



**STATE OF WISCONSIN**  
Department of Safety and Professional Services  
1400 E Washington Ave.  
Madison WI 53703

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**Governor Scott Walker      Secretary Dave Ross**

Voice: 608-266-2112 • FAX: 608-267-3816 • TTY: 608-267-2416

**BOARD OF NURSING**  
**ROOM 121A, 1400 E. WASHINGTON AVENUE, MADISON WI**  
**CONTACT: DAN WILLIAMS (608) 266-2112**  
**OCTOBER 4, 2012**

*Notice: The following agenda describes the issues that the Board 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 Board.*

**8:00 A.M.**

**EDUCATION AND LICENSURE COMMITTEE**

**CALL TO ORDER – ROLL CALL**

**OPEN SESSION:** Education and Licensure Committee –Carol Ott (Chair), Kay Coppens,  
Rachelle Lancaster, Gretchen Lowe

**CALL TO ORDER – ROLL CALL**

- A. **Adoption of Agenda (1)**
- B. **Approval of Education & Licensure Committee Minutes of September 13, 2012 (5-6)**
- C. **Introduction to the Educational Approval Board (EAB) – APPEARANCE 8:05 A.M. – DAVID DIES, EAB (7-8)**
- D. **Bellin College**
  - 1) Review of Request for Approval of Educational Administrator **(9-24)**
- E. **Wisconsin Technical College System**
  - 1) Review of Curriculum Changes **(26-36)**
- F. **University of Wisconsin – Green Bay**
  - 1) Review of Request for Approval of Educational Administrator **(37-38)**
- G. Items Received After Printing of the Agenda:
- H. Other Committee Business
- I. Public Comments

**ADJOURNMENT OF EDUCATION & LICENSURE COMMITTEE MEETING**

## BOARD OF NURSING MEETING

8:30 A.M

(OR IMMEDIATELY FOLLOWING ADJOURNMENT OF EDUCATION AND LICENSURE COMMITTEE MEETING)

### CALL TO ORDER – ROLL CALL

- A. **Adoption of Agenda (2-4)**
- B. **Approval of Board of Nursing Minutes of September 13, 2012 (39-44)**
- C. Secretary Matters
- D. **Executive Director Matters**
  - 1) Staff Changes
- E. **DSPS Website Presentation (45-46)**
- F. **Report of Education and Licensure Committee**
- G. **Report of Practice Committee**
  - 1) Discussion regarding the Propofol Practice Question currently on the DSPS Website
- H. **NCSBN Matters**
  - 1) Board Consideration to Delegate Members to Attend NCSBN Operations Conference, November 8-9 in Chicago, IL **(47-50)**
  - 2) NCSBN Video – Criminal History **(51-52)**
- I. Informational Item(s)
- J. Items Received After Printing of the Agenda:
  - 1) Introductions, Announcements and Recognition
  - 2) Presentations of Petition(s) for Summary Suspension
  - 3) Presentation of Proposed Stipulation(s), Final Decision(s) and Order(s)
  - 4) Presentation of Proposed Final Decision and Order(s)
  - 5) Informational Item(s)
  - 6) DOE Matters
  - 7) Status of Statute and Administrative Rule Matters
  - 8) Education and Examination Matters
  - 9) Credentialing Matters
  - 10) Practice Questions/Issues
  - 11) Legislation/Administrative Rule Matters
  - 12) Liaison Report(s)
  - 13) Speaking Engagement(s), Travel, or Public Relation Request(s)
- K. New Business
- L. Public Comments

**CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; to consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.)**

- M. **Deliberation on Monitoring Matters (53-54)**
  - 1) **11:30 A.M APPEARANCE** - Regina M. Young, R.N. – Requesting Stay of Suspension **(55-74)**
  - 2) Kathryn M. Berry, R.N. – Requesting Full Licensure **(75-90)**
  - 3) Mary S. Gallagher, R.N. – Requesting Full Licensure **(91-106)**
  - 4) Zetisha B. Kayde, R.N. – Requesting Reinstatement of License and Extension of Time to Pay Costs **(107-134)**
  - 5) Beth A. Schumacher, R.N. – Requesting Reinstatement of License **(135-144)**
  - 6) Ann E. Stanton, R.N. – Requesting Modification **(145-162)**
- N. **Division of Enforcement**
  - 1) Case Status Report
  - 2) Case Closings
- O. **Deliberation of Proposed Stipulations and Final Decisions and Orders**
  - 1) Lorraine E. Miesbauer, R.N. (12 NUR 202) **(163-168)**
  - 2) Jerry Perkins, R.N. (12 NUR 215) **(169-176)**
  - 3) Paula Lyle, R.N. (12 NUR 244) **(177-184)**
- P. **Deliberation on Orders Fixing Costs**
  - 1) Gary Stromberg, R.N. (11 NUR 109/Order No. 00001898) **(185-196)**
- Q. Consulting with Legal Counsel
- R. Deliberation of Items Received After Printing of the Agenda:
  - 1) Application Issues and/or Reviews
  - 2) Professional Assistance Procedure (PAP)
  - 3) Monitoring Matters
  - 4) Proposed Stipulations, Final Decisions and Orders
  - 5) Administrative Warnings
  - 6) Review of Administrative Warning
  - 7) Orders Fixing Costs/Matters Related to Costs
  - 8) Proposed Final Decisions and Orders
  - 9) Petitions for Summary Suspension
  - 10) Petitions for Re-hearings
  - 11) Examination Issues
  - 12) Credential Issues
  - 13) Appearances from Requests Received or Renewed
  - 14) Motions

**RECONVENE INTO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

Voting on Items Considered or Deliberated on in Closed Session, If Voting is Appropriate

- S. **Discussion of Board Meeting Process (Time Allocation, Agenda Items)**

- T. Other Board Business

**ADJOURNMENT**

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**EDUCATION AND LICENSURE COMMITTEE**  
**BOARD OF NURSING**  
**MEETING MINUTES**  
**SEPTEMBER 13, 2012**

**PRESENT:** Kay Coppens, Rachelle Lancaster, Gretchen Lowe, Carol Ott

**STAFF:** Dan Williams, Executive Director; Colleen Baird, Legal Counsel; Karen Rude-Evans, Bureau Assistant; Ryan Zeinert, Office of Education and Examinations; other DSPS staff

**CALL TO ORDER**

Carol Ott, Chair, called the meeting to order at 8:00 a.m. A quorum of four (4) members was present.

**ADOPTION OF AGENDA**

**MOTION:** Gretchen Lowe moved, seconded by Rachelle Lancaster, to adopt agenda as published. Motion carried unanimously.

**APPROVAL OF EDUCATION & LICENSURE COMMITTEE  
MINUTES OF JULY 19, 2012**

**MOTION:** Gretchen Lowe moved, seconded by Rachelle Lancaster, to approve the minutes of August 16, 2012 as published. Motion carried unanimously.

**UNIVERSITY OF WISCONSIN-GREEN BAY**

1) **Request for Approval of Educational Administrator**

**MOTION:** Kay Coppens moved, seconded by Rachelle Lancaster, to table the request for approval of Susan M. Gallagher-Lepak, BSN, MSN, PhD, as the Educational Administrator for the University of Wisconsin-Green Bay to the next meeting. Motion carried unanimously.

**COLLEGE OF MENOMINEE NATION**

1) **Review of NCLEX-RN Pass Rate Improvement Plan**

**MOTION:** Rachelle Lancaster moved, seconded by Kay Coppens, to table the review of the NCLEX-RN pass rate improvement plan of the College of Menominee Nation. Motion carried unanimously.

**HERZING UNIVERSITY-MADISON**

1) **Review of NCLEX-RN Pass Rate Improvement Plan**

**MOTION:** Gretchen Lowe moved, seconded by Kay Coppens, to approve the NCLEX-RN pass rate improvement plan of Herzing University-Madison. Motion carried unanimously.

**MOTION:** Rachelle Lancaster moved, seconded by Gretchen Lowe, to remove Herzing University-Madison from monitoring and to send a congratulatory letter. Motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Rachelle Lancaster moved, seconded by Kay Coppens, to adjourn the meeting at Motion carried unanimously.

The meeting adjourned at 8:37 a.m.

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

**AGENDA REQUEST FORM**

1) Name and Title of Person Submitting the Request:  <b>Dan Williams</b>		2) Date When Request Submitted: <b>9/24/12</b> <small>Items will be considered late if submitted after 4:30 p.m. and less than:</small> <ul style="list-style-type: none"> <li>▪ 10 work days before the meeting for Medical Board</li> <li>▪ 14 work days before the meeting for all others</li> </ul>	
3) Name of Board, Committee, Council, Sections:  <b>WI Board of Nursing – Education Committee</b>			
4) Meeting Date:  <b>10/4/12</b>	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page?  <b>Appearance by David Dies as to an introduction to the WI Educational Approval Board</b>	
7) Place Item in: <input checked="" 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	9) Name of Case Advisor(s), if required:  N/A	
10) Describe the issue and action that should be addressed:  <p><b>The Wisconsin Educational Approval Board (EAB) is a postsecondary education agency that is charged with the following responsibilities:</b></p> <ul style="list-style-type: none"> <li>• <b>Evaluating and approving private trade, technical, career, distance learning, and degree-granting schools.</b></li> <li>• <b>Collecting and disseminating student outcome and satisfaction information from schools.</b></li> <li>• <b>Performing annual reviews of schools.</b></li> <li>• <b>Conducting regular on-site evaluations of schools.</b></li> <li>• <b>Holding schools accountable for improving their performance and effectiveness.</b></li> <li>• <b>Supporting options for innovative and quality programs offered by schools.</b></li> </ul>			
11) <span style="float: right;">Authorization</span>			
Signature of person making this request			Date
Supervisor (if required)			Date
Executive 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 Executive Assistant prior to the start of a meeting.			

