



BOARD OF NURSING
Room N208, 4822 Madison Yards Way, 2nd Floor, Madison
Contact: Yolanda Y. McGowan (608) 266-2112
March 12, 2020

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 record of the actions of the Board.

AGENDA

8:00 A.M.

OPEN SESSION – CALL TO ORDER – ROLL CALL

A. Adoption of Agenda (1-5)

B. Approval of Minutes of February 13, 2020 (6-15)

C. Administrative Matters

- 1) Department, Staff and Board Updates
- 2) Delegation of Authorities – Credentialing Authority Delegation Amendment
- 3) Board Members – Term Expiration Dates

D. Utilization of Social Media – Discussion and Consideration

E. Education and Examination Matters – Discussion and Consideration

- 1) Lakeland University – Additional Information in Support of Existing Authorization to Admit **(16-33)**
- 2) Mount Mary University – Additional Information in Support of Existing Authorization to Admit **(34-50)**
- 3) Redelegation of the Nurse Practice Act Course **(51)**

F. Credentialing Matters – Discussion and Consideration

- 1) Nurse Licensure Renewal Process and Nurse Workforce Survey – Action as Deemed Necessary **(52-58)**

G. Legislative and Policy Matters – Discussion and Consideration

- 1) Advanced Practice Registered Nurses (APRN) Legislation – Assembly Bill 267 & Senate Bill 249: Relating to Advanced Practice Registered Nurses, Extending the Time Limit for Emergency Rule Procedures, Providing an Exemption from Emergency Rule Procedures, and Granting Rule-Making Authority

H. Administrative Rule Matters – Discussion and Consideration (59)

- 1) Scope Statement for N1, Relating to School Curriculum **(60-61)**
- 2) Pending or Possible Rulemaking Projects

- I. **Newsletter Planning – Discussion and Consideration**
- J. **Speaking Engagements, Travel, or Public Relation Requests, and Reports – Discussion and Consideration**
 - 1) Travel Report: 2020 NCSBN Midyear Meeting – March 3-5, 2020 – Boston, MA – Lisa Pisney & Rosemary Dolatowski
- K. Nurse Licensure Compact Update – Discussion and Consideration
- L. Board of Nursing Liaison Reports – Discussion and Consideration
- M. Discussion and Consideration of Items Added After Preparation of Agenda:
 - 1) Introductions, Announcements and Recognition
 - 2) Administrative Matters
 - 3) Election of Officers
 - 4) Appointment of Liaisons and Alternates
 - 5) Delegation of Authorities
 - 6) Education and Examination Matters
 - 7) Credentialing Matters
 - 8) Practice Matters
 - 9) Legislative and Policy Matters
 - 10) Administrative Rule Matters
 - 11) Liaison Reports
 - 12) Board Liaison Training and Appointment of Mentors
 - 13) Informational Items
 - 14) Division of Legal Services and Compliance (DLSC) Matters
 - 15) Presentations of Petitions for Summary Suspension
 - 16) Petitions for Designation of Hearing Examiner
 - 17) Presentation of Stipulations, Final Decisions and Orders
 - 18) Presentation of Proposed Final Decisions and Orders
 - 19) Presentation of Interim Orders
 - 20) Petitions for Re-Hearing
 - 21) Petitions for Assessments
 - 22) Petitions to Vacate Orders
 - 23) Requests for Disciplinary Proceeding Presentations
 - 24) Motions
 - 25) Petitions
 - 26) Appearances from Requests Received or Renewed
 - 27) Speaking Engagements, Travel, or Public Relation Requests, and Reports
- N. Public Comments

CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85(1)(b), 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.).

O. Deliberation on Division of Legal Services and Compliance Matters

- 1) **Administrative Warnings**
 - a. 18 NUR 039 – K.L.H.K. **(62-63)**
 - b. 18 NUR 151 – N.J.O. **(64-65)**
 - c. 18 NUR 420 – T.M.K. **(66-67)**
 - d. 18 NUR 655 – K.E.W. **(68-69)**
 - e. 18 NUR 755 – R.K.R.S. **(70-71)**
 - f. 18 NUR 772 – S.A.H. **(72-73)**
 - g. 19 NUR 115 – T.L.G. **(74-75)**
 - h. 19 NUR 362 – C.M.L. **(76-77)**
 - i. 19 NUR 526 – B.P. **(78-79)**

- 2) **Case Closings**
 - a. 17 NUR 664 – D.S. **(80-86)**
 - b. 17 NUR 827 – M.L.M. **(87-90)**
 - c. 18 NUR 001 – P.A.P. **(91-94)**
 - d. 18 NUR 097 – C.M.P. **(95-107)**
 - e. 18 NUR 281 – G.A.W., J.A.P. **(108-116)**
 - f. 18 NUR 303 – T.M.R. **(117-120)**
 - g. 18 NUR 326 – J.R. **(121-124)**
 - h. 18 NUR 463 – G.L.J. **(125-129)**
 - i. 18 NUR 532 – S.J.V. **(130-134)**
 - j. 18 NUR 715 – U.U. **(135-137)**
 - k. 18 NUR 758 – J.R.V. **(138-141)**
 - l. 18 NUR 776 – M.H. **(142-145)**
 - m. 19 NUR 076 – R.A.F. **(146-148)**
 - n. 19 NUR 125 – D.M.W., A.L.S. **(149-152)**
 - o. 19 NUR 139 – S.N. **(153-155)**
 - p. 19 NUR 339 – E.R.L. **(156-161)**
 - q. 19 NUR 352 – T.R. **(162-168)**
 - r. 19 NUR 425 – M.H. **(169-171)**

- 3) **Proposed Stipulations, Final Decisions, and Orders**
 - a. 17 NUR 524 – Carissa L. Sterwald-Finch, R.N. **(172-184)**
 - b. 17 NUR 609 and 18 NUR 130 – Adam E. Bondy, R.N. **(185-193)**
 - c. 17 NUR 652 – Jennifer C. Jondreau, R.N. **(194-202)**
 - d. 18 NUR 022 – Nancy A. Minella, R.N. **(203-209)**
 - e. 18 NUR 144 – Douglas M. Diederich, R.N. **(210-215)**
 - f. 18 NUR 167 – Jonathan Berens, R.N. **(216-221)**
 - g. 18 NUR 251 – Mikelyn E. Lindsay, L.P.N. **(222-228)**
 - h. 18 NUR 276 – Marissa E. Lynch, R.N. **(229-235)**
 - i. 18 NUR 480 – Sarah E. Konkol, R.N. **(236-241)**
 - j. 18 NUR 528 – Kristina S. Mathison, R.N. **(242-252)**
 - k. 18 NUR 581 – Christopher R. Phillips, R.N. **(253-258)**
 - l. 18 NUR 650 – Amanda J. David, R.N. **(259-267)**
 - m. 18 NUR 654 – Lisa M. Miller, R.N. **(268-277)**

- n. 19 NUR 064 – Jami E. Hellmer, R.N., A.P.N.P. **(278-283)**
- o. 19 NUR 403 – Margaret R. Schmeling, R.N., N.H.A. **(284-288)**
- 4) **Monitoring Matters (289-290)**
 - a. Monitor Benisch
 - 1. Sherry Ward, R.N. – Requesting Full Licensure **(291-331)**
 - b. Monitor Cha
 - 1. Wendy Senger, L.P.N. – Review of Fitness to Practice Evaluation **(332-340)**
 - c. Monitor Graf
 - 1. Sharon Embke, R.N. – Review of Fitness to Practice Evaluation **(341-354)**
 - 2. Daphne Genrich, R.N. – Requesting Access to Controlled Substances **(355-384)**
 - 3. Christine Kosnick, R.N. – Requesting Full Licensure **(385-403)**
 - 4. Jourdan Kufahl, L.P.N. – Review of Fitness to Practice Evaluation **(404-423)**

P. Deliberation on Matters Relating to Costs/Orders Fixing Costs

- 1) Rochelle A. Current, R.N. (DHA Case Number SPS-18-0044/DLSC Case Number 16 NUR 613) **(424-443)**
- 2) Rhonda L. Pace, L.P.N. (DHA Case Number SPS-19-0027/DLSC Case Numbers 17 NUR 655 and 18 NUR 244) **(444-465)**

Q. Deliberation on Proposed Final Decisions and Orders

- 1) Jere L. Daniels, L.P.N., Respondent (DHA Case Number SPS-19-0059/DLSC Case Number 17 NUR 668) **(466-480)**
- 2) Eric E. Hansen, R.N., Respondent (DHA Case Number SPS-19-0030/DLSC Case Number 18 NUR 264) **(481-497)**
- 3) Lisa M. Micheau, L.P.N., Respondent (DHA Case Number SPS-19-0058/DLSC Case Number 16 NUR 523) **(498-510)**
- 4) Julie A. Stamm, R.N., Respondent (DHA Case Number SPS-19-0068/DLSC Case Number 17 NUR 449) **(511-526)**
- 5) Dana A. Wheeler, R.N., Respondent (DHA Case Number SPS 19-0067/DLSC Case Number 18 NUR 296 and 18 NUR 299) **(527-535)**

R. Deliberation of Items Added After Preparation of the Agenda

- 1) Education and Examination Matters
- 2) Credentialing Matters
- 3) DLSC Matters
- 4) Monitoring Matters
- 5) Professional Assistance Procedure (PAP) Matters
- 6) Petitions for Summary Suspensions
- 7) Petitions for Designation of Hearing Examiner
- 8) Proposed Stipulations, Final Decisions and Order
- 9) Proposed Interim Orders
- 10) Administrative Warnings
- 11) Review of Administrative Warnings
- 12) Proposed Final Decisions and Orders
- 13) Matters Relating to Costs/Orders Fixing Costs

- 14) Case Closings
- 15) Board Liaison Training
- 16) Petitions for Assessments and Evaluations
- 17) Petitions to Vacate Orders
- 18) Remedial Education Cases
- 19) Motions
- 20) Petitions for Re-Hearing
- 21) Appearances from Requests Received or Renewed

S. Consulting with Legal Counsel

- 1) Planned Parenthood of Wisconsin, Inc. v. Wisconsin Board of Nursing, Et Al; USDC, Western District of Wisconsin

RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION

- T. Vote on Items Considered or Deliberated Upon in Closed Session, if Voting is Appropriate
- U. Open Session Items Noticed Above Not Completed in the Initial Open Session
- V. Board Meeting Process (Time Allocation, Agenda Items) – Discussion and Consideration
- W. Board Strategic Planning and its Mission, Vision and Values – Discussion and Consideration

ADJOURNMENT

NEXT MEETING: APRIL 9, 2020

MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer, 608-266-2112.

**BOARD OF NURSING
MEETING MINUTES
FEBRUARY 13, 2020**

PRESENT: Rosemary Dolatowski (*via Skype*), Jennifer Eklof, Elizabeth Smith Houskamp, Peter Kallio (*arrived at 8:53 a.m.*), Lisa Pisney, Luann Skarlupka, Pamela White, Emily Zentz (*excused 2:16 p.m.*)

STAFF: Debra Sybell, Executive Director; Jameson Whitney, Legal Counsel; Sharon Henes, Administrative Rules Coordinator; Kimberly Wood, Program Assistant Supervisor-Advanced; and other DSPS Staff

CALL TO ORDER

Pamela White, Vice Chairperson, called the meeting to order at 8:15 a.m. A quorum was confirmed with seven (7) members present.

ADOPTION OF THE AGENDA

Amendments to the Agenda

- Closed Session: Under item “Q. Deliberation on Division of Legal Services and Compliance Matters; 3) Proposed Stipulations, Final Decisions and Orders” REMOVE:
 - “n. 18 NUR 210 – Demetria S. Rogers, L.P.N.

