



**Nursing Care Quality Assurance Commission (NCQAC)**

**Meeting Agenda**

**March 28, 2022**

**2:00 PM to 3:00 PM**

**Registration Link**

<https://us02web.zoom.us/meeting/register/tZEqd-GtrTwtEteFEJw2ZO8jfDmSRpGtBXBr>

**Commission Members:**

Laurie Soine PhD, ARNP, Chair  
Tiffany Randich, RN, LPN, Vice-Chair  
Adam Canary, LPN, Secretary/Treasurer  
Jonathan Alvarado ARNP, CRNA  
Quiana Childress, GCertHealthSc, BS, LPN  
Mabel Ezeonwu PhD, RN  
Ella B. Guilford, MSN, M.Ed., BSN, RN  
Dawn Morrell, RN, BSN, CCRN  
MaiKia Moua, RN, BSN, MPH  
Helen Myrick, Public Member  
Sharon Ness, RN  
Yvonne Strader, RN, BSN, BSPA, MHA  
Kimberly Tucker PhD, RN, CNE

**Assistant Attorney General:**

Sierra McWilliams, Assistant Attorney General

**Staff:**

Paula R. Meyer, MSN, RN, FRE, Executive Director  
Chris Archuleta, Director, Operations  
Gerianne Babbo, Ed.D, MN, RN, Director, Education  
Shad Bell, Assistant Director, Operations  
Amber Bielaski, MPH, Assistant Director, Licensing  
Debbie Carlson, MSN, RN, CPM, Director, Practice  
Mary Sue Gorski, PhD, RN, Director, Advanced Practice, Research and Policy  
Karl Hoehn, JD, FRE, Assistant Director, Discipline – Legal  
Grant Hulteen, Assistant Director, Discipline – Investigations and WHPS  
Bethany Mauden, Administrative Assistant  
Kathy Moisio, PhD, RN, Director, Nursing Assistant Programs  
Catherine Woodard, Director, Discipline and WHPS

If you have questions regarding the agenda, please call the Nursing Care Quality Assurance Commission (NCQAC) office at 360-236-4713. Agenda items may be presented in a different order. If you wish to attend the meeting for a single item, contact our office at the number listed above and request a specific time scheduled for that item. If you have limited English language expertise call 360-236-4713 before March 25, 2022.

This meeting is accessible to persons with disabilities. Special aids and services can be made available upon advance request. Advance request for special aids and services must be made no later than March 25, 2022. If you need assistance with special needs and services, please leave a message with your request at 1-800-525-0127 or, if calling from outside Washington State, call 360-236-4052. TDD may also be accessed by calling the TDD relay service at

711. If you need assistance due to a speech disability, Speech-to-Speech provides human voicers for people with difficulty being understood. The Washington State Speech to Speech toll free access number is 1-877-833-6341.

This meeting will be digitally recorded to assist in the production of accurate minutes. All recordings are public record. The minutes of this meeting will be posted on our website after they have been approved at the May 13, 2022 NCQAC meeting. For a copy of the actual recording, please contact the Public Disclosure Records Center (PDRC) at [PDRC@doh.wa.gov](mailto:PDRC@doh.wa.gov).

If attending remotely, please mute your connection to minimize background noise during the meeting.

Smoking and vaping are prohibited at this meeting.

- I. 2:00 PM Opening – Laurie Soine, Chair – DISCUSSION/ACTION**
- II. Call to Order**
  - A. Introductions**
  - B. Announcements**
- III. Licensing Fees: Recommendation to financially support decision packages - DISCUSSION/ACTION**
  - A. Health Enforcement and Licensing Management System**
  - B. Licensing**
  - C. Long Term Care Staffing Crisis**

The NCQAC considers licensing fee increases necessary to fund expenses related to decision packages supported in the Governor’s, House, and Senate Budgets. The Secretary of Health has the authority for fees and works in consultation with the NCQAC.

The Department of Health (DOH) filed a Preproposal (CR-101) for WAC 246-840-990, Fees and Renewal Cycle on November 10, 2021 as WSR #21-23-053. The DOH in consultation with the Nursing Care Quality Assurance Commission (NCQAC) is considering fee changes for registered nurses, licensed practical nurses, advanced registered nurse practitioners, and nursing technicians.

RCW 43.70.250 requires that the costs of licensing each profession be fully borne by members of that profession. Rulemaking is needed to ensure fees cover the costs of licensing the professions. A fee change may be necessary to cover the cost of a database solution to replace an outdated licensing system, for staffing to continue nurse license processing within legislated timelines, and staffing to address increased workload associated with nursing assistants and the long-term care crisis.

- IV. Meeting Evaluation**
- V. Closing**



# PREPROPOSAL STATEMENT OF INQUIRY

**CR-101 (October 2017)**  
**(Implements RCW 34.05.310)**  
Do **NOT** use for expedited rule making

CODE REVISER USE ONLY

OFFICE OF THE CODE REVISER  
STATE OF WASHINGTON  
FILED

DATE: November 10, 2021

TIME: 1:53 PM

WSR 21-23-053

**Agency:** Department of Health

**Subject of possible rule making:** WAC 246-840-990, Fees and renewal cycle. The Department of Health (department) in consultation with the Nursing Care Quality Assurance Commission (commission) is considering fee changes for registered nurses, licensed practical nurses, advanced registered nurse practitioners, and nursing technicians.

**Statutes authorizing the agency to adopt rules on this subject:** RCW 18.36A.060, 18.36A.140, 43.70.110, 43.70.250, and 43.70.280

**Reasons why rules on this subject may be needed and what they might accomplish:** RCW 43.70.250 requires that the costs of licensing each profession be fully borne by members of that profession. Rulemaking is needed to ensure fees cover the costs of licensing the professions. A fee change may be necessary to cover the cost of a database solution to replace an outdated licensing system, for staffing to continue nurse license processing within legislated timelines, and staffing to address increased workload associated with nursing assistants and the long-term care crisis.

**Identify other federal and state agencies that regulate this subject and the process coordinating the rule with these agencies:** None

**Process for developing new rule (check all that apply):**

- Negotiated rule making
- Pilot rule making
- Agency study
- Other (describe) Collaborative rulemaking.

**Interested parties can participate in the decision to adopt the new rule and formulation of the proposed rule before publication by contacting:**

Name: Shad Bell  
 Address: PO Box 47864, Olympia, WA 98504-7864  
 Phone: 360-236-4711  
 Fax:  
 TTY: 711  
 Email: ncqac.rules@doh.wa.gov  
 Web site:  
<https://www.doh.wa.gov/licensespermitsandcertificates/nursingcommission>  
 Other:

(If necessary)

Name: Heather Cantrell, MPA  
 Address: PO Box 47850 Olympia, WA 98540-7850  
 Phone: 360-236-4637  
 Fax:  
 TTY: 711  
 Email: HSQAfeerules@doh.wa.gov  
 Web site:  
 Other:

Additional comments: The commission will notify interested parties of rulemaking by posting information on the Department of Health website, the commission website and by use of GovDelivery. Interested parties may sign up to receive commission rulemaking notices at <https://public.govdelivery.com/accounts/WADOH/subscriber/new>. The commission will hold virtual meetings at varying times to encourage participation.