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# *Bellin College*

## Shopko Campus

August 20, 2012

Jill M. Remy  
Education and Examinations Program Manager  
State of Wisconsin  
Department of Safety & Professional Services  
1400 E. Washington Avenue  
P.O. Box 8935  
Madison, WI 53708-8935

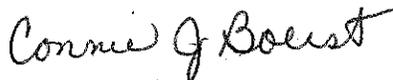
Dear Dr. Remy,

Please find enclosed the completed Form #1114, Faculty/Educational Administrator Qualification Record for Dr. Emily A. Litt. You will also find accompanying this Form, Dr. Litt's curriculum vita.

My submission is in follow-up to our e-mail exchange of August 13-15, 2012 and my letter of July 30, 2012 concerning the appointment of Dr. Litt as Bellin College's Vice President of Academic Affairs.

Please contact me if you have any questions or need for additional information. I may be reached at (920) 433-6622 or [connie.boerst@bellincollege.edu](mailto:connie.boerst@bellincollege.edu).

Sincerely,



Connie J. Boerst, EdD, RN-BC  
Professor of Nursing  
President/CEO

Enclosures

# Wisconsin Department of Regulation & Licensing

Mail To: P.O. Box 8935  
Madison, WI 53708-8935

FAX #: (608) 261-7083  
Phone #: (608) 266-2112

1400 E. Washington Avenue  
Madison, WI 53703  
E-Mail: web@drl.state.wi.us  
Website: http://drl.wi.gov

## BUREAU OF HEALTH SERVICE PROFESSIONS

### FACULTY / EDUCATIONAL ADMINISTRATOR QUALIFICATION RECORD

Completion of this form is required by all schools in order to maintain approval of the board. For educational administrators, please return this form to the Department upon appointment. For faculty, keep this form on file in the school of nursing office and available to the Board upon request. The information collected on this form will be used to determine compliance with standards in sec. N 1.06, Wis. Adm. Code.

Applicant's Name (Last, First, Middle) Wisconsin RN Licensure  Yes  No

Litt, Emily A. 129930-30

Position: Date Appointment Effective:  
 Educational Administrator June 6, 2012

Faculty Employment Status:  
 Full-time  Part-time

School of Nursing Employed By: Subjects Hired to Teach:  
Bellin College Vice President of Academic Affairs  
3201 Eaton Rd Professor of Nursing  
Green Bay, WI 54311 Teaching will be as needed and appropriate to credentials.

### Educational Preparation (Include Nursing School, College, University & Special Studies)

Name of Institution	Location	Period Attended	Date Graduated	Diploma Degree, or # Credits	Major	Minor
University of Minnesota	Minneapolis, MN		December 2008	DNP	Public Health Nursing	
University of Minnesota	Minneapolis, MN		December 2004	MS	Public Health Nursing	
Marquette University	Milwaukee, WI		May 1998	BSN	Nursing	

Emily A. Litt - Curriculum Vitae □ December 2011

### CURRICULUM VITAE

#### PERSONAL INFORMATION

Name: Dr. Emily A. Litt, DNP, RN

Home Address: 4854 Eisenhower Ave., Unit. 151  
Alexandria, VA 22304

Cell Phone: 612.799.8289

Personal E-mail: [emily@emilylitt.com](mailto:emily@emilylitt.com)

#### EDUCATIONAL BACKGROUND

- 2008 Doctor of Nursing Practice (DNP), Public Health Nursing, School of Nursing, University of Minnesota, Minneapolis, MN, December  
*Doctoral Project: The Role of Public Health Nurses in Emergency Preparedness*
- 2004 Master's of Science (MS), Public Health Nursing, Graduate School, University of Minnesota, Minneapolis, MN, December  
*Masters Project: Use of a Portfolio to Evaluate Population-Based Public Health Nursing Competencies in Baccalaureate Nursing Students*
- 1998 Bachelor's of Science in Nursing (BSN), College of Nursing, Marquette University, Milwaukee, WI, May

#### MILITARY SERVICE

- 2009 □ 2010 *Captain*, United States Army Reserve, Army Nurse Corps, Community Health Nurse (66B), 807th Medical Command Deployment Support, G3 - Civil Affairs, Fort Douglas, Utah (June-August)
- 2010 □ present *Captain*, United States Army Reserve, Army Nurse Corps, Community Health Nurse (66B), 352nd Civil Affairs Command, Fort Meade, Maryland (October-present)

#### SECURITY CLEARANCE

U.S. Government Clearance □ Secret Active - Since 03/01/10

#### LICENSURE

Registered Nurse	District of Columbia	Number Available on Request
	Minnesota Board of Nursing	Number Available on Request
	Utah Board of Nursing	Number Available on Request
	Virginia Board of Nursing	Application In Progress
	Wisconsin Board of Nursing	Number Available on Request
Public Health Nurse	Minnesota Board of Nursing	Number Available on Request

Emily A. Litt - Curriculum Vitae December 2011

and educational programs to the public Participates in budget development and implementation with the SDD. Responsible for the development of policy in collaboration with the SDD and DOH Policy Division. Policy development must adhere to the overall mission of the DOH. Responsible for the planning and drafting of the problematic and policy component of all new legislation, rules, and regulations in conjunction with the DOH Office of General Counsel and Government Relations divisions. Responsible for the drafting of testimony for City Council and Congressional Hearings in partnership with the DOH Government Relations Division. Responsible for the establishment of good relations with Federal partners via grant relationships and others. Responsible for the development of an annual strategic plans in as directed by the SDD. Continuously appraises mission, junctions, job structure, objectives, goals, and current problems of the overall Administration in relation to accomplishments to develop, recommend, and implement continuous improvement. Recommends organizational changes that will improve service delivery and enhances the Administration's ability to fulfill its mission and goals; implements approved changes. Responsible for written reports required and/or requested by the SDD, Director of Public Health and/or external stakeholders. Responsible for review and development of Performance Improvement Plans for staff in conjunction with the SDD. Responsible for development, monitoring, and implementation of corrective action plans, and quality assurance plans.

2010 - 2011 *Interim Strategic National Stockpile Coordinator* (September - February) Department of Health Government of the District of Columbia Washington, DC

Fulfilling the interim role of the SNS Coordinator while the position is vacant. Working on the District's SNS Plan, Closed FOD planning and TAR report.

2010 - 2011 *Interim Special Operations Coordinator* (October - April) Department of Health Government of the District of Columbia, Washington, DC

Interim coordinator for special event and response activities for the District of Columbia Department of Health.

2010 - 2011 *Interim Bioterrorism Coordinator* (November - February) Department of Health Government of the District of Columbia, Washington, DC

Interim coordinator for public health preparedness planning, including pandemic influenza, SNS, CRI, UASI, MMRS, medical reserve corps, and hospital/health care preparedness program. Responsible for grant management of a 6 million dollar budget.

Emily A. Litt - Curriculum Vitae □ December 2011

priorities, coordinate activities, and clarify roles among the numerous state-level staff that are addressing this subject. Coordinated the ongoing development, revision, dissemination, and exercising of the MDH Pandemic Influenza Plan, including participation in, and/or convening cross-divisional MDH workgroups focusing on pan flu. Facilitated policy and procedural agreements across various areas of content expertise and administrative authority. Directed MDH efforts to facilitate health-related local pandemic influenza planning statewide to assure that plans are coordinated across regional, state, and federal levels. Coordinated development of informational /educational materials on pandemic influenza so that healthcare providers and the general public have the information they need to respond to a pandemic.

2005 □ 2007	Coordinator	Immunizations, Tuberculosis, and International Health Section MN Department of Health St. Paul, MN
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Adolescent and Adult Immunization Program (November 2007-April 2008): Promoted clinical practices for adolescent and adult immunizations through professional consultation and education for public and private health care providers. Provided statewide consultation, information, and education, regarding seasonal influenza treatment, prevention, and control to health care professionals, public health professionals, community organization professionals and the general public. Designed, coordinated and produced training materials regarding influenza illness and indications for vaccinations. Develops the annual statewide influenza vaccination plan. Provided immunization, incident management system, and emergency preparedness expertise. Coordinated the statewide Mark of Excellence Program. Lead the Influenza Sub-group of the Minnesota Immunization Practices Advisory Committee (MIPAC).

Immunization Practices Improvement Program (October 2005 to January 2007): Promoted improved immunization practice and assured vaccine accountability among clinics that administer vaccines in the state of Minnesota. Administered and coordinated the state wide Immunization Practices Improvement (IPI) Program through collaborative efforts with local public health. Provided on-site provider consultation, technical assistance, and information exchange to clinics statewide. Monitored and evaluated the statewide IPI Program including the development of policies and procedures. Developed the template for the statewide pandemic influenza plan (December 2005-May 2006). Coordinated the planning and the planning team for the state pandemic influenza plan (December 2005-May 2006).

2004 □ 2005	Program Planner Healthcare System Preparedness Program	Office of Emergency Preparedness MN Department of Health St. Paul, MN
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Emily A. Litt - Curriculum Vitae □ December 2011

activities. Founding member of the "Henry Street Consortium" Member with *The Council on Linkages Between Academia and Public Health Practice Grant* for the Minnesota Department of Health.

Public Health Nurse □ (June 2001 to July 2002): Impacted the health status of families with issues such as pregnancy, children with special health care needs, mental health, and parenting. Activities included: conducting health-screening assessments, linking families with community resources, providing health counseling and education to individuals and groups. Coordination of PHN staff in WIC Program. Coordinated health education activities within the agency.