MOTION: Luann Skarlupka moved, seconded by Lisa Pisney, to adopt the Agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF JANUARY 9, 2020

MOTION: Emily Zentz moved, seconded by Elizabeth Smith Houskamp, to approve the Minutes of January 9, 2020 as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Delegation of Authorities

Delegation to Chief Legal Counsel Due to of Loss of Quorum

MOTION: Luann Skarlupka moved, seconded by Jennifer Eklof, to withdraw the January 9, 2020 delegation for review of disciplinary cases to the Department’s Chief Legal Counsel if the Board has insufficient membership present to act. Motion carried unanimously.

MOTION: Luann Skarlupka moved, seconded by Jennifer Eklof, to delegate authority to the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) the ability to determine whether to delegate review of disciplinary cases to the Department’s Chief Legal Counsel if the Board has insufficient membership present to act. Motion carried unanimously.

Pre-Screening Delegation to Close Cases

MOTION: Luann Skarlupka moved, seconded by Elizabeth Smith Houskamp, to delegate pre-screening decision making authority to the DSPS screening attorney for closing cases as outlined below:

1. One OWI that is non-work related and if AODA assessment completed, assessment does not indicate dependency.
2. DHS caregiver complaint where facility investigation does not find wrongdoing by nurse.
3. Complaints that even if allegations are true, do not amount to a violation of statute or rules.

Motion carried unanimously.

Credentialing Authority Delegations

Delegation of Authority to Credentialing Liaison

MOTION: Emily Zentz moved, seconded by Jennifer Eklof, to withdraw the January 9, 2020 delegation for the Credentialing Liaison(s) to serve as a liaison between DSPS and the Board and to act on behalf of the Board in regard to credentialing applications or questions presented to them except that potential denial decisions shall be referred to the full Board for final determination. Motion carried unanimously.

MOTION: Emily Zentz moved, seconded by Jennifer Eklof, to delegate authority to the Credentialing Liaison(s) to serve as a liaison between DSPS and the Board and to act on behalf of the Board in regard to credentialing applications or questions presented to them. Motion carried unanimously.

(Peter Kallio arrived at 8:53 a.m.)

Appointment of Liaisons and Alternates

LIAISON APPOINTMENTS	
Credentialing	Rosemary Dolatowski <i>Alternate: Jennifer Eklof</i>
Monitoring	Pamela White <i>Alternate:</i> Elizabeth Smith Houskamp
Professional Assistance Procedure (PAP)	Pamela White <i>Alternate: Peter Kallio</i>
Legislative Liaison	Luann Skarlupka
Newsletter	Rosemary Dolatowski
Board Practice	Elizabeth Smith Houskamp

Board Education	Peter Kallio <i>Alternate:</i> Elizabeth Smith Houskamp
Controlled Substances Board as per Wis. Stats. §15.405(5g)	Peter Kallio <i>Alternate:</i> Elizabeth Smith Houskamp
Wisconsin Coalition for Prescription Drug Abuse Reduction	Peter Kallio
Travel Liaison	Peter Kallio (Chair) <i>Alternate:</i> Pamela White
2019 COMMITTEE MEMBER APPOINTMENTS	
Rules and Legislation Committee	Luann Skarlupka (Chair) Peter Kallio, Jennifer Eklof, Lisa Pisney
BOARD APPOINTMENT TO THE INTERSTATE NURSE LICENSURE COMPACT COMMISSION	
Administrator of the Nurse Licensure Compact	Peter Kallio <i>Alternate:</i> Elizabeth Smith Houskamp
SCREENING PANEL APPOINTMENTS	
January–March 2020	Elizabeth Smith Houskamp, Emily Zentz <i>(Lisa Pisney will screen for Elizabeth Smith Houskamp in February 2020)</i>
April 2020–June 2020	Peter Kallio, Luann Skarlupka
July 2020-September 2020	Lisa Pisney, Pamela White
October 2020–December 2020	Rosemary Dolatowski, Jennifer Eklof

EDUCATION AND EXAMINATION MATTERS

UW Stevens Point – Nursing School Request for Approval

MOTION: Luann Skarlupka moved, seconded by Pamela White, to acknowledge and thank Lorraine Zoromski, EdD, MSN, RN, of UW Stevens Point for her appearance before the Board. Motion carried unanimously.

MOTION: Luann Skarlupka moved, seconded by Pamela White, to approve UW Stevens Point School of Nursing and deem them now compliant with the current N1 requirements. Motion carried unanimously.

DISCUSSION AND CONSIDERATION OF ITEMS ADDED AFTER PREPARATION OF AGENDA

Credentialing Matters

MOTION: Elizabeth Smith Houskamp moved, seconded by Pamela White, to acknowledge that the Board of Nursing has made the Department aware of the issue with online RN renewal process and has requested urgent follow-up from Department staff. Motion carried unanimously.

CLOSED SESSION

MOTION: Luann Skarlupka moved, seconded by Jennifer Eklof, to convene to Closed Session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warnings (ss. 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.). Peter Kallio, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Rosemary Dolatowski-yes; Jennifer Eklof-yes; Elizabeth Smith Houskamp-yes; Peter Kallio-yes; Lisa Pisney-yes; Luann Skarlupka-yes; Pamela White-yes; Emily Zentz-yes. Motion carried unanimously.

The Board convened into Closed Session at 11:15 a.m.

CREDENTIALING MATTERS

Application Reviews

Douglas Gibson – Registered Nurse Applicant

MOTION: Elizabeth Smith Houskamp moved, seconded by Pamela White, to deny an unrestricted license and offer a Limited License in the Registered Nurse Application of Douglas Gibson requiring him to comply with the terms of his Missouri order. Reason for Denial: Missouri disciplinary order. Motion carried unanimously.

Shannon Naumann – Registered Nurse Applicant

MOTION: Luann Skarlupka moved, seconded by Rosemary Dolatowski, to deny the Registered Nurse Application of Shannon Naumann, once all requirements are met. Reason for Denial: Failure to respond and underlying OWI convictions. Motion carried unanimously.

Nicole Teloh – Licensed Practical Nurse Renewal Applicant

MOTION: Emily Zentz moved, seconded by Luann Skarlupka, to deny the Licensed Practical Nurse Renewal Application of Nicole Teloh. Reason for Denial: Pending charge substantially related to the practice of nursing that is an exempt offense and a violent crime against a child; Wisconsin Statutes s. 111.335(4)(a) and Wis. Admin. Code N7.03(2). Motion carried unanimously.

Scott Woik – Registered Nurse Applicant

MOTION: Luann Skarlupka moved, seconded by Jennifer Eklof, to deny the Registered Nurse Application of Scott Woik. Reason for Denial: Current suspension in Michigan. Motion carried unanimously.

DIVISION OF LEGAL SERVICES AND COMPLIANCE MATTERS

Administrative Warnings

MOTION: Pamela White moved, seconded by Luann Skarlupka, to issue an Administrative Warning in the matter of the following cases:

1. 18 NUR 261 – C.N.T.
2. 18 NUR 461 – D.M.Q.
3. 18 NUR 592 – S.L.N.
4. 19 NUR 422 – A.L.T.

Motion carried unanimously.

Case Closings

MOTION: Pamela White moved, seconded by Luann Skarlupka, to close the following DLSC Cases for the reasons outlined below:

1. 17 NUR 677 – T.A.T. – Prosecutorial Discretion (P5)
2. 17 NUR 788 – S.M.W. – Insufficient Evidence
3. 18 NUR 007 – B.R.J. – Insufficient Evidence
4. 18 NUR 008 – M.J.B. – Prosecutorial Discretion (P1)
5. 18 NUR 033 – S.M.H. – Insufficient Evidence
6. 18 NUR 197 – J.A.F. – Prosecutorial Discretion (P1)
7. 18 NUR 287 – S.R.K. – Prosecutorial Discretion (P2)
8. 18 NUR 316 – J.M.M. – No Violation
9. 18 NUR 322 – J.J.B. – Insufficient Evidence
10. 18 NUR 328 – C.M.M. – Insufficient Evidence
11. 18 NUR 352 – L.M.I. – Insufficient Evidence
12. 18 NUR 385 – S.C.L. & A.M.G. – No Violation

13. 18 NUR 423 – J.J.K. – Insufficient Evidence
 14. 18 NUR 456 – L.L.R. – Insufficient Evidence
 15. 18 NUR 615 – S.M. – No Violation
 16. 18 NUR 709 – K.K.S. – No Violation
 17. 18 NUR 716 – A.J.P. – Prosecutorial Discretion (P1)
 18. 18 NUR 720 – C.M.D. – No Violation
 19. 18 NUR 735 – Unknown – Insufficient Evidence
 20. 18 NUR 743 – T.P. – Prosecutorial Discretion (P2)
 21. 18 NUR 774 – R.W.L. – Prosecutorial Discretion (P2)
 22. 19 NUR 384 – R.M.R. – No Violation
- Motion carried unanimously.

18 NUR 700 – J.A.J.

MOTION: Elizabeth Smith Houskamp moved, seconded by Emily Zentz, to close DLSC Case Number 18 NUR 700, against J.A.J., for No Violation. Motion carried.
Opposed: 1

Proposed Stipulations and Final Decisions and Orders

MOTION: Pamela White moved, seconded by Luann Skarlupka, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings of the following cases:

1. 17 NUR 479 – Lori A. Vanderleest, R.N. (f/k/a Lori A. Delaney)
2. 17 NUR 483, 18 NUR 294, 19 NUR 257 – Charles M. Bower, II, R.N.
3. 17 NUR 528 – Jennifer L. James, R.N.
4. 17 NUR 762 – Nichole Bowes, R.N.
5. 17 NUR 820 – Shayna R. Abbet, R.N.
6. 18 NUR 002 – Jennifer L. Ashbeck, R.N.
7. 18 NUR 010 – Paris M. James, L.P.N.
8. 18 NUR 013 – Kathleen A. Reed, R.N.
9. 18 NUR 066 – Tiffany M. Blunt, L.P.N.
10. 18 NUR 082 – Christopher M. Kaphaem, R.N.
11. 18 NUR 133 – Susan C. Kartos, R.N.
12. 18 NUR 143 – Tracy L. Szocik, R.N.
13. 18 NUR 211 – Janet L. McGirl, R.N.
14. 18 NUR 268 – Heidi A. Sahr, R.N.
15. 18 NUR 350 – Lisa C. Burgos, R.N.
16. 18 NUR 557 – Paul J. Fretschel, R.N.
17. 18 NUR 569 – Senina L. Brown, L.P.N.
18. 18 NUR 618 – Merrietta Brady, L.P.N.
19. 19 NUR 230 – Donnamae E. Klug, R.N.

Motion carried unanimously.

18 NUR 039 – Kristi L. Haakenson-Komro, R.N.

MOTION: Luann Skarlupka moved, seconded by Pamela White, to table the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Kristi L. Haakenson-Komro, R.N., DLSC Case Number 18 NUR 039. Motion carried unanimously.

19 NUR 064 – Jami E. Hellmer, R.N., A.P.N.P.

MOTION: Luann Skarlupka moved, seconded by Pamela White, to reject the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Jami E. Hellmer, R.N., A.P.N.P., DLSC Case Number 19 NUR 064. Motion carried unanimously.

19 NUR 342 – Julie Brinkman, R.N.

MOTION: Luann Skarlupka moved, seconded by Pamela White, to reject the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Julie Brinkman, R.N., DLSC Case Number 19 NUR 342. Motion carried unanimously.