**Date:** 11/10/2021

**Signature:**

**Name:** Kristin Peterson, JD for Umair A. Shah, MD, MPH

**Title:** Deputy Secretary for Policy and Planning for Secretary of Health

Kristin Lullus





CR-101 FEES AND RENEWAL CYCLE WORKSHOP  
Nursing Care Quality Assurance Commission (NCQAC)

# Introduction

---

Paula R. Meyer, RN, MSN, FRE  
Executive Director  
Nursing Care Quality Assurance Commission





# PREPROPOSAL STATEMENT OF INQUIRY

## CR-101 (October 2017) (Implements RCW 34.05.310)

Do NOT use for expedited rule making

CODE REVISER USE ONLY

OFFICE OF THE CODE REVISER  
STATE OF WASHINGTON  
FILED

DATE: November 10, 2021

TIME: 1:63 PM

WSR 21-23-053

Agency: Department of Health

Subject of possible rule making: WAC 246-840-990, Fees and renewal cycle. The Department of Health (department) in consultation with the Nursing Care Quality Assurance Commission (commission) is considering fee changes for registered nurses, licensed practical nurses, advanced registered nurse practitioners, and nursing technicians.

Statutes authorizing the agency to adopt rules on this subject: RCW 18.36A.060, 18.36A.140, 43.70.110, 43.70.250, and 43.70.280

Reasons why rules on this subject may be needed and what they might accomplish: RCW 43.70.250 requires that the costs of licensing each profession be fully borne by members of that profession. Rulemaking is needed to ensure fees cover the costs of licensing the professions. A fee change may be necessary to cover the cost of a database solution to replace an outdated licensing system, for staffing to continue nurse license processing within legislated timelines, and staffing to address increased workload associated with nursing assistants and the long-term care crisis.

Identify other federal and state agencies that regulate this subject and the process coordinating the rule with these agencies: None

Process for developing new rule (check all that apply):

- Negotiated rule making
- Pilot rule making
- Agency study
- Other (describe) Collaborative rulemaking.

Interested parties can participate in the decision to adopt the new rule and formulation of the proposed rule before publication by contacting:

Name: Shad Bell	(If necessary) Name: Heather Cantrell, MPA
Address: PO Box 47864, Olympia, WA 98504-7864	Address: PO Box 47850 Olympia, WA 98540-7850
Phone: 360-236-4711	Phone: 360-236-4637
Fax:	Fax:
TTY: 711	TTY: 711
Email: ncqac.rules@doh.wa.gov	Email: HSQAfeerules@doh.wa.gov
Web site: <a href="https://www.doh.wa.gov/licensespermitsandcertificates/nursingcommission">https://www.doh.wa.gov/licensespermitsandcertificates/nursingcommission</a>	Web site:
Other:	Other:

Additional comments: The commission will notify interested parties of rulemaking by posting information on the Department of Health website, the commission website and by use of GovDelivery. Interested parties may sign up to receive commission rulemaking notices at <https://public.govdelivery.com/accounts/WADOH/subscriber/new>. The commission will hold virtual meetings at varying times to encourage participation.

Date: 11/10/2021

Signature:

Name: Kristin Peterson, JD for Umair A. Shah, MD, MPH

Title: Deputy Secretary for Policy and Planning for Secretary of Health

## CR-101 Fees and Renewal Cycle

On **November 10, 2021** the Department of Health in consultation with the Nursing Care Quality Assurance (NCQAC) filed a CR-101 (WSR # 21-23-053) to consider changes to the fees and renewal cycle for registered nurses, licensed practical nurses, advanced registered nurse practitioners, and nursing technicians.

## Subject of Possible Rule Making

---

### **Subject of possible rule making:**

WAC 246-840-990, Fees and renewal cycle. The Department of Health in consultation with the Nursing Care Quality Assurance Commission is considering fee changes for registered nurses, licensed practical nurses, advanced registered nurse practitioners, and nursing technicians.



## Reasons for Possible Rule Making

---

### **Reasons why rules on this subject may be needed and what they might accomplish:**

RCW 43.70.250 requires that the costs of licensing each profession be fully borne by members of that profession. Rulemaking is needed to ensure fees cover the costs of licensing the professions. A fee change may be necessary to cover the cost of a database solution to replace an outdated licensing system, for staffing to continue nurse license processing within legislated timelines, and staffing to address increased workload associated with nursing assistants and the long-term care crisis.

# HELMS (Healthcare Enforcement and Licensing Management System)

---

- ❑ Modernized electronic licensing system that the Department of Health is pursuing to replace the outdated system
- ❑ Provide licensees and employers better service, to increase work efficiencies, and to provide greater access to data on the health care system
- ❑ Provide electronic access to facility inspection and/or investigation reports
- ❑ Allow consumers visibility to provider specializations and practice locations
- ❑ Enable patients and others who have filed complaints against practitioners and facilities to check complaint status
- ❑ NCQAC portion of total costs is currently at \$7.5M. Payments over four years:
  - June '20 - \$275K, June '21 - \$1.8M, *June '22 - \$2.8M, June '23 - \$2.6M*

## Licensing Delays Lead to Decreased Patient Care Decision Package

---

The 2021-2023 Operating Budget (ESSB 5092) contains a provision that establishes the expectation of seven days or less to process nurse licenses. The provision does not provide NCQAC with the spending authority to hire necessary staff to meet the new expectation. This decision package requests the needed spending authority to meet the legislative mandate.

- ❑ 34.3% growth in licensees since 2008; Staffing levels remained constant
- ❑ Standard time to issue a license prior to provision and pre-Covid 19 was Fourteen calendar days
- ❑ Covid-19 surge and increased expectations led to peak wait times of 8-10 weeks to process a nurse license in November and December 2020
- ❑ Currently at Eleven days to process a nurse license
- ❑ Annual financial impact of DP on NCQAC: Approximately \$1M beginning FY22 (10 FTE)

## Long Term Care Nursing Staff Crisis Decision Package

---

Covid-19 pushed longstanding nursing workforce shortages in long-term care (LTC) into crisis. Legislated stakeholder work produced solutions within the NCQAC's authority:

- Massive transformation in Nursing Assistant training and testing capacity
- Implement training and testing modalities, apprenticeship pathway into nursing, rules
- Support expansion of qualified nursing workforce

