

OFFICE OF THE SECRETARY OF STATE  
VERMONT BOARD OF NURSING  
JANUARY 8, 1996 MINUTES

- I. The meeting was held January 8, 1996 at the General Services Building in Middlesex. The meeting was called to order at 9:00 a.m. by Brenda Smith, Chair. Members present were: Raymond Phillips, Catherine McGee, Marjorie Allard, Effie Chamberlin, Kim Keaton, Marjory Kerr. Others Present: Anita Ristau, Muriel Morse, Brenda Chamberlin, John Chase, Merrill Cray, Diane Zamos, Susan Hollins, Al Wolters, Reggie Bragg, Ralph Sylvester, Marcia Barcomb, Leslie White, Lillian Britnell, Stephanie Wyninez, and Sherry Chereshkoff.
- II. **APPROVAL OF MINUTES OF DECEMBER 11, 1995**  
Moved by Marjorie Allard and seconded by Effie Chamberlin to accept the minutes of December 11, 1995 with corrections to the spelling of "Yodie" on page 5 to "Yoder".  
**Motion Passed**
- III. **ADMINISTRATION:**
- A. **BRENDA CHAMBERLIN, LNAP COORDINATOR - MONTHLY REPORT** - Brenda Chamberlin reported. There were 1,161 LNA's licensed by exam and endorsement in 1995 and another 700 more by waiver and deeming process.
- B. **ANITA RISTAU'S EXECUTIVE DIRECTOR'S REPORT - MONTHLY REPORT** - Anita Ristau reported on the number of disciplinary cases and the continuing rise in numbers of complaints per month. Ms. Ristau also discussed her meeting which was held with the Nursing Home Administrator Board staff. Ms. Ristau explained that Ms. Chamberlin would be responsible for the administration of the exams and licensing. Anita Ristau will attend NHA meetings, and Patty Burns will provide secretarial support.
- C. **BUDGET - Tabled from December meeting** - Ms. Hollins explained the Boards receipts and expenditures, expense activity, complaint and case activity, an overview of the OPR Receipts/Allocations for 1996, and the 1996 budget and operating expenses. Ms. Hollins also gave a report on the fee-limiting sub-fund. Mr. Knight, new Administrator for the Real Estate Commission was introduced by Ms. Hollins.
- D. **1996 BOARD MEETING DATES** - For Board information
- E. **INTERBOARD - Kim Keaton** - Ms. Keaton reported the highlights of the Interboard Meeting were the use of the fee limiting sub-fund, how the process for complaint management has been changed. A "fourth team", composed of several boards, has been created to improve the tracking of complaints and the length of time it takes to process a complaint.
- IV. **LICENSURE:**
- A. **REVIEW OF RENEWAL APPLICATION FOR DLV, LPN.**  
Moved by Ruth Woodard and seconded by Marjory Kerr to approve application for renewal.  
**Motion Passed**
- B. **LETTER FROM MARY MCMAHON, PUTNAM MEMORIAL SCHOOL OF PRACTICAL NURSING DATED JANUARY 2, 1996 REGARDING KELLY BELVILLE.**  
Moved by Kim Keaton and seconded by Marjorie Allard to send a letter to Mary McMahon stating "once the curriculum plan and evaluation process have been completed, you will need to take the National League of Nursing (NLN) Comprehensive Nursing Achievement Test for Practical Nursing Students and achieve a raw score of 133 to meet the Board standards."

V. EDUCATION:

A. APPROVAL OF THE FOLLOWING ANNUAL REPORTS:

1. Castleton State College Nursing Program  
Tabled - need additional information.
2. Norwich University Nursing Program  
Tabled - need additional information.
3. Southern Vermont Nursing Program  
Tabled - No report.
4. University of Vermont Nursing Program  
Moved by Marge Allard and seconded by Kim Keaton to accept the report for the Associates Degree Program, Baccalaureate, and Masters Degree Program. **Motion Passed**
5. North Dakota Re-Entry Program  
Moved by Ruth Woodard and seconded by Marjory Kerr to accept the report for approval. **Motion Passed**

B. DENNIS ROSS RE: CLINICAL SITES AND THEIR IMPACT ON NURSING EDUCATION

Ms. Ristau to write the council giving them the information and concerns reported to the Nursing Board by Dennis Ross. The Board felt this would be a good topic for the regional meeting.

C. LETTER FROM JENNIFER NACHBUR, UVM RE: SEMINAR SERIES FOR NURSES -  
Noted with no action taken.

VI. PRACTICE:

A. LETTER FROM ANNE SQUIRES, CLINICAL TRAINER RE: NURSING SCOPE OF PRACTICE WITH UTI GUIDELINE

Ms. Ristau to write letter to Ms. Squires stating the algorithm that office nurses are using for uncomplicated UTI's in women signed by the providers is within the scope of advanced nursing practice.

B. THERESA PARSONS, HEALTH COORDINATOR, ADULT DAY PROGRAM VISITING NURSE ASSOCIATION RE: RN'S DIAGNOSING CERUMEN IMPACTION AND IMPLEMENT THE TREATMENT OF IRRIGATION

The Board's response to the question "Can RN's diagnose cerumen impaction and implement the treatment of irrigation to remove the impaction w/o an MD's order?" is "An RN needs a Doctors order before implementing the irrigation".

VII. DISCIPLINARY:

A. NU13-1194 TRUDY SMITH DELIBERATION 1:00 P.M. - For Board response (B. Smith)

Moved by Ruth Woodard and seconded by Catherine McGee to go into deliberative session. **Motion Passed**

Moved by Catherine McGee and seconded by Kim Keaton to adjourn from deliberative session. **Motion Passed**

B. NA04-0495 RALPH P. SYLVESTER HEARING 1:30 P.M. - For Board response (R. Woodard)

Hearing held January 8, 1996 at 1:40 p.m. re Case File No. NA04-0495, Ralph Sylvester respondent. Those present: Brenda Smith, Ruth Woodard, Raymond Phillips, Catherine McGee, Marjorie Allard, Effie Chamberlin, Kim Keaton, Marjory Kerr, Anita Ristau, Muriel Morse, John Chase, Ralph Sylvester, Diane Zamos, Marcia Barcomb, Leslie White, Lillian Britnell, Stephanie Wyninez, and Sherry Chereschkoff.

