Psychiatric Mental Health Nurse Practitioner (PMHNP) Programs from 138 to 294 students beginning with Spring 2020 admissions for the University of North Dakota (UND) College of Nursing & Professional Disciplines, master's degree, Nurse Practitioner Programs as the programs.</p> <ul style="list-style-type: none"> ○ Addition of an Associate Degree Registered Nurse Program to the satellite site in Garrison, ND from Dakota Nursing Program Consortium, Bismarck State College (BSC). <ul style="list-style-type: none"> • Education and Program Notifications to Board: <ul style="list-style-type: none"> ○ United Tribes Technical College, Department of Nursing, Associate Degree Practical Nursing Program, Update Regarding Program Closure Teach-Out Plan. ○ Rasmussen College, SON, BSN Program, Notification of Change in Program Administration. ○ Notification of Change of Date by the U.S. Department of Education for the NDBON Focused Survey for State Agency Recognition- Report due February 1, 2020. ○ Rasmussen College, School of Nursing, BSN Program, Change in Program Administration, Newly appointed Nurse Administrator, October 1, 2019. ○ North Dakota State College of Science, AASPN, ASN, & AAS Programs, Change in Program Administration, Retirement Effective January 13, 2020 for Current Nurse Administrator; New Nurse Administrator Selected and Succession Plan being Implemented. • Prepared 2018-2019 Education Annual Report and education related data for 2018-2019 Annual Report. • CUNEA/NDONL Meeting, Jamestown, July 31: Buchholz attended. • Approved staff request for an extension of
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			<p>appointment for Nursing Education Committee external members Sara Berger and Janet Johnson from September 2019 through December 2019.</p> <ul style="list-style-type: none">• Convened Nursing Education Committee consisting of three Board members and four external members in July & December to review education program reports and requests and make recommendations to the NDBON.• Distance Nursing Education Program Recognition:<ul style="list-style-type: none">• Total Students Placed: 422• Total Programs approved- 33• Related Letters of Concern- 1 Program
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<p>4. Assure consumer protection through evidence-based compliance processes and solid, defensible investigative and disciplinary procedures.</p>	<p>1. Implement and evaluate compliance and disciplinary processes related to nursing licensure and practice according to the NPA and NDAC.</p> <p>2. Collect and evaluate data from NDBON Compliance Division related to investigative cases and disciplinary action.</p> <p>3. Monitor and analyze trends and issues related to investigative processes, disciplinary action procedures, and encumbrance monitoring programs.</p> <p>4. Collaborate with state and national entities to contribute NDBON data related to disciplinary processes and actions.</p>	<ul style="list-style-type: none"> • Review and/or revise Compliance Division policy and procedures annually. • Consider workload and resources utilized for PVR intake, investigation of cases, Compliance Advisory Council, and case dispositions. • Prepare compliance related data for the Annual Report. Provide periodic reports to NDBON. • Participate in the NCSBN CORE and Board Member Profile data and consider reports related to compliance. • Participate in NCSBN Discipline Efficiency Project-2018-2020. • Report disciplinary actions to state and national databanks. 	<ul style="list-style-type: none"> • Approved the draft revisions to the PVR Process Policy & Procedure adding investigative case presentation under informal resolution and disposition by the board. • Approved the draft Investigative Case Presentation Policy & Procedure. • Approved the draft revisions to the PVR Process Policy & Procedure addressing updates to notifications for NDBON database and NURSUS database. • Approved the draft revisions to the Compliance Advisory Council Policy. • Job posting, interviewing, hiring related to new position, Compliance Investigator. Corrie Lund, RN started August 1, 2019. • Compliance Division attended • Continue participation in NCSBN Discipline Efficiency Project. 5 of 5 required cases submitted (ahead of projected progress). • As of December 31, 2019-Compliance Division continued monitoring 26 licensees (3 APRN, 18 RN, 5 LPN) • Received 73 Potential Violation Reports: 10 APRN, 48 RN, 15 LPN, and 0 UAP. • Board issued formal disciplinary action: <ul style="list-style-type: none"> -Reprimand: 11 (3 APRN, 5 RN, 2 LPN, 1 UAP) -Probation: 4 (2 APRN, 2 RN) -Suspension: 7 (2 RN, 5 LPN) -Emergency Suspension: 9 (1 APRN, 7 RN, 1 LPN) -Stayed Suspension: 1 (1APRN) -Revocation: 0 -Surrender: 5 (3 RN, 2 LPN) -Denial of licensure: 1 (1 UAP) -Cease and Desist: 7 (5 RN 1 LPN, 1 UAP) -NLC Privilege: None • Compliance Advisory Council issued 24 non-disciplinary Letters of Concern (3 APRN, 15 RN, 6 LPN, 0 UAP)
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			<ul style="list-style-type: none">• Compliance Advisory Council dismissed 27 cases (6 APRN, 17 RN, 4 LPN, 0 UAP).• Four nurses had their licenses reinstated to encumbered status: (3 RN, 1 LPN). No nurses were denied reinstatement.• Four nurses had their licenses reissued to full licensure status: (2 APRN, 2 RN)• Continued work by the Compliance Division on discipline process policies, procedures, and fee schedule.• Initiated pilot program with ND Professional Health Program with two APRN participants.• Continuation of development of Compliance Module.