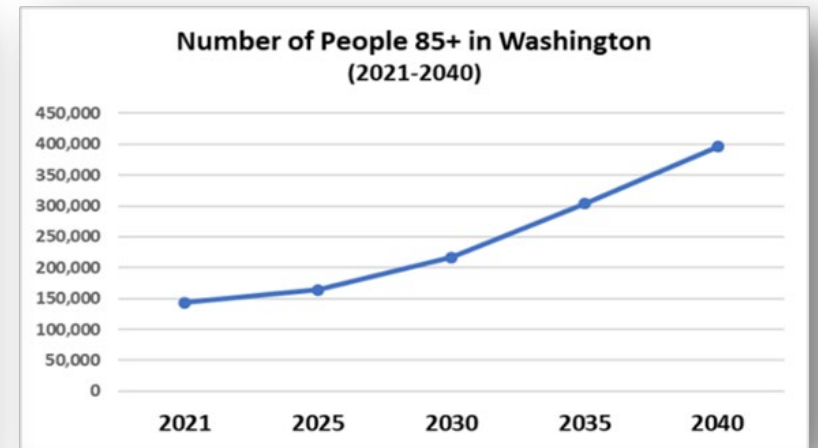
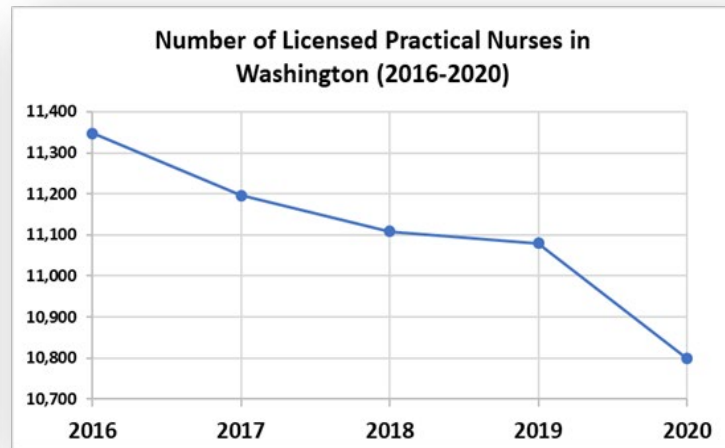
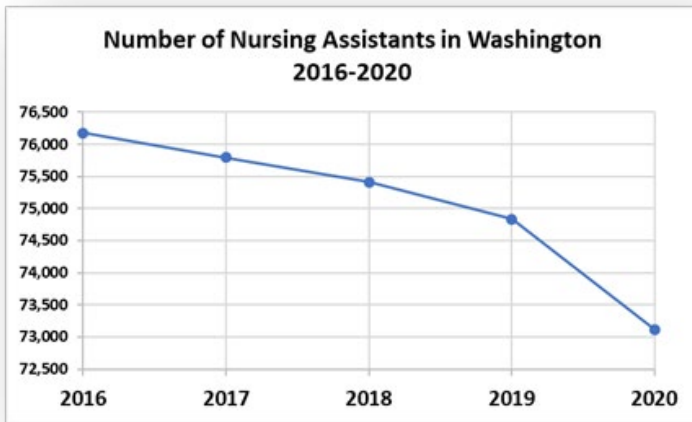
To address the crisis, NCQAC proposes:

- Phase One - NCQAC staffing (5 FTE)
- Phase Two - Pilot program implementation

Annual financial impact of DP on NCQAC: Approximately \$750K beginning FY23

# Long Term Care Nursing Staff Crisis Decision Package Cont'd

Nursing assistants, licensed practical nurses (LPN's), and registered nurses (RNs) have ranked as the top three occupations with exceptionally long vacancies in LTC for the last five years (2016-2020). At the same time, since 2016, the number of Washingtonians aged 65+ increased by 24.3% while the number of actively credentialed nursing assistants and LPNs declined by 4% and 4.8% , respectively.