2001 Pediatric Hematology/Oncology Nurse Parker Hughes Cancer Center, Roseville, MN

Administered blood products, chemotherapy, and multiple IV therapies in addition to critically assessing and treating complex pediatric and occasional adult hematology and oncology patients in the clinic setting. Served as charge nurse, coordinator for Quality of Life Study, and co-leader of the Organizational Task Force. Helped with initial research of the design for a new cancer prevention program. Designed and implemented the CEU forms for Parker Hughes Cancer Center employees

2000 □ 2001 Clinical Nurse Manager Universal Pediatric Services Bloomington, MN

Accepted 24 hours responsibility for supervision of patient care. Supervised registered nurses. Regulated provision of direct client care in compliance with agency standards of care, quality and practice. Oriented and educated employees for continuous professional growth. Recruited and retained nurses. Initiated, designed, and presented classes to staff for CEU credit. Designed and implemented monthly newsletters to all field staff.

2000 Pediatric Oncology/Transplant Nurse Fairview University Minneapolis, MN

Critically assessed and treated complex illnesses of children of all ages including adults with childhood cancers during the complete bone marrow transplant process in the inpatient setting.

1999 □ 2000 Pediatric Oncology/Transplant Nurse University of WI Hospitals & Clinics, Madison, WI

Provided professional nursing care to pediatric hematology, oncology, and transplant patients and general nursing care to patients ages 10 and up in the inpatient setting. Served on the Chemotherapy Order Clarification Committee, Food Service Committee, and Hematology/Oncology Operations Committee.

## Emily A. Litt - Curriculum Vitae □ December 2011

- 2011 Project Coordinator, PI: Beverly Pritchett, Assistant Secretary for Preparedness and Response, *Healthcare Preparedness Program* [\$1,558,756]
- 2010 Project Coordinator, PI: Beverly Pritchett, Assistant Secretary for Preparedness and Response, *Emergency System for Advance Registration of Volunteer Health Professionals (ESAR-VHP)* [\$77,993]
- 2010 Co-Investigator, Association of Women's Health, Obstetric & Neonatal Nurses (AWHONN), *Postpartum Depression and Help Seeking Behaviors in Immigrant Hispanic Women* [\$8250]
- 2009 Primary Investigator, Brigham Young University, College of Nursing, Research & Scholarship Grant Award, *Public Health Nursing Leadership On-line Emergency Preparedness Training* [\$3,000]
- 2008 □ present Project Lead/Consultant, PI: Linda Olson Keller, Health Resources Services Administration □ Division of Nursing, *A Culture of Excellence: Evidence-Based Public Health Nursing Practice* [\$950,000]
- 2007 □ 2008 Project Associate, PI: Linda Olson Keller, Association of State and Territorial Directors of Nursing, Centers for Disease Control and Partners' Cooperative Agreement, *Enhancing the Capacity of Public Health Nursing through Partnerships: Association of State and Territorial Directors of Nursing, Centers for Disease Control and Partners' Cooperative Agreement* [\$110,000]
- 2006 □ 2008 Project Coordinator, PI: Aggie Leitheiser, Centers for Disease Control and Prevention, *Pandemic Influenza Supplemental Grant* [\$3,856,760]
- 2006 □ 2007 Project Director, MN State Legislature, *codeReady Campaign* [\$500,000]
- 2004 - 2006 Project Coordinator, PI: Pat Tommet, Assistant Secretary for Preparedness and Response, *Bioterrorism Hospital Preparedness Program* [varied]

## PUBLICATIONS

*Journal*

Schaffer, M.J., Nelson, P., Litt, E. (2005). Using Portfolios to Evaluate Achievement of Population-Based Public Health Nursing Competencies in Baccalaureate Nursing Students. *Nursing Education Perspectives*, March/April, 26(2), 104-112.

*Other*

Emily A. Litt - Curriculum Vitae □ December 2011

PRESENTATIONS

National □ Competitively selected

- 2010 Litt, E., Callister-Clark, L., Beckstrand, R., Corbett, C., Souza, G. Poster, *Postpartum Depression and Help Seeking Behaviors in Immigrant Hispanic Women*, American Public Health Association Conference, Denver, PA, November [Did not present, due to Military Duty]
- 2010 Keller-Olson, L., Litt, E., Garrett, T. Oral Presentation, *The Public Health Nurse to Population Ratio*, Association of State and Territorial Directors of Nursing and Association of Community Health Nurse Educators Joint Conference, Arlington, VA, June
- 2010 Litt, E., Symposium, *Empowerment and Collaboration □ the role of the student in public health nursing clinicals*, Association of State and Territorial Directors of Nursing and Association of Community Health Nurse Educators Joint Conference, Arlington, VA, June
- 2009 Litt, E. Poster Presentation, *Collaboration: Public health nursing, local public health agency, and local county jail*, American Public Health Association Conference, Philadelphia, PA, November
- 2009 Strohschein, S., Keller-Olson, L., Litt, E., Oral Presentation, *Pathway to the STARS*, American Public Health Association Conference, Philadelphia, PA, November
- 2009 Litt, E., Keller-Olson, L., Garrett, T. Oral Presentation, *Public health nurses role in infectious disease, tuberculosis, and vaccine preventable diseases*, American Public Health Association Conference, Philadelphia, PA, November
- 2009 Keller-Olson, L., Litt, E., Garrett, T. Oral Presentation, *Public health nurse role with vulnerable populations*, American Public Health Association Conference, Philadelphia, PA, November
- 2009 Keller-Olson, L., Litt, E., Garrett, T. Oral Presentation, *Public health nurse role in community health promotion & prevention*, American Public Health Association Conference, Philadelphia, PA, November
- 2008 Litt, E. Poster Presentation, *Describing the Role of Public Health Nurses in Emergency Preparedness*, American Public Health Association Conference, San Diego, CA, October

Emily A. Litt - Curriculum Vitae □ December 2011

- 2007 Litt, E. Oral Presentation, *Statewide Public Information Campaign on Preparedness: Customizing a Toolkit to Your Community!*, Minnesota Department of Health, Ready to Respond Emergency Preparedness Conference, May
- 2007 Litt, E. Oral Presentation, *Community Strategies that Delay or Reduce the Impact of a Pandemic: Non-pharmaceutical Interventions (NPIs)*, Minnesota Department of Health, Ready to Respond Emergency Preparedness Conference, May
- 2007 Litt, E. Oral Presentation, *Community Strategies that Delay or Reduce the Impact of a Pandemic: Non-pharmaceutical Interventions (NPIs): An Orientation for County Commissioners and other Local Elected Officials*, Minnesota Department of Health, County Commission and Local Elected Official Training, June
- 2007 Litt, E., Oral Presentation, *Pandemic Influenza*, Minnesota Department of Health, University of St. Thomas Business Continuity Seminar, February
- 2007 Litt, E., Oral Presentation, *Emergency Preparedness: What's Happening in Your Neck of the Woods*, Minnesota Department of Health, Rural Health Advisory Committee, January
- 2006 Litt, E. Poster Presentation, *Pandemic Flu Planning: The Role of the Department of Health*, Minnesota Department of Health, League of Minnesota Cities Conference, June
- 2006 Litt, E. Round Table Facilitator, *Pandemic Flu Planning: The Role of the Department of Health*, Minnesota Department of Health, League of Minnesota Cities Conference, June
- 2004 Schaffer, M., Nelson, P., & Litt, E. Poster Presentation, *Use of a Portfolio to Evaluate Population-based Public Health Nursing Competencies in Baccalaureate Nursing Students*, Igniting the Spark Conference, Bloomington, MN, June
- Local □ Other
- 2008 Litt, E. Invited Lecturer, NURS 8600 - Advanced Public Health Nursing, *Public Health Nursing and Emergency Preparedness*, School of Nursing, University of Minnesota, November
- 2008 Litt, E., Invited Lecturer, NURS 4322 - Healthcare of Populations, *Public Health Nurses and Infectious Disease*, School of Nursing, University of Minnesota, November

Emily A. Litt - Curriculum Vitae □ December 2011

- 2003 Litt, E., Trainer, *Employee Infection Control Training*, Children's Hospitals/Clinics, Minneapolis, MN
- 2003 Litt, E., Invited Panelist, Best Practices Workshop, *The Council of Linkages Between Academia and Public Health Practice Grant*, Minnesota Department of Health

#### TEACHING EXPERIENCE

*Assistant Teaching Professor (Brigham Young University)*

- Winter 2010 N489 Public/Community Health Nursing (Undergraduate Level)  
Course Coordinator/Didactic □ 54 Students  
Clinical Instructor □ 23 Students
- Fall 2009 N489 Public/Community Health Nursing (Undergraduate Level)  
Course Coordinator/Didactic □ 38 Students  
Clinical Instructor □ 19 Students
- Spring 2009 N400 Study Abroad (Undergraduate Level) □ Melbourne, Australia  
Co-Coordinator/Didactic Instructor □ 12 Students
- Winter 2009 N490 Capstone □ Comprehensive Final Course (Undergraduate Level)  
Didactic Co-Instructor □ 63 Students  
Clinical Instructor □ 5 Students
- Winter 2009 N390R Independent Study (Undergraduate Level)  
Didactic Co-Instructor □ 12 Students

*Clinical Assistant Professor (University of Minnesota)*

- Fall 2008 NURS 4322 Healthcare of Populations (Undergraduate Level)  
Clinical Instructor □ 8 Students

*Teaching Specialist (University of Minnesota)*

- Summer 2008 N5033 Population Response to Health & Mental Illness (Graduate Level)  
Course Co-Coordinator  
Didactic Co-Instructor □ 54 Students  
Clinical Instructor □ 16 Students (2 Sections)
- Spring 2008 N4322 Healthcare of Populations (Undergraduate Level)  
Course Co-Coordinator  
Didactic Co-Instructor □ 43 Students

Emily A. Litt - Curriculum Vitae □ December 2011

2009 □ 2010 Member, *Undergraduate Academic Affairs Committee*, College of Nursing

2009 Member, *Graduation Committee*, College of Nursing (Jan. □ Apr.)

*University of Minnesota*

2007 □ 2008 Member, *Public Health Nursing DNP Development Committee*, School of Nursing