Monitoring Matters

Kelly Edlebeck, R.N. – Requesting Reinstatement of Full Licensure

MOTION: Lisa Pisney moved, seconded by Rosemary Dolatowski, to grant the request of Kelly Edlebeck, R.N., for reinstatement of full licensure. Motion carried unanimously.

Stephanie Hoffman, R.N. – Requesting Reinstatement of Full Licensure or Reduction in Frequency of Screens, Termination of AA/NA Logs & Access to Controlled Substances

MOTION: Emily Zentz moved, seconded by Jennifer Eklof, to grant the request of Stephanie Hoffman, for access to controlled substances and termination of AA/NA logs, and to deny the request for full licensure and reduction in screens. **Reason for Denial:** needs to show continuous and successful compliance with original order for at least 5 years. Motion carried unanimously.

Colette Paetz, R.N. – Requesting Reinstatement of Full Licensure

MOTION: Pamela White moved, seconded by Elizabeth Smith Houskamp, to grant the request of Colette Paetz, R.N., for reinstatement of full licensure. Motion carried unanimously.

Brenda Pittman, R.N. – Requesting Reinstatement of Full Licensure

MOTION: Elizabeth Smith Houskamp moved, seconded by Pamela White, to grant the request of Brenda Pittman, R.N., for reinstatement of full licensure. Motion carried unanimously.

Jennifer Stehling, R.N. – Requesting Ability to Work in Assisted Living Facilities

MOTION: Luann Skarlupka moved, seconded by Lisa Pisney, to deny the request of Jennifer Stehling, R.N., for the ability to work in assisted living facilities. **Reason for Denial:** Insufficient time working as a nurse under the original order. Motion carried unanimously.

Taylor Crownover, R.N. – Requesting Reinstatement of Full Licensure

MOTION: Lisa Pisney moved, seconded by Pamela White, to grant the request of Taylor Crownover, R.N., for reinstatement of full licensure. Motion carried unanimously.

Jayson DiModica, R.N. – Requesting Ability to Work in Agency Setting

MOTION: Luann Skarlupka moved, seconded by Pamela White, to deny the request of Jayson DiModica, R.N., for the ability to work in agency setting. **Reason for Denial:** Insufficient time practicing as a nurse under the August 2015 Board Order. Motion carried unanimously.

Kristin Feltz, R.N. – Requesting Reduction in Screens and Termination of AA/NA Meetings

MOTION: Elizabeth Smith Houskamp moved, seconded by Pamela White, to grant the request of Kristin Feltz, R.N., for reduction in screens and deny the request for termination of AA/NA meetings. **Reason for Denial:** Insufficient time in full compliance with the order. Motion carried unanimously.

Tanya Gonzalez, R.N. – Requesting Reinstatement of Full Licensure

MOTION: Pamela White moved, seconded by Elizabeth Smith Houskamp, to deny the request of Tanya Gonzalez, R.N., for reinstatement of full licensure. **Reason for Denial:** Insufficient time in compliance with February 2018 order. Motion carried unanimously.

Heidi Hargis, R.N. – Requesting Reinstatement of Full Licensure

MOTION: Elizabeth Smith Houskamp moved, seconded by Rosemary Dolatowski, to deny the request of Heidi Hargis, R.N., for reinstatement of full licensure, and reduce the number of screens to 28 per year and reduce the number of AA meetings to one per week. **Reason for Denial:** Failure to show continuous compliance with the terms of the July 2013 Board Order. Motion carried unanimously.

Yvette Harris, R.N. – Requesting Reinstatement of Full Licensure

MOTION: Luann Skarlupka moved, seconded by Emily Zentz, to grant the request of Yvette Harris, R.N., for reinstatement of full licensure. Motion carried unanimously.

Amanda Wing, R.N. – Requesting Termination of No Access to Controlled Substances, Termination/Modification of Direct Supervision and Reduction in Screens

MOTION: Emily Zentz moved, seconded by Pamela White, to grant the request of Amanda Wing, R.N., for access to controlled substances, and to deny the request for reduction in screens and termination/modification of direct supervision. **Reason for Denial:** Continuous successful compliance with the Board Order March 2014. Motion carried unanimously.

DELIBERATION ON PROPOSED FINAL DECISIONS AND ORDERS

Janelle F. Biegert, Respondent (DHA Case Number SPS-19-0043/DLSC Case Numbers 18 NUR 235, 18 NUR 293, 19 NUR 459 and 18 NUR 693)

MOTION: Elizabeth Smith Houskamp moved, seconded by Lisa Pisney, to adopt the Findings of Fact, Conclusions of Law, and Proposed Decision and Order in the matter of disciplinary proceedings against Janelle F. Biegert, Respondent – DHA Case Number SPS-19-0043/DLSC Case Numbers 18 NUR 235, 18 NUR 293, 19 NUR 293, and 18 NUR 693. Motion carried.

(Jennifer Eklof recused herself and left the room for deliberation and voting in the matter concerning Janelle F. Biegert, Respondent – DHA case number SPS-19-0043/DLSC Case Numbers 18 Nur 235, 18 NUR 293, 19 NUR 459 and 18 NUR 693.)

(Emily Zentz was excused at 2:16 p.m.)

RECONVENE TO OPEN SESSION

MOTION: Luann Skarlupka moved, seconded by Pamela White, to reconvene into Open Session. Motion carried unanimously.

The Board reconvened into Open Session at 2:19 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

MOTION: Rosemary Dolatowski moved, seconded by Jennifer Eklof, to affirm all motions made and votes taken in Closed Session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the Closed Session motions stand for the purposes of the affirmation vote.)

ADJOURNMENT

MOTION: Jennifer Eklof moved, seconded by Pamela White, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 2:21 p.m.

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Jameson Whitney, Board Counsel		2) Date When Request Submitted: 3/9/2020 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: Board of Nursing			
4) Meeting Date: 3/12/2020	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Credentialing Authority Delegation--Amendment	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <input type="checkbox"/> Yes (<u>Fill out Board Appearance Request</u>) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: DLSC has requested that the Credentialing Authority Delegation for Decision Making Authority to DSPS Attorneys and Paralegals adopted by the Board earlier this year be amended to add the following line: <ul style="list-style-type: none"> • A Single (1) OWI conviction during or after Nursing School 			
11) Signature of person making this request Jameson Whitney		Authorization	Date 3/9/20
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 Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Joan Gage		03/02/20
		Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting
BON		
4) Meeting Date: 3/12/2020	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Lakeland University – Faculty Reports
7) Place Item in: <input type="checkbox"/> Open Session <input checked="" type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? Yes (<u>Fill out Board Appearance Request</u>) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:
10) Describe the issue and action that should be addressed: Faculty report for Lakeland University RN to BSN – Lakeland RN to BSN has completed Step 2 and has been granted Authorization of Admit Students. No action is required.		
11) Signature of person making this request Joan Gage	Authorization	Date 03/02/20
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 Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.		



March 2, 2020

Board of Nursing
Department of Safety and Professional Services
P.O. Box 8366
Madison, WI 53708-8366
dspsexaminationsoffice@wisconsin.gov

Attn: Board of Nursing

Lakeland University and the RN to BSN Completion Program are submitting this letter and supporting documents as evidence of employment of sufficient number of faculty (meeting § N 1.08 (3) standards) to teach the courses offered four months from March 1, 2020. In March, 2019, the BON unanimously granted Lakeland University authorization to admit students to the RN to BSN Completion Program.

The following information is included with this Request for Authorization to Admit:

- A. Educational administrator qualifications
- B. Evidence of faculty
- C. Staff plan

If you desire additional information please do not hesitate to contact us.

Respectfully,

Kerry Hamm, MSN, RN
Director of Nursing Program - Lakeland University
W3718 South Drive
Plymouth, WI 53073-4878
HammKL@lakeland.edu

Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8366 1400 E. Washington Avenue **Madison, WI 53708-8366**
 Madison, WI 53703 FAX #: (608) 266-2602 E-Mail: dsps@wisconsin.gov
Phone #: (608) 266-2112 Website: dsps.wisconsin.gov

BOARD OF NURSING

FACULTY / EDUCATIONAL ADMINISTRATOR QUALIFICATION RECORD

New nursing school seeking authorization to admit students: Completion of this form is required for each faculty member and the educational administrator. This form must be submitted to the Board of Nursing along with the request for authorization to admit students.

Nursing school approved by the Board of Nursing: Completion of this form is required for each faculty member and the educational administrator. The form must be kept on file in the school of nursing office and made available to the Board upon request for all faculty members and educational administrators hired by the nursing school.

Change in educational administrator: Institutions are required to notify the Board of Nursing within 48 hours of the termination, resignation or retirement of an educational administrator and designate an interim educational administrator (EA) within five (5) business days. Completion and submission of this form is required as part of the notification process.

Faculty/EA Name (*Last, First*): Hamm, Kerry WI RN License #: 137771-30

School of Nursing Employed By: Lakeland University

Type of Nursing Program(s) (ADN, PN, BSN, etc.): RN to BSN Completion Program (postlicensure bachelor's degree)

Position: Educational Administrator Faculty

Appointment Effective Date: September 1, 2018

FACULTY APPOINTMENTS (complete Section A below).

Fully-qualified faculty must have a current, active Registered Nurse license or privilege to practice in Wisconsin that is not encumbered and a graduate degree with a major in nursing.

A. EDUCATIONAL PREPARATION

Name of Institution	Location City/State	Graduation Date	Degree Earned or # of Credits	Major	Minor

Wisconsin Department of Safety and Professional Services

EDUCATIONAL ADMINISTRATOR APPOINTMENTS

Fully-qualified educational administrator must have current, active Registered Nurse license or privilege to practice in Wisconsin that is not encumbered, a graduate degree with a major in nursing, knowledge of learning principles for adult education, including nursing curriculum development, administration and evaluation, current knowledge of nursing practice, and **either** educational preparation (master's degree in nurse education or doctorate degree in nurse education) or at least two (2) years' experience as an instructor in a nursing education program within the last five (5) years.

NOTE: Applicant must complete Section A below; complete Section B below only if teaching experience is being applied toward the requirements in lieu of an earned master's or doctorate degree in nurse education.

List most recent education preparation and teaching experience first. Attach additional pages as necessary.

A. EDUCATIONAL PREPARATION

Name of Institution	Location City/State	Graduation Date	Degree Earned or # of Credits	Major	Minor
Bellin College	Green Bay/WI	May 2008	Masters of Science in Nursing	Nursing – Nurse Educator	
Ohio University	Athens/OH	March 2001	Bachelors of Science in Nursing	Nursing	Business Administration
Ohio University – Chillicothe	Chillicothe/OH	June 1996	Associate Degree in Applied Science (AAS)	Nursing	

B. NURSING INSTRUCTION EXPERIENCE*

*Complete this section only if a master's or doctorate degree in nurse education has not been earned and teaching experience is being applied in lieu of a master's or doctorate degree in nursing.

