



LEGISLATION AND RULES COMMITTEE

BOARD OF NURSING
ROOM 121C, 1400 EAST WASHINGTON AVENUE, MADISON WI
CONTACT: DAN WILLIAMS (608) 266-2112
December 16, 2013

Notice: The following agenda describes the issues that the Committee plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions and deliberations of the Committee. A quorum of the Board may be present during the committee meeting.

1:00 p.m.

CALL TO ORDER – ROLL CALL – OPEN SESSION

- A. Approval of Agenda (1-2)**
- B. Approval of Legislation and Rules Committee Minutes of November 25, 2013 (3-4)**
- C. Rule-making Matter - Discussion and Consideration**
 - 1) Draft rule amending N 2 and N 3 relating to applications **(5-10)**
 - 2) Draft rule amending N 1 relating to school approval **(11-18)**
- D. Public Comments**

ADJOURNMENT OF LEGISLATION AND RULES COMMITTEE MEETING

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LEGISLATION AND RULES COMMITTEE

**BOARD OF NURSING
MEETING MINUTES
NOVEMBER 25, 2013**

PRESENT: Jeffrey Miller, Lillian Nolan,

STAFF: Sharon Henes, Rules Coordinator; Matt Guidry, Bureau Assistant; Other
Department Staff

CALL TO ORDER

The chair called the meeting to order at 8:30 a.m. A quorum of two (2) members was confirmed.

ADOPTION OF AGENDA

MOTION: Lillian Nolan, seconded by Jeffrey Miller, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF LEGISLATION AND RULES COMMITTEE MINUTES OF
NOVEMBER 14, 2013**

MOTION: Lillian Nolan moved, seconded by Jeffrey Miller, to approve the minutes of November 14 as published. Motion carried unanimously.

MOTION: Lillian Nolan moved, seconded by Jeffrey Miller, to accept rule text of N 2 and N 3 for presentation at the Board meeting in December 2013. Motion carried unanimously.

ADJOURNMENT

MOTION: Lillian Nolan moved, seconded by Jeffrey Miller, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:05 a.m.

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**State of Wisconsin
Department of Safety & Professional Services**

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Sharon Henes Administrative Rules Coordinator		2) Date When Request Submitted: <i>10 December 2013</i>	
		Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> ▪ 10 work days before the meeting for Medical Board ▪ 14 work days before the meeting for all others 	
3) Name of Board, Committee, Council, Sections: Board of Nursing, Legislative/Rulemaking Committee			
4) Meeting Date: 16 December 2013	5) Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Rule-making Matters – Discussion and Consideration Draft rule amending N 2, 3 relating to licensure Draft rule amending N 1 relating to school approval	
7) Place Item in: <input type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing? <input type="checkbox"/> Yes by _____ (name) <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed:			
11) Authorization			
<i>Sharon Henes</i>		<i>10 December 2013</i>	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Bureau Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Board Services Bureau Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

Chapter N 2
LICENSURE

N 2.01 **Authority.** This chapter is adopted pursuant to authority of ss. 15.08, 227.11, and 441.01(3).

N 2.02 **Definitions.** As used in this chapter.

- (1) “Board” means board of nursing.
- (2) “Board approved school” means one of the following:
 - (a) A school in Wisconsin which has been approved by the board or the board has granted authorization to admit students under ch. N 1.
 - (b) A school which participates in the electronic application process.
- (3) “Certificate of Approval” means the school of nursing approves the applicant to take the NCLEX prior to receiving a diploma in practical nursing or professional nursing.
- (4) “Certificate of Completion” means the applicant has completed the portion of the program equivalent to a diploma in practical nursing or professional nursing.
- (5) “Comparable school” means one of the following:
 - (a) A school holding nursing accreditation by a board-recognized nursing accreditation organization.
 - (b) A school located in the United States approved by the board of nursing for that jurisdiction
 - (c) A school located in a U.S. territory or a province of Canada which approved by the board of nursing for that jurisdiction and meets the standards of the Wisconsin board of nursing.
- (6) “Department” means the department of safety and professional services.
- (7) “Direct supervision” means immediate availability to coordinate, direct and inspect the practice of another.
- (8) “LPN” means licensed practical nurse.
- (9) “NCLEX” means national council licensure examination
- (10) “RN” means registered nurse.