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GOAL 2: Collaborate with Stakeholders to Promote Safe Nursing Practice that is Adaptive to an Evolving Healthcare Environment			
INITIATIVES	STRATEGIES	OPERATIONAL PLAN	COMPLETED ACTIVITIES
<p>1. Assure that innovation in practice provides the public with safe, quality care and maximizes nursing resources.</p>	<p>1. Participate in state, national, and international initiatives to support a competent and mobile nursing workforce.</p> <p>2. Monitor and analyze trends and issues in state and national nursing regulation.</p> <p>3. Promote communication and collaboration among regulatory boards, organizations, and education organizations.</p> <p>4. Promote communication and collaboration with policy makers and stakeholders regarding legislative issues relating to nursing.</p> <p>5. Support ND Center for Nursing (NDCFN) initiatives.</p>	<ul style="list-style-type: none"> • Participate in the Nurse Licensure Compact (NLC) in accordance to NPA. • Provide NDBON representation on coalitions, professional organizations, committees, and other entities related to nursing. • Review NDCFN strategic plan and budget report annually to the NDBON. • Participate in NDCFN strategic plan initiatives and activities, such as committees, legislative tracking teams, and conferences. • Collaborate with NDCFN for collection and analysis of workforce related data and trends. Provide periodic reports to the NDBON. 	<ul style="list-style-type: none"> • NLC Commission meetings and Executive Committee Meetings (Executive Director is NLC Commissioner; Vice Chair for Executive Committee; member of Rules and Policy Committees). • Associate Director for Compliance member of NLC Compliance Committee. • Executive Director on Nonresident Nursing Employment Recruitment Program Committee. • ND Prescription Drug Monitoring Program Advisory Council-Pfenning, Christianson. • Participated on NDCFN activities: <ul style="list-style-type: none"> ○ Board of Director-Pfenning, Johnston ○ Funding Workgroup • Ongoing financial support in monthly installments to the NDCFN.

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GOAL 3: Engage Nurses, Public, and Stakeholders in Accessing and Utilizing ND Board of Nursing Resources			
INITIATIVES	STRATEGIES	OPERATIONAL PLAN	COMPLETED ACTIVITIES
<p>1. Be proactive in engaging nurses, public, and stakeholders in accessing and utilizing NDBON resources for licensure, practice, education, and discipline.</p>	<p>1. Monitor information technology trends to maintain accurate database, online forms, and website, including considerations related to program enhancements.</p> <p>2. Analyze trends and changes in technology to address generational needs, challenges, culture, and environment related to licensure, practice, education, and discipline.</p> <p>3. Promote utilization of NDBON resources regarding licensure, practice, education, and discipline</p>	<ul style="list-style-type: none"> • Explore NDBON workload and resources necessary to maintain database, website, and technology. • Publish communications and regulatory information in the quarterly Dakota Nurse Connection and NDBON website. • Share NDBON news and updates on NDCFN website, newsletters, and social media. • Update and provide continuing education presentations related to nursing regulation upon request as workload permits. • Provide written or verbal reports to associations, committees, etc. • Manage the Nursing Education Loan (NEL) program. 	<ul style="list-style-type: none"> • July: Ratified the following position descriptions for staff: <ul style="list-style-type: none"> ○ Revised: Executive Director ○ New: Operations Manager, Compliance Investigator, Compliance/Licensing Specialist, Administrative/Licensing Specialist, Associate Director for Practice ○ Retire: Administrative III, Assistant Director for Compliance/Practice, Accounting/Licensing Specialist. • October: Ratified the following position descriptions for staff: <ul style="list-style-type: none"> ○ Archive Operations Director position ○ Approve the Accounting/Licensing Specialist position. • Job posting, interviewing, hiring of Accounting/Licensing Specialist. Michael Frovarp started December 1, 2019. Chris Becker employment ended September 12, 2019. • Approved NDBON policy & procedures: NDBON Action Plan and NDBON Performance Deficiency/Discipline with amendments. • Summer and Fall Dakota Nurse Connection publication and hot topics on website. • Ratified the August 29, 2019 Finance Committee approval of CE Broker and cash reserve funds for office technology and software. • Board members and staff attended AG Seminar: Occupational licensing training October 2019. • Approved 39 individuals for NEL: total award of <u>\$84,850.00</u> according to NDAC 54-04.1 NEL. • September: Reports to NDNA and NDNPA.