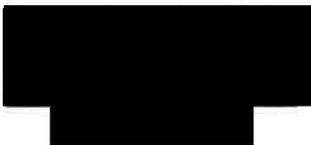
From Month/Year	To Month/Year	Part-time or Full-Time	Employer/School	Location City/State	Position/Job Title

Kerry Hamm MSN, RN
 Educational Administrator

 Signature
(920) 565-1000 ext. 2903
 Telephone Number

Director of Nursing Program
 Title
3/2/2020
 Date
HammKL@lakeland.edu
 Email Address

Kerry L. Hamm, MSN, RN



LICENSURE/CERTIFICATIONS

2001 - Present	Registered Nurse; Wisconsin Department of Safety and Professional Services
1996 - 2001	Registered Nurse; Ohio Board of Nursing
2001 - 2003	Neonatal Resuscitation Program (NRP) Provider
2000 - 2002	Pediatric Advanced Life Support (PALS) Provider
1998 - 2002	Advanced Cardiovascular Life Support (ACLS) Program Provider
1995 - Present	Basic Life Support (BLS) for the Healthcare Provider

EDUCATION

Bellin College – Green Bay, Wisconsin

Master of Science in Nursing – *summa cum laude*

May 2008

Leadership Integration Project: Utilizing Simulation as a Teaching Tool to Develop Leadership, Demonstrate Decision Making, and Cultivate Critical Thinking

Ohio University – Athens, Ohio

Bachelor of Science in Nursing – *cum laude*

Business Administration minor

March 2001

Ohio University – Chillicothe, Ohio

Associate Degree in Applied Science Nursing

June 1996

HONORS and AWARDS

2014	See Your Greatness Award: Lakeshore Technical College
2008	Induction Sigma Theta Tau International: Honor Society of Nursing

PRESENTATIONS

2018	Test Item Writing Workshop – LTC Nursing Faculty, Developer and Facilitator
2017	Cooperative Learning Panel Discussion – LTC Faculty Professional Development
2017	Nursing Program Options Overview – LTC Health Division Open House
2016	Nursing as a Profession - Plymouth High School, Guest Speaker
2016	Cooperative Learning – WTCS Nursing Faculty Regional Meeting
2015	Pinning Ceremony – Faculty Guest Speaker
2014	WIDS Repository Navigation WTCS Regional Meeting
2011	Improving Student Retention in Intro to Clinical Practice WTCS Regional Meeting
2008/2009	Utilizing Simulation as a Teaching Tool to Develop Leadership, Demonstrate Decision Making, and Cultivate Critical Thinking Poster Presentation Bellin College of Nursing Alumni Luncheon and WTCS Nursing Faculty Statewide Meeting

NURSING DEPARTMENT and UNIVERSITY/COLLEGE COMMITTEE MEMBERSHIP

2019	Program Development Committee, Member
2019	Academic Structure Task Force, Member
2019	Search Committee Chair, Program Director Master of Arts in Counseling
2019	Shared Governance Ad Hoc Committee, Member
2018 - 2019	Institutional Review Board Committee, Member
2018	Simulation Committee, Member
2017 – 2018	EAC Visual Data Committee, Member
2017 – 2018	WTCS Concept Based Curriculum Committee, Member

2016	Transitions NCLEX Prep Committee, Chairperson
2016	Employee Performance Review Committee, Member
2016	Ad Hoc Calendar Committee, Member
2015 - 2018	Exit Exams and Student Learning Outcomes, Accreditation Standard 6 Committee, Member
2015	Ad Hoc Developing a Vision for the Nursing Program Committee, Member
2014 - 2016	Faculty mentor
2012 - 2018	Accreditation Standard 4 Committee, Chairperson
2012 - 2016	Wisconsin Technical College Nursing Curriculum Committee, Member and Wiki Master
2008 - 2012	Lakeshore Chapter of the Student Nurses Association, Advisor

PROFESSIONAL MEMBERSHIPS

2019 – Present	Program/Quality Improvement Committee, Lakeshore Community Health Care member
2018 – Present	Lakeshore Health Care Alliance member
2018 – Present	Administrators of Nursing Education of Wisconsin member
2017 - Present	American Nurses Association/Wisconsin Nurses Association member
2008 - Present	Sigma Theta Tau International: Honor Society of Nursing member
2007 - Present	National League of Nursing member
2003 - 2005	Preventative Cardiovascular Nurses Association member
1997 - 1999	American Nurses Association/Ohio Nurses Association member

PROFESSIONAL/INSTRUCTIONAL EXPERIENCE

Lakeland University – Plymouth, Wisconsin

Director of Nursing Program (September, 2018 – Present)

Teaching History

2019	Course coordinator and lecturer for Professional Nursing Practice
------	-------------------------------------------------------------------

Lakeshore Technical College – Cleveland, Wisconsin

Instructor – Associate Degree Nursing (August, 2007 – August, 2018)

Teaching History

2017	Course/Clinical faculty for second year Clinical Transitions
2015	Course/Clinical faculty for second year Advanced Clinical Practice
2014 – 2018	Course coordinator and lecturer for second year Complex Health Alterations I
2014 – 2018	Course coordinator and lecturer for second year Advanced Skills
2014 – 2018	Course/Clinical coordinator for second year Intermediate Clinical Practice
2013 – 2014	Course coordinator and lecturer for second year Complex Health Alterations II
2011 – 2014	Course coordinator and lecturer for second year Virtual Clinical for 3 rd Semester
2011 – 2014	Course faculty for first year Nursing Skills
2010	Lecturer for Medical Terminology, elective course
2009	Course/clinical coordinator and lecturer for Nursing Assistant
2007 – 2014	Course/Clinical faculty for first year Introduction to Clinical Practice
2007 – 2014	Course/Clinical faculty for first year Introduction to Clinical Care Management
2007 – 2014	Course/Clinical faculty for first year Clinical Care Across the Lifespan; hospital-based obstetrics/postpartum focus and long-term care focus
2007 – 2014	Developer and facilitator of simulation for Introduction to Clinical Care Management

Adjunct Instructor – Nursing Assistant (2002 – 2003)

PROFESSIONAL ACTIVITIES (partial listing)

2020	Culturally Competent Nursing Care: A Cornerstone of Caring, US Department of HHS
2019	Tier 1 Training
2019	BUS – 310 Management Information Systems, Lakeland University
2019	MAT – 220 Probability and Statistics, Lakeland University
2019	Academic-Community-Public Health Partnerships to Improve Population Health: Webinar AACN
2019	Spring1819 EWO Instructor Orientation
2018	Population Health in Baccalaureate Education: Webinar AACN

- 2018 Project Management Foundations: Budgets: Certificate of Completion from Project Management Institute
- 2018 Introduction to Competency-Based Education, Nicolet College
- 2018 National Council of State Boards of Nursing Volunteer RN Item Writer
- 2017 National Council of State Boards of Nursing Volunteer RN Item Writer
- 2017 Accreditation Commission for Education in Nursing (ACEN) Self-Study Forum conference
- 2017 National League for Nursing: Simulation Pedagogy: What Every Nurse Educator needs to Know, Teaching and Learning Strategies, Evaluating Simulation, Debriefing Foundations
- 2016 National Council of State Boards of Nursing Test Development and Item Writing
- 2016 Advanced Student Engagement Techniques/Critical Thinking: Greg Hodges presenter
- 2016 Achieving the Dream and Accelerated/Cooperative Learning: Greg Hodges presenter
- 2016 Elsevier Faculty Development conference (Critical Thinking, Test Item Writing, Important Aspects of Concept Based Curriculum)
- 2015 Strategies to Apply QSEN Standards
- 2015 Developing and Implementing a Concept Based Curriculum WTCS Nursing Faculty Statewide Meeting: Linda Caputi presenter
- 2015 NCLEX and Critical Thinking-How Do I make the Connection? WTCS Nursing Faculty Statewide Meeting: Linda Caputi presenter
- 2013 Building Bridges; Spanning the Generations; The Latest and Greatest Ways to Teach the iPod Generation: Bellin College of Nursing: Michelle Deck presenter
- 2013 Test Item Writing Workshop: Webinar WTCS ADN and Allied Health Faculty: Larry Simmons presenter

VOLUNTEER ACTIVITIES

- 2020 Career Expo, Manitowoc County Chamber of Commerce, volunteer
- 2018 - 2019 Middle School Math Meet, volunteer
- 2018 College Preview Night, Nursing Program Representative
- 2017 Health Division Open House, Nursing Program Representative
- 2014 – 2016 American Cancer Society Road to Recovery, Volunteer Driver
- 2011 – 2012 Meals on Wheels of Sheboygan County, Volunteer Route Driver
- 2011 American Cancer Society Relay for Life, Team Co-Captain

Tammy Spoerl

Professional summary

My strengths and personal qualities include: reliable, ethical healthcare provider and educator with the ability to stay calm and intervene during crises; facilitate new nurses in their educational journey and collaborate on multidisciplinary teams. I have a proven ability to build positive relationships with patients, family members, co-workers, students, educators, physicians and other medical professionals.

EDUCATION

Concordia University of Wisconsin

May 2013

Masters of Science in Nursing

- Coursework Completed: Evaluation & Testing in Evaluation, Curriculum Development, Human Learning & Motivation, Advanced Nurse Educator Practicum I, II, & III, Scholarly Project, Global Perspectives, Advanced Health Assessment, Bioethics for HealthCare, Nursing Research, Pathophysiology, Nursing Theory, Health Care in Context, and Statistics
- Practicum Experience: Medical Surgical Unit focusing on clinical instruction of students caring for patient with joint replacement, stroke and various medical conditions; Obstetrical Unit: care of women (ante partum, intra partum postpartum, recovery, newborns and premature infants). Children's Hospital of Wisconsin: institutional education, new employee orientation/education, opportunity to assist in safe sleep data collection and campaign.

Marian College

December 1998

Bachelors of Science in Nursing: *Cum Laude*

INSTRUCTIONAL WORK EXPERIENCE

Lakeshore Technical College

May 2013 - Present

Faculty: January 2015- Present

- Clinical Care Across the Lifespan; Nursing Health Promotion; Advanced Clinical Obstetric Simulations

Academic Specialist: August 2013 – December 2014

- Supplemental Instruction - student retention, instructing Medical Terminology, and Intro to Nursing Clinical

Adjunct Instructor: May - August 2013

- Medical Terminology
-

Concordia University of Wisconsin

October 2010 - May 2011 & August - October 2013

Adjunct Clinical Instructor for BSN Students

- Alterations in Wellness I: eight students at Pine Haven Nursing Home and Sharon S. Richardson Hospice Care
- Health Promotion: eight students at Columbia St. Mary's Milwaukee

WORK EXPERIENCE

Aurora Sheboygan Memorial Medical Center

April 1998 - February 2014

Women's Health Unit (Labor, Delivery, Postpartum, Recovery, Circulator, Nursery & NICU)

- *Transitional Leadership Team Member* (Aug. - Dec. 2010): Interim management member until manager was hired.
- *Lead Nurse* (Aug. 2009 - April 2011): Managed shift staffing, patient assignments, assigned tasks to ancillary staff.
- *Preceptor* (2005-2011): Assisted in orientation (12-16 weeks) of new employees in Labor & Delivery, Post Partum, and Newborn Nursery.
- *Staff Nurse* (1998 - Feb. 2014): Use of nursing process to care for the following patient population: women of childbearing age (L&D), Newborns - age 0-10 days and women requiring other gynecological surgeries.

- *Case Manager* (2000-2003 & April 2011-12): Managed the insurance verification/clinical review process for WHS patients. Care planning and coordination of expected L&D patients, providing information for community services. Collaborated with community interpreters, adoption agencies, and worked closely with the social work department for at risk populations.
- *Flu Champion*- administer and maintain record keeping of staff receipt of vaccines

Kohler Company – Medical Department

February 2000 - October 2001

Occupational Health Nurse / Emergency Medical Technician

- Primary Duties included: pre-hire physicals, workers compensation and OSHA required data. Use of nursing process for employees experiencing factory/work related injuries or personal illness and promoting health and wellness through flu clinics. Collaborating with facility First Responders, Orange Cross EMT's and Paramedics. Co-Pioneered the first offering of Freedom from Smoking Program at Kohler Co.