SUBCHAPTER I
LICENSURE BY EXAMINATION

N 2.10 **Qualifications for licensure.** (1) REGISTERED NURSE APPLICANTS. An applicant is eligible for licensure if the applicant:

- (a) Graduated from a high school or its equivalent;
- (b) Does not have an arrest or conviction record, subject to ss. 111.321, 111.322 and 111.335.
- (c) Graduated from one of the following:

1. a board-approved school of professional nursing
2. a comparable school of professional nursing

or submits evidence of general and professional educational qualifications comparable to those required in this state at the time of graduation.

- (d) Passes the NCLEX.

(2) LICENSED PRACTICAL NURSE APPLICANTS. An applicant is eligible for licensure if the applicant:

- (a) Completed two years of high school or its equivalent;
- (b) Does not have an arrest or conviction record, subject to ss. 111.321, 111.322 and 111.335.
- (c) Graduated from one of the following:
 1. a board-approved school of practical nursing
 2. a comparable school of practical nursing

or submits evidence of general and professional educational qualifications comparable to those required in this state at the time of graduation.

(d) Passes the NCLEX.

N 2.11 Application procedure for applicants from board approved schools. (1) Each applicant shall complete and submit an application by the electronic application process or on forms provided by the department and pay the fee.

(2) The educational administrator or designee for a school of professional nursing or practical nursing shall either:

(a) submit via the electronic application process a verification that the person has graduated or received a certificate of completion; or

(b) submit a certification of graduation or completion to the department.

(3) NCLEX.

(a) The board shall notify the applicant of eligibility for admission to the examination once it receives verification of one of the following:

1. Certificate of approval

2. Graduation

3. Certificate of completion

(b) The applicant shall contact the examination provider to schedule the examination date and time within one year from the time the notice of eligibility is received.

(c) The board shall send notification of results to applicants who fail to earn a passing score on the NCLEX. An applicant may apply to the board for authorization to schedule reexamination. The reexamination may not occur earlier than 45 days after the most recent sitting for the examination.

(4) An applicant who has a pending criminal charge or has been convicted of any crime or ordinance violation shall provide the board all related information necessary for the board to determine whether the circumstances of the arrest or conviction or other offense substantially relate to the circumstances of the licensed activity.

(5) An applicant who has committed any act, which would be subject to discipline under N 7, shall provide the board with all related information regarding the act necessary for the board to make a determination on the application for licensure.

N 2.12 Application procedure for applicants from comparable schools. (1) Each applicant shall complete and submit an application on forms provided by the department.

(2) The school of professional nursing or practical nursing shall forward directly to the department, official transcripts of nursing education for applicants who graduated from the school. If the applicant graduated from a school of professional nursing or practical nursing from outside the United States, the applicant shall submit a valid certificate issued by the commission on graduates of foreign nursing schools or another board approved entity which evaluates education.

(3) NCLEX.

(a) The board shall notify the applicant of eligibility for admission to the examination once it receives verification of one of the following:

1. Certificate of approval

2. Graduation

(b) The board shall notify the applicant of eligibility for admission to the examination. The applicant shall contact the examination provider to schedule the examination date and time within one year from the time the notice of eligibility is received.

(c) The board shall send notification of results to applicants who fail to earn a passing score on the NCLEX. An applicant may apply to the board for authorization to schedule reexamination.

The reexamination may not occur earlier than 45 days after the most recent sitting for the examination.

(4) An applicant who has a pending criminal charge or has been convicted of any crime or ordinance violation shall provide the board all related information necessary for the board to determine whether the circumstances of the arrest or conviction or other offense substantially relate to the circumstances of the licensed activity.

(5) An applicant who has committed any act, which would be subject to discipline under N 7, shall provide the board with all related information regarding the act necessary for the board to make a determination on the application for licensure.