- C. NU21-0195 SHELLEY SISTI DISPOSITION HEARING 2:30 - For Board response (R. Woodard)  
Moved by Marjorie Allard and seconded by Kim Keaton to go into deliberative session. Motion Passed
- D. REGAN REPORT 11/95 - For Board information  
Noted. No action taken.
- E. DISCIPLINARY FOLLOW-UP REPORT - For Board information  
Noted. No action taken.
- F. INVESTIGATIVE UPDATE - For Board information  
Noted. No action taken.
- G. NU12-0895 CLOSING REPORT - R. WOODARD  
Moved by Marjorie Allard and seconded by Marjory Kerr to accept the Report of Concluded Investigation as written for Case File No. NU12-0895. Motion Passed
- H. NU23-0592 ADELE EICHEL - DELIBERATIONS  
Moved by Marjorie Allard and seconded by Marjory Kerr to go into deliberative session. Motion Passed  
  
Moved by Marjorie Allard and seconded by Kim Keaton to come out of deliberative session. Motion Passed

VIII. NCSBN/NCLEX:

- A. NCSBN COMMONLY USED ACRONYMS IN MANAGED HEALTH CARE - For Board information  
Noted. No action taken.
- B. NCSBN NEWSLETTER 12/15/95 - For Board information  
Noted. No action taken.
- C. NCSBN NEWS 12/15/95 - For Board information  
Noted. No action taken.
- D. NCLEX EXAMINEE EVALUATION - For Board information  
Noted. No action taken.
- E. SELECTION OF DATES FOR MEMBER BOARD NCLEX REVIEW - Tabled until January

IX. OTHER:

- A. VERMONT BOARD OF NURSING FALL NEWSLETTER  
Noted. No action taken.
- B. DISCUSSED PAPER ENTITLED "DOCUMENTATION IN NURSING CARE" BY GERTRUDE CRITES.  
Moved by Marjorie Allard and seconded by Marjory Kerr to deny Ms. Crites paper entitled Documentation in Nursing Care. Motion Passed

OFFICE OF THE SECRETARY OF STATE  
VERMONT BOARD OF NURSING  
Minutes  
February 12, 1996

1. The meeting was held February 12, 1996 at the General Services Building in Middlesex. The meeting was called to order at 9:16 a.m. by Brenda Smith, Chair. Members present were: Ingrid Brodin, Raymond Phillips, Ruth Woodard, Marjorie Allard, Effie Chamberlin, Marjorie Allard, Margaret Luce, Kim Keaton, Marjory Kerr. Others Present: Anita Ristau, Muriel Morse, Brenda Chamberlin, John Chase, Ron West, Diane Zamos, Nancy Worden, Janet Andrews, Patrick Flood, Vita Lyon, and JoAnne Corette.
2. ADDITIONS TO THE AGENDA:  
Moved by Marjorie Allard and seconded by Ruth Woodard to approve Practice guideflines for Mary Ann Daley, nurse practitioner. **Motion Passed**
3. MINUTES:  
Moved by Marjorie Allard and seconded by Ruth Woodard to accept the minutes of January 8, 1996 with corrections as follows: I. Remove Ingrid Brodin's name; V. A. 4. baccalaureate should read "baccalaureate" and VII. H. Eikel should read "Eichel". **Motion Passed**
4. ADMINISTRATION:
  - A. BRENDA CHAMBERLIN, LNAP COORDINATOR - MONTHLY REPORT - Brenda Chamberlin reported. There were 112 LNA's licensed by exam and endorsement in January of 1996 giving a total number of 4,511 active licensees. Ms. Chamberlin observed the administration of nursing assistant evaluations in Essex Junction in January. Guidelines for preparing annual reports were mailed in January.
  - B. ANITA RISTAU'S EXECUTIVE DIRECTOR'S REPORT - MONTHLY REPORT - Anita Ristau reported on the number of disciplinary cases and the continuing rise in numbers of complaints per month. Ms. Ristau also noted that 18 of these cases would be decided this month. Ms. Ristau reported that there are several bills in Legislature dealing with anonymous complaints and Health Care Records. The Nursing office has officially taken over the Nursing Home Administrator Board. Anita Ristau attended the Executive Director orientation meeting in Chicago, IL January 16-17, 1996.
5. LICENSURE:
  - A. Discussion of letter of request from Nancy A. Worden dated January 11, 1996, regarding licensing nursing assistants in Residential Care Homes. Patrick Flood will work with the Level III Residential Care Homes in establishing a criteria for waiver to submit to the Board.
  - B. Review of Renewal Application for ME. Moved by Ingrid Brodin seconded by Ruth Woodard to approve application for renewal. **Motion Passed**
  - C. Review of Renewal Application for JT. Moved by Marjorie Allard and seconded by Effie Chamberlin to approve renewal application for renewal. **Motion Passed**  
**Ingrid Brodin Abstained**
  - D. Review of Renewal Application for KO. Moved by Kim Keaton and seconded by Margaret Luce to approve for renewal and refer to the Investigating team. **Motion Passed**
  - E. Review of application for licensure as a nursing assistant (A). Moved by Ruth Woodard and seconded by Kim Keaton to approve application and refer to I-team.  
  
Motion rescinded.  
  
Moved by Ruth Woodard and seconded by Kim Keaton to refer to Investigating Committee for review. **Motion Passed**
  - F. Review of application for licensure as a nursing assistant (B). Moved by Marjorie Allard and seconded by Ingrid Brodin to approve application for licensure as a nursing assistant. **Motion Passed**
  - G. Review of application for licensure as a nursing assistant (C). Moved by Marjorie Allard and seconded by Marjory Kerr to refer application to I-team. **Motion Passed**

- H. Review of renewal application for RB. Moved by Marjorie Allard and seconded by Ingrid Brodin to refer application to I-team.

**Motion Passed**

- I. Review of application for licensure by endorsement. Moved by Marjorie Allard and seconded by Ruth Woodard to grant license by endorsement.