ACADEMIC QUALIFICATIONS, CERTIFICATIONS & AFFILIATIONS

- | | |
|-------------------------------------------|---------------------|
| • Registered Nurse | April 1999- present |
| • Inpatient Obstetric Nurse Certification | NCC |
| • Member of Nursing Associations | WLN, WAPC, NLN |
| • Certifications | CPR |

Committed to Equal Opportunity in Employment and Licensing

Wisconsin Department of Safety and Professional Services

EDUCATIONAL ADMINISTRATOR APPOINTMENTS

Fully-qualified educational administrator must have current, active Registered Nurse license or privilege to practice in Wisconsin that is not encumbered, a graduate degree with a major in nursing, knowledge of learning principles for adult education, including nursing curriculum development, administration and evaluation, current knowledge of nursing practice, and **either** educational preparation (master's degree in nurse education or doctorate degree in nurse education) or at least two (2) years experience as an instructor in a nursing education program within the last five (5) years.

NOTE: Applicant must complete Section A below; complete Section B below only if teaching experience is being applied toward the requirements in lieu of an earned master's or doctorate degree in nurse education.

List most recent education preparation and teaching experience first. Attach additional pages as necessary.

A. EDUCATIONAL PREPARATION

Name of Institution	Location City/State	Graduation Date	Degree Earned or # of Credits	Major	Minor

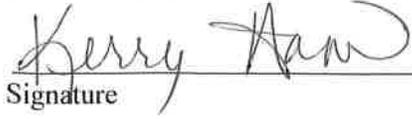
B. NURSING INSTRUCTION EXPERIENCE*

*Complete this section only if a master's or doctorate degree in nurse education has not been earned and teaching experience is being applied in lieu of a master's or doctorate degree in nursing.

From Month/Year	To Month/Year	Part-time or Full-Time	Employer/School	Location City/State	Position/Job Title

Kerry Hamm, MSN, RN

Educational Administrator



Signature

920-565-1000 ext. 2903

Telephone Number

Director of the Nursing Program

Title

3/2/2020

Date

HammKL@lakeland.edu

Email Address

Page 2 of 2

CURRICULUM VITAE

VANNE, JILL M

EDUCATION

Jacksonville University Master of Science Nursing, Clinical Education	2012-2014
Chamberlain College of Nursing Bachelor Science of Nursing	2009-2011
Lakeshore Technical College Associate Degree Nursing	2003-2005

AWARDS

Nurse Excellence Award, Aurora Medical Center Manitowoc County	2013
Nurse Excellence Award, Aurora Medical Center Manitowoc County	2012

TEACHING EXPERIENCE

Lakeshore Technical College, Associate Degree Nursing Program:

Course/Clinical Instructor Intermediate and Advanced Clinical Practice	2015-present
Course Coordinator for Intermediate Clinical	2018-present
Course Coordinator/Lecturer Advanced Nursing Skills	2018-present
Course Coordinator/lecturer Nursing Pharmacology	2015-2019
Course/Clinical Instructor Nursing Transitions	2015-2019
Course/Clinical Instructor Mental Health	2015-2019
Course Clinical/Lecturer Complex Health Alterations I, Substitute	2017-present

PROFESSIONAL HISTORY

Lakeshore Technical College (LTC) 1290 North Avenue, Cleveland, WI 53015	2015-Present
Nursing Instructor ADN Program	
Aurora Medical Center Manitowoc County (AMCMC) 5000 Memorial Drive, Two Rivers, WI 54241	
Staff RN	2003-2014
Casual	2015-Present

COMMITTEES AND MEMBERSHIPS/PARTICIPATION

LTC

2019-Present	Job Description Committee
2015-Present	Adaptive Testing Committee

2015-Present ACEN Accreditation Committee, Standard 4
 2015-Present Nursing Advisory Committee
 2015-Present National League of Nursing (NLN)
 2016-Present Simulation Committee
 Present Oncology Nursing Society (ONS)
 2018-2019 WTCS Prior Credit for Learning Committee for Nursing Pharmacology
 2015-2018 Lakeshore Chapter of Student Nurses Association (LCSNA Advisor)
 2017 "Navigate" Software Pilot

AMCMC

2012-2014 Pain Resource Nursing (PRN) Co-Chair
 2012-2016 Member American Society Pain Management Nursing (ASPMN)
 2006-2014 Preceptor for new nurses and UW Oshkosh Excel Program
 2013-2014 Credentialed EPIC Trainer for RN 100, 200, 300, and Beacon Springboard for the Acute Inpatient
 2011 Participated in NDNQI study "Dissemination and Implementation of Evidence-Based Methods to Measure and Improve Pain Outcomes"

LICENSURE AND CERTIFICATION

RN Wisconsin #150696—030
 Basic Life Support (BLS) for the Healthcare Provider, American Heart Association
 ONS Chemo Certification, #368288
 Wisconsin Technical College System, Teaching Certified
 Safe Space Ally Diversity and Inclusion Certification, LTC

SEMINARS ATTENDED

2019 Frontline Leadership: Communication Skills (MRA), WI
 2018 WNA Healthy Nurses for Wisconsin Conference, WI
 2018 Safe Space, Diversity and Inclusion (LTC)
 2015-2018 WTCS State Conferences, WI
 2016 WSNA (Wisconsin Student Nurses Assoc) State Conference, WI
 2016 Nuts and Bolts of Nursing Education, MN
 2016 Greg Hodges Cooperative Learning, WI
 2013 ASPMN National Pain Conference, IN
 2013 EPIC Credentialed Training, WI
 2012 Basic and Advanced Pediatric Nursing Seminar, St. Lukes, WI
 2011 PRN Course, Aurora Baycare, WI
 2009 Beyond the Nuts and Bolts of Nursing, St. Lukes, WI
 2008 Promoting Excellence in End of Life Care, St. Lukes, WI
 2008 ONS Chemo Administration, Aurora Baycare, WI
 2007 Preceptor Training, St. Lukes, WI
 2006-2007 Planetree Retreats, St. Lukes, WI

COMMUNITY SERVICE

College Preview Night, ADN Program Representative
Health Division Open House, AND Program Representative
LTC New Student Orientation Tour Guide
Aurora Healthcare TR 10-Mile Volunteer
Optimist/Jr. Optimist Club of Two Rivers (Service Club)
Relay for Life, Manitowoc County
Two Rivers School District Band Boosters/Track and Cross Country Boosters

Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8366
Madison, WI 53708-8366

FAX #: (608) 266-2602
Phone #: (608) 266-2112

1400 E. Washington Avenue
Madison, WI 53703

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BOARD OF NURSING

FACULTY / EDUCATIONAL ADMINISTRATOR QUALIFICATION RECORD

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Change in educational administrator: Institutions are required to notify the Board of Nursing within 48 hours of the termination, resignation or retirement of an educational administrator and designate an interim educational administrator (EA) within five (5) business days. Completion and submission of this form is required as part of the notification process.

Faculty/EA Name (*Last, First*): Vanne, Jill WI RN License #: 150696-30

School of Nursing Employed By: _____

Type of Nursing Program(s) (ADN, PN, BSN, etc.): RN to BSN Completion Program

Position: _____ Educational Administrator Faculty

Appointment Effective Date: November 25, 2019

FACULTY APPOINTMENTS (complete Section A below).

Fully-qualified faculty must have a current, active Registered Nurse license or privilege to practice in Wisconsin that is not encumbered and a graduate degree with a major in nursing.

A. EDUCATIONAL PREPARATION

Name of Institution	Location City/State	Graduation Date	Degree Earned or # of Credits	Major	Minor
Lakeshore Tech. Coll.	Cleveland, WI	05/2005	Assoc. Deg. Nursing	Nursing	
Chamberlain College	Chicago, IL	05/2010	BSN	Nursing	
Jacksonville University	Jacksonville, FL	05/2014	MSN	Nursing Education	

Wisconsin Department of Safety and Professional Services

EDUCATIONAL ADMINISTRATOR APPOINTMENTS

Fully-qualified educational administrator must have current, active Registered Nurse license or privilege to practice in Wisconsin that is not encumbered, a graduate degree with a major in nursing, knowledge of learning principles for adult education, including nursing curriculum development, administration and evaluation, current knowledge of nursing practice, and **either** educational preparation (master's degree in nurse education or doctorate degree in nurse education) or at least two (2) years experience as an instructor in a nursing education program within the last five (5) years.

NOTE: Applicant must complete Section A below; complete Section B below only if teaching experience is being applied toward the requirements in lieu of an earned master's or doctorate degree in nurse education.

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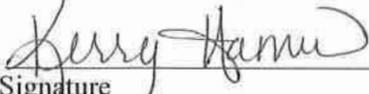
A. EDUCATIONAL PREPARATION

Name of Institution	Location City/State	Graduation Date	Degree Earned or # of Credits	Major	Minor

B. NURSING INSTRUCTION EXPERIENCE*

*Complete this section only if a master's or doctorate degree in nurse education has not been earned and teaching experience is being applied in lieu of a master's or doctorate degree in nursing.

From Month/Year	To Month/Year	Part-time or Full-Time	Employer/School	Location City/State	Position/Job Title

Kerry Hamm, MSN, RN
 Educational Administrator

 Signature
 920-565-1000 ext. 2903
 Telephone Number

Director of the Nursing Program
 Title
 3/2/2020
 Date
 HammKL@lakeland.edu
 Email Address

Faculty Staffing Plan Spring 2020

Course	NUR 301 – Professional Nursing Practice	NUR 320 - Comprehensive Health and Physical Assessment
Type	Didactic (3 hrs/week) and BlendEd	Didactic (3 hrs/week) and BlendEd
Sections	1 section (25 students)	1 section (25 students)
Faculty	Adjunct Faculty: Tammy Spoerl MSN, RN	Director of the Nursing Program: Kerry Hamm MSN, RN
Contingency Plan	Not Applicable – course complete on March 6, 2020	Adjunct Faculty: Jill Vanne MSN, RN

Faculty Staffing Plan Summer 2020

Course	NUR 301 – Professional Nursing Practice	NUR 330 – Healthcare Systems, Policy, Regulation, and Advocacy
Type	Didactic (3 hrs/week) and BlendEd	Didactic (3 hrs/week) and BlendEd
Sections	1 section (25 students)	1 section (25 students)
Faculty	Adjunct Faculty: Tammy Spoerl MSN, RN	Director of the Nursing Program: Kerry Hamm MSN, RN
Contingency Plan	Director of the Nursing Program: Kerry Hamm MSN, RN	Adjunct Faculty: Jill Vanne MSN, RN

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Joan Gage		03/02/20 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting
BON		
4) Meeting Date: 3/12/2020	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Mount Mary University – Faculty Report
7) Place Item in: <input type="checkbox"/> Open Session <input checked="" type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? Yes (<u>Fill out Board Appearance Request</u>) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:
10) Describe the issue and action that should be addressed: Faculty report for Mount Mary University RN to BSN – Mount Mary RN to BSN has completed Step 2 and has been granted Authorization of Admit Students. No action is required.		
11) Signature of person making this request Joan Gage		Authorization Date 03/02/20
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 Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.		



WISCONSIN BOARD OF NURSING:

Faculty Report

SUBMITTED BY:

Mount Mary University (MMU)

February 19, 2020

Faculty Reports

Until the school of nursing receives approval, the school of nursing shall provide to the Board evidence of employment of sufficient number of faculty to teach the courses offered four months from the date the report is due.

There has been no change in the number of courses offered each semester and no change in the number of faculty teaching in MMU’s RN to BSN program since MMU was granted Authorization to Admit Students.