# Additional Information

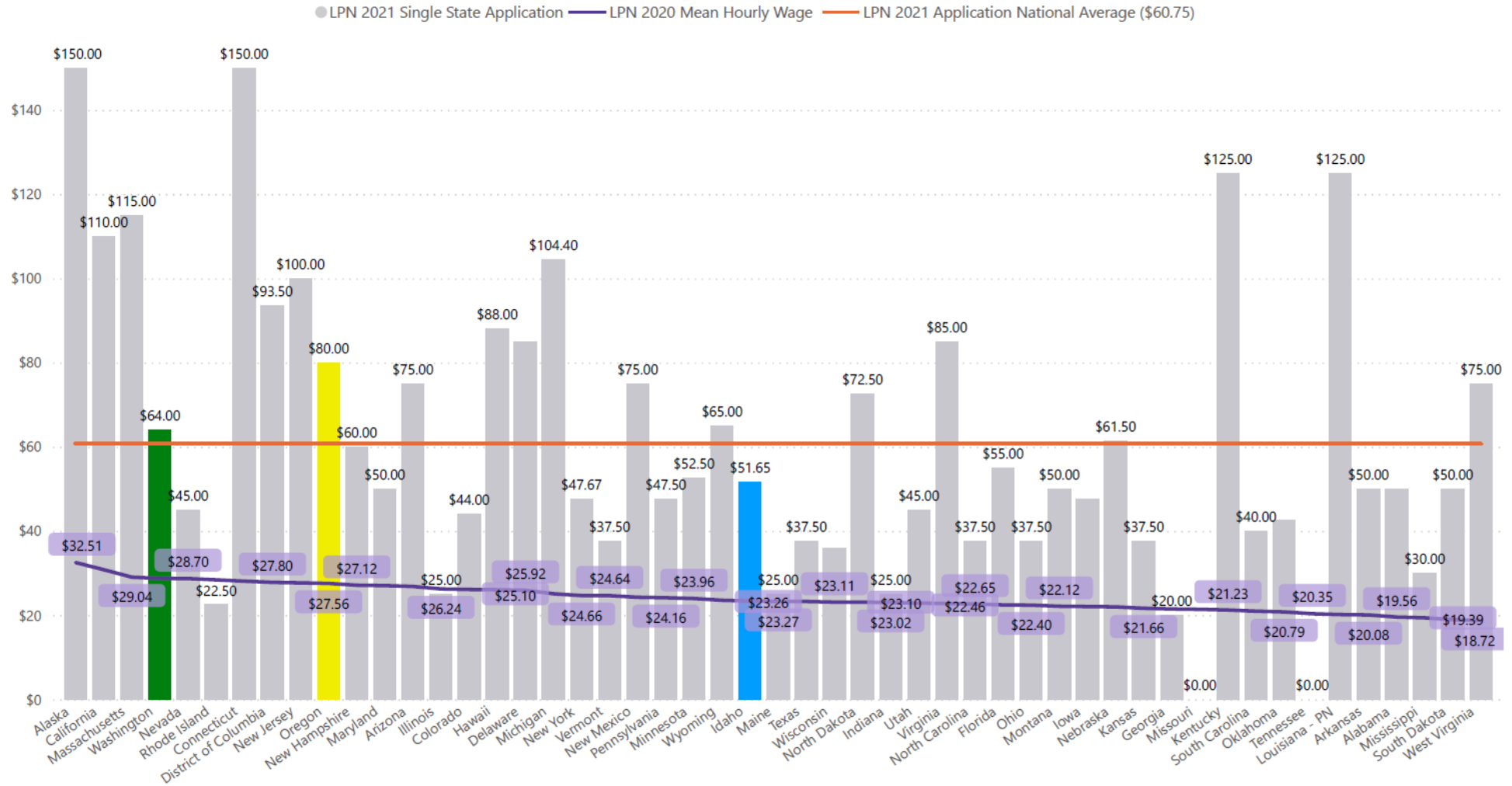
---

Variables and scenarios impacting possible fee change presented by

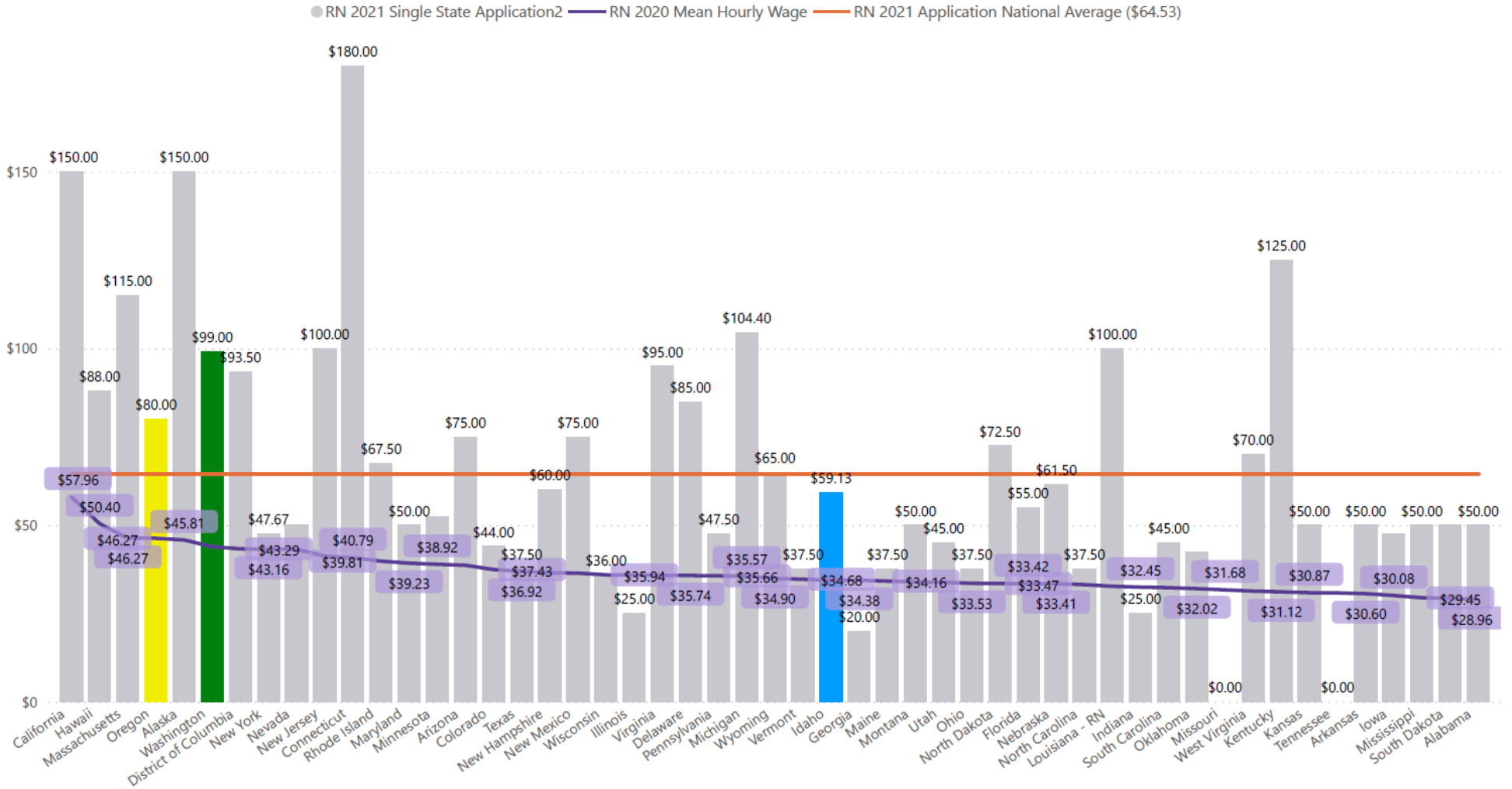
Paula Meyer, NCQAC Executive Director

Chris Archuleta, NCQAC Operations Director