SUBCHAPTER II LICENSURE BY ENDORSEMENT

N 2.20 Endorsement of an applicant from a nurse licensure compact state. A license from a state which has adopted the nurse licensure compact is considered to have met educational and other qualifications comparable to those required in this state.

(1) The applicant shall file a completed application, declare Wisconsin as the primary state of residence, and pay the applicable fee.

(2) An applicant who has a pending criminal charge or has been convicted of any crime or ordinance violation shall provide the board with all related information necessary for the board to determine whether the circumstances of the arrest or conviction or other offense substantially relates to the practice of nursing.

(3) An applicant who has committed any act, which would be subject to discipline under N 7, shall provide the board with all related information regarding the act necessary for the board to make a determination on the application for licensure.

(4) An applicant who has a nursing license encumbered by adverse action shall provide the board with all related information necessary to determine whether the Board deems the action taken to warrant a denial in Wisconsin. Any license issued to an applicant with an encumbered nursing license elsewhere shall be a single state license to practice in the state of Wisconsin.

N 2.21 Endorsement of an applicant from another U.S. state, territory or Canada. (1) A license from another U.S. state, territory or Canada is considered to have met educational and other qualifications comparable to those required in this state provided the requirements of the initial license included the following:

(a) Graduated from a school approved by the board in the jurisdiction of initial licensure or had education the board in the jurisdiction of initial licensure deemed to be comparable to a school that board approves.

(b) Passed the NCLEX or other test approved by the board in the jurisdiction of initial licensure.

(2) An applicant shall submit a completed application and pay the applicable fee. The application shall include:

(a) Verification of licensure from the state, territory or province in which the original license by examination was issued and the state, territory or province in which the current license was issued.

(b) Documentation of employment history.

(c) An applicant who has a pending criminal charge or has been convicted of any crime or ordinance violation shall provide the board with all related information necessary for the board to determine whether the circumstances of the arrest or conviction or other offense substantially relate to the practice of nursing.

(d) An applicant who has a license encumbered by adverse action shall provide the board with all related information necessary to determine whether the Board deems the action taken to warrant a denial in Wisconsin.

(e) An applicant who has been terminated from any employment related to nursing shall provide the board with all related information necessary to determine current competency.

(f) An applicant who has committed any act, which would be subject to discipline under N 7, shall provide the board with all related information regarding the act necessary for the board to make a determination on the application for licensure.

(3) An applicant who does not have current nursing education or been employed in a position that requires a nursing license within the last five years may apply to the board for a limited license to enable the applicant to complete a nursing refresher course approved by the board. Upon successful completion of an approved nursing refresher course, the license holder may petition the board for full licensure.

SUBCHAPTER III TEMPORARY PERMITS

N 2.30 **Definitions.** In this subchapter:

- (1) “G.N.” means graduate nurse.
- (2) “G.P.N.” means graduate practical nurse.

N 2.31 **Application.** A nurse who has graduated from a board approved school or comparable school may be granted a temporary permit. An applicant shall submit a completed application and pay the applicable fee. The application shall include one of the following:

- (1) Verification from a board approved school via the electronic application process that the applicant has graduated or received a certificate of completion.
- (2) A certification of graduation or completion from a board approved school
- (3) An official transcript of nursing education submitted by the school of professional nursing or practical nursing directly to the department.

N 2.32 **Title.** (1) A registered nurse applicant for licensure by exam who is granted a temporary permit may use the title “graduate nurse” or the letters “G.N.”

(2) A practical nurse applicant for licensure by exam who is granted a temporary permit may use the title “graduate practical nurse” or the letters “G.P.N.”

(3) A registered nurse or practical nurse for licensure by endorsement who is granted a temporary permit may use the title “registered nurse” or “licensed practical nurse.”

N 2.33 **Supervision.** (1) The holder of a temporary permit shall practice only under the direct supervision of registered nurse.

(2) A holder of a temporary permit who is currently licensed as a registered nurse or practical nurse in another jurisdiction is not required to practice under direct supervision.

N 2.34 **Duration.** The temporary permit is valid for a period of three months or until the holder receives notification of failing the NCLEX, whichever is shorter. Practice under temporary permits, including renewals under s. 2.35 may not exceed 12 months total duration.