Table 1: MMU RN to BSN Nursing Courses Offered

	Spring 2020	Fall 2020
4 Courses Offered each Semester	NUR 310: Evidence Based Practice NUR 356: Technology Communication NUR 421: Nursing Leadership II NUR 485: Capstone	NUR 401: Healthcare Economics Regulation NUR 402: Nursing Care in the Community NUR 420: Nursing Leadership I NUR 485: Capstone

MMU Nursing Faculty

MMU employs 2 full-time nursing faculty members: Dr. Lara Groom and Dr. Jennifer Dahlman. Mount Mary’s RN to BSN program currently offers 4 courses each semester. Nursing courses are taught by Dr. Groom and Dr. Dahlman, Assistant Professor of Nursing. Dr. Groom also serves as MMU’s educational administrator. Curriculum vitae for Dr. Groom and Dr. Dahlman are provided below.

Dr Groom:

- Has a current, active registered nurse license in Wisconsin that is not encumbered
- Possess a Masters and PhD degree in Nursing
- Has had coursework in learning principles for adult education, including nursing curriculum development, administration and evaluation
- Has 10 years of experience as a nursing instructor (2008-2018)
- Possess current knowledge of nursing practice

Dr. Dahlman:

- Has a current, active registered nurse license in Wisconsin that is not encumbered
- Possesses a Masters degree in Nursing and a PhD in Nursing from Marquette University, December, 2019

Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8366
Madison, WI 53708-8366

4822 Madison Yards Way
Madison, WI 53705

FAX #: (608) 266-2602
Phone #: (608) 266-2112

E-Mail: dsps@wisconsin.gov
Website: dsps.wisconsin.gov

BOARD OF NURSING

FACULTY / EDUCATIONAL ADMINISTRATOR QUALIFICATION RECORD

New nursing school seeking authorization to admit students: Completion of this form is required for each faculty member and the educational administrator. This form must be submitted to the Board of Nursing along with the request for authorization to admit students.

Nursing school approved by the Board of Nursing: Completion of this form is required for each faculty member and the educational administrator. The form must be kept on file in the school of nursing office and made available to the Board upon request for all faculty members and educational administrators hired by the nursing school.

Change in educational administrator: Institutions are required to notify the Board of Nursing within 48 hours of the termination, resignation or retirement of an educational administrator and designate an interim educational administrator (EA) within five (5) business days. Completion and submission of this form is required as part of the notification process.

Faculty/EA Name (*Last, First*): Groom, Kara WI RN License #: 149582-30

School of Nursing Employed By: Mount Mary University

Type of Nursing Program(s) (ADN, PN, BSN, etc.): RN to BSN

Position: Educational Administrator Faculty

Appointment Effective Date: 7/27/2018

FACULTY APPOINTMENTS (complete Section A below).

Fully-qualified faculty must have a current, active Registered Nurse license or privilege to practice in Wisconsin that is not encumbered and a graduate degree with a major in nursing.

A. EDUCATIONAL PREPARATION

Name of Institution	Location City/State	Graduation Date	Degree Earned or # of Credits	Major	Minor

Wisconsin Department of Safety and Professional Services

EDUCATIONAL ADMINISTRATOR APPOINTMENTS

Fully-qualified educational administrator must have current, active Registered Nurse license or privilege to practice in Wisconsin that is not encumbered, a graduate degree with a major in nursing, knowledge of learning principles for adult education, including nursing curriculum development, administration and evaluation, current knowledge of nursing practice, and **either** two years experience as an instructor in a nursing education program within the last 5 years, **or** one year experience as an instructor in a nursing education program within the last 5 years and the graduate degree included education preparation.

List most recent education preparation and teaching experience first. Attach additional pages as necessary.

A. EDUCATIONAL PREPARATION

Name of Institution	Location City/State	Graduation Date	Degree Earned or # of Credits	Major	Minor
Marquette University	Milwaukee, WI	1/8/2019	PhD Nursing	Nursing	
Marquette University	Milwaukee, WI	5/18/2008	MS in Nursing	Advanced Practice Nursing	Nursing: Adults
UW Milwaukee	Milwaukee, WI	12/19/2004	BS Nursing	Nursing	

B. NURSING INSTRUCTION EXPERIENCE

From Month/Year	To Month/Year	Part-time or Full-Time	Employer/School	Location City/State	Position/Job Title
7/27/2018	Present	FT	Mount Mary University	Milwaukee, WI	Chief Nurse Administrator
8/2011	7/2018	FT	Waukesha County Technical College	Pewaukee, WI	Nursing Instructor
8/2008	7/2011	FT	Carroll University	Waukesha, WI	Clinical Assistant Prof of Nursing

Kara Groom, PhD, RN
Educational Administrator


Signature

414-930-3391
Telephone Number

Chief Nurse Administrator and Department Chair
Title

9/20/19
Date

groomk@mtmary.edu
Email Address

KARA K. GROOM, PHD, RN

CHIEF NURSE ADMINISTRATOR, MOUNT MARY UNIVERSITY
GROOMK@MTMARY.EDU

ACADEMIC PREPARATION:

Doctor of Philosophy in Nursing, Marquette University, Milwaukee, WI

Dissertation focus: Interprofessional education

- Graduation December, 2018, GPA 3.87
- Emphasis includes Educational Research, Policy, and Leadership, Vulnerable Populations, Dispute Resolution in Health Care, & Advanced Applied Statistics
- International grant award recipient
- Presentation at Midwest Nursing Research Society

Master of Science in Nursing, Marquette University, Milwaukee, WI

Graduated May, 2008

- Coursework Emphasis: Teaching Diverse Learners, Research Design Methodology, Health and Wellness of Adults

Bachelor of Science in Nursing, University of Wisconsin, Milwaukee

Graduated Cum Laude, December, 2004

- Coursework Emphasis: Nursing Care of Aggregates

Bachelor of Science in Business Economics, Marquette University, Milwaukee

Graduated Summa Cum Laude, May, 2001

- Coursework Emphasis: Principles of Managerial Accounting, Behavior and Organizations, Introduction to Financial Management

PROFESSIONAL EXPERIENCE:

Chief Nurse Administrator and Nursing Department Chair, Mount Mary University

July 2018 – Present

Responsibilities

- Chair, Mount Mary University Nursing Advisory Board
- Led expansion of Nursing 1-2-1 Program to additional technical college partners
- Department Chair
- Supervise faculty and administrative staff for department
- Lead accreditation activities

Assistant Dean, School of Health Sciences, Milwaukee Area Technical College
December, 20017- July 2018

Responsibilities

- Coordination of petition process for all School of Health Science programs
- Monitoring of criminal background check and student health requirements
- Special projects for the School of Health Sciences
- Member Provost council
- FMLA Training

Nursing Instructor, Waukesha County Technical College, Waukesha, WI
August, 2011- July 2018

Teaching Responsibilities

- Introduction to Clinical Care Management
- Health Alterations
- Simulation Instructor

Program and College Activities

- College Wellness Committee Member
 - Health Fair, Wellness Champion, and Be Active 150 Committees
- Program Coordinator, Nursing Peer Mentor Program
- iPad User Group
- Lifelong Learning Book Club

Leadership

- Semester 2 Curriculum Level Leader
- Introduction to Clinical Care Management Course Coordinator
- Health Alterations Course Coordinator
- Policy and Procedure Committee, Committee Champion
- Nursing Education Graduate Student Mentor

Clinical Assistant Professor of Nursing, Carroll University, Waukesha, WI
August, 2008- August, 2011

Teaching Responsibilities

- Introduction to, and Advanced Adult and Pediatric Nursing Care Practicum
- Introduction to, and Advanced Adult and Pediatric Nursing Care Laboratory
- Healthcare Policy and Administration

University Service Activities

- Hispanic Health and Human Services Program Advisor, Nursing Workforce Diversity HRSA Funded Grant
- Nursing Program Leadership Team
- Chair, Nursing Program Faculty Review Committee
- Member, University Faculty and Staff Concerns Committee
- Member, Nursing Program Simulation Committee

Registered Nurse, Post-Anesthesia Care Unit, West Allis Memorial Hospital

November 2006-August, 2008

- Plan and implement comprehensive nursing care for diverse post-surgical patients
- Focus on providing multi-modal pain management and relaxation interventions

Registered Nurse, Intensive Care Unit, Aurora Sinai Medical Center

December 2004-December 2006

- Coordinate specialized nursing care to acutely ill medical and cardiac patients
- Serve as preceptor to Nurse Interns, Graduate Nurses and Registered Nurses new to ICU

Planning Analyst, Kimberly-Clark Corporation

July 2001-December 2002

- Managed raw material and finished good inventories to support Family Care business line
- Led production team to decrease annual storage costs by more than \$500,000

Marketing Services Assistant, University of Wisconsin, Milwaukee

January 2003-January 2004

- Direct marketing assistance to student groups to promote vibrant student life

PROFESSIONAL and SCHOLARLY ACTIVITIES:

Oral Presentations

Helping students meet learning outcomes in quality improvement, oral presentation, 22nd Annual Nurse Educators Conference, July 2011

Quality and safety in nursing education (QSEN) competencies in program assessment, Co-author for oral presentation, Charting the Course: 2011 QSEN National Forum, May 2011

Poster Presentations

Interprofessional Socialization in mixed discipline and nursing student only cohorts, poster presentation, International Death, Grief & Bereavement Conference, June 2019

Interprofessional Socialization in mixed discipline and nursing student only cohorts, poster presentation, Building Bridges to Clinical Practice Research Conference, May 2019

Interprofessional Socialization in mixed discipline and nursing student only cohorts, poster presentation, Midwest Nursing Research Society Conference, March 2019

Comparing interprofessional socialization in mixed discipline and nursing student only cohorts, poster presentation, Celebration of PhD progress, May 2018

Comparing interprofessional socialization in mixed discipline and nursing student only cohorts, poster presentation, Celebration of PhD progress, May 2017

Comparing interprofessional socialization in mixed discipline and nursing student only cohorts, poster presentation, Celebration of PhD progress, April, 2016

Interprofessional socialization: A concept analysis, poster presentation, Celebration of PhD progress, April, 2015

Clearing Summer Cobwebs: A Student-led Refresher Workshop, poster presentation, 2014 QSEN National forum

Speaking Engagements

Innovative solutions to Wisconsin's nursing shortage, Womens Court and Civic Conference, invited speaker, November 2019

Milwaukee area colleges offer 1-2-1 program to help get nursing students into the field faster, Lake Effect, WUWM Milwaukee's NPR, April, 2019

Awards

Best Research Poster Award, Building Bridges to Clinical Practice Research Conference, Milwaukee, WI, May 2019

Sigma Theta Tau International Small Grant Award 2015, Primary Investigator, "Comparing interprofessional socialization in mixed discipline and nursing student only cohorts"

Great Catch of the Year, Patient safety award winner, Aurora Healthcare, 2010

Professional Service

Administrators of Nursing Education of Wisconsin (ANEW) Member

Southeast Wisconsin Nursing Alliance (SEWNA) Member

Moraine Park Technical College Advisory Board Member

Nursing Dual Enrollment Pathways Member

Committee Member, Wisconsin League for Nursing Scholarship Committee

Member, National League for Nursing

Member, Wisconsin League for Nursing

Mentor, nursing education graduate student

CONTINUING EDUCATION:

Wisconsin Technical College System

- Evaluation and Assessment, Educational Diversity & Curriculum Development

Center for Leadership Excellence

- Nursing Faculty Leadership Training

Quality and Safety in Nursing Education (QSEN)

- Faculty Development Institute

Documented Annual Continuing Education Units (CEUs)

CERTIFICATIONS:

Basic Life Support (BLS)

Registered Nurse, State of Wisconsin

Wisconsin Technical College System, 5 year teaching certificate

VOLUNTEER WORK:

Wisconsin Emergency Assistance Volunteer
Village of Wauwatosa Public Health Department
Wauwatosa School District

Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8366
Madison, WI 53708-8366

4822 Madison Yards Way
Madison, WI 53705

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BOARD OF NURSING

FACULTY / EDUCATIONAL ADMINISTRATOR QUALIFICATION RECORD

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Nursing school approved by the Board of Nursing: Completion of this form is required for each faculty member and the educational administrator. The form must be kept on file in the school of nursing office and made available to the Board upon request for all faculty members and educational administrators hired by the nursing school.