### LPN - Application Fees All States

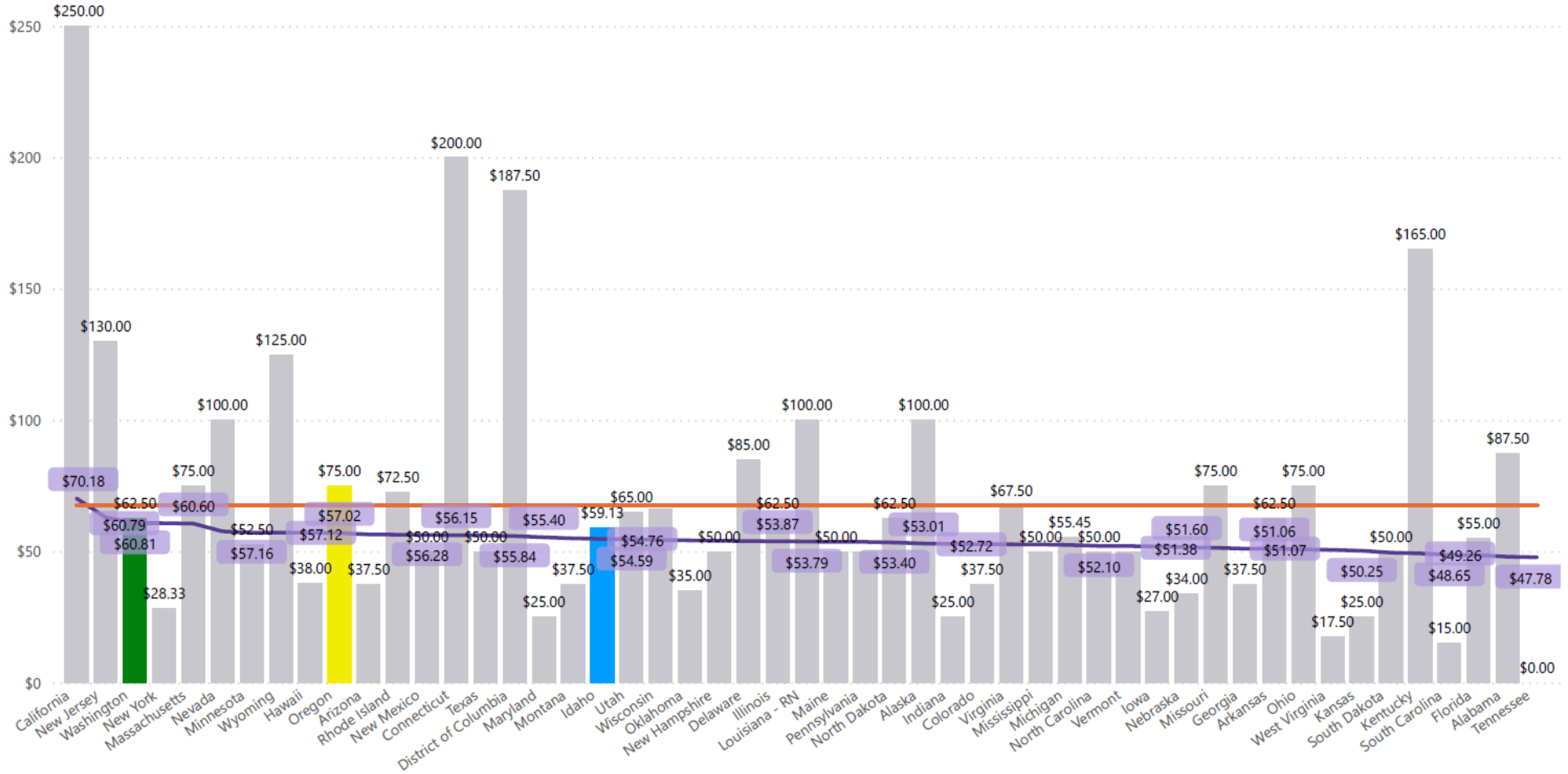


### RN - Application Fees All States

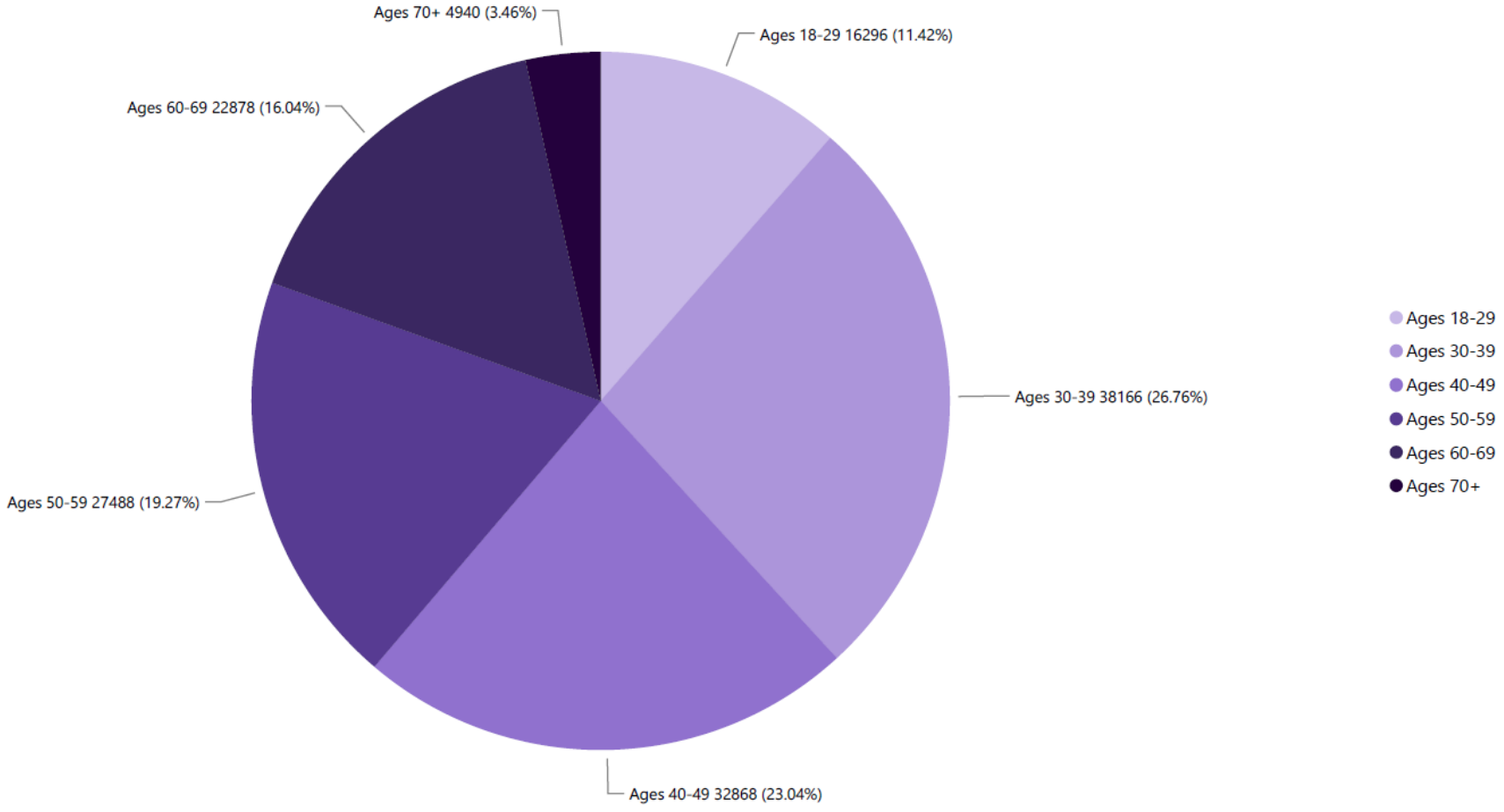


### APRN - Application Fee All States

● APRN 2021 Application    — APRN 2020 Mean Hourly Wage    — APRN 2021 Application National Average (\$67.51)