N 2.35 **Renewal.** (1) A temporary permit for a registered nurse or practical nurse may be renewed once by completing an application, completing a nursing workforce survey and payment of applicable fees.

(2) Subsequent renewals may be granted in hardship cases including illness, family illness or death, accident, natural disaster or delay of verification from another state. The board shall consider each application for renewal under this subsection individually on its merits, and the board may grant a renewal as deemed appropriate.

N 2.36 **Denial or Revocation.** A temporary permit may be denied or revoked for the following:

- (1) Providing fraudulent information on an application for licensure.
- (2) Misrepresentation of being an R.N., G.N., L.P.N. or G.P.N. without holding a valid temporary permit.
- (3) Violation of any of the rules of conduct set forth in ch. N 7.

Chapter N 3 EXAMINING COUNCILS

N 3.01 **Duties.** The duties of the examining councils on registered nurses and licensed practical nurses serve the board of nursing in an advisory capacity.

N 3.02 **Appointment.** (1) The board shall send to nursing related organizations, schools and others a call for nominations for open council appointments prior to the expiration of a term.

(2) Nominations for council appointments shall be filed with the department. Consent of the person nominated shall be included. Self-nominations are allowed.

(3) The board shall appoint a nominee from those submitted.

N 3.03 **Registered nurses council.** (1) **COMPOSITION.** The registered nurse council shall consist of four registered nurses. (2) **QUALIFICATIONS.** Qualifications for appointment to the registered nurse council are a current Wisconsin license to practice professional nursing and experience in nursing practice or nursing education within three years immediately preceding the appointment.

N 3.04 **Practical nurses council.** (1) **COMPOSITION.** The practical nurses council shall consist of one registered nurse, three licensed practical nurses and one registered nurse who is a faculty member of an approved school for practical nurses. No member may be a member of the examining council on registered nurses.

(2) **QUALIFICATIONS.** The qualifications for appointment to the practical nurses council is as follows:
(a) The two registered nurse members of the council shall have a current Wisconsin license to practice professional nursing. One registered nurse member shall have experience as a supervisor of practical nurses within three years immediately preceding the appointment. One registered nurse member shall be a faculty member of an approved school for practical nurses.

(b) The practical nurses members of the council shall have a current Wisconsin license to practice as a licensed practical nurse and experience in practical nursing within three years immediately preceding the appointment.

N 3.05 **Termination of council members.** The Board may terminate the appointment of a council member prior to the expiration of the term if it finds the member is not satisfactorily carrying out any of the duties or if the member is found to have violated rules of the board.

N 1.01 Authority and Intent

N 1.02 Definitions. In this chapter:

- (1) “Annual NCLEX pass rate” means the NCLEX pass rates for those who took the NCLEX between January 1st and December 31st.
- (2) “Certificate of completion” means a student has completed the portion of the program equivalent to a diploma in practical nursing or professional nursing.
- (3) “Class” means a graduation class for each 12 month period
- (4) “Institution” means the college, university or governing body which has the authority to conduct a school of nursing.
- (5) “National nursing accreditation” means the school of nursing conforms with the standards of a board approved nursing accreditation agency.
- (6) “NCLEX” means national council licensure examination.
- (7) “Out of state school” means a school operating in Wisconsin with a physical location outside of Wisconsin.
- (8) “Regional accreditation” means that institution conforms with the standards of education prescribed by a regional accrediting commission recognized by the U.S. department of education.
- (9) “School of Nursing” means a school for professional nurses or practical nurses.
- (10) “School of practical nursing” means a school preparing students for practical nurse licensure.
- (11) “School of professional nursing” means a school preparing students for registered nurse licensure. This includes schools granting certificate of completion for practical nurse licensure or professional nurse licensure.