**Motion Passed**

- J. Review of application for licensure as LNA SM. Noted. Referred to I-team.

- K. Letter from MS. Ristau to schools re licensure and endorsement of faculty members - FYI. Noted. No action taken.

- L. Review of application for practical nurse - WP. Moved by Ingrid Brodin and seconded by Marjorie Allard to approve application for WP.

**Motion Passed**

6. EDUCATION:

- A. Southern Vermont Nursing Program. Table Associates Degree Program for further information. Moved by Margaret Luce and seconded by Marjorie Allard to accept the annual report for the baccalaureate program.

**Motion Passed**

- B. Castleton State College. Moved by Ingrid Brodin and seconded by Marjorie Allard to approve annual report for Castleton State College.

**Motion Passed**

7. PRACTICE:

- A. Letter from Jill Lord, Mt Ascutney Hospital and Health Center dated January 9, 1996. The Board asked that a letter be sent to Mt. Ascutney Hospital stating we are appreciative of receiving the information but the Board does not have the authority to approve or disapprove the Pharmacy Board statutes.

- B. ABANDONMENT - Anita Ristau reported on abandonment. She felt there was a clear difference between patient abandonment and employer abandonment. The Board asked that a letter be written and submitted for review/approval at the March meeting.

8. Recessed at 11:34 a.m.

9. Reconvened at 12:04 p.m.

10. DISCIPLINARY:  
APP-NA10-1295

Report of Concluded Investigation for Case File No. APP-NA10-1295. Moved by Marjorie Allard and seconded by Ingrid Brodin to accept the report as written.

**Motion Passed**

NU25-1095

Report of Concluded Investigation for Case File No. NU25-1095. Moved by Ruth Woodard and seconded by Marjorie Kerr to accept as written report for Case File No. NU25-1095.

**Motion Passed**

NU23-0195

Report of Concluded Investigation for Case File No. NU23-0195. Moved by Marjorie Allard and seconded by Kim Keaton to accept the report as written.

**Motion Passed**

NU27-1095

Report of Concluded Investigation for Case File No. NU27-1095. Moved by Marjorie Allard and seconded by Ingrid Brodin to accept the report as written.

**Motion Passed**

NA14-0695

In compliance. Passed test. Approved for licensure.

NU41-0395

Moved by Ingrid Brodin and seconded by Marjory Kerr to accept report of concluded investigation for Case File No. NU41-0395.

**Motion Passed**

NA18-1195

Moved by Ruth Woodard and seconded by Marjory Kerr to accept as written Report of Concluded Investigation for Case File No. NA18-1195.

**Motion Passed**

10. DISCIPLINARY cont.

NU29-1293  
NU28-1293  
NU24-1293  
NU18-1293  
NU26-1293  
NU33-0194

Moved by Marjorie Allard and seconded by Ruth Woodard to accept as written Report of Concluded Investigation for Case File No. NU29-1293; Case File No. NU28-1293; Case File No. NU24-1293; Case File No. NU18-1293; Case File No. NU26-1293; and Case File No. NU33-0194.

**Motion Passed**

NU43-0495

1:00 p.m. Freeman Default Hearing - CASE FILE NO. 43-0495. Members present were: Brenda Smith, Effie Chamberlin, Margaret Luce, Ruth Woodard, Ingrid Brodin, Ray Phillips, Kim Keaton, Marjory Kerr and Marjorie Allard. Others present: Diane Zamos, Deborah Freeman, John Chase, Ronald Dion, Jr. Ron West and Muriel Morse.

Moved by Ray Phillips and seconded by Ruth Woodard to go into deliberative session.

**Motion Passed**

The Board granted the Attorney General's Office motion that Ms. Freeman not be allowed to petition the Board for one month and that a treatment plan and counseling be in effect at that time. Suf

Moved by Brenda Smith and seconded by Ruth Woodard that Ms. Freeman's license be suspended effective February 12, 1996.

**Motion Passed**

NA22-0196

1:15 p.m., Summary Suspension, Ida May Russell NA22-0196. Members present were: Brenda Smith, Effie Chamberlin, Margaret Luce, Ruth Woodard, Ingrid Brodin, Ray Phillips, Kim Keaton, Marjory Kerr and Marjorie Allard. Others present: Diane Zamos, John Chase, Ron West, Clyde Yarnell and Muriel Morse.

Moved by Marjorie Allard and seconded by Kim Keaton to enter deliberative session at 2:15 p.m.

**Motion Passed**

Board granted request for summary suspension.

NU11-0895

1:30 p.m. Stipulation Case File No. NU11-0895 Reddan. Moved by Effie Chamberlin and seconded by Ingrid Brodin to accept as written Stipulation and Consent Order for Case File No. NU11-0895. Suf

**Motion Passed**

NU50-0595

1:45 p.m. Stipulation Case File No. NU50-0595 Coonradt. Moved by Marjorie Allard and seconded by Kim Keaton to accept as written Stipulation and Consent Order for Case File No. NU50-0595.

**Motion Passed**

2:00 p.m. Discussion Re Reinstatement Request of License for Judith Columb. Moved by Marjorie Allard and seconded by Effie Chamberlin to reinstate Judith Columbs license.

**Motion Passed**

NA04-0495

2:30 p.m. Deliberations - Ralph Sylvester - Case File No. NA04-0495.

Moved by Marjorie Allard and seconded by Kim Keaton to go into deliberative session at 2:30 p.m.

**Motion Passed**

10. DISCIPLINARY cont.  
NU33-1295

3:20 p.m. Summary Suspension Hearing, Heather Rowe. Moved by Marjorie Allard and seconded by Ruth Woodard to go into deliberative session at 2:54 p.m. *sump*  
**Motion Passed**

Reconvened at 2:58 p.m.

The Board granted the request for summary suspension for Case File No. NU33-1295.

NU54-0595

3:30 p.m. Alice Kilpatrick, Request for Summary Suspension. Members present: Brenda Smith, Effie Chamberlin, Marjory Kerr, Ruth Woodard, and Margaret Luce. Others present: Eve Jacobs-Carnahan, Alice Kilpatrick, Muriel Morse, Karen Divis, and Dennis Casey.