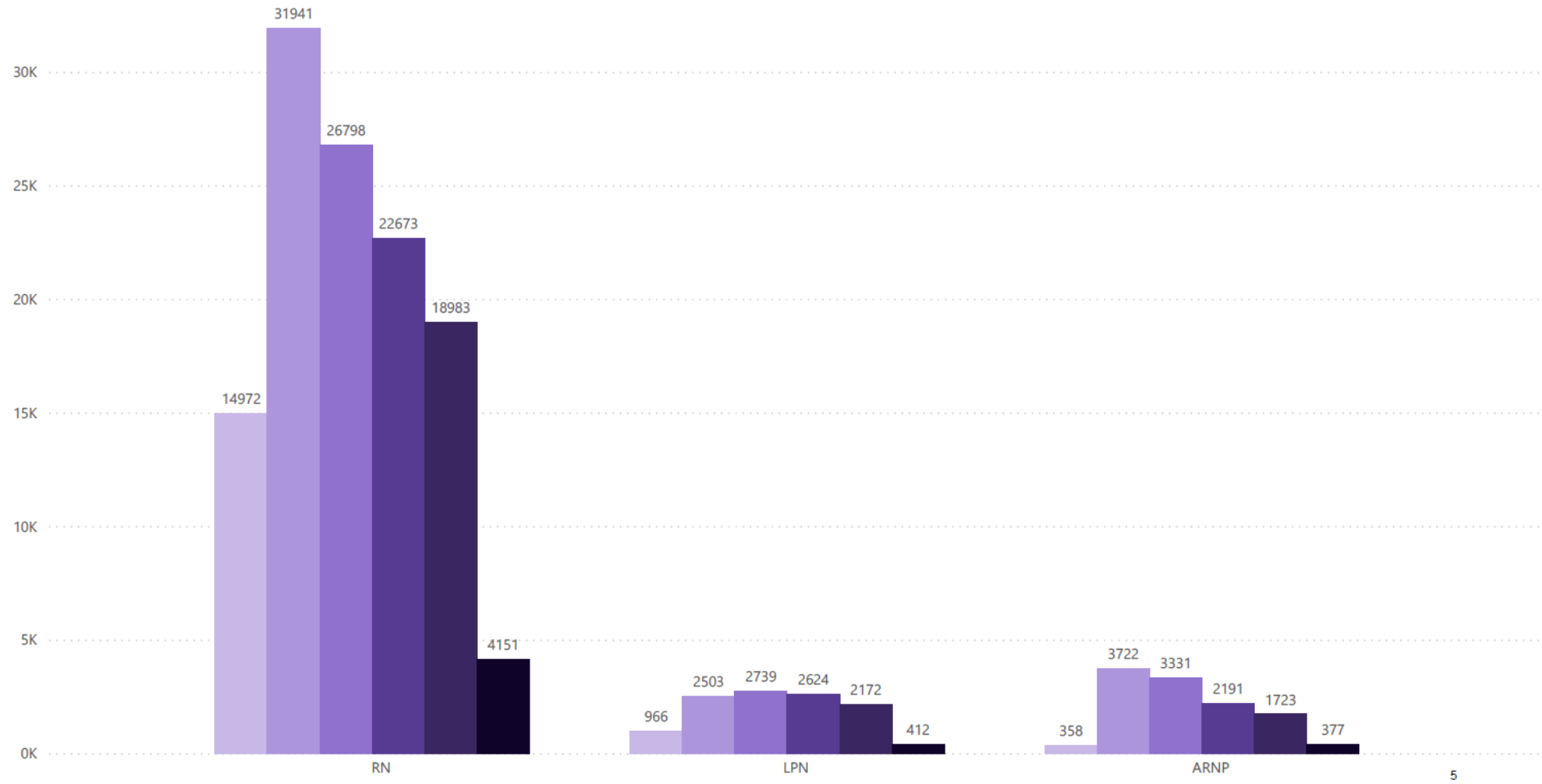
Nurse Population by Age





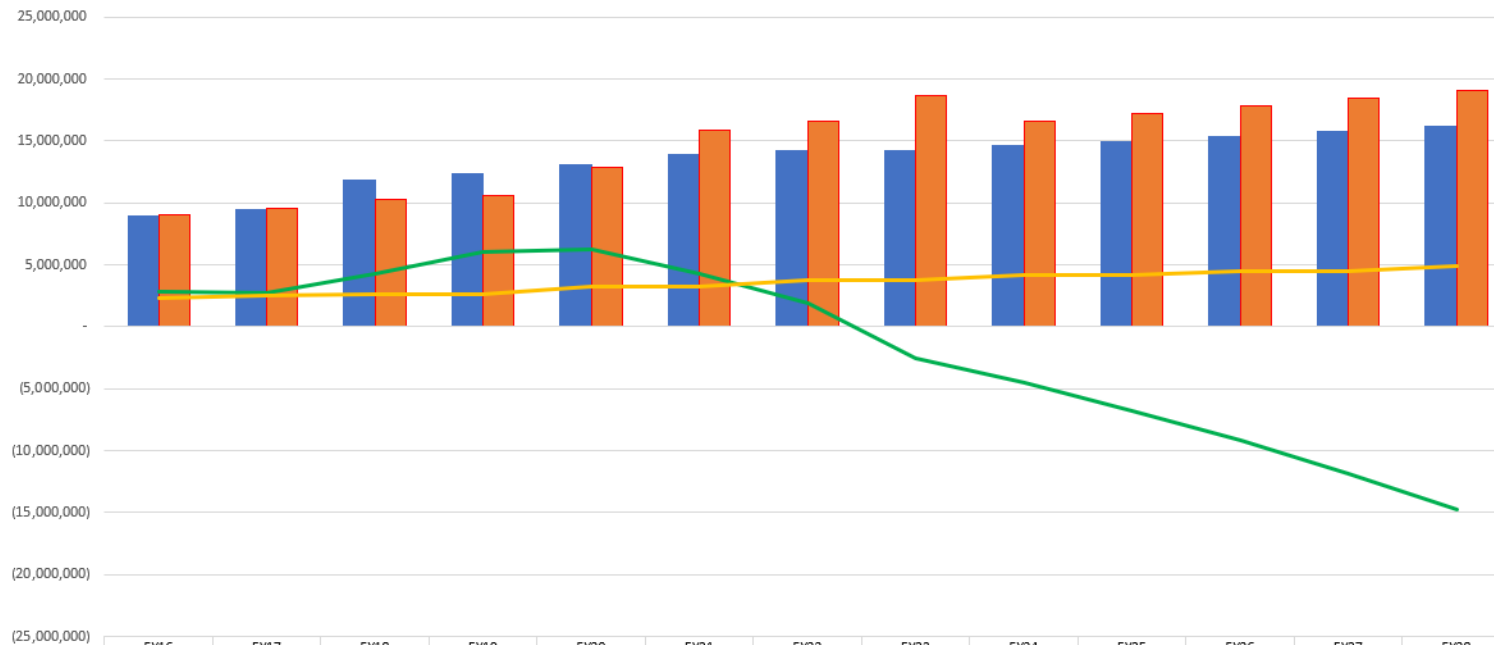
### Nurse Population Age by Credential

● Ages 18-29 ● Ages 30-39 ● Ages 40-49 ● Ages 50-59 ● Ages 60-69 ● Ages 70+



Profession	Fee Type	Current Fees	Proposed Fees	HEAL-WA Surcharge	WCN Surcharge	Total Fee
Advanced Registered Nurse Practitioner (ARNP renewal is every 2 Years)	Applications	\$125	\$125			\$125
	Renewals	\$125	\$125			\$125
Licensed Practical Nurse	Applications	\$64	\$64	\$16	\$5	\$85
	Renewals	\$64	\$64	\$16	\$5	\$85
Registered Nurse	Applications	\$99	\$99	\$16	\$5	\$120
	Renewals	\$99	\$99	\$16	\$5	\$120
Nursing Technician	Applications	\$25	\$25			\$25
	Renewals	\$25	\$25			\$25

Nursing Care Quality Assurance Commission  
Financial Forecast with Proposed Fee Increase