Change in educational administrator: Institutions are required to notify the Board of Nursing within 48 hours of the termination, resignation or retirement of an educational administrator and designate an interim educational administrator (EA) within five (5) business days. Completion and submission of this form is required as part of the notification process.

Faculty/EA Name (*Last, First*): Dahlman, Jennifer WI RN License #: 145560

School of Nursing Employed By: Mount Mary University

Type of Nursing Program(s) (ADN, PN, BSN, etc.): RN to BSN

Position: Educational Administrator Faculty

Appointment Effective Date: 8/19/2019

FACULTY APPOINTMENTS (complete Section A below).

Fully-qualified faculty must have a current, active Registered Nurse license or privilege to practice in Wisconsin that is not encumbered and a graduate degree with a major in nursing.

A. EDUCATIONAL PREPARATION

Name of Institution	Location City/State	Graduation Date	Degree Earned or # of Credits	Major	Minor
Marquette University	Milwaukee, WI	In progress	51 credits	PhD Nursing	
Regis University	Denver, CO	8/2013	Post-Master's Certificate, Health Care Education		
Regis University	Denver, CO	5/2009	MSN	Nursing	
UW Oshkosh	Oshkosh, WI	5/2003	BSN	Nursing	

Wisconsin Department of Safety and Professional Services

EDUCATIONAL ADMINISTRATOR APPOINTMENTS

Fully-qualified educational administrator must have current, active Registered Nurse license or privilege to practice in Wisconsin that is not encumbered, a graduate degree with a major in nursing, knowledge of learning principles for adult education, including nursing curriculum development, administration and evaluation, current knowledge of nursing practice, and **either** two years experience as an instructor in a nursing education program within the last 5 years, **or** one year experience as an instructor in a nursing education program within the last 5 years and the graduate degree included education preparation.

List most recent education preparation and teaching experience first. Attach additional pages as necessary.

A. EDUCATIONAL PREPARATION

Name of Institution	Location City/State	Graduation Date	Degree Earned or # of Credits	Major	Minor

B. NURSING INSTRUCTION EXPERIENCE

From Month/Year	To Month/Year	Part-time or Full-Time	Employer/School	Location City/State	Position/Job Title

Kara Groom, PhD, RN
Educational Administrator

Kara Groom
Signature

414-930-3391
Telephone Number

Chief Nurse Administrator and Department Chair
Title

9/20/19
Date

groomk@mtmary.edu
Email Address

CURRICULUM VITA

EDUCATION

Degree	Year	Institution	Major Area of Study
PhD-candidate	2019	Marquette University, WI	Nursing
Post-Master's Certificate	2013	Regis University, CO	Health Care Education; Practicum at Georgetown University, Washington, DC
MSN	2009	Regis University, CO	Management and Leadership in Nursing; Practicum at Spring Valley Hospital, Las Vegas, NV
BSN	2003	University of Wisconsin Oshkosh	Nursing

PROFESSIONAL EXPERIENCE

2018-current	Mentor Specialist, Project BEYOND-2, <i>Marquette University, Milwaukee, WI</i>
2015-current	Hospital Coordinator, <i>St. Elizabeth Hospital, Appleton, WI</i>
2017-2018	Research Assistant, <i>Marquette University, Milwaukee, WI</i>
2015-2016	Assistant Professor, <i>Bellin College of Nursing, Green Bay, WI</i>
2014-2015	Assistant Dean of Nursing, <i>School of Nursing and Health Professions, Trinity Washington University, Washington, D.C.</i>
2010-2015	Assistant Professor, <i>School of Nursing and Health Professions, Trinity Washington University, Washington, D.C.</i>
2014	Health Educator, <i>Inova Health System, Fairfax, VA</i>
2010-2013	Staff Nurse (Postpartum), <i>Inova Alexandria Hospital, Alexandria, VA</i>
2006-2010	Staff Nurse (Pediatric ER), <i>Children's Hospital of Nevada (formerly University Medical Center), Las Vegas, NV</i>
2005-2006	Staff Nurse (Pediatrics), <i>Inova Alexandria Hospital, Alexandria, VA</i>
2002-2005	Staff Nurse and Practice Assistant (Pediatrics and Urgent Care), <i>St. Elizabeth Hospital, Appleton, WI; Mercy Medical Center, Oshkosh, WI; and formerly Affinity Medical Group (various locations in the Fox Cities, WI)</i>
2002-2003	Unit Secretary (Rehab), <i>Theda Clark Medical Center, Neenah, WI</i>
2000-2002	Certified Nursing Assistant, <i>Parkview Medical Center, Oshkosh, WI</i>

CERTIFICATIONS

2003-present Registered Nurse Licensure (multi-state)
2003-present Basic Life Support for Healthcare Providers by American Heart Association
2006-2010 Emergency Nurse Pediatric Course Certified (ENPC)
2006-2010 Trauma Nurse Core Course Certified (TNCC)

TEACHING RESPONSIBILITIES

Previous Course #	Title	Credits	Theory	Clinical
N425	Adult Medical Surgical	5		X
N366	Fundamentals	3	X	
N205	Pharmacology	3	X	
N492	NCLEX Prep (Course Lead)	3	X	
N461	Pediatric Nursing (Course Lead)	5	X	X
N460	Emergency Nursing (RN-BSN)	3	X	
N220/320	Health Care Policy, Politics & Health Promotion (BSN and RN-BSN)	3	X	
N215	Pharmacology	3	X	

SCHOLARSHIP

Grants

- 2019 *Understanding the Process of Mentoring in the Online Environment Using Grounded Theory*, Nursing Education Research Grant submitted to the National League of Nursing
- 2018 *Understanding the Process of Mentoring in the Online Environment Using Grounded Theory*, Foundation Scholarship Award submitted to the National League of Nursing
- 2017 *Successful Components of Online Mentoring: A Pilot Study*, grant submitted to the Nurses Foundation of Wisconsin

Honors and Awards

- 2018 Nominated for K. Patricia Cross Future Leaders Award, Association of American Colleges and Universities
- 2016-2018 Graduate Student in Areas of National Need (GAAN) Fellow
- 2017 Recipient of Wisconsin Counties Association Group Health Trust Scholarship
- 2003 Commencement Speaker for Spring 2003 Ceremony
- 1999-2003 Recipient of Dixalene Bahleda and Theda Clark Auxillary Scholarships

Publications

2018 Jerofke-Owen, T. & Dahlman, J. (2018). Patients' perspectives on engaging in their healthcare while hospitalized. *Journal of Clinical Nursing*. doi: 10.1111/jocn.14639

Manuscripts in Progress

Dahlman, J. First-generation nursing students: A scoping review.

Dahlman, J. The development of an online mentoring program for first-generation college students in programs of nursing.

Dahlman, J. Successful components of an online mentoring program: A pilot study.

Dahlman, J. Understanding the process of mentoring in an online environment using grounded theory.

Dahlman, J. Program evaluation: An online mentoring program for first-generation college students in programs of nursing.

Presentations

2019 Dahlman, J. & Johnson, A. *Podium*. Strategies to create a safe space to promote diverse BSN student success. Cultural Inclusion Institute Annual Conference, San Antonio, TX.

2019 Dahlman, J. & Johnson, A. *Poster*. Assessing learning strategies among underrepresented populations of baccalaureate nursing students within a federally funded project. Cultural Inclusion Institute Annual Conference, San Antonio, TX.

2019 Dahlman, J. & Johnson, A. *Podium*. Strategies to create a safe space to promote diverse BSN student success. Symposium on Diversity, Inclusion, and Social Justice, Marquette University, Milwaukee, WI.

2019 Dahlman, J. *Poster*. Successful components on an online mentoring program. Midwest Nursing Research Society (MNRS) Annual Conference, Kansas City, MO.

2014 Dahlman, J. & Artis, D. *Podium*. High-risk student assessment in higher education. Myths & Movements: Reimagining Higher Education Assessment, Drexel University Regional Conference on Assessment, Philadelphia, PA.

Professional Development

Conferences Attended

2019 Cultural Inclusion Institute Annual Conference, San Antonio, TX.

2019 Symposium on Diversity, Inclusion, and Social Justice, Marquette University, Milwaukee, WI.

2019 Midwest Nursing Research Society (MNRS) Annual Conference, Kansas City, MO.

2015 American Assembly for Men in Nursing. 40th Annual Conference: Interprofessional education and practice, Minneapolis, MN.

- 2014 Myths & Movements: Reimagining Higher Education Assessment, Drexel University Regional Conference on Assessment, Philadelphia, PA.
- 2014 Pediatric Nursing Conference, National Harbor, MD.
- 2014 American Nurses Association Lobby Day, Washington, D.C.
- 2013 Robert Wood Johnson Foundation. Commission to Build a Healthier America, Washington, DC.

Continuing Education

- 2016 Test Development and Item Writing Course. National Council of State Boards of Nursing.
- 2015 Teaching Effectively Online. Bellin College, Green Bay, WI.
- 2014 Certified Pediatric Nurse Review. Pediatric Nursing Conference, National Harbor, MD.

SERVICE

Institutional and Extraintitutional

- 2018-current Mentor for American Nurses Association
- 2016-current Mentor for MentorNet.com
- 2016-current Reviewer for *Nursing Education Perspectives*
- 2015-2018 Mentor for Project BEYOND-2 Program, Marquette University, College of Nursing
- 2015-2017 Graduate student representative on the Inclusion Committee, Marquette University, College of Nursing
- 2016-2017 Graduate student representative on the University Library Board, Marquette University
- 2010-2014 Member of the university's Academic Honesty Review Board, Trinity Washington University
- 2010-2014 Member of the university's Professional Development Committee, Trinity Washington University
- 2010-2012 Faculty advisor for the Trinity Student Nurses' Association and for the Committee on Students, Trinity Washington University

Community

- 2011-2014 Volunteer and active member of Medical Reserve Corp., Alexandria, VA
- 2009-2010 Mission delivery chair, Las Vegas Relay for Life, American Cancer Society, NV
- 2002 Co-founder of the Women's Satellite Clinic, Waushara County Health Department, WI

Professional Nursing Affiliations

2018-current American Nurses Association

2018-current Midwest Nursing Research Society

2017-current Wisconsin Nurses Association

2017-current National League of Nursing

2005-current Sigma Theta Tau International

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

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Kimberly Wood, Program Assistant Supervisor-Adv., on behalf of Debra Sybell, Executive Director		2) Date when request submitted: 2/14/2020 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Board of Nursing			
4) Meeting Date: 3/12/2020	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Redelegation of the Nurse Practice Act Course	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: At the 2/13/2020 meeting the Board discussed the NPA Course. Review discuss and redelegate as deemed necessary.			
11) Authorization <hr/> <i>Kimberly Wood</i> 2/14/2020 <hr/> Signature of person making this request Date <hr/> Supervisor (if required) Date <hr/> 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 Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

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

AGENDA REQUEST FORM

1) Name and title of person submitting the request: Yolanda McGowan, DPD Division Administrator, on behalf of Peter Kallio, Chairperson		2) Date when request submitted: 3/6/2020 Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Board of Nursing			
4) Meeting Date: 3/12/2020	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Credentialing Matters – Discussion and Consideration Nurse Licensure Renewal Process	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete Appearance Request for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: Discussion of the license renewal process for nurses.			
11) Authorization			
Yolanda McGowan		3/6/2020	
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 Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

Nursing renewal notice email – sent on 01/14/2020

Registered Nurse License Renewal

Dear Valued,

The Wisconsin Department of Safety and Professional Services' records show your # license/credential license expires on **February 29th, 2020**.