*Minnesota Department of Health*

2007 □ 2008 Member/Consultant, *MN Pandemic Influenza Ethics Work Group*, ITIH Section

2007 □ 2008 Facilitator, *MN Pandemic Influenza Ethics Sub-Group*, ITIH Section

2007 □ 2008 Member, *Department of Employee Relations - Pandemic Influenza Planning*, ITIH Section

2006 □ 2008 Facilitator, *Pandemic Influenza Planning Cross-divisional Team*, ITIH Section

2007 Member, *Ready-to-Respond Conference Planning Committee*, ITIH Section

2007 Chair, *codeReady Advisory Committee*, ITIH Section

2007 Chair, *codeReady Steering Team*, ITIH Section

2006 □ 2007 Member, *HSEEP Intra-agency Exercise Team*, ITIH Section

*Other Employers*

2003 Co-chair, *Emerging Infections Collaborative Work Group*, Children's Hospitals/Clinics

2002 Member, *Youth Risk Behavior Professional Summit Committee*, Carver County Public Health

2001 Co-leader, *Organizational Task Force*, Parker Hughes Cancer Center

1999 Member, *Chemotherapy Order Clarification Committee*, University of WI Hospital/Clinics

1999 Member, *Hematology/Oncology Operations Committee*, University of WI Hospital/Clinics

Emily A. Litt - Curriculum Vitae □ December 2011

- 2003                    *Small Pox - What You Need to Know: The Basics, Professional Informational Video*, Carver County Public Health
- 2003                    *Public Health Nurse Preceptor - Henry Street Consortium, Motivational Training Video*, Linking Public Health Nursing Practice and Education to Promote Population Health Grant, Minnesota Department of Health
- Plan Development*
- 2010                    *Fort Douglass Community and Installation Pandemic Influenza Guidance*, U.S. Army Reserve
- 2007 □ 2008           *Pandemic Influenza: Ethical Framework for Allocating Scarce Medical Resources*, Minnesota Department of Health
- 2007                    *Non-pharmaceutical Interventions Plan*, Minnesota Department of Health
- 2006                    *Pandemic Influenza Plan*, Minnesota Department of Health
- Response Activities*
- 2011                    *Health Emergency Coordination Center Manager/Incident Commander*, DC Department of Health, Hurricane Irene, August
- 2011                    *Health Emergency Coordination Center Manager*, DC Department of Health, Earthquake, August
- 2011                    *Agency Lead*, DC Homeland Security and Emergency Management Emergency Operations Center, Snow Emergency, January
- 2011                    *Health Emergency Coordination Center Manager*, DC Department of Health, 2011 State of the Union Address, National Security Special Event, January
- 2010                    *Forward Operations Branch Director*, DC Department of Health, "Capital Shield" Joint Task Force National Capital Region Medical Exercise
- 2010                    *Finance/Administration Chief and Health Emergency Coordination Center Manager*, DC Department of Health, A Capitol 4<sup>th</sup>, July
- 2007                    *Holline staff*, Department Operations Center (DOC), Minnesota Department of Health, Southeast Minnesota Floods, September
- 2005                    *Agency Lead*, State Emergency Operations Center (SEOC), Minnesota Department of Health, Hurricane Katrina/Rita, September

## Emily A. Litt - Curriculum Vitae □ December 2011

2008 □ 2010	American Nurse Association
2008 □ 2010	Association of Community Health Nurse Educators
2004 □ 2009	Sigma Theta Tau International, Zeta Chapter
2001 □ 2009	Minnesota Public Health Association
2003 □ 2004	Association for Professionals in Infection Control
2003 □ 2004	Minnesota Association for Professionals in Infection Control
2001 □ 2002	Oncology Nurse Society
2001 □ 2003	National Society of Public Health Educators
1999 □ 2001	Society of Pediatric Nurses

*Professional Organization Activities*

2010 □ present	<i>Mid-Atlantic Region Representative</i> , Association State and Territorial Directors of Nursing (ASTDN), Appointed, Ongoing, (July)
2010 □ present	<i>Membership Committee Member</i> , Association State and Territorial Directors of Nursing (ASTDN), Appointed, Ongoing, (July)
2010 □ 2011	<i>Chair, Web Master</i> , American Public Health Association (APHA), Public Health Nursing Section (PHN), Appointed
2009 □ 2010	<i>Board Member</i> , Policy, Utah Public Health Association, Elected, On-going (June-May)
2009	<i>State Liaison</i> , Association of Community Health Nurse Educators (ACHNE), Appointed
2010	<i>Abstract Reviewer</i> , PHN Section - National Conference, American Public Health Association (APHA), Appointed, February
2009	<i>Reviewer</i> , National Public Health Performance Standards, Association of State and Territorial Directors of Nursing (ASTDN), April
2009	<i>Abstract Reviewer</i> , PHN Section - National Conference, American Public Health Association (APHA), Appointed, March
2008	<i>Reviewer</i> , Nurse Leader Review Team, Sigma Theta Tau (STT) - National, Appointed, Ongoing (November)
2008	<i>Faculty Counselor</i> , Zeta Chapter, Sigma Theta Tau (STT), Appointed, October - December

Emily A. Litt - Curriculum Vitae □ December 2011

		Minneapolis, MN
2003 □ 2004	Dance Team Coach, Varsity	Highland Park High School St. Paul, MN
2002 □ 2003	Dance Team Coach, JV	Chaska High School Chaska, MN
2002	Clinic Nurse	West Suburban Teen Clinic Excelsior, MN
2000	Gala Volunteer	Make-A-Wish Foundation Minneapolis, MN
1999 □ 2000	Big Sister	Big Brothers and Big Sisters Madison, WI

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7/12/12

Jill Remy RN  
Nursing Exam Manager  
Board of Nursing  
WI Department of Safety and Professional Services

Good afternoon Jill,

We are writing to the Board of Nursing to notify you of changes in the system wide nursing curriculum for the Wisconsin Technical College System (WTCS) Practical Nursing and Associate Degree Nursing programs. The current system wide curriculum was implemented in 2004. The WTCS has supported a nursing faculty curriculum group that has been actively reviewing the curriculum for the past two years. This group has recommended changes to keep in line with changes in nursing practice. These recommendations were voted on and approved by the nursing faculty at each individual WTCS college.

All changes were faculty driven and we expect to implement these changes between January 2013 and August 2013. Specific changes are noted below.

- Program Outcomes for both the Practical Nursing and the Associate Degree Nursing programs were revised to reflect changes in nursing practice.
- Program Philosophy and Conceptual Framework was revised to include national patient safety goals as well as QSEN standards and current best practices in nursing.
- Course Competencies - There were minor changes in course competencies in a few selected courses.

There were no changes in course titles, course description or sequence of courses. There were no changes in length of time to complete the program. The PN program can be completed in 2-3 semesters and the ADN program can be completed in 4-6 semesters depending on space availability.

No changes were made in the program credits; they remain at 70 for the ADN program and 32 for the Practical Nursing Program. The distribution of credits between general education courses and nursing courses also remain the same. There were no changes in clock hours to credits; these remain at 1:1 for associate degree theory courses and 1:3 for clinical time.

We believe there will be no hardship for students and we will not need a transition plan. Students will seamlessly move into the revised courses per program policy as the course numbers and titles have not changed. Students will be notified of changes in program outcomes and philosophy/conceptual framework through the usual methods for policy changes, such as handbook updates, catalog updates and electronic communication methods.

If you would like some of the WTCS nursing program directors to attend an SBON meeting to address any questions the Board may have, we would be happy to do so. Thank you for your consideration.

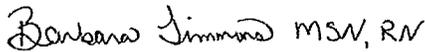
Wisconsin Technical College System  
Associate Degree Nursing Programs



Ruth Wheaton Cox RN  
Blackhawk Technical College



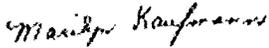
Linda Krueger RN  
Chippewa Valley Technical College



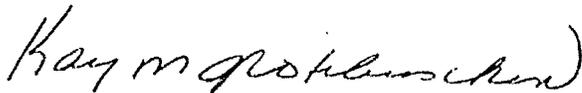
Barbara Timmons RN  
Fox Valley Technical College



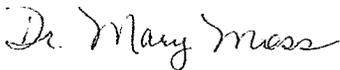
Diane Skewes RN  
Gateway Technical College



Marilyn Kauffman RN  
Lakeshore Technical College



Kay Grotelueschen RN  
Madison College



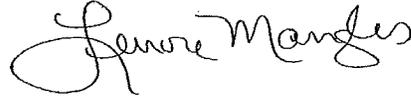
Mary Moss RN  
Mid-State Technical College



Nancy Vrabec RN  
Milwaukee Area Technical College



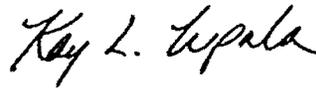
Kathy Van Eerden, MS, RN, CNE  
Moraine Park Technical College



Lenore Mangles RN  
Nicolet College



Lorraine Zoromski RN  
Northcentral Technical College



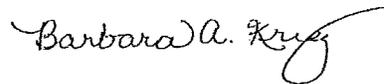
Kay Tupala RN  
Northeast Wisconsin Technical College



Katie Garrity RN  
Southwest Technical College



Sandy Stearns RN  
Waukesha County Technical College



Barb Kreig RN  
Western Technical College



Mary Ann Pebler RN  
Wisconsin Indianhead Technical College

# ADN and PN Program Outcomes

Listed below are the final ADN and PN program outcomes for the WTCS Aligned Nursing Programs.