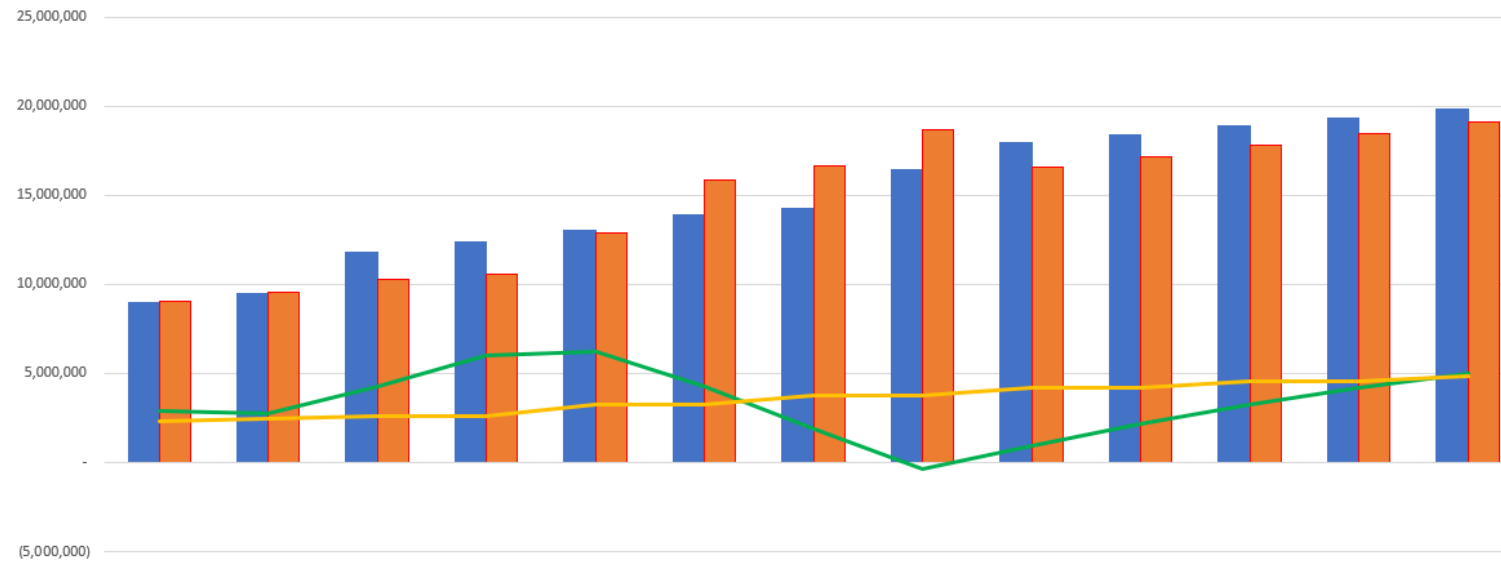


	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28
Revenue	8,968,629	9,460,426	11,813,707	12,353,477	13,042,446	13,893,210	14,244,377	14,236,505	14,601,124	14,975,959	15,361,333	15,757,719	16,165,315
Expenditure	9,069,664	9,582,807	10,318,652	10,552,286	12,874,913	15,851,083	16,637,270	18,667,532	16,581,234	17,174,723	17,791,952	18,433,871	19,101,464
Ending Balance	2,873,629	2,751,248	4,246,303	6,047,493	6,215,026	4,257,154	1,864,261	(2,566,766)	(4,546,876)	(6,745,641)	(9,176,259)	(11,852,411)	(14,788,560)
Target Reserve	2,330,000	2,487,000	2,604,000	2,604,000	3,286,000	3,286,000	3,737,000	3,737,000	4,219,000	4,219,000	4,528,000	4,528,000	4,862,000
Variance to Target Reserve	543,629	264,248	1,642,303	3,443,493	2,929,026	971,154	(1,872,739)	(6,303,766)	(8,765,876)	(10,964,641)	(13,704,259)	(16,380,411)	(19,650,560)

Revenue Expenditure Ending Balance Target Reserve Variance to Target Reserve

Profession	Fee Type	Current Fees	Proposed Fees	HEAL-WA Surcharge	WCN Surcharge	Total Fee
Advanced Registered Nurse Practitioner (ARNP renewal is every 2 Years)	Applications	\$125	\$130			\$130
	Renewals	\$125	\$130			\$130
Licensed Practical Nurse	Applications	\$64	\$69	\$16	\$5	\$90
	Renewals	\$64	\$69	\$16	\$5	\$90
Registered Nurse	Applications	\$99	\$124	\$16	\$5	\$145
	Renewals	\$99	\$124	\$16	\$5	\$145
Nursing Technician	Applications	\$25	\$25			\$25
	Renewals	\$25	\$25			\$25

Nursing Care Quality Assurance Commission  
Financial Forecast with Proposed Fee Increase

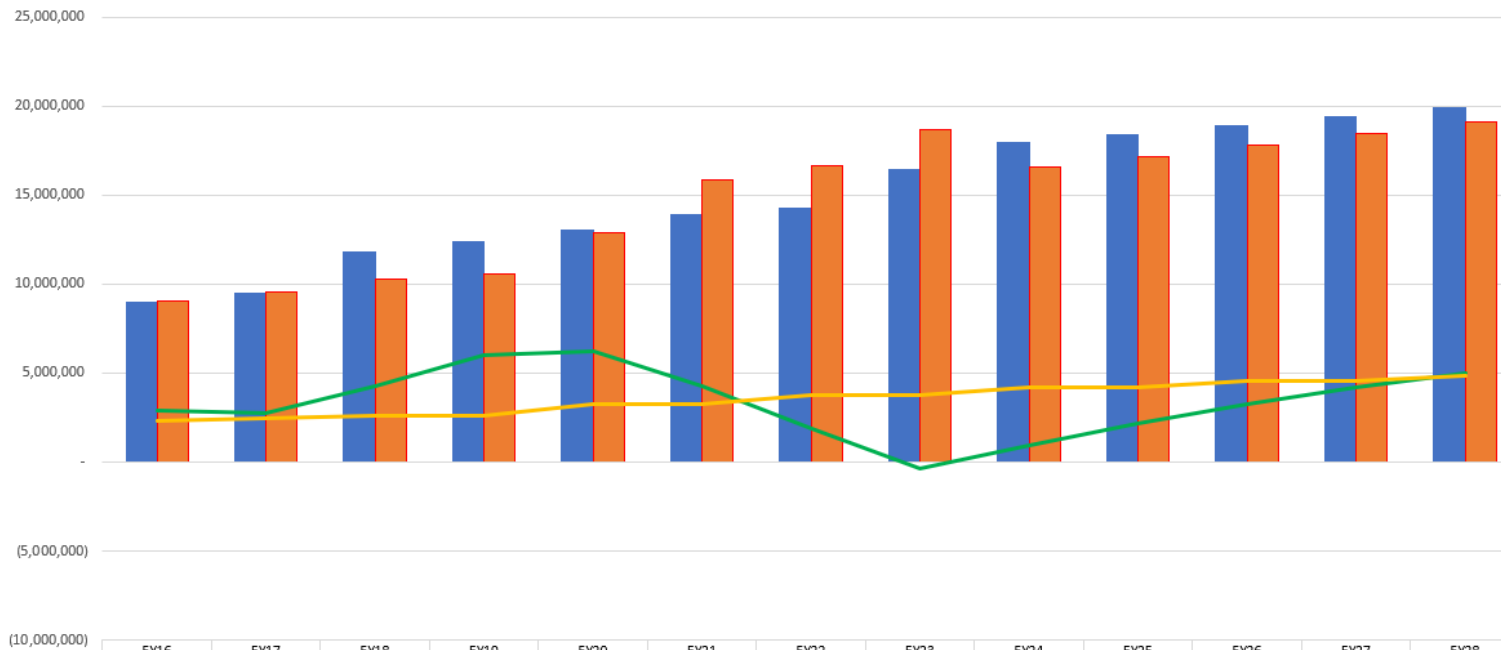


	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28
Revenue	8,968,629	9,460,426	11,813,707	12,353,477	13,042,446	13,893,210	14,244,377	16,419,070	17,941,539	18,401,404	18,874,038	19,359,974	19,859,460
Expenditure	9,069,664	9,582,807	10,318,652	10,552,286	12,874,913	15,851,083	16,637,270	18,667,532	16,581,234	17,174,723	17,791,952	18,433,871	19,101,464
Ending Balance	2,873,629	2,751,248	4,246,303	6,047,493	6,215,026	4,257,154	1,864,261	(384,201)	976,104	2,202,785	3,284,871	4,210,974	4,968,970
Target Reserve	2,330,000	2,487,000	2,604,000	2,604,000	3,286,000	3,286,000	3,737,000	3,737,000	4,219,000	4,219,000	4,528,000	4,528,000	4,862,000
Variance to Target Reserve	543,629	264,248	1,642,303	3,443,493	2,929,026	971,154	(1,872,739)	(4,121,201)	(3,242,896)	(2,016,215)	(1,243,129)	(317,026)	106,970