Moved by Marjorie Allard and seconded by Marjory Kerr to enter into deliberative session at 3:34 p.m. **Motion Passed**

Reconvened at 3:38 p.m.

The board granted the request for summary suspension. *sump*

NU39-0395

4:00 p.m. Stipulation Case File No. NU39-0395 Corrow. Members present: Brenda Smith, Margaret Luce, Ray Phillips, Marjorie Allard, Marjory Kerr, Kim Keaton, Ruth Woodard, and Effie Chamberlin. Others present were: John Chase, Christine Corrow, Muriel Morse.

Moved by Marjorie Allard and seconded by Ingrid Brodin to approve as written Stipulation and Consent Order for Case File No. NU39-0395. *STP*

**Motion Passed**  
**Brenda Smith, Abstained**  
**Margaret Luce, Abstained**

Moved by Marjorie Allard and seconded by Ingrid Brodin to approve treatment plan as written for Case File No. NU39-0395.

**Motion Passed**  
**Brenda Smith, Abstained**  
**Margaret Luce, Abstained**

APP-NU12-1295

Stipulation and Consent Order for Case File No. APP-NU12-1295 Carol Gilbert.

Moved by Marjorie Allard and seconded by Ingrid Brodin to accept as written Stipulation and Consent Order for Case File No. APP-NU12-1295. *Rep*

**Motion Passed**

11. NCSBN/NCLEX:

- A. Memo to member boards from committee on nominations dated January 11, 1996 re candidate nominations was noted with no action taken.
- B. Selection of dates for member board NCLEX review. Kim Keaton will check her schedule and report back to the Board.

12. OTHER:

- A. The Regan Report on Nursing Law, Vol. 36, No. 7, Dec 1995. Noted. No action taken.
- B. Letter to ANA LEA ROSALES dated December 7, 1996 re NCLEX-RN item reviewers for the February 4-7, 1996 session - FYI. Noted with no action taken.
- C. Memo from JENNIFER BOSMA dated JANUARY 16, 1996 re "NCLEX results telephone center" interest survey. Noted with no action taken.
- D. 1996 General area meeting agenda. Noted with no action taken.
- E. Letter dated January 25, 1996 from Karla Bitz of the North Dakota Nurses Association (NDNA). Noted with no action taken.
- F. National Council Newsletter dated January 12, 1996. Noted with no action taken.

13. Meeting adjourned at 4:30 p.m.

Respectfully Submitted,

Muriel Morse  
Staff Assistant



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OFFICE OF THE SECRETARY OF STATE  
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HEARING  
CASE FILE NO. NU39-0196  
HANNA STEINER  
MARCH 29, 1996

The Hearing for Case File No. NU39-0196, Hanna Steiner, was called to order on March 29, 1996.

Board members present were: Ruth Woodard, Marjorie Allard, Ingrid Brodin, Catherine McGee, and Raymond Phillips. Others present were: John Chase, Legal Counsel for the Board; Ron West, Staff Investigator; Diane Zamos, Assistant Attorney General; and Muriel Morse, Staff Assistant.

Others present were: Deborah Sprague, respondent; Gary Moore; Peter Thomas, witness for the State; Roger Hooper, witness for the State; Judy Brogren, witness for the State; Ron West, staff investigator, witness for the State; John Chase, Legal Counsel for the Board; and Muriel Morse, Staff Assistant for the Board.

Moved by Ruth Woodard and seconded by Marjorie Allard to accept Stipulation as presented to the Board.

Passed

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HEARING  
CASE FILE NO. NU45-0296  
DEBORAH SPRAGUE  
MARCH 29, 1996

The Hearing for Case File No. NU45-0296, Deborah Sprague, was called to order at 10:06 a.m. on March 29, 1996.

Recessed 10:12 a.m.

Reconvened 10:19 a.m.

Board members present were: Ruth Woodard, Marjorie Allard, Brenda Chamberlin, Ingrid Brodin, Kim Keaton, Catherine McGee, Raymond Phillips, and Margaret Luce.

Others present were: Deborah Sprague, respondent; Gary Moore; Peter Thomas, witness for the State; Roger Hooper, witness for the State; Judy Brogren, witness for the State; Ron West, staff investigator, witness for the State; John Chase, Legal Counsel for the Board; and Muriel Morse, Staff Assistant for the Board.

Moved by Marjorie Allard and seconded by Kim Keaton to enter deliberative session at 11:56 a.m.

Passed

The Board granted the State's Motion to Summarily Suspend the license of Deborah Sprague.