<p><b>PN1. Implement one's role as a nurse in ways that reflect integrity, responsibility, ethical practices, and an evolving identity as a nurse committed to caring, advocacy, and quality care while adhering to evidence-based practice</b></p> <ul style="list-style-type: none"> <li>• Exhibit caring behaviors in collaboration with the health care team through advocacy on behalf of patients, families and caregivers</li> <li>• Practice within the PN legal and ethical frameworks for nursing</li> <li>• Demonstrate responsibility and accountability for learning, actions, and patient care</li> <li>• Provide quality care within the PN scope of practice complying with evidence-based standards</li> </ul>	<p><b>ADN1. Implement one's role as a nurse in ways that reflect integrity, responsibility, ethical practices, and an evolving professional identity as a nurse committed to evidence-based practice, caring, advocacy and quality care</b></p> <ul style="list-style-type: none"> <li>• Exhibit caring behaviors through advocacy on behalf of patients, families and caregivers</li> <li>• Practice within the RN legal and ethical frameworks for nursing</li> <li>• Demonstrate responsibility and accountability for learning, actions, and management of the patient care team</li> <li>• Provide and evaluate quality care within the RN scope of practice utilizing evidence-based research</li> </ul>
<p><b>PN2. Demonstrate appropriate written, verbal, and nonverbal communication in a variety of clinical contexts</b></p> <ul style="list-style-type: none"> <li>• Utilize appropriate communication strategies based on patient need</li> <li>• Reinforce accurate, complete and pertinent information to patients, families and the health care team</li> <li>• Evaluate and modify communication strategies on an ongoing basis</li> </ul>	<p><b>ADN2. Demonstrate appropriate written, verbal, and nonverbal communication in a variety of clinical contexts</b></p> <ul style="list-style-type: none"> <li>• Utilize appropriate communication strategies based on patient need</li> <li>• Provide accurate, complete, and pertinent information to patients, families and the health care team</li> <li>• Evaluate and modify communication strategies on an ongoing basis</li> </ul>
<p><b>PN3: Integrate knowledge of social, mathematical, and physical sciences, pharmacology, and disease processes while participating in clinical decision making</b></p> <ul style="list-style-type: none"> <li>• Maintain a questioning and open mind to consider new approaches, ideas and best practices</li> <li>• Apply theoretical knowledge and skills to assist in the care of patients</li> <li>• Provide rationale for judgments and decisions used in the provision of safe, quality care</li> </ul>	<p><b>ADN3: Integrate social, mathematical, and physical sciences, pharmacology, and pathophysiology in clinical decision making</b></p> <ul style="list-style-type: none"> <li>• Maintain a questioning and open mind to consider new approaches, ideas and best practices</li> <li>• Incorporate theoretical and evidence based knowledge and skills to analyze relevant data to support clinical decision making</li> <li>• Make judgments substantiated with evidence that integrate nursing science in the provision of safe, quality care, that promotes the health of patients in the family and community context</li> </ul>
<p><b>PN4: Provide patient centered care under supervision by participating in the nursing process across diverse populations and health care settings</b></p> <ul style="list-style-type: none"> <li>• Assist with the application of the nursing process (assessment, diagnosis, planning, implementation and evaluation)</li> <li>• Demonstrate unbiased respect for diversity through holistic and patient centered care</li> <li>• Provide nursing care to promote health, safety and well-being, and self-care management</li> </ul>	<p><b>ADN4: Provide patient centered care by utilizing the nursing process across diverse populations and health care settings</b></p> <ul style="list-style-type: none"> <li>• Demonstrate application of the nursing process (assessment, diagnosis, planning, implementation and evaluation)</li> <li>• Demonstrate unbiased respect for diversity through holistic and patient centered care</li> <li>• Provide and direct nursing care to promote health, safety and well-being, and self-care management</li> </ul>

<ul style="list-style-type: none"> <li>• Contribute to a positive patient and family experience</li> </ul> <p><b>CoPN5: Minimize risk of harm to patients, members of the healthcare team, and self through safe individual performance and participation in system effectiveness</b></p> <ul style="list-style-type: none"> <li>• Implement and monitor practices for infection prevention</li> <li>• Utilize national patient safety resources, initiatives and regulations</li> <li>• Report errors and participate in system improvements</li> </ul>	<ul style="list-style-type: none"> <li>• Contribute to a positive patient and family experience</li> </ul> <p><b>ADN5: Minimize risk of harm to patients, members of the healthcare team and self through safe individual performance and participation in system effectiveness</b></p> <ul style="list-style-type: none"> <li>• Implement and evaluate infection prevention practices</li> <li>• Analyze the utilization of national patient safety resources, initiatives and regulations</li> <li>• Participate in analyzing errors and designing system improvements</li> </ul>
<p><b>PN6: Collaborate as an active member of the multidisciplinary health care team to provide effective patient care throughout the lifespan</b></p> <ul style="list-style-type: none"> <li>• Function within the PN scope of practice as a member of the healthcare team</li> <li>• Adapt communication to the team and situation to share information or solicit input</li> <li>• Implement the recommendations of others in helping the patient and/or family achieve health goals</li> </ul>	<p><b>ADN6: Lead the multidisciplinary health care team to provide effective patient care throughout the lifespan</b></p> <ul style="list-style-type: none"> <li>• Function within the RN scope of practice as a member of the healthcare team</li> <li>• Adapt communication to the team and situation to share information or solicit input</li> <li>• Coordinate the contribution of others who play a role helping the patient and/or family achieve health goals</li> </ul>
<p><b>PN7: Use information and technology to communicate, manage data, mitigate error, and assist with decision-making</b></p> <ul style="list-style-type: none"> <li>• Access data from a variety of sources</li> <li>• Document patient care in an electronic health record according to established standards</li> <li>• Apply technology and information management tools to support safe processes of care</li> <li>• Gather data to support quality improvement activities</li> <li>• Adhere to security measures to protect the confidentiality of all forms of health information</li> </ul>	<p><b>ADN7: Use information and technology to communicate, manage data, mitigate error, and support decision-making</b></p> <ul style="list-style-type: none"> <li>• Access data from a variety of sources</li> <li>• Plan and document patient care in an electronic health record</li> <li>• Apply technology and information management tools to support safe processes of care</li> <li>• Analyze data from a quality system to improve practice</li> <li>• Adhere to security measures to protect the confidentiality of all forms of health information</li> </ul>

# WTCS Nursing Curriculum Matrix Draft

Key: I: Introduced P: Practiced A: Assessed

	Nursing Fundamentals	Nursing Skills	Nursing Pharmacology	Nursing: Introduction to Clinical Practice	Nursing Health Alterations	Nursing Health Promotion	Nursing Clinical Care Across the Lifespan	Nursing Intro to Clin Care Mgmt	Nursing Complex Health Alterations I	Nursing Mental Health	Nursing Intermediate Clin Pract	Nursing Advanced Skills	Nursing Complex Health Alterations II	Nursing I Mgmt and Prof Concepts	Nursing: Advanced Clin Pract	Nursing Clinical Transition
<b>ADN Program Outcomes</b>																
ADN1: Implement one's role as a nurse in ways that reflect integrity, responsibility, ethical practices, and an evolving professional identity as a nurse committed to evidence-based practice, caring, advocacy and quality care	I		I	P	I	I	P	P	P	P	A		P	P	A	A
ADN2: Demonstrate appropriate written, verbal, and nonverbal communication in a variety of clinical contexts.	I		I	P		P	P	P	P	P	A			A	A	A
ADN3: Integrate social, mathematical, and physical sciences, pharmacology, and pathophysiology in clinical decision making.	I	P	P	P	P	P	P	P	P	P	P	P	P	P	A	A
ADN4: Provide patient centered care by utilizing the nursing process across diverse populations and health care settings.	I	P	P	P	P	P	P	P	P	P	A	P	P	P	A	A
ADN5: Minimize risk of harm to patients, providers, and self through safe individual performance and participation in system effectiveness.	I	P	P	P	P	P	P	P	P	P	A	P	P	P	A	A
ADN6: Lead the multidisciplinary health care team to provide effective patient care throughout the lifespan.	I			P	I		P	P	I	P	P		I	P	A	A
ADN7: Use information and technology to communicate, manage data, mitigate error, and support decision-making.	I	P	I	P			P	P			A			P	A	A

**WTCS Nursing Associate Degree (10-543-1)  
Statewide Curriculum  
Common Titles / Numbers / Abbreviations for Course Approval for  
Implementation**

Credit Type	Credits
Technical Studies - Nursing Core Credits	38
General Education System-wide Required Credits	27
Electives	5
<b>Total Program Credits</b>	<b>70</b>

Note: State Approved Course Titles are the abbreviated version, to accommodate the 30 character limit required by the WTCS Districts' Software

State Approved Course # for Course Approval	State Approved Title Abbreviation to Be Used for Course Approval	# of Credits	Function Code	Course Title and Number as They Appear on WIDS Course Outcome Summary
10-543-101	Nursing Fundamentals	2	7	10-543-101 Nursing Fundamentals
10-543-102	Nursing Skills	3	7	10-543-102 Nursing Skills
10-543-103	Nursing Pharmacology	2	7	10-543-103 Nursing Pharmacology
10-543-104	Nsg: Intro to Clinical Practice	2	7	10-543-104 Nursing: Intro to Clinical Practice
10-543-105	Nursing Health Alterations	3	7	10-543-105 Nursing Health Alterations
10-543-106	Nursing Health Promotion	3	7	10-543-106 Nursing Health Promotion
10-543-107	Nsg: Clin Care Across Lifespan	2	7	10-543-107 Nursing: Clinical Care Across Lifespan
10-543-108	Nsg: Intro Clinical Care Mgt	2	7	10-543-108 Nursing: Intro to Clinical Care Management
10-543-109	Nsg: Complex Health Alterat	3	7	10-543-109 Nursing: Complex Health Alterations 1
10-543-110	Nsg: Mental Health Comm Con	2	7	10-543-110 Nursing: Mental Health and Community Concepts
10-543-111	Nsg: Intermed Clin Practice	3	7	10-543-111 Nursing: Intermediate Clinical Practice
10-543-112	Nursing Advanced Skills	1	7	10-543-112 Nursing Advanced Skills
10-543-113	Nsg: Complex Health Alterat 2	3	7	10-543-113 Nursing: Complex Health Alterations 2
10-543-114	Nsg: Mgt & Profess Concepts	2	7	10-543-114 Nursing: Management and Professional Concepts
10-543-115	Nsg: Adv Clinical Practice	3	7	10-543-115 Nursing: Advanced Clinical Practice
10-543-116	Nursing Clinical Transition	2	7	10-543-116 Nursing Clinical Transition