N 1.03 Authorization to plan a school of nursing. (1) An institution planning to establish and conduct a school of nursing for professional or practical nursing shall file with the board an application including the following:

- (a) Name and address of the controlling institution and evidence of the accreditation status of the controlling institution.
 - (b) Statement of intent to establish a school of nursing, including the academic and licensure levels of the program and the primary method of instruction.
 - (c) Evidence of the availability of sufficient clinical facilities and resources.
 - (d) Plans to recruit and employ a qualified educational administrator and qualified faculty.
 - (f) A proposed time line for planning and implementing the program and intended date of entry for the first class.
- (2) The board shall make a decision on the application within two months of the receipt of the application and notify the controlling institution of the action taken.

N 1.04 Authorization to admit students. (1) The school of nursing shall file with the board an application including the following:

- (a) Verification of employment of an educational administrator.
- (b) Evidence of provision of faculty meeting the qualifications in s. N 1.08(3).
- (c) The school of nursing’s philosophy and objectives.

- (d) An overview of curriculum including:
 1. Content.
 2. Course sequence
 3. Course descriptions
 4. Program evaluation plan
 5. Course syllabi for 1st year and plan for subsequent years.
 - (e) Verification of the establishment of student policies for admission, progression, retention and graduation.
 - (f) Verification of the students' ability to acquire clinical skills by providing the following:
 1. Letter of intent or contracts from clinical facilities securing clinical opportunities and documentation of the facility, type, size, number of beds and type of patients.
 2. Documentation of simulation equipment and experiences
 - (g) An updated time line for implementing the program and intended date for entry of the first class.
- (2) The board shall make a decision on the application within two months of the receipt of the completed application.
- (3) Withdrawal of authorization??????

N 1.05 Approval of school of nursing. (1) A school of nursing may apply for approval of program upon graduation on the 1st class or eligibility for NCLEX, but may not apply later than graduation of the 3rd class. The school of nursing shall submit the following:

- (a) A self-evaluation report setting forth evidence of compliance with the standards in s. N 1.08.
 - (b) The school of nursing's ongoing systematic evaluation plan, including an evaluation of the NCLEX success rate.
- (2) The board may conduct a site survey of the school of nursing. A determination to conduct a site survey shall occur within 2 months of receipt of completed application for approval.
- (3) The board shall make a decision on the application within two months of the completed site survey or receipt of the application, whichever is later. The board shall approve the school based on verification that the program is in compliance with nursing education standards.
- (4) The board may grant conditional approval. The notice of conditional approval shall contain a short statement in plain language of the basis, specifying the standard upon which the conditional approval is based. A school of nursing who receive a conditional approval may not admit new students to their school until the school receives full approval. The school of nursing may apply for full approval in three months.
- (5) If the board denies the school of nursing full or conditional approval, the notice of denial shall contain a short statement in plain language of the basis for denial, specifying the standard upon which the denial is based. The school of nursing shall do the following:
- (a) The controlling institution shall implement the time frame established by the board for transfer of enrolled students to an approved program and report to the board the date of transfer for each student by name.
 - (b) Arrange for the secure storage and access to academic records and transcripts for the next 50 years. Provide the board with the name of the educational institution or other

organization that will be responsible for secure storage and access to academic records and transcripts for 50 years.

(c) Program closure shall occur when the last student has transferred.

(d) The board may require progress reports during the closure process.

(6) The school of nursing denied approval or given a conditional approval may request a hearing within 30 calendar days after the mailing of a notice. The school of nursing may be granted a stay of the school closure during the appeal process.

N 1.06 Approval of out of state school of nursing. (1) APPROVAL. An out of state school of nursing shall be approved if all of the following:

(a) The school is approved by the board of the state the school is located.

(b) The school is accredited by a nursing accreditation body approved by the board.

(2) CONTINUED APPROVAL. An out of state school shall maintain approval as long as school of nursing meets the requirements in s. 1.06(1)(a) and (b).

N 1.07 Accreditation. (1) A school of nursing shall receive national nursing accreditation by a board recognized nursing accreditation agency within three years of school approval. Schools of nursing which have received board approval prior to July 1, 2013 shall receive national nursing accreditation by a board recognized nursing accreditation agency by July 1, 2016.

(2) Schools of professional nursing that grant a certificate of completion shall hold accreditation at the level of the complete degree.

(3) Failure to maintain national nursing accreditation results in withdrawal of school approval.

