

NORTH DAKOTA BOARD OF NURSING STRATEGIC PLAN 2018-2022

July 2020 through December 2020 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 and reported to the Board when needed. • Heard testimony from stakeholders during public forum. • Heard presentations from public/stakeholders related to the following: <ul style="list-style-type: none"> ○ APRN Scope of Practice and Fluoroscopy: Shirley Porter, President & Allyson Hicks AAG ND Medical Imaging & Radiation Therapy Board (July) ○ Dialysis technician scope of practice expansion request: Sanford Health (October) • Ratified the 2020-2021 fee schedule to reflect fee adjustments in ND Administrative Code 54 effective July 1, 2020. • Approved revisions to the Practice FAQ related to LPN scope of practice. • Directed staff to public notice the draft, "RN & LPN Scope of Practice: Components of Nursing Comparison Chart" for 30 days (July); and adopted guidance with revisions in October. • Directed staff to further explore the request for dialysis practice scope expansion and include an advisory panel for input. • Approved draft bill for the APRN Licensure Compact, as approved at the 2020 NCSBN Delegate Assembly, to pre-file with legislative council for the 2021 session.

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			<ul style="list-style-type: none"> • SAAG Simonson memo pertaining to testifying on legislative bills at committees for the executive director and other officers.
<p>2. Ensure licensure and registration of qualified individuals for the practice of nursing or assist in the practice of nursing.</p>	<ol style="list-style-type: none"> 1. Provide accurate and efficient licensure/registration processes. 2. Provide electronic licensure notification for employers, licensees, and registrants. 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. 4. Monitor continued competency of licensure through audits related to continuing education and practice hours per NPA and NDAC. 5. Collaborate with state and national entities to contribute NDBON data related to licensure and registration. 	<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"> • Approved/revised the following licensure policies and procedures: <ul style="list-style-type: none"> ○ State of Emergency Licensure Exceptions-revised to include APRN temporary prescriptive authority. • E-notify promoted in Dakota Nurse Connection. • Approved the use of the NDBON logo for approved contact hour completion certificates and brochures. • Collaborated with NCSBN and Pearson VUE to ensure ND test centers in Bismarck and Fargo continued to provide adequate testing days and times to accommodate the backlog from spring 2020 closures. • Approved accepting CNAT exam to meet licensure requirements for a ND single-state license for an applicant.