General Education

<b>State Approved Course # for Course Approval</b>	<b>State Approved Title Abbreviation to Be Used for Course Approval</b>	<b># of Credits</b>	<b>Function Code</b>	<b>Course Title and Number as They Appear on WIDS Course Outcome Summary</b>
10-801-195	Written Communication	3	6	10-801-195 Written Communication
10-809-188	Developmental Psychology	3	6	10-809-188 Developmental Psychology
10-806-177	Gen Anatomy & Physiology	4	6	10-806-177 General Anatomy and Physiology
10-806-179	Adv Anatomy & Physiology	4	6	10-806-179 Advanced Anatomy and Physiology
10-801-196	Oral/Interpersonal Comm.	3	6	10-801-196 Oral/Interpersonal Communication
10-809-198	Intro to Psychology	3	6	10-809-198 Intro to Psychology
10-806-197	Microbiology	4	6	10-806-197 Microbiology
		3	6	10-809-xxx Sociology/Economics or other social science course

**Electives**

<b>State Approved Course # for Course Approval</b>	<b>State Approved Title Abbreviation to Be Used for Course Approval</b>	<b># of Credits</b>	<b>Function Code</b>	<b>Course Title and Number as They Appear on WIDS Course Outcome Summary</b>
		3	4	Elective or 10-806-186 Introduction to Biochemistry
		2	4	Elective

\*Function in Program code in Program Curriculum System: 1 = Occupation Specific, 2 = Occupation Supportive, 4 = Elective, 6 = General Studies, 7 = Technical Studies

## 31-543-1 – Practical Nursing – Technical Diploma Program Configuration

Education Director – Kathy Loppnow

	<b>Credits</b>
<b>Occupational Specific</b>	<b>19</b>
<b>Occupational Supportive</b>	<b>10-13</b>
<b>Total Program Credits</b>	<b>29-32</b>

(Suggested Course Sequence)

(Note: Course Titles are the abbreviated version, to accommodate the 30 character limit required by the WTCS Districts' Software)

<b>Semester 1</b>	<b>Credits</b>	<b>Function*</b>
31-543-301 Nursing Fundamentals	2	1
31-543-302 Nursing Skills	3	1
31-543-303 Nursing Pharmacology	2	1
31-543-304 Nsg: Intro Clinical Practice	2	1
10-801-195 Written Communication OR 31-xxx-xxx Technical Diploma Level Communications Course	3	2
10-809-188 Developmental Psychology OR 31-xxx-xxx Growth and Development	3 OR 2	2
10-806-177 Gen Anatomy & Physiology OR 31-xxx-xxx Body Structure and Function	4 OR 2	2
<b>TOTAL CREDITS</b>	16-19	

<b>Semester 2</b>	<b>Credits</b>	<b>Function*</b>
31-543-305 Nursing Health Alterations	3	1
31-543-306 Nursing Health Promotion	3	1
31-543-307 Nsg: Clin Care Across Lifespan	2	1
31-543-308 Nsg: Intro Clinical Care Mgt	2	1
10-801-196 Oral/Interpersonal Comm OR 31-xxx-xxx Technical Diploma Level Communications Course	3	2
<b>TOTAL CREDITS</b>	13	

**NOTES:**

- Practicum hours may be configured however each college deems appropriate (A to D hours.)
- \*Function in Program code in Program Curriculum System: 1 = Occupation Specific, 2 = Occupation Supportive, 4 = Elective, 6 = General Studies, 7 = Technical Studies

## WTCS Nursing Curriculum Philosophy

This philosophy incorporates Wisconsin Technical College System (WTCS) faculty beliefs regarding nursing education as shaped by the WTCS nursing mission statement.

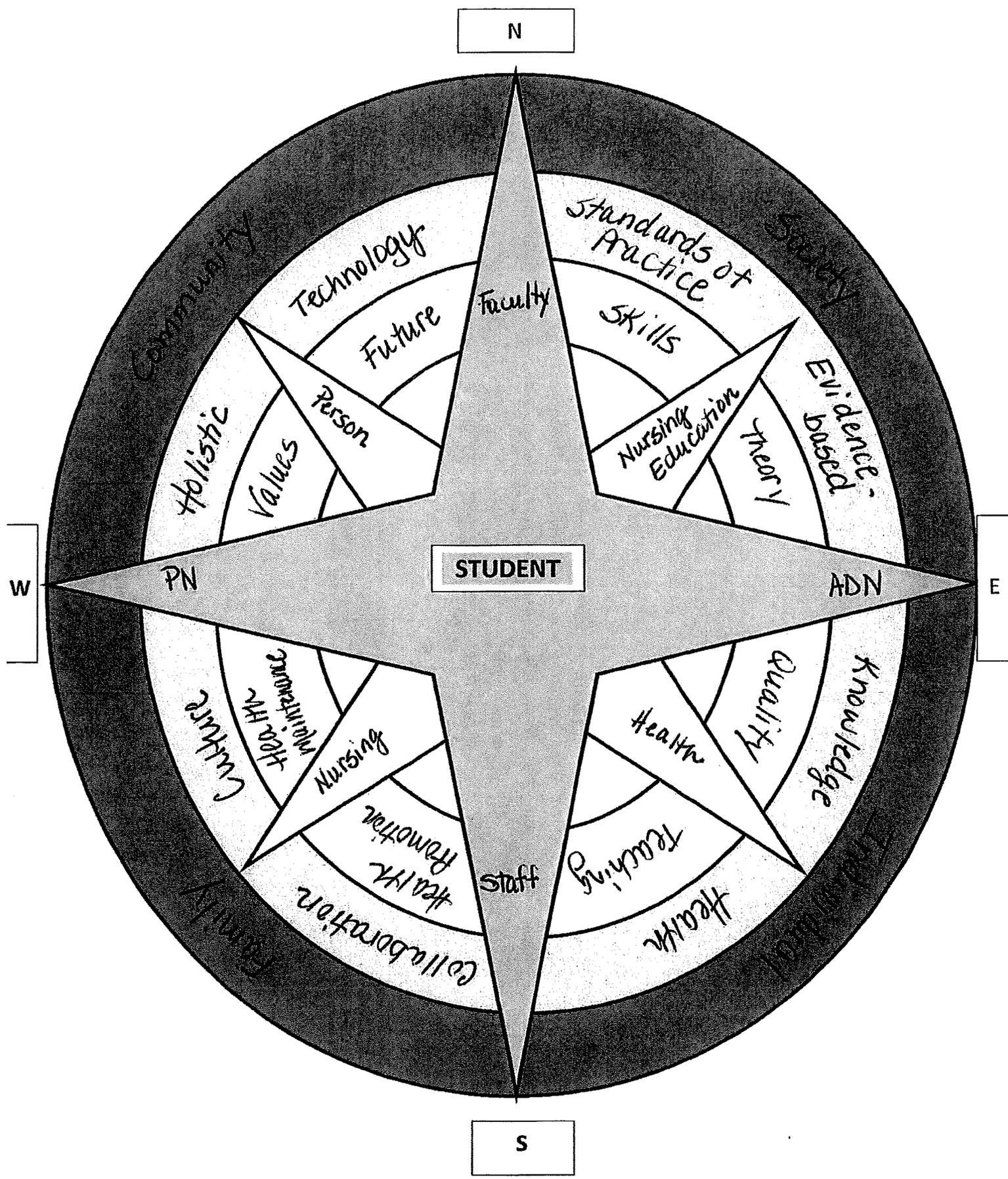
**Nursing** is the dynamic interpersonal goal-directed process that seeks to promote optimal health within the context of individuals, family, community and society. The concepts of caring and integrity are central to nursing and communicated through both attitude and action. Nursing uses the nursing process, a problem solving approach to provide holistic, patient centered care to individuals, families, and groups. Nurses assess health and make clinical decisions to manage and provide safe and effective nursing care according to standards of practice within the legal, ethical and regulatory frameworks. Nursing is based on knowledge and science and is demonstrated by evidence-based practice. Through collaboration with other health care professionals, nursing is responsive to the needs of the community across the health-illness and lifespan continuum.

**Individuals, families, and groups** are diverse, complex living beings, in which physical, psychological, cultural and spiritual health processes are in constant interaction. This constant interaction provides the capacity for change. Individuals have inherent worth, dignity and autonomy in health care decisions.

**Nursing education** facilitates the development of knowledge, attitudes and skills appropriate to the learner's level of nursing practice. Nursing education integrates concepts from nursing and other disciplines and takes place in institutions of higher learning. As a practice discipline, nursing education requires the use of performance based instruction with measureable competencies. Faculty and learners create a safe, cooperative environment which stimulates the spirit of inquiry, clinical reasoning, and self-directed life-long learning. Excellence in nursing education is achieved by providing students with a rigorous and dynamic curriculum using technology, partnerships and resources. Graduates are prepared to meet community specific healthcare needs as entry level practitioners.

### **System-wide Curriculum**

The WTCS nursing programs provide a seamless curriculum, which is flexible and accessible for learners on a statewide basis. Prior learning, experience and career mobility are valued and efforts are aimed at facilitating articulation between levels of nursing. Information gathering within the community network that includes advisory committees, employers, and health care consumers enhances curriculum review and revision.