OFFICE OF THE SECRETARY OF STATE  
VERMONT BOARD OF NURSING  
Minutes  
March 11, 1996

1. The meeting was held February 12, 1996 at the General Services Building in Middlesex. The meeting was called to order at 9:06 a.m. by Brenda Smith, Chair. Members present were: Ingrid Brodin, Raymond Phillips, Ruth Woodard, Catherine McGee, Marjorie Allard, Effie Chamberlin, Margaret Luce, Kim Keaton, Marjory Kerr. Others Present: Anita Ristau, Muriel Morse, Brenda Chamberlin, John Chase, Ron West, Diane Zamos.
2. ADDITIONS TO THE AGENDA:  
Sara Plehn's Guidelines to become a Nurse Practitioner.
3. MINUTES:  
Moved by Ingrid Brodin and seconded by Marjorie Allard to accept the minutes of February 12, 1996 with corrections as follows: Add under 2. to read "to approve Practice Guidelines for Mary Ann Daley..."; under 4.B. last sentence should read "Anita Ristau attended the ..."; and under 5.A. second line delete ", after licensing".  
**Motion Passed**
4. ADMINISTRATION:
  - A. BRENDA CHAMBERLIN, LNAF COORDINATOR - MONTHLY REPORT - Brenda Chamberlin reported. There were 97 LNA's licensed by exam and endorsement in February of 1996 giving a total number of 4,608 active licensees. There will be an Advisory Panel Meeting on March 7, 1996 to discuss the administrative rules. All nursing assistants have to renew in January, 1997. The nursing assistant renewal application form is presently being designed. There is a Health Careers State Technical Committee whose role is to review and validate the competency and core task list for all approved Health Careers Programs offered at regional technical and career centers in Vermont.
  - B. ANITA RISTAU'S EXECUTIVE DIRECTOR'S REPORT - MONTHLY REPORT - Anita Ristau participated in a continuing education program, PEW recommendations and NIS data, over UVM's Interactive TV. She also attended Legislative Day-VSNA; an Administrator's Meeting; made a survey visit to Southern Vermont College, Upper Division Baccalaureate Program and attended a class at Castleton State College to discuss licensure and discipline with graduating students. Ms. Ristau reported there are 118 disciplinary cases under investigation as of February 29, 1996. The breakdown of cases indicated, Registered Nurses have the greatest number of complaints against them. Ms. Ristau met with Laura Barrett, Mary Looney and Reggie Bragg on March 6, 1996 to discuss how the Board of Nursing could coordinate their efforts with other agencies in investigating nurses and LNA's. Ms. Ristau reminded the Board of the importance in following Senate Bill S.223 presently being considered in legislature.
  - C. Budget - None to discuss.
  - D. Discussion regarding Proposed Clarification of Administrative Rule Chapter 5; Rule I Nursing Assistants; D. Nursing Assistant Education; 8. Standards for Program Approval; c. Faculty. Tabled until the April 8, 1996 meeting.
  - E. Discussion regarding Senate Bill S.223.  
Moved by Ray Phillips and seconded by Marjorie Allard to recommend removal of (a) and (b) from §1591 of Proposed Senate Bill S.223.  
**Motion Passed**  
  
Moved by Effie Chamberlin and seconded by Marjory Kerr to recommend deletion of (b) from §8732 from Proposed Senate Bill S.223.  
  
Previous motion amended by Effie Chamberlin and seconded by Marjory Kerr to change §8732 (b) by deleting language after "nursing supervision". **Motion Passed**  
  
Moved by Margaret Luce and seconded by Kim Keaton to support the language of a supervising RN.  
**Motion Passed**  
  
Brenda Smith, Chair of the Board is to write a letter to the Chair of the Committee where Senate Bill S.223 is presently located stating the concerns the Board has with the proposed legislation. Ms. Smith will ask to testify stating these concerns.
  - F. Discussion regarding abandonment - Tabled until meeting of April 8, 1996.

5. LICENSURE:

- A. Review of Application for Licensure as a Nursing Assistant R.L. Moved by Marjory Kerr and seconded by Marjorie Allard to send application for RL to an Investigating Team. **Motion Passed**
- B. Review of Application for Licensure as a Nursing Assistant A.K. Moved by Marjory Kerr and seconded by Marjorie Allard to allow AK to sit for the NCLEX-LPN Exam. **Motion Passed**
- C. Review of Lapsed Renewal Application for Licensure as a Practical Nurse R.D-M. Moved by Marjorie Allard and seconded by Ruth Woodard to accept renewal application for RDM contingent upon receiving renewal fee and late fee. **Motion Passed**  
**Ingrid Brodin Abstained**
- D. Discussion of addendum to a Paper on Nursing Documentation from Trudy Crites, RN. Moved by Ruth Woodard and seconded by Catherine McGee to approve the paper and allow reinstatement of Trudy Crites, RN license. **Motion Passed**
- E. Discussion of letter from Nancy A. Worden dated February 13, 1996 regarding a request that the board consider temporary re-licensure of LNA'S in residential care. Moved by Ruth Woodard and seconded by Marjory Kerr to deny request for temporary re-licensure of LNA's. **Motion Passed**

6. EDUCATION:

- A. Report on Survey visit - Southern Vermont College. Moved by Marjory Allard and seconded by Ruth Woodard to approve the Upper Division Baccalaureate Program for Southern Vermont College for 8 years. **Motion Passed**
- B. Annual Reports
  - 1. Southern Vermont College ADN Program - Moved by Ingrid Brodin seconded by Ruth Woodard to accept the annual report for Southern Vermont College. **Motion Passed**
  - 2. Norwich University ADN and BSN Program - Tabled until meeting of April 8, 1996.

7. PRACTICE:

- A. Discussion of letter dated February 27, 1996 from Marlene Sanders, RN re "Is a licensed practical nurse permitted to infuse IV fluids and blood components in Vermont"? There was an opinion written in 1991 that the Board would like sent to Ms. Sanders regarding this issue.
- B. Moved by Ruth Woodard and seconded by Ingrid Brodin to accept Nurse Practitioner Guidelines presented by Sara Plehn. **Motion Passed**

8. DISCIPLINARY:

- A. NU10-1093 Moved by Ruth Woodard and seconded by Kim Keaton to deny request for removal of conditions to practice nursing on Anne B. Ryan's license. **Motion Passed**
- B. NU49-0595 Moved by Marjorie Allard and seconded by Ingrid Brodin to accept the Stipulation & Consent Order as written for Case File No. NU49-0595, Virginia S. Lefebvre. **Motion Passed**
- C. NU54-0594 Moved by Ruth Woodard and seconded by Kim Keaton to accept Stipulation & Consent Order for Case File No. NU54-0594, Alice Kilpatrick. **Motion Passed** *Swamp*
- D. NU43-0296 Moved by Margaret Luce and seconded by Kim Keaton to enter into deliberative session at 2:52 p.m. **Motion Passed**  
  
Moved by Marjorie Allard and seconded by Ruth Woodard to accept as written Summary Suspension for Case File No. NU43-0296, Pamela Lawrence. **Motion Passed** *Swamp*