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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 the progress report submitted by the University of North Dakota, DON, PB-DNP NA program nurse administrator regarding the exception to <i>NDAC 54-03.2-04-08 Employment of Academically Unqualified Faculty</i> Met the NDBON reporting requirements; and to continue to require master's prepared PB-DNP NA faculty to be enrolled in a doctorate program within one year of employment and the program to submit requirements Under <u><i>NDAC 54-03.2-04-08.1 Faculty Developmental Program</i></u> quarterly for each academically unqualified faculty member as evidence of compliance; and required the UND, PB-DNP NA program nurse administrator to submit a progress report regarding the NDAC exception by July 1, 2021. • Found the progress report submitted by the Concordia College Baccalaureate Degree Nursing Program nurse administrator met the NDBON reporting requirements and provided evidence of substantial efforts made toward program compliance with <i>54-03.2-04-04. Baccalaureate or master's degree nurse education program faculty qualifications</i> and <i>54-03.2-04-08. Employment of academically unqualified faculty</i>; and required the Concordia College Baccalaureate Degree Nursing Program nurse administrator to submit a progress report providing evidence of program compliance with <i>54-03.2-04-04. Baccalaureate or master's degree nurse education program faculty qualifications</i> and <i>54-03.2-04-08. Employment of academically unqualified faculty</i> by July 1, 2021. • Approved the request for an exception to <u><i>NDAC 54-03.2-04-08 Employment of Academically Unqualified Faculty, Subsection 3. Other Circumstances as Approved by the Board</i></u> for the 2020 Fall semester that allows the University of Jamestown, DON, BSN Program to use a baccalaureate-prepared Registered Nurse not enrolled in a graduate program for clinical practice instruction, September 27-28, 2020 for Course NrsG 424 Child/Adult Health III.
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			<ul style="list-style-type: none"> • Found the Prairie Educational Services, LPN Intravenous Therapy Course in full compliance with requirements according to NDBON Guidelines for Licensed Practical Nurse Intravenous Therapy Courses, <i>ND Administrative Code 54-05-01 Standards of Practice for Licensed Practical Nurses</i> and <i>54-03.2 Standards for Nursing Education Programs</i>; and granted continued full approval of the Prairie Educational Services, LPN Intravenous Therapy Course until July 2024; and required a Paper Survey in May 2024 for Continued Approval. • Found the Minnesota State Community and Technical College, Workforce Development Solutions, RN Refresher Course in full compliance with Board Guideline Requirements for Nurse Refresher Courses as set forth by <i>ND Administrative Code 54-02-05-05 Non-practicing Nurses</i>; and granted continued full approval of the Minnesota State Community and Technical College, Workforce Development Solutions, RN Refresher Course until July 2024; and required a paper survey in May 2024 for continued approval. • Found the Rasmussen College Baccalaureate Degree Nursing Education Program in substantial compliance with ND Administrative Code 54-03.2. Standards for Nursing Education Programs; and granted full approval of the Rasmussen College Baccalaureate Degree Nursing Education Program until October 2025; and required an onsite survey of the Rasmussen College Baccalaureate Degree Nursing Education Program in August 2025. • Found the Minnesota State Community and Technical College, Workforce Development Solutions, LPN Refresher Course in full compliance with Board Guideline Requirements for Nurse Refresher Courses as set forth by ND Administrative Code 54-02-05-05 Non-practicing Nurses; and granted continued full approval of the Minnesota State Community and Technical College, Workforce Development Solutions, LPN Refresher Course
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			<p>until October 2024; and required a paper survey review in August 2024 for continued approval.</p> <p>Major programmatic changes approved:</p> <ul style="list-style-type: none"> • Change in student learning outcomes for the North Dakota State College of Science (NDSCS), Associate of Applied Science Practical Nurse Program as the program has full approval and the change complies with <u>NDAC 54-03.2-06-02. Programmatic Changes.</u> <p>Education and Program Notifications to Board:</p> <ul style="list-style-type: none"> • Minot State University, Department of Nursing, BSN Program, Notification of a Change in Program Administration, Newly Appointed Nurse Administrator, August 1, 2020. • Sitting Bull College, Division of Nursing, ASPN Program, Notification of a Change in Program Administration, Newly Appointed Nurse Administrator, August 13, 2020. • Dickinson State University, DON, AASPN and BSN Programs, Notification of a Change in Program Administration, Newly Appointed Nurse Administrator, August 28, 2020 • Approved the appointment of external member Deborah Cave, DNP, RN, CNE to the Nursing Education Committee from October 2020 through October 2022. • Convened Nursing Education Committee consisting of three Board members and four external members twice in July and once in October to review education program reports and requests and make recommendations to the NDBON. <p>Distance Nursing Education Program Recognition:</p> <ul style="list-style-type: none"> • Total Students Placed fall 2020: 487. • Total Programs approved: 35. • 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>	<ol style="list-style-type: none"> 1. Implement and evaluate compliance and disciplinary processes related to nursing licensure and practice according to the NPA and NDAC. 2. Collect and evaluate data from NDBON Compliance Division related to investigative cases and disciplinary action. 3. Monitor and analyze trends and issues related to investigative processes, disciplinary action procedures, and encumbrance monitoring programs. 4. Collaborate with state and national entities to contribute NDBON data related to disciplinary processes and actions. 	<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"> • Continued work with Compliance Module which was initiated in March 2020. Increased efficiency with online PVR submissions and management of case files. • Compliance Division monitoring increased from 31-32 licensees, to 34-35 licensees • Received 62 Potential Violation Reports (up 19 compared to January 1-June 30, 2020) • Substance use disorder, impairment at work, or diversion of controlled substances in 21 cases (up 16 compared to January 1-June 30, 2020) • Retention of Legal Counsel by licensee in 16 cases (up 7 compared to January 1-June 30, 2020) • Formal Notice and Complaint issued in 3 cases (up 2 compared to January 1-June 30, 2020) • Average 48 days for case completion (up 2 days compared to January 1-June 30, 2020) • Board issued 33 formal disciplinary actions (down 12 compared to January 1-June 30, 2020) • Board issued 4 Emergency Actions (down 6 compared to January 1-June 30, 2020) • Compliance Advisory Council issued 10 non-disciplinary Letters of Concern (down 11 compared to January 1-June 30, 2020) • Compliance Advisory Council dismissed 17 cases (down 8 compared to January 1-June 30, 2020) • Compliance Division reviewed 20 NURSIS Speed Memos (down 3 compared to January 1-June 30, 2020) • Compliance Division reviewed 10 Self-Reports (down 2 compared to January 1-June 30, 2020) • Compliance Division reviewed 133 Positive Responses (down 2 compared to January 1-June 30, 2020)
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			<ul style="list-style-type: none">• Compliance Division reviewed 104 Positive CHRCs (up 6 compared to January 1-June 30, 2020)• Open investigative case load decreased from 17 cases to 14 cases• Compliance Division responded to 12 Requests for Applications for Reinstatement (same as compared to January 1-June 30, 2020)• Granted request for reinstatement to encumbered status for 12 licensees (up 5 compared to January 1-June 30, 2020)• Granted reissuance to full privilege practice for 6 licensees (not noted from January 1-June 30, 2020 time period)• Approved following policy and procedure additions/revisions:<ul style="list-style-type: none">○ Open Record Request○ Required Evaluation○ Evaluation Criteria and Board Requirements' Table
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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. • Associate Director for Education Chair of NLC Research Committee. • Executive Director on Nonresident Nursing Employment Recruitment Program Committee. • ND Prescription Drug Monitoring Program Advisory Council-Pfenning, Christianson. • NDCFN activities: <ul style="list-style-type: none"> ○ Reviewed NDCFN minutes related CFN motion on bylaws, conflict of interest, and NDBON representation (July) ○ Board of Director Representative and Alternate (Pfenning and Johnston: July-October; Christianson and Johnston-October -December). ○ Accepted Impact Management Solutions Proposal for group facilitation with John Trombley for the NDBON and NDCFN Joint Executive Committee meeting to explore future support of ND workforce center; and pay half fees. ○ November 4: NDBON Executive Committee discussed upcoming Joint meeting of NDCFN and NDBON Executive Committees with SAAG Simonson. ○ November 5: NDBON and NDCFN Facilitated meeting with