The Department of Safety and Professional Services offers a fast and secure online license/credential renewal for your profession.

You may renew your license online here:

[License Renewal Online](#)

If you do not know your PIN, please use the PIN Look-up link on the login page:

[Pin Look-up](#)

As part of your renewal **you are required to take the 2020 Nursing Workforce Survey** which is found on the main menu of the online renewal website after logging in. **This survey may take between 15 to 20 minutes to complete.** In order to expedite your completion of the survey, please have the following information available before you begin:

- The year you received your first **RN license**. To lookup this date, go to <https://app.wi.gov/licensesearch>
- The year(s) you received your **diploma(s)**.
- The country or county and zip code of your current place(s) of work.

If you also hold a Wisconsin Nurse Midwife license, please renew that license first.

Doing so will automatically renew your Registered Nurse license, unless you are a Primary Resident of another Compact State.

If you are unable to renew online, [please email](#) the Department of Safety and Professional Services at least 15 business days prior to the expiration date of your license/credential to request a renewal form be mailed or e-mailed to you.

Thank You,

Samuel Wallace

Division of Professional Credential Processing - Renewals Supervisor

Wisconsin Department of Safety and Professional Services

Wisconsin Department of Safety and Professional Services

Health & Business Renewal Application

You are logged in as credential number
95212-30

[Logout](#)

[Application Status](#)

[DSPS Home Page](#)

[License Look-up](#)

[Main Menu](#)

[PIN Look-up](#)



Main Menu

[Update Profile](#)

Update your name, mailing address, phone number and email address

[Renew License](#)

Complete required steps to renew your license. Note: you will also need to complete the Wisconsin Department of Workforce Development Survey linked below

[Payment Inquiry](#)

Check on the status of your payment after renewing.

[Take Wisconsin Department of Workforce Development Survey Only](#)

Take the required the Wisconsin Department of Workforce Development Survey

[Print Wall Certificate](#)

Print your Wall Certificate.

[Download Wall Certificate](#)

Download your Wall Certificate.

[Print Wallet Card](#)

Print your Wallet Card.

[Download Wallet Card](#)

Download your Wallet Card.

[Print Governor-signed Wall Certificate](#)

Print your Governor-signed Wall Certificate.

[Download Governor-signed Wall Certificate](#)

Download your Governor-Signed Wall Certificate.

Wall Certificates and Governor Certificates can also be purchased for \$10. Complete and return this [order form](#).

[Logout](#)

Logout

[Send Questions or Comments to dsp@wisconsin.gov](mailto:dsp@wisconsin.gov)

First page after clicking **Renew License**

Wisconsin Department of Safety and Professional Services

Health & Business Renewal Application

You are logged in as credential number
95212-30

[Logout](#)

[Application Status](#)

[DSPS Home Page](#)

[License Look-up](#)

[Main Menu](#)

[PIN Look-up](#)



Professional Credential Renewal

Credential Number: 95212-30 **Profession:** Registered Nurse
Renew By: 2/29/2020 **Renewal Fee:** \$77.00 **Late Fee:**

Welcome, let's begin your renewal process.

PLEASE NOTE: The back button on your browser will be disabled throughout your renewal. Once you submit your answer to a question, you will not be able to return and change your answer.

Note that as part of your renewal you are required to take the 2020 Nursing Renewal Survey which is found on the main menu of the online renewal website after logging in. **This survey may take between 15 to 20 minutes to complete.** In order to expedite your completion of the survey, please have the following information available before you begin:

- The year you received your first **RN license**. To lookup this date, go to <https://app.wi.gov/licensesearch>
- The year(s) you received your **diploma(s)**.
- The country **or** county **and** zip code of your current place(s) of work.

Please Note: The online renewal process takes **2 full business days** to process fully in our system and payment will not post to your license until the following business day.

The Department of Safety and Professional Service (DSPS) no longer sends a physical copy of a new or renewed license. You should receive an email or a letter from the DSPS telling you to go online to print the license off of our website. There is also an option for you to order a printed wall certificate or a Governor signed wall certificate from DSPS for an additional \$10. (Note: DSPS prints the same document as is available to print at home.) Here is the link to the form: [Duplicate License/Governor Wall Cert Order Form](#).

We accept VISA, MasterCard, Discover, American Express and Electronic Checks.

[Payment Inquiry](#) - view information about previously submitted payments.

All fields must be completed. Please keep in mind that making a false statement in connection with any application for credential is grounds for revocation or denial.

Back

Continue

[Send Questions or Comments to dsp@wisconsin.gov](mailto:dsp@wisconsin.gov)

Wisconsin Department of Safety and Professional Services Health & Business Renewal Application

You are logged in as credential number
95212-30

[Logout](#)

- [Application Status](#)
- [DSPS Home Page](#)
- [License Look-up](#)
- [Main Menu](#)
- [PIN Look-up](#)



Professional Credential Renewal

Credential Number: 95212-30	Profession: Registered Nurse
Renew By: 2/29/2020	Renewal Fee: \$77.00 Late Fee:

DWD RN Survey

By law each nurse must complete and submit the survey to renew this license. **You will need to complete this survey in order for your renewal to finalize.** The link for the survey is on the main menu of the online renewal website. If you have not already completed the survey, you may do so after making your payment.

On November 14, 2013, the Wisconsin Board of Nursing moved to allow the DSPS and the DWD to accept a shortened version of the survey outside of the active renewal cycle, which begins 7-8 weeks prior to the renewal deadline. After the renewal deadline, licensees will need to complete the shortened survey to fulfill the renewal requirements. **Starting on 3/1/2020, the shortened version of the survey will be incorporated into the renewal questions and will not be provided as a separate link.**

Continue

[Send Questions or Comments to dspd@wisconsin.gov](mailto:dspd@wisconsin.gov)

Wisconsin Department of Safety and Professional Services

Health & Business Renewal Application

You are logged in as credential number
175488-30

[Logout](#)

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[Main Menu](#)

[PIN Look-up](#)



Professional Credential Renewal

Online Renewal Processing Status

Once payment related to this renewal is processed, the Division of Professional Credentialing will review the renewal application and update the status. This typically takes 2 business days.

If you have questions about your renewal, you may call our office at (608) 266-2112, or email email dpsrenewal@wisconsin.gov

You should receive an email when your credential is available online for printing (please check your SPAM filter if you do not receive this email after 2 days).

You may also log in here after renewal is complete to print your E-credential:

<https://online.drl.wi.gov/UserLogin.aspx>

Thank you,
Division of Professional Credentialing

[Return to my credential](#)

[Send Questions or Comments to dps@wisconsin.gov](mailto:dps@wisconsin.gov)

Email being sent to license holders who have completed all steps **except** the survey – these have been sent on 01/27, 02/11, 02/19, and 02/24

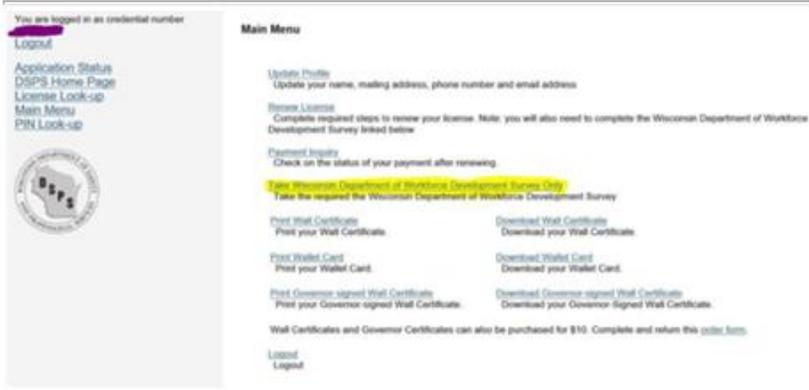
WISCONSIN
DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

February 24th, 2020

Dear License Holder

Our system shows that you have submitted payment for the renewal of your Nursing License, but not yet completed the required DWD Nursing Workforce Survey.

As part of your renewal you are required to take the 2020 Nursing Workforce Survey. The link for this survey is separate from the online renewal process and is located on the main menu of the [online renewal website](#) after logging in as shown in the image below.



This survey may take between 15 to 20 minutes to complete. In order to expedite your completion of the survey, please have the following information available before you begin:

- The year you received your first RN license. To lookup this date, go to <https://app.wi.gov/licensesearch>
- The year(s) you received your diploma(s).
- The country or county and zip code of your current place(s) of work.

If you encounter any issues completing this requirement, [please email](#) the Department of Safety and Professional Services at DSPS@Wisconsin.gov.

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

AGENDA REQUEST FORM

1) Name and Title of Person Submitting the Request: Dale Kleven Administrative Rules Coordinator		2) Date When Request Submitted: 3/2/20 Items will be considered late if submitted after 12:00 p.m. on the deadline date: ▪ 8 business days before the meeting	
3) Name of Board, Committee, Council, Sections: Board of Nursing			
4) Meeting Date: 3/12/20	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? Administrative Rule Matters – Discussion and Consideration 1. Scope Statement for N1, Relating to School Curriculum 2. Pending or Possible Rulemaking Projects	
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? <input type="checkbox"/> Yes (Fill out Board Appearance Request) <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:
10) Describe the issue and action that should be addressed:			
11) Authorization			
Signature of person making this request <i>Dale Kleven</i>		Date <i>March 2, 2020</i>	
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 Policy Development Executive Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

STATEMENT OF SCOPE

BOARD OF NURSING

Rule No.: N 1

Relating to: Clinical learning requirements

Rule Type: Permanent

1. Finding/nature of emergency (Emergency Rule only):

N/A

2. Detailed description of the objective of the proposed rule:

The objective of the proposed rule is to clarify the requirements relating to clinical learning experiences in schools of nursing.

3. Description of the existing policies relevant to the rule, new policies proposed to be included in the rule, and an analysis of policy alternatives:

The Board has identified the need for an update of its rules as identified above to ensure clarity and consistency with current academic practices relating to clinical learning experiences. The alternative of not updating the rules would be less beneficial to affected entities.

4. Detailed explanation of statutory authority for the rule (including the statutory citation and language):

Section 15.08 (5) (b), Stats., provides an examining board “[s]hall promulgate rules for its own guidance and for the guidance of the trade or profession to which it pertains. . .”

Section 441.01 (3), Stats., provides “[t]he board may establish minimum standards for schools for professional nurses and schools for licensed practical nurses, including all related clinical units and facilities, and make and provide periodic surveys and consultations to such schools. It may also establish rules to prevent unauthorized persons from practicing professional nursing. It shall approve all rules for the administration of this chapter in accordance with ch. 227.”

5. Estimate of amount of time that state employees will spend developing the rule and of other resources necessary to develop the rule:

80 hours

6. List with description of all entities that may be affected by the proposed rule:

Schools of nursing and students.

7. Summary and preliminary comparison with any existing or proposed federal regulation that is intended to address the activities to be regulated by the proposed rule:

None

8. Anticipated economic impact of implementing the rule (note if the rule is likely to have a significant economic impact on small businesses):

The proposed rule will have minimal to no economic impact on small businesses and the state's economy as a whole.

Contact Person: Dale Kleven, (608) 261-2377, DSPSAdminRules@wisconsin.gov

Authorized Signature

Date Submitted