Revenue Expenditure Ending Balance Target Reserve Variance to Target Reserve

Profession	Fee Type	Current Fees	Proposed Fees	HEAL-WA Surcharge	WCN Surcharge	Total Fee
Advanced Registered Nurse Practitioner (ARNP renewal is every 2 Years)	Applications	\$125	\$190			\$190
	Renewals	\$125	\$190			\$190
Licensed Practical Nurse	Applications	\$64	\$84	\$16	\$5	\$105
	Renewals	\$64	\$84	\$16	\$5	\$105
Registered Nurse	Applications	\$99	\$119	\$16	\$5	\$140
	Renewals	\$99	\$119	\$16	\$5	\$140
Nursing Technician	Applications	\$25	\$25			\$25
	Renewals	\$25	\$25			\$25

Nursing Care Quality Assurance Commission  
Financial Forecast with Proposed Fee Increase



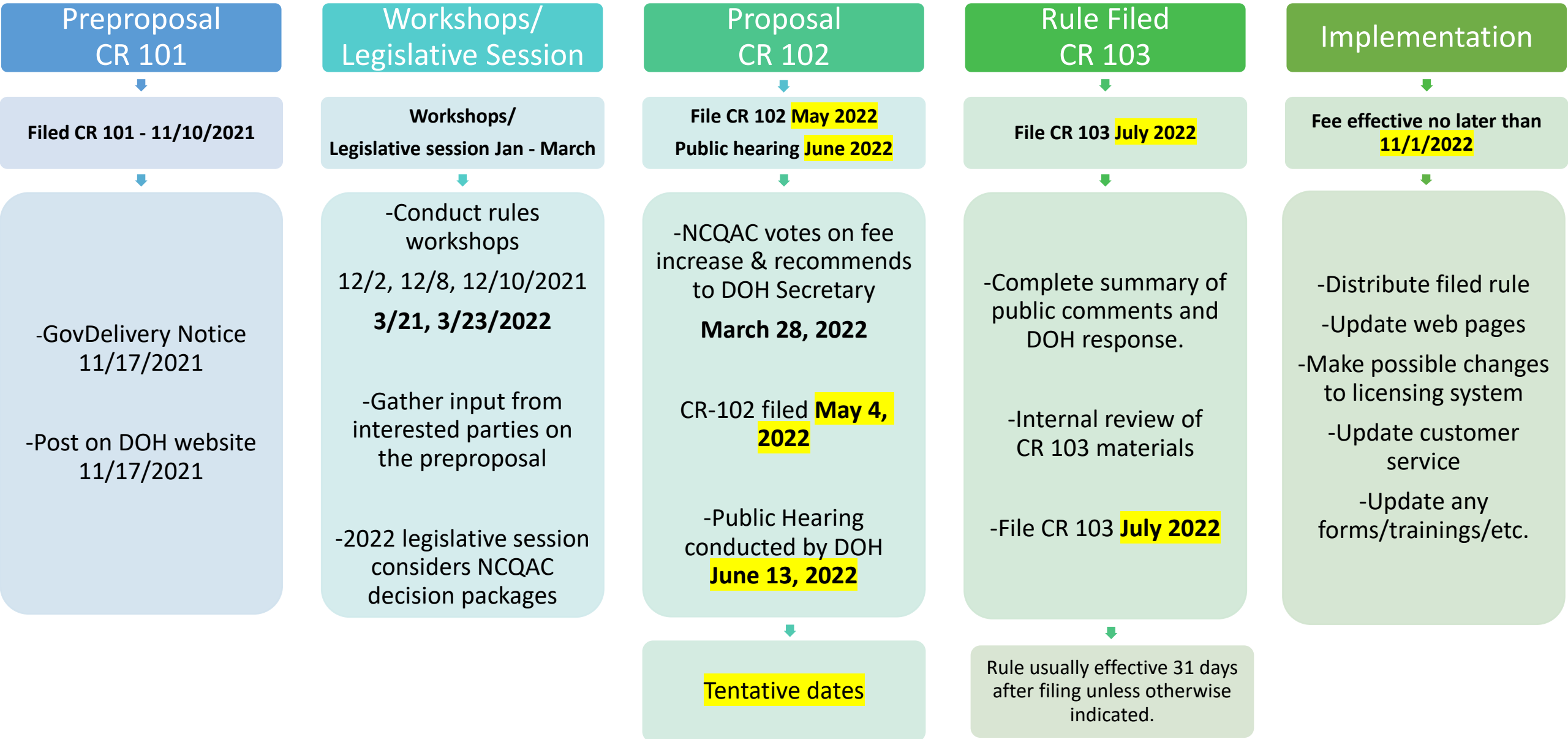
	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28
Revenue	8,968,629	9,460,426	11,813,707	12,353,477	13,042,446	13,893,210	14,244,377	16,414,353	17,938,694	18,403,234	18,881,073	19,372,854	19,878,815
Expenditure	9,069,664	9,582,807	10,318,652	10,552,286	12,874,913	15,851,083	16,637,270	18,667,532	16,581,234	17,174,723	17,791,952	18,433,871	19,101,464
Ending Balance	2,873,629	2,751,248	4,246,303	6,047,493	6,215,026	4,257,154	1,864,261	(388,918)	968,542	2,197,053	3,286,174	4,225,158	5,002,509
Target Reserve	2,330,000	2,487,000	2,604,000	2,604,000	3,286,000	3,286,000	3,737,000	3,737,000	4,219,000	4,219,000	4,528,000	4,528,000	4,862,000
Variance to Target Reserve	543,629	264,248	1,642,303	3,443,493	2,929,026	971,154	(1,872,739)	(4,125,918)	(3,250,458)	(2,021,947)	(1,241,826)	(302,842)	140,509

Revenue Expenditure Ending Balance Target Reserve Variance to Target Reserve

# Interactive Chart



# Fee Rule Process



Questions? Comments?



If you have additional questions or comments, please email:

[NCQAC.Rules@doh.wa.gov](mailto:NCQAC.Rules@doh.wa.gov)



To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email [civil.rights@doh.wa.gov](mailto:civil.rights@doh.wa.gov).