N 1.08 Standards (1) ORGANIZATION AND ADMINISTRATION. The institution shall assume legal responsibility for overall conduct of the school of nursing.

(a) The institution shall designate an educational administrator, establish administrative policies and provide fiscal, human, physical, clinical and technical learning resources adequate to support school processes, security and outcomes.

(b) The institution shall maintain regional accreditation.

(c) There shall be written administrative policies which are in accord with the institution.

(d) There shall be written contracts between the school of nursing and institutions which offer associated academic study, clinical facilities and agencies for related services.

(2) EDUCATIONAL ADMINISTRATOR. (a) The qualifications for the educational administrator are all of the following:

1. Current, active registered nurse license or privilege to practice that is not encumbered.

2. A graduate degree with a major in nursing.

3. Knowledge of learning principles for adult education, including nursing curriculum development, administration and evaluation and either educational preparation or two years experience as an instructor in a nursing education program within the last five years and have.

4. Current knowledge of nursing practice.

(b) The institution shall notify the Board within 48 hours of the termination of an educational administrator and designate the interim educational administrator within five business days. The interim educational administrator may meet the qualifications in paragraph (a) and may serve no longer than 6 months. The institution may request an extension of time based upon hardship.

(3) FACULTY. The school of nursing shall have evidence of the faculty meeting standards on file in the school of nursing office and available upon request to the board.

(a) *Qualifications for professional nursing faculty.* The qualifications for the faculty of a school of professional nursing are all of the following:

1. Hold a current, active registered nurse license or privilege to practice that is not encumbered.
2. A graduate degree with a major in nursing. Interprofessional faculty teaching non-clinical nursing courses shall have advanced preparation appropriate for the content being taught.

(b) *Qualifications for practical nursing faculty.* The qualifications for the faculty of a school of practical nursing are all of the following:

1. Hold a current, active registered nurse license or privilege to practice that is not encumbered.
2. A baccalaureate degree with a major in nursing.

(c) *Faculty Exceptions.* An educational administrator may apply to the board for exceptions to faculty requirements. A minimum of fifty percent of faculty must meet the faculty qualifications.

1. 'Standard exception.' A standard exception may be renewed upon showing proof of progress and continued active enrollment each year. The standard exception is for a person who has a baccalaureate degree in nursing is actively enrolled in one of the following:

- a. A master's program with a major in nursing.
- b. A bachelor's in nursing to doctorate in nursing.
- c. A doctorate in nursing.

2. 'Emergency exception.' A person with a baccalaureate degree in nursing may be employed for a short term, unanticipated emergency situation including medical leave. The emergency exception is for a term no longer than one semester and may not be renewed.

3. 'Non nursing masters degree exception.' Each school of professional nursing is allowed to apply for one exception of the graduate degree qualifications provided the person meets all of the following:

- a. A bachelor degree in nursing.
- b. A graduate degree related to the topic of the course the person is teaching.
- c. Nursing experience in the area of teaching assignment.
- d. Unique combination of knowledge, experience and skills that will best serve the school of nursing, faculty and students in a specific content area.

(4) CURRICULUM. The curriculum shall enable the student to develop the nursing knowledge, skills and abilities necessary for the level, scope and standards of competent nursing practice expected at the level of licensure. Curriculum shall be revised as necessary to maintain a program that reflects advances in health care and its delivery. The curriculum shall include:

(a) Evidence-based learning experiences and methods of instruction consistent with the written curriculum plan. The methods of instruction may include distance education methods.

(b) Diverse didactic and clinical learning experiences consistent with program outcomes.

(c) Coursework shall include:

1. Content in the biological, physical, social and behavioral sciences to provide a foundation for safe and effective nursing practice.