- E. APP-NU11-1295 Moved by Marjorie Allard and seconded by Ingrid Brodin to accept as written Stipulation for Maria Coffey pending receipt of treating professional plan. **Motion Passed**
- Moved by Marjorie Allard and seconded by Ruth Woodard to give I-team authority for Board to review treatment plan for Maria Coffey. **Motion Passed** *STIP*
- F. NA07-0595 Moved by Brenda Smith and seconded by Marjory Kerr to accept Stipulation and Consent Order as written for Case File No. NA07-0595, Carol Bertoli. **Motion Passed**
- G. NU13-1194 Moved by Marjorie Allard and seconded by Kim Keaton to go into deliberative session at 3:37 p.m. **Motion Passed**
- Moved by Marjorie Allard and seconded by Kim Keaton to deny request for Stay for Case File No. NU13-1194, Trudy Smith. **Motion Passed**
- H. APP-NU13-0296 Moved by Marjorie Allard and seconded by Marjory Kerr to grant a provisional license for Case File No. APP-NU13-0296, Lynne Wolfe. **Motion Passed**
- I. NU21-1293 Moved by Marjorie Allard and seconded by Cathy McGee to accept as written Report of Concluded Investigation for Case File No. NU21-1293. **Motion Passed**
- J. NU22-1293 Moved by Marjorie Allard and seconded by Cathy McGee to accept as written Report of Concluded Investigation for Case File No. NU22-1293. **Motion Passed**
- K. NU44-0495 Moved by Ruth Woodard and seconded by Marjory Kerr to accept as written Report of Concluded Investigation for Case File No. NU44-0495. **Motion Passed**
- L. NU45-0495 Moved by Ruth Woodard and seconded by Marjorie Allard to accept as written Report of Concluded Investigation for Case File No. NU45-0495. **Motion Passed**
- M. NU46-0495 Moved by Marjory Allard and seconded by Ruth Woodard to accept as written Report of Concluded Investigation for Case File No. NU46-0495. **Motion Passed**
- N. NU42-0395 Moved by Ruth Woodard and seconded by Ingrid Brodin to accept as written Report of Concluded Investigation for Case File No. NU42-0395. **Motion Passed**
- O. NU70-0695 Report Of Concluded Investigation for Case File No. NU70-0395 rejected by John Chase. Tabled until meeting of April 8, 1996.
- P. NU23-0592 Moved by Ingrid Brodin and seconded by Marjorie Allard to accept treatment plan as presented for Adele Eichel, Case File No. NU23-0592. **Motion Passed**

9. OTHER:

- A. Regan Report on Nursing Law January 1996. Noted. No action taken.
- B. National Council Newsletter dated February 9, 1996, Volume 16 Number 3. Noted. No action taken.
- C. NCLEX reports on RN and PN schools. Noted. No action taken.

10. Meeting adjourned at 4:25 p.m.

Respectfully Submitted,

Muriel Morse  
Staff Assistant

**OFFICE OF THE SECRETARY OF STATE  
VERMONT BOARD OF NURSING  
MINUTES  
April 8, 1996**

1. The meeting was held April 8, 1996 at the General Services Building in Middlesex. The meeting was called to order at 9:06 a.m. by Brenda Smith, Chair. Members present were: Ingrid Brodin, Raymond Phillips, Ruth Woodard, Catherine McGee, Marjorie Allard, Effie Chamberlin, Kim Keaton, Marjory Kerr. Others present were: Anita Ristau, Muriel Morse, Brenda Chamberlin, John Chase, Ron West, Reggie Bragg, Diane Zamos, Eve Jacobs-Carnahan, Sylvia Newbury, Susan Nichols Gifford, Pat Menchini, Sargent William Wolf, Sargent Edward Cyr, and Hope George.
2. Changes and additions to the agenda.  
Review of application for licensure for APP-NU05-0995, Cassandra Dallett.
3. Moved by Ruth Woodard and seconded by Marjory Kerr to approve minutes of March 11, 1996 as corrected. **Passed**
4. ADMINISTRATION:
  - A. Brenda Chamberlin, NAP Coordinator - Monthly Report. Brenda Chamberlin reported that there were 76 LNA's licensed by exam, endorsement or lapsed reactivated licenses for the month of March 1996 giving a total of 4,684 active licensed nurse assistants. Ms. Chamberlin reported on results of a questionnaire sent to all member boards requesting information on fees charged for initial licensure and renewals in other states. The results were: 26 states replied; 16 of the states do not regulate nursing assistants; 7 do not charge a license fee; 6 do not charge a renewal fee; and the 3 do charge for licenses and renewals - 1 state charges \$15.00 for license fee and \$20.00 renewal fee; 1 state charges \$20.00 for a license fee and \$20.00 renewal fee and 1 state charges \$10.00 for a license fee and \$20.00 for renewal. Ms. Chamberlin reported that 46 of the 51 annual reports sent to Approved LNA Educators regarding LNA Programs were received prior to the April 1, 1996 deadline.
  - B. Moved by Ruth Woodard and seconded by Marjorie Allard that the proposed clarification of Administrative Rule, Chapter 5, Rule I, Nursing Assistant, D. Nursing Assistant Education; 8. Standards for Program Approval, c. Faculty forms be approved and mailed to all administrators of Nursing Assistant Education Programs. **Passed**
  - C. Anita Ristau, Executive Director - Monthly Report. Ms. Ristau reported that she had attended the COVNO Meeting on March 12th. There is still a big concern regarding unlicensed assistive personnel. On March 13th, Ms. Ristau met with selected Nursing Home Administrators regarding Administrative Rules. Ms. Ristau stated the Administrators are very unhappy with the rules and will be sending their concerns and recommendations to the Board office. Spoke to LPN Class over interact in St. Johnsbury March 15th on licensure and the nurse practice act. Met with Diane Kahn from the Health Care Authority and Laurie Welch from UVM regarding nursing statistics. Ms. Ristau stated the total number of complaints open have dropped to 97.
  - D. Budget. The Board has asked the chair, Brenda Smith, to send a letter to Susan Hollins inviting her to the Board's May Meeting to discuss the status of their budget.
  - E. Abandonment. The Board discussed the material on abandonment and approved the advisory opinion that will be mailed to all Nursing Home Administrators. John Chase will review the opinion prior to the mailing.