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GOAL 4: Prepare ND Board of Nursing Members and Staff for State/National Leadership Roles			
INITIATIVES	STRATEGIES	OPERATIONAL PLAN	COMPLETED ACTIVITIES
<p>1. Ensure NDBON Members/staff opportunities for leadership development.</p>	<p>1. Support NDBON leadership roles within NDBON and at the state, regional, and national level.</p> <p>2. Promote growth and development of NDBON Members/staff.</p> <p>3. Maintain and evaluate the orientation process for new NDBON Members to include the mentor process.</p> <p>4. Promote NDBON member role development.</p> <p>5. Succession planning for NDBON/staff positions.</p>	<ul style="list-style-type: none"> • Facilitate NDBON Member/staff attendance and active participation in meetings, committees, initiatives at the state, regional, and national level. Report periodically to the NDBON. • Secure funds through NCSBN for meeting attendance. • Provide annual NDBON Retreat for continued training, education, and development of members/staff. • Facilitate new NDBON Members/staff orientation to include completion of orientation day by staff, completion of NCSBN 101, and mentorship of new members/staff. • Annually review Board member terms. • Prepare for anticipated retirement-2018-2019 	<ul style="list-style-type: none"> • Approved Janelle Holth as interim vice-president until October 2019 board meeting. Then approved Michael Hammer's continuation as Vice President through June 2020 in October. • Approved Kevin Buettner as treasurer for a two-year term ending July 2021. • Approved the following 2019-2020 committee appointments: <ul style="list-style-type: none"> ○ Executive committee: chair: President Jane Christianson; vice-president interim Janelle Holth; treasurer Kevin Buettner ○ Nursing education committee: chair: Mary Beth Johnson; Janelle Holth; Jamie Hammer ○ Finance committee: chair: treasurer Kevin Buettner; Jane Christianson; Wendi Johnston ○ Risk management: Mary Beth Johnson ○ ND Center for Nursing board of directors (2019-2022): Stacey Pfenning; alternate Wendi Johnston ○ ND PDMP Advisory Council: Stacey Pfenning, Jane Christianson • Approved the proposed 2019-2020 committee charges as distributed. • Approved the revised NDBON member verification of practice form. Board members completed annual conflict of interest and employment verification forms. • Approved the 2019-2020 governance manual as distributed. • Approved the 2019-2020 board and committee meeting dates: <ul style="list-style-type: none"> ○ NDBON: July 18, October 24, January 23, April 23, July 16, 2020

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			<ul style="list-style-type: none">○ Nursing Education Committee: October 2, April 15, July 15, 2020○ Finance Committee: April 6, 2020○ Executive Committee: April 23, 2020○ Other meetings, including special meetings, may be added as needed or per board request. <ul style="list-style-type: none">• Attended NCSBN Annual Meeting: Pfenning, Buchholz, Hanson, Hammer, Christianson.• Hanson participated in NCSBN Leadership Succession Committee as committee member.• Buchholz awarded NCSBN IRE Fellowship and presented study at the Annual meeting.• NCSBN Executive Officer Leadership Council-Pfenning Vice Chair.• Associate Director for Education attended NCSBN NCLEX Conference.• Executive Director provided presentation titled Opioid Epidemic: Regulatory Perspective at NDNA Annual Conference.• Executive Director presented on NLC and APRN Compact at the Council for State Governments for legislators.• Recovery Reinvented Conference-Hanson and Bentz
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Approved by NDBON 01/2020