2. Content regarding professional responsibilities, legal and ethical issues, history and trends in nursing and health care.
 3. Didactic content and supervised clinical experiences in the prevention of illness and the promotion, restoration and maintenance of health in patients across the lifespan and from diverse cultural, ethnic, social and economic backgrounds.
- (5) PATIENT EXPERIENCES. (a) Patient experiences shall occur in a variety of clinical or simulated settings and shall include:
1. Integrating patient safety principles throughout the didactic and clinical coursework.
 2. Implementing evidence-based practice to integrate best research with clinical expertise and patient values for optimal care, including skills to identify and apply best practices to nursing care.
 3. Providing a patient-centered culturally competent care that recognizes that the patient or designee is the source of control and full partner in providing coordinated care by the following:
 - a. Respecting patient differences, values, preferences and expressed needs.
 - b. Involving patients or designees in decision-making and care management.
 - c. Coordinating and managing patient care across settings.
 - d. Explaining appropriate and accessible interventions to patients and populations that may positively affect their ability to achieve healthy lifestyles.
 4. Collaborating with interprofessional teams to foster open communication, mutual respect, and shared decision-making in order to achieve quality patient care.
 5. Participating in quality improvement processes to monitor patient care outcomes, identify possibility of hazards and errors and collaborate in the development and testing of changes that improve the quality and safety of health care systems.
 6. Using information technology to communicate, mitigate errors and support decision-making.
- (b) All cooperating agencies selected for clinical experiences shall have standards of nursing care which demonstrate concern for the patient and evidence the skillful application of all measures of safe nursing practices.
- (c) All faculty teaching clinical or practicum courses shall be experienced in the clinical area of the course and maintain clinical expertise.
- (d) Faculty supervised clinical practice shall include in the following:
1. Development of skills in direct patient care.
 2. Making clinical judgments.
 3. Care and management of both individuals and groups of patients across the lifespan.
 4. Delegation to and supervision of other health care providers.
- (e) Clinical experiences shall be supervised by qualified faculty.
- (f) All student clinical experiences, including those with preceptors, shall be directed by nursing faculty.
- (6) PRECEPTORS. (a) Preceptors shall be approved by the faculty of the school of nursing.
- (b) The school of nursing shall provide each preceptor with an orientation concerning the roles and responsibilities of the students, faculty and preceptors. The preceptor shall have clearly documented roles and responsibilities.
- (c) Clinical preceptors shall have an unencumbered license or privilege to practice in Wisconsin as a nurse at or above the level for which the student is being prepared.

(d) Preceptors shall demonstrate competencies related to the area of assigned clinical teaching responsibilities.

(7) EVALUATION. The school of nursing shall implement a comprehensive, systematic plan for ongoing evaluation. Evidence of implementation shall reflect achievement of program outcomes.

N 1.09 NCLEX pass rates. The school of nursing NCLEX pass rate includes all programs or tracks in the school of nursing. The board shall consider both the registered nurse NCLEX and practical nurse NCLEX pass rates when evaluating a school of professional nursing that grants a certificate of completion for practical nursing.

(1) NCLEX PASS RATE STANDARD. A school of nursing meets the NCLEX pass rate standard by one of the following:

(a) The annual NCLEX pass rate of graduates taking the NCLEX for the first time within six months of graduation is 75%.

(b) The annual NCLEX pass rate of all graduates taking the NCLEX, including those who repeated the test, is a minimum of 80%. The school shall submit an explanation or analysis documentation and the school's plan to meet the pass rate those who take the NCLEX for the first time. The plan does not require board approval.

(2) NCLEX PASS RATE STANDARD NOT MET. (a) If the NCLEX pass rate standard is not met, the school of nursing shall receive a warning letter. The school shall identify factors that are potentially affecting the low NCLEX pass rate and submit an institutional approved plan for assessment and improvement of NCLEX results including outcomes and times which is approved by the board no later than July 1st. The plan shall address administration, faculty, students, curriculum, resources and policies.

(b) The school of nursing shall submit annual progress reports to the board including the outcomes of the institutional approved plan as long as the NCLEX pass rate standard is not met.

N 1.10 Continuation of board approval. (1) Schools of nursing shall file with the board the following:

(a) Annual self-evaluation reports.

(b) All documents submitted to or received from nursing accreditation agencies.

(c) Notification of withdrawal or change in school nursing accreditation status.

(2) Failure to maintain nursing accreditation shall result in withdrawal of board approval and the procedures in s. N 1.11(2) will commence.