5. DISCIPLINARY (ZAMOS):

**NA37-0496** Moved by Marjorie Allard and seconded by Ruth Woodard to summarily suspend the license of Nancy Cross, Case File No. NA37-0496. **Passed**

**NU50-0396** Moved by Marjorie Allard and seconded by Effie Chamberlin to summarily suspend the license of Della M. Bascom, Case File No. NU50-0396, Della M. Bascom. **Passed**

**NA04-0495** Moved by Marjorie Allard and seconded by Cathy McGee to enter into deliberative session at 11:54 a.m., Case File No. NA04-0495, Ralph Sylvester. **Passed**

6. LICENSURE:

- A. Discussed Licensed Practical Nurses being employed as a Nursing Home Administrator. John Chase is to write documentation for renewal of a Licensed Practical Nurse working in the capacity as a Nursing Home Administrator.
- B. Discussed letter from The University of Vermont dated March 15, 1996 from Lorraine Welch and letter from H. Marie McGrath, PhD, RN, dated March 19, 1996 regarding NCLEX-RN Exam summary data for the year 1/95-12/95. Noted with no action taken.
- C. Moved by Marjorie Allard and seconded by Kim Keaton to send application for reactivation of Lapsed Nursing Assistant License for RF to an I-team. **Passed**

7. EDUCATION:

- A. Discussed proposed RN First Assistant Program, Vermont Technical College submitted by Patricia Menchini, MS, RN. Also present for this discussion were Sylvia Newbury of Mt. Ascutney Hospital and Susan Nichols from Gifford Hospital. The start up dates for the program are scheduled the first week in May and another in the fall. There will be two sessions a year.
- B. Annual Reports  
Approval of the annual reports for Norwich University ADN and BSN Program have been tabled until May.

8. DISCIPLINARY:

A. **NU05-0794** Moved by Ruth Woodard and seconded by Marjory Kerr to accept as written the Stipulation and Consent Order for Case File No. **NU05-0794**. **Passed**

B. **NU33-1295** Moved by Marjorie Allard and seconded by Ruth Woodard to accept as written Stipulation and Consent Order for Case File No. **NU33-1295**. **Passed**  
**Ingrid Brodin, Abstained**  
**Brenda Smith, Abstained**

C. **NU07-0795** Moved by Ruth Woodard and seconded by Marjorie Allard to accept as written Stipulation and Consent Order for Case File No. **NU07-0795**. **Passed**  
**Cathy McGee, Abstained**

Board of Nursing Minutes  
April 8, 1996  
PAGE 3

- C1.    **NU15-1291**      Moved by Marjorie Allard and seconded by Ruth Woodard to accept proposal to reinstate Virginia Malin-Buszta's nursing license, Case File No. NU15-1291.  
**Passed**
- C2.    **NU01-0793**      Moved by Marjorie Allard and seconded by Ingrid Brodin to conditionally accept the Stipulation and Consent Order as written pending receipt of an acceptable treatment plan for Hope George, Case File No. NU01-0793.  
**Passed**
- Moved by Marjorie Allard and seconded by Ingrid Brodin to enable the Investigating Team to review the treatment plan submitted for Hope George and give authorization to the Board Chair to sign the Stipulation and Consent Order upon acceptance of this treatment plan. ST. P.  
**Passed**
- E.     **NU19-0995**      Moved by Ruth Woodard and seconded by Ingrid Brodin to accept as written Report of Concluded Investigation for Case File No. NU19-0995.  
**Passed**
- F.     **NU02-0795**      Moved by Ingrid Brodin and seconded by Cathy McGee to accept as written Report of Concluded Investigation for Case File No. NU02-0795.  
**Passed**
- G.     **NU70-0695**      Moved by Ruth Woodard and seconded by Marjory Kerr to accept as written Report of Concluded Investigation for Case File No. NU70-0695.  
**Passed**
- H.     **NA13-0695**      Moved by Marjorie Allard and seconded by Ingrid Brodin to accept as written Report of Concluded Investigation for Case File No. NA13-0695.  
**Passed**
- I.     **NU25-0195**      Moved by Ruth Woodard and seconded by Marjorie Allard to accept as written Report of Concluded Investigation for Case File No. NU25-0195.  
**Passed**
- J.     **NU26-0195**      Moved by Ruth Woodard and seconded by Kim Keaton to accept as written Report of Concluded Investigation for Case File No. NU26-0195.  
**Passed**
- K.     **NU27-0195**      Moved by Ruth Woodard and seconded by Marjorie Allard to accept as written Report of Concluded Investigation for Case File No. NU27-0195.  
**Passed**
- L.     **NA16-1195**      Moved by Marjorie Allard and seconded by Cathy McGee to accept as written Report of Concluded Investigation for Case File No. NA16-1195. **Passed**
- M.     **APP-NA14-0296**      Moved by Ruth Woodard and seconded by Marjory Kerr to accept as written Report of Concluded Investigation for Case File No. APP-NA14-0296.  
**Passed**



- N.     **NA06-0595**     Moved by Marjorie Allard and seconded by Ingrid Brodin to accept as written Report of Concluded Investigation for Case File No. NA06-0595.

**Passed**

- O.     **APP-NA15-0296**     Moved by Ruth Woodard and seconded by Ingrid Brodin to accept as written Report Concluded Investigation for Case File No. APP-NA15-0296.

**Passed**

9.     OTHER:

- A.     Memo from Marcia Rachel of the National Council, dated March 29, 1996 regarding Nurse Practitioner Certification. Noted with no action taken.
- B.     National Council Newsletter dated March 8, 1996. Noted with no action taken.
- C.     National Council Newsletter dated March 22, 1996. Noted with no action taken.

9a.   PRACTICE QUESTION:

Discussed memo from Anne Squires dated March 21, 1996, question regarding Nursing Triage in the Office Setting. Anita Ristau to write a letter of response from the Board.

10.   **APP-NU05-0995**     Moved by Marjorie Allard and seconded by Marjory Kerr to deny application for licensure for Case File No. APP-NU05-0995, Dallett.