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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"> • Dakota Nurse Connection publication and hot topics on website. • Accepted South Dakota Board of Nursing request to separate the quarterly Dakota Nurse Connection into ND and SD publications effective at the end of the 2021 contract as a separate publication with PCI publishing; and to title the publication: "North Dakota Nurse Connection". • Approved 19 applicant's ineligible to reapply for the NEL to receive 62.76% of the total NEL amount they are eligible for according to <i>NDAC 54-04.1 Nursing Education Loans</i>; and approved 19 applicants who were eligible to reapply for the NEL to have their application fee of \$25 refunded and be encouraged through correspondence to reapply for the NEL next year. • Ratification of Nursing Education Loan Allocation Legal Memorandum by Nicholas Simonson SAAG.

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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 2-year terms for Jane Christianson as President; Kevin Buettner as Vice President; Jammie Hammer as Treasurer. • Approved committee appointments: <ul style="list-style-type: none"> ○ Executive Committee: Christianson, Buettner, Hammer. ○ Nursing Education Committee: Johnson (Chair), Holth, Froehlich. ○ Finance Committee: Hammer (Chair), Johnston, Buettner. ○ Risk Management: Dragseth. ○ Center for Nursing: Pfenning, Johnston (July-Oct); then Christianson, Johnston (Oct-Dec) ○ ND PDMP Advisory Council: Pfenning, Christianson • Approved 2020-2021 Committee Charges. • Approved 2020-2021 NDBON and Committee meeting dates. • Approved 2020-2021 Governance Manual • Attended NCSBN Annual Meeting and Delegate Assembly: Pfenning, Christianson, Hanson, Bentz, Buchholz. • Buchholz elected to NCSBN Leadership Succession Committee as committee member August 2020. • NCSBN Executive Officer Leadership Council-Pfenning Vice Chair. • Associate Director for Education NLC Research Committee Chair, with first

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			<p>meeting of committee held December 2020.</p> <ul style="list-style-type: none"> • Associate Director for Practice and Associate Director for Compliance participate in NCSBN International Center for Regulatory Scholarship certificate program June 2020 – ongoing. • Attended Legislative Drafting Seminar-October. • Participated in ND Nurses Association open forums for ND Center for Nursing (September and October). • Provided NDBON update and report to ND Nurse Practitioner Association Annual Pharmacology Conference and the ND Nurses Association Annual Meeting. • Buchholz and Hanson-5-year Service Awards. • Buchholz defended final Doctor of Nursing Practice Project. • Pfenning receives NCSBN Executive Officer 5-year award recognition. • Postponed the 2020-2021 Annual Retreat due to COVID 19 pandemic. • Approved staff request for addition of 1 FTE effective February 2020 with the following rationale: 1) to align with the 2020 fee increase justification to legislative council; 2) to ensure adequate and timely succession planning of upcoming retirements of one Technology Specialist and one Compliance and Licensing Specialist, and 3) to assist with increased workload demands for duties related to licensing and information technology.
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