(3) The board may review the school of nursing to determine whether N 1.08 standards are being met in the following situations:

(a) Change in school nursing accreditation status.

(b) Nursing accreditation reports indicate standards are not being met?

(c) Complaints regarding the conduct of the program are received and it is necessary to validate the complaints.

(d) Failure to meet NCLEX pass rate standards for more than 2 consecutive years.

(e) Violation of any of the rules under this chapter.

(4) The review of the school may include any of the following:

(a) A site survey

(b) A self-study report.

(c) A progress report.

(4) If the board makes a determination N 1.08 standards are not being met, the following procedure shall be followed:

- (a) The school of nursing will submit an institutional approved plan, including timelines, to correct identified deficiencies in the school of nursing.
- (b) The board will review the proposed plan and may make modifications to the plan.
- (c) The school of nursing will make progress reports to the board as requested.
- (d) The board may withdraw board approval if the school of nursing continues to not meet standards.

N 1.11 Closure of a school of nursing. (1) VOLUNTARY. The institution shall do the following:

- (a) Submit a plan of intent to close a school of nursing, including:
 1. The date of intended closure.
 2. Reason for the closure.
 3. Provide placement for students who have not completed their nursing education.
 - (b) The institution shall ensure that the school of nursing is maintained, including retention of adequate number of faculty and approved curriculum, until the last student is transferred or graduates from the school of nursing.
 - (c) The institution shall notify the board of the name of the educational institution or other organization that will be responsible for secure storage and access to academic records and transcripts for 50 years.
- (2) WITHDRAWAL OF NURSING APPROVAL. (a) If the board withdraws approval of the school of nursing, the notice of withdrawal of approval shall contain a short statement in plain language of the basis for withdrawal of approval. The school of nursing may request a hearing within 30 calendar days after the mailing of the notice.
- (b) The school of nursing shall do the following:
 1. The controlling institution shall implement the time frame established by the board for transfer of enrolled students to an approved program and report to the board the date of transfer for each student by name.
 2. Arrange for the secure storage and access to academic records and transcripts for the next 50 years. Provide the board with the name of the educational institution or other organization that will be responsible for secure storage and access to academic records and transcripts for 50 years.
 3. Program closure shall occur when the last student has transferred.
 4. The board may require progress reports during the closure process.
 - (c) The school of nursing may be granted a stay of the closure of the school during the appeal process.

N 1.12 Nursing Refresher Course Approval. A nurse refresher course is designed for nurses who have not been practicing for five years or more.

- (1) FACULTY. (a) The instructor shall meet the following qualifications:
 1. Masters degree in nursing
 2. Recent clinical experience or clinical teaching experience
- (b) If preceptors are used, the preceptor is selected by the instructor using criteria developed for the course and the instructor provides supervision of preceptors.

(2) **PROFESSIONAL NURSE CONTENT.** The nurse refresher course designed for professional nurses shall have the following content:

(a) Theory portion including:

1. Nursing process review
2. Infection control
3. Medication and pharmacology update
4. Recent trends in nursing techniques and responsibilities
5. Communication
6. Documentation and reporting
7. Supervision and delegation

(b) Skills lab of at least 25 hours including basic nursing skills review and technology and equipment update.

(c) Directly supervised or precepted clinical experience of 100 hours or more performed in a hospital, clinic, and long term or subacute facility.

(3) **PRACTICAL NURSE CONTENT.** The nurse refresher course designed for practical nurses shall have the following content:

(a) Theory portion including:

1. Nursing process review
2. Infection control
3. Medication and pharmacology update
4. Recent trends in nursing techniques and responsibilities
5. Communication
6. Documentation and reporting
7. Supervision and delegation
8. Aging population

(b) Skills lab of at least 15 hours including basic nursing skills review and technology and equipment update.

(c) Directly supervised or precepted clinical experience of 70 hours or more performed in a hospital, clinic, and long term or subacute facility.

(4) **APPROVAL PROCESS.** The board will review curriculum of nurse refresher courses submitted for inclusion on a listing of approved courses. Individual course participants shall be required to submit curriculum only if the course is not on the approved list.