**Passed**

11.   Meeting adjourned at 3:30 p.m.

Respectfully Submitted,

Muriel Morse  
Staff Assistant



OFFICE OF THE SECRETARY OF STATE  
OFFICE OF PROFESSIONAL REGULATION  
VERMONT BOARD OF NURSING  
MINUTES  
May 13, 1996

1. The meeting was held May 13, 1996 at the General Services Building in Middlesex. The meeting was called to order at 9:06 a.m. by Brenda Smith, Chair. Members present were: Ingrid Brodin, Ruth Woodard, Margaret Luce, Catherine McGee, Marjorie Allard, Effie Chamberlin, Kim Keaton, Marjory Kerr. Others present were: Anita Ristau, Muriel Morse, Brenda Chamberlin, John Chase, Steve Kennedy, Diane Zamos, Eve Jacobs-Carnahan, Susan Hollins, Lorraine Impey, Jane Worley, Jane O'Donnell, Nancy Dupuis, Char Cutworth, Kirk Williams, Al Tremblay, Det. Joseph Pinio, Harley Brown, Esq., Sandra Thompson-Cormier.
2. Changes and additions to the agenda. Susan Hollins is scheduled to attend the Board meeting at 4:00 re Budget.
3. Moved by Ingrid Brodin and seconded by Ruth Woodard to approve minutes of April 8, 1996 as written.  
**Passed**
4. ADMINISTRATION:
  - A. Brenda Chamberlin, NAP Coordinator - Monthly Report. Brenda Chamberlin reported that there were a total of 4,755 LNA's at present and that there are currently 51 state approved education programs with new organizations presenting potential programs for Board approval. See Report Attached.
  - B. **Associates in Comprehensive Nursing Care, Inc., Brandon, VT**  
Moved by Ruth Woodard and seconded by Kim Keaton to approve the Associates in Comprehensive Nursing Care, Inc. proposal with the following conditions: 1) The locations for classroom instruction, skills demonstration and clinical experience are to be submitted for Board approval prior to commencing classes; and 2) The deletion of the medication component during the initial 75 hours of instruction. (Title 26, VSA, Chapter 28 prohibits the Board from approving this topic in the curriculum for nursing assistant education programs).  
**Passed**
  - C. **Birchwood Terrace Healthcare, Burlington; Burlington Health & Rehab Center, Burlington; Green Mountain Nursing Home, Colchester; Helen Porter Nursing Home, Middlebury; Starr Farm Nursing Center, Burlington**  
  
Moved by Marjorie Allard and seconded by Ruth Woodard to approve the education programs for Birchwood Terrace Healthcare, Burlington Health & Rehab Center, Green Mountain Nursing Home, Helen Porter Nursing Home, and Starr Farm Nursing Center for Licensed Nursing Assistants.  
**Passed**
  - D. Anita Ristau, Executive Director - Monthly Report. Ms. Ristau reported that Patty Burns has been hired as a Secretary C and is responsible primarily for licensing, examinations and LNA's. Report attached.
5. PRACTICE:
  - A. Marjory Kerr stated her concerns re LNA's. Ms. Kerr stated that several employees at her agency were concerned that PCA's had a greater scope of practice than a licensed LNA. Discussion ensued. The Board agreed that LNA's are permitted to work as PCA's without RN supervision but are not permitted to work independently as LNA's without RN supervision.

- B. Mr. Tremblay reported for the AdHoc Committee on Practice re Unlicensed Practice. The Committee discussed the use of UAP's and the concerns revolving around the use of UAP's providing care that is above and beyond their training and abilities. The Committee's recommendation to the Board based on previous Board advisories and position statements by the American Nurses Association, National Council of State Boards of Nursing, and Tri-Council for Nursing. "If deciding if a task or service is appropriate for a UAP, it is important to identify the task or service as one that would normally done by any individual. Appropriate intervention would include: eating, elimination, bathing, dressing and taking medicines. Appropriate nursing intervention would include those that would normally be taught to an individual that is stable or in a stable chronic state, with a predictable outcome for that intervention. The services covered by Medicaid under personal care services, and defined in Bulletin No. 95-27F meet the above stated criteria. The Medicaid policy clearly states that excluded services includes "nursing services that are beyond the scope and training of the personal care provider". Tasks or services being performed by a UAP are not determined by that individual but are assigned and/or delegated to be provided under specific circumstances and after proper assessment. These tasks or services are not transferable by the UAP to another care setting, for another person without proper assessment.
- C. Discussion regarding Psychiatric Clinical Specialists. Ms. Impey stated there were concerns from APRN's with Psychiatric Clinical Specialties that they are not being allowed to function without a collaborating physician which they felt was unfair. The question arose "why aren't other professions such as, mental health counselors, limited in their practice as APRN's are. The Board stated they had no authority over other professions. Ms. Impey, Anita Ristau, Dr. Mazuzan, and Kathleen Keleher will hold a meeting to discuss collaboration in necessary for Psychiatric Clinical Specialists and bring their recommendation to the full Board for review. This meeting is to take place May 16th.
- D. Letter dated April 5, 1996 from Nancy A. Worden of Stoughton House. Tabled until June meeting.

6. DISCIPLINARY:

- A. **NU40-0394** Moved by Brenda Smith and seconded by Ruth Woodard to accept request for change in Stipulation and Consent Order as written for Case File No. NU40-0394.  
**Passed**
- B. **NA10-0595** Moved by Ruth Woodard and seconded by Marjorie Allard to accept as written Stipulation and Consent Order for Case File No. NA10-0595.  
**Passed** *hancum rev.*
- C. **NU04-0893** ✓ Moved by Cathy McGee and seconded by Ruth Woodard to go into deliberative session at 10:18 a.m.  
**Passed**  
Action - Written Order will be issued by John Chase.
- D. **NU22-0195** Moved by Ingrid Brodin and seconded by Marjorie Allard to go into deliberative session at 11:20 a.m.  
**Passed**  
Action - Suspended
- E. **NU57-0496** Moved by Ingrid Brodin and seconded by Marjorie Allard to enter into deliberative session at 1:50 p.m.  
**Passed**  
Action - Summarily Suspended
- F. **NU09-0895** Moved by Ingrid Brodin and seconded by Kim Keaton to enter into deliberative session at 2:07 p.m. Stipulation and Consent Order rejected as written for Case File No. NU09-0895 due to lack of supervision.  
**Passed**

- G. **NU60-0695** Moved by Marjorie Allard and seconded by Marjory Kerr to accept as written Stipulation and Consent Order for Case File No. NU60-0695. **Passed** *Rich. sup.*