## WTCS Nursing Conceptual Framework Explanation

- The student is in the middle as the key figure/driving force.
- Our two nursing programs and faculty/staff make up the darker blue tips of the star/compass illustrating direction.
- The tips of the light blue star/compass contain the four major categories of the philosophy.
- The outer dark blue circle contain our customers
- The light green circle contains our eight values
- The light grey circle contains our curriculum's main concepts

**State of Wisconsin  
Department of Regulation and Licensing**

**AGENDA REQUEST FORM**

<b>Name and Title of Person Submitting the Request:</b> Jill M. Remy, Program Manager		<b>Date When Request Submitted:</b> 9/26/2012	
Items will be considered late if submitted after 5 p.m. and less than:			
<ul style="list-style-type: none"> <li>▪ 10 work days before the meeting for Medical Board</li> <li>▪ 14 work days before meeting for all other boards</li> </ul>			
<b>Name of Board, Committee, Council:</b> Board of Nursing			
<b>Board Meeting Date:</b> 10/4/2012	<b>Attachments:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>How should the item be titled on the agenda page?</b> Request for Approval of Educational Administrator at University of Wisconsin – Green Bay	
<b>Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	<b>Is an appearance before the Board being scheduled? If yes, by whom?</b> <input type="checkbox"/> Yes by _____ (name) <input checked="" type="checkbox"/> No	<b>Name of Case Advisor(s), if required:</b>	
<b>Describe the issue and action the Board should address:</b> Review additional information about Susan Gallagher-Lepak’s employment dates provided by the Human Resources Department at UW-Green Bay; approve or deny request from University of Wisconsin – Green Bay relating to appointment of Susan Gallagher-Lepak as Educational Administrator.			
<b>If this is a “Late Add” provide a justification utilizing the Agenda Request Policy:</b>			
<b>Directions for including supporting documents:</b> 1. This form should be attached to any documents submitted to the agenda. 2. Documents submitted to the agenda must be single-sided. 3. Only copies of the original document will be accepted. 4. Provide original documents needing Board Chairperson signature to the Bureau Director or Program Assistant prior to the start of a meeting.			
<b>Authorization:</b>			
Jill M. Remy		9/26/2012	
Signature of person making this request		Date	
Supervisor signature (if required)		Date	
Bureau Director signature (indicates approval to add late items to agenda)		Date	

UNIVERSITY of WISCONSIN  
**GREEN BAY**

September 25, 2012

State of Wisconsin Department  
of Safety and Professional Service

RE: Susan Gallagher-Lepak  
Associate Professor, Nursing

To Whom It May Concern:

As requested, listed below is a summary of Susan's appointment percentage history from August, 2003 to the present. Please contact me at (920)465-2326 if you have any questions regarding this information.

Date Started	Date Ended	Percentage of Position
8/25/03	12/24/03	77%
12/25/03	1/8/04	50%
1/9/04	5/23/04	68%
8/23/04	1/6/05	50%
1/7/05	5/22/05	67%
8/22/05	5/21/06	50%
8/21/06	5/20/07	50%
5/21/07	6/22/07	9%
6/23/07	5/25/08	100%
5/26/08	6/28/08	50%
6/28/08	7/26/08	73%
8/25/08	5/24/09	50%
5/25/09	7/15/11	100%
8/22/11	7/7/12	74%
7/7/12	Present	100%

Sincerely,



Sheryl Van Gruensven  
Director of Human Resources

Cc: Susan Gallagher-Lepak



CONNECTING LEARNING TO LIFE

**BOARD OF NURSING  
MEETING MINUTES  
SEPTEMBER 13, 2012**

**PRESENT:** Kay Coppens, Julie Ellis, Maria Joseph, Rachelle Lancaster, Gretchen Lowe, Julia Nelson, Lillian Nolan, Carol Ott, and Jeffrey Miller.

**STAFF:** Dan Williams, Executive Director; Sandy Nowack Legal Counsel; Karen Rude-Evans, Bureau Assistant; Sharon Henes, Paralegal; and other Department Staff

**CALL TO ORDER**

Julia Nelson, Chair, called the meeting to order at 9:54 a.m. A quorum of nine (9) () members was present.

**ADOPTION OF AGENDA**

**Amendment(s)**

- Item I 3 (open session) – Credentialing Matters – Rachelle Lancaster – Review of Application with Military Training

**MOTION:** Lillian Nolan moved, seconded by Kay Coppens, to adopt the agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES OF AUGUST 16, 2012**

**Corrections**

- On page 1, under Call to Order, delete “Gretchen Lowe” and insert “Julia Nelson”
- On page 6, in the third motion, the last sentence, delete the word “unanimously”. After the last sentence, add “Rachelle Lancaster opposed.”

**MOTION:** Kay Coppens moved, seconded by Carol Ott, to approve the minutes of August 16, 2012 as corrected. Motion carried unanimously.

**LEGISLATIVE/ADMINISTRATIVE RULE MATTERS**

**Scope Statement for N1.04 and N1.05**

**MOTION:** Rachelle Lancaster moved, seconded by Carol Ott, to approve the scope statement. Motion carried unanimously.

**MOTION:** Rachelle Lancaster moved, seconded by Carol Ott, to request the Department to contact the educational administrators in the State to make them aware of the scope statement and to request feedback.

**REPORT OF EDUCATION AND LICENSURE COMMITTEE****U.W. – Green Bay****1) Request for Approval of Educational Administrator**

**COMMITTEE MOTION:** Kay Coppens moved, seconded by Rachelle Lancaster, to table the request for approval of Susan M. Gallagher-Lepak, BSN, MSN, PhD, as the Educational Administrator for the University of Wisconsin-Green Bay to the next meeting. Motion carried unanimously.

**College of Menominee Nation****1) Review NCLEX-RN Pass Rate Improvement Plan**

**COMMITTEE MOTION:** Rachelle Lancaster moved, seconded by Kay Coppens, to table the review of the NCLEX-RN pass rate improvement plan of the College of Menominee Nation. Motion carried unanimously.

**Herzing University - Madison****1) Review NCLEX-RN Pass Rate Improvement Plan**

**COMMITTEE MOTION:** Gretchen Lowe moved, seconded by Kay Coppens, to approve the NCLEX-RN pass rate improvement plan of Herzing University-Madison. Motion carried unanimously.

**COMMITTEE MOTION:** Rachelle Lancaster moved, seconded by Gretchen Lowe, to remove Herzing University-Madison from monitoring and to send a congratulatory letter. Motion carried unanimously.

Carol Ott moved for the adoption of the Committee's recommendations and the Board of Nursing adopts by unanimous consent.

**REPORT OF PRACTICE COMMITTEE**

**COMMITTEE MOTION:** Kay Coppens moved, seconded by Lillian Nolan, to use the NCSBN tree as a guideline for the next six months on a trial basis. Motion carried unanimously.

**COMMITTEE MOTION:** Julia Nelson moved, seconded by Lillian Nolan, to review and revise the FAQ regarding Propofol. Motion carried unanimously.

Julie Ellis moved for the adoption of the Practice Committee's recommendations and the Board of Nursing adopts by unanimous consent.

**CLOSED SESSION**

**MOTION:** Lillian Nolan moved, seconded by Gretchen Lowe, to convene to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g) for the purpose of conducting appearances, reviewing monitoring requests, requests for licensure, deliberate on stipulations, administrative warnings, proposed decisions and orders, consulting with Legal Counsel and Division of Enforcement case status reports. Roll Call Vote: Kay Coppens-yes; Julie Ellis-yes; Maria Joseph-yes; Rachelle Lancaster-yes; Gretchen Lowe-yes; Jeffrey Miller-yes; Julia Nelson-yes; Lillian Nolan-yes; and Carol Ott-yes. Motion carried unanimously.

The Board convened into Closed Session at 10:21 a.m.

**RECONVENE TO OPEN SESSION**

**MOTION:** Carol Ott moved, seconded by Maria Joseph, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 1:10 p.m.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION**

**MOTION:** Rachelle Lancaster moved, seconded by Kay Coppens, to reaffirm all motions made in closed session. Motion carried unanimously.

**MONITORING**

**MOTION:** Rachelle Lancaster moved, seconded by Kay Coppens, to deny the request for reinstatement of license to **Kari Gyldenvand, R.N.**, She must have an AODA assessment and a psychological evaluation by a Board pre-approved provider, provide a list of all current prescriptions, AA/NA attendance log, and participate in an approved drug monitoring program. Motion carried unanimously.

**MOTION:** Kay Coppens moved, seconded by Gretchen Lowe, to grant the request of **Emmy L. Mortel, R.N.**, for full licensure. Motion carried unanimously.

**MOTION:** Gretchen Lowe moved, seconded by Maria Joseph, to grant the request from **Patricia A. Zwiag, L.P.N.**, for full licensure. Motion carried unanimously.

**MOTION:** Kay Coppens moved, seconded by Jeffrey Miller, to grant the request of **Jayne M. Shelley, R.N.** to modify her limitations to allow access to controlled substances in her practice of nursing. Motion carried unanimously.

**MOTION:** Julie Ellis moved, seconded by Rachelle Lancaster, to deny the request of **Joan Sabljak, L.P.N.**, for a reduction in drug screens and a reduction in AA/NA meetings to once per week. **Reason for Denial:** Insufficient time under the order to warrant reduction in screens and AA/NA is an integral component of recovery. Motion carried unanimously.

**MOTION:** Kay Coppens moved, seconded by Maria Joseph, to grant the request of **Kathryn M. Vander Woude, R.N.**, for a reduction in the frequency of drug screens to twenty eight (28) per year with one (1) annual hair test. Motion carried unanimously.

## CASE CLOSINGS

12NUR 377 P5 with a flag  
 12NUR 239 No Violation  
 12NUR 318 P5 with a flag  
 12NUR 378 P5 with flag

**MOTION:** Kay Coppens moved, seconded by Rachelle Lancaster, to close the cases listed as identified above. Motion carried unanimously.

## PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS

**MOTION:** Rachelle Lancaster moved, seconded by Carol Ott, to adopt the Findings of Fact, Conclusions of law, Final Decisions and Orders in the disciplinary proceedings against the following:

- Doris Hawkins, L.P.N. (11 NUR 303)
- Diane B. Stegall Depree, R.N. (11 NUR 687)
- Kimberly Schumacher, L.P.N. (12 NUR 004)
- Patricia A. Koenig, R.N. (12 NUR 200)
- Kelly J. Hagman, R.N. (12 NUR 254)
- April Coates, R.N. (12 NUR 162)

Motion carried unanimously.

## PROPOSED FINAL DECISION(S) AND ORDER(S)

**MOTION:** Gretchen Lowe moved, seconded by Maria Joseph, to adopt the Findings of Fact, Conclusions of Law, Proposed Decision and Order with variance in the disciplinary proceedings against **Carly Krajewski, R.N., (11 NUR 086/DHA Case No. SPS-12-003)** and to designate Kay Coppens to review and approve the variance once drafted. Motion carried unanimously.

**MOTION:** Rachelle Lancaster moved, seconded by Julie Ellis, to adopt the Findings of Fact, Conclusions of Law, proposed Decision and Order with variance in the disciplinary proceedings against **Shane Nelson, R.N., (10 NUR 515/DHA Case No. SPS-12-007)** and to designate Jeffrey Miller to review and approve the variance once drafted. Motion carried. Kay Coppens was excused during deliberation and abstained from voting.

## APPLICATION MATTERS

### Endorsement Applications

**MOTION:** Kay Coppens moved, seconded by Gretchen Lowe, to grant licenses to all applicants in the low risk category. Motion carried unanimously.

**MOTION:** Rachelle Lancaster moved, seconded by Lillian Nolan, to grant licenses to all applicants in the medium risk category with the exception of **Darlene Blomberg, R.N.** Motion carried unanimously.

- MOTION:** Rachelle Lancaster moved, seconded by Kay Coppens, to defer the application of **Darlene Blomberg, R.N.**, and request additional info regarding the history of the case, why the employer filed a complaint after she entered a diversion program, info on the violations related to the practice beyond the scope and inadequate patient care. Motion carried unanimously.
- MOTION:** Gretchen Lowe moved, seconded by Kay Coppens, to deny the application of **Serena House, L.P.N.**, due to non-compliance with the Indiana Board Order. Motion carried unanimously.
- MOTION:** Julie Ellis moved, seconded by Carol Ott, to deny the application of **Brandon Voll, R.N.**, due to the pending disciplinary action from Arizona. Motion carried unanimously.
- MOTION:** Kay Coppens moved, seconded by Rachelle Lancaster, to deny the application of **Susan Perfetti, R.N.**, due to unfulfilled requirements of the Michigan Board Order. Motion carried unanimously.
- MOTION:** Rachelle Lancaster moved, seconded by Kay Coppens, to deny the application of **Leigh Bell, RN**, due to unfulfilled requirements of the Minnesota Board Order. Motion carried unanimously.
- MOTION:** Kay Coppens moved, seconded by Gretchen Lowe, to approve the application for licensure for **Debra King, R.N.** Motion carried unanimously.
- MOTION:** Carol Ott moved, seconded by Julie Ellis, to deny the application of **Diana White-Darling, R.N.**, due to unfulfilled requirements of the Illinois Board Order. Motion carried unanimously.

#### ADJOURNMENT

- MOTION:** Gretchen Lowe moved, seconded by Jeffrey Miller, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:15 p.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:  <b>Dan Williams</b>		2) Date When Request Submitted: <b>9/24/12</b> <small>Items will be considered late if submitted after 4:30 p.m. and less than:</small> <ul style="list-style-type: none"> <li>▪ 10 work days before the meeting for Medical Board</li> <li>▪ 14 work days before the meeting for all others</li> </ul>	
3) Name of Board, Committee, Council, Sections:  <b>WI Board of Nursing</b>			
4) Meeting Date:  <b>10/4/12</b>	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page?  <b>DSPS website presentation</b>	
7) Place Item in: <input checked="" 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 <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:  N/A	
10) Describe the issue and action that should be addressed:  <b>See title</b>			
11) <b>Authorization</b>			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive 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 Executive Assistant prior to the start of a meeting.			

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4) Meeting Date:  <b>10/4/12</b>	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page?  <b>2012 NCSBN Operations Conference / Nov. 8-9 in Chicago, Ill.</b>	
7) Place Item in: <input checked="" 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 <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:  N/A	
10) Describe the issue and action that should be addressed:  <b>Board consideration to delegate members to attend.</b>			
11) <b>Authorization</b>			
Signature of person making this request		Date	
Supervisor (if required)		Date	
Executive Director signature (indicates approval to add post agenda deadline item to agenda)    Date			
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**From:** Colleen Neubauer [mailto:cneubauer@ncsbn.org]  
**Sent:** Wednesday, September 12, 2012 4:21 PM  
**To:** MB Executive Officers; Member Boards  
**Cc:** Board of Directors; Leadership Team; mark.majek@bon.texas.gov; Adrian Guerrero - KS; Lori Scheidt EO - MO; Colleen Neubauer  
**Subject:** 2012 NCSBN Operations Conference Announcement

Registration for the 2012 NCSBN Operations Conference is open! The conference takes place Nov. 8-9 in Chicago, Ill. For more information and to register, visit [www.ncsbn.org/events](http://www.ncsbn.org/events).

The NCSBN Board of Directors is sponsoring the attendance of two Member Board staff personnel at the conference. Two representatives receive a waiver for transportation, lodging, registration and reasonable travel expenses outlined in NCSBN policy 8.8. Executive Officers must fill out the attached travel waiver form and [email](#) or fax to 312.279.1034 by **Oct. 15, 2012**. After the form is received, the representatives will receive a Call to Meeting email with meeting registration instructions and hotel and travel information.

The NCSBN Meetings Registration Process document is attached. It includes all the steps waiver attendees must follow to attend the conference. All waiver attendees should review this document.

Please feel free to contact me with any questions or concerns. We look forward to seeing you in Chicago!

Thank you,  
Colleen Neubauer  
Manager, Meetings  
National Council of State Boards of Nursing (NCSBN)  
111 E. Wacker Drive, Suite 2900  
Chicago, IL 60601-4277  
312.525.3639 Direct  
312.525.3600 NCSBN Main phone  
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[cneubauer@ncsbn.org](mailto:cneubauer@ncsbn.org)  
[www.ncsbn.org](http://www.ncsbn.org)

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## 2012 NCSBN Operations Conference

Mission Possible: Strategies for Successful Board of Nursing Operations

### SUMMARY

[Hyatt Regency Chicago](#)  
151 E. Wacker Drive  
Chicago, IL 60601

Licensure operations at boards of nursing (BONs) are becoming more complex. Join NCSBN Nov. 8-9, 2012, in Chicago, for the 2012 Operations Conference, which provides BON staff who manage or oversee licensure programs with ideas and solutions for achieving the highest quality of performance and customer service.

#### Objectives:

1. Identify strategies for an efficient licensure program;
2. Utilize the multi-faceted functionality of Nursys; and
3. Analyze licensure documents for fraud.

Who should attend: Operations/licensure managers and supervisors responsible for licensing operations at boards of nursing. This conference is for NCSBN members only.

#### ATTIRE

Business-casual attire is appropriate for all meeting functions. Meeting room temperatures fluctuate; dress in layers to ensure your comfort.

#### REGISTRATION

The cut-off date for registration is Thursday, Nov. 1, 2012. The registration fee is \$250 per person. The fee includes continental breakfasts, beverage breaks, lunches, reception and meeting materials. The capacity for the meeting is 150 attendees and is on a first come, first served basis. Online registration will stop once capacity is reached; a waiting list will be started.

Registration may be paid by credit card, check, money order or purchase order. If paying for multiple registrations by check or purchase order, submit an online registration for each attendee. Payment is expected prior to Nov. 1, 2012. Make your check payable to "NCSBN" and write 2012 Operations Conference on it. Send registration confirmation print out with payment to:

NCSBN  
Attn: Mary Trucksa  
111 E. Wacker Drive  
Ste. 2900  
Chicago, IL  
60601-4277

#### CANCELLATIONS

Registration cancellations must be received by Thursday, Nov. 1, 2012. No refunds will be provided after this date. Attendees must contact NCSBN Meetings at 312.525.3639 or [email](#) to cancel. Attendees are responsible for cancelling all flight and hotel arrangements.

Failure to cancel a hotel reservation 24 hours prior to scheduled arrival may result in being charged one-night's stay.

#### CONTINUING EDUCATION

CE provider number/expiration date: ABNP1046, October 2014

#### PHOTOGRAPHY

NCSBN occasionally uses photographs of NCSBN meeting participants in its newsletter, website, and promotional materials. By virtue of your attendance at the Operations Conference, you agree to usage of your likeness in such material.

### DETAILS

- [When](#)

- Thursday, November 8, 2012 - Friday, November 9, 2012  
9:00 am - 5:00 pm  
Central Time



Add to Calendar

• **Where**

- Hyatt Regency Chicago  
151 E. Wacker Drive  
Chicago, Illinois 60601  
312.565.1234



Get Driving Directions from O'Hare Airport



Get Location Map



Get Weather

• **Meeting Planner**

- Colleen Neubauer



Contact Us

• **Capacity**

- 150 (142 remaining)

• **Websites**

- Chicago Airports, Chicago Visitor's Website, Hyatt Regency Chicago, NCSBN, NCSBN Events

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

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7) Place Item in: <input checked="" 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 <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:  N/A	
10) Describe the issue and action that should be addressed:  <a href="https://www.ncsbn.org/3308.htm">https://www.ncsbn.org/3308.htm</a>			
11) <b>Authorization</b>			
Signature of person making this request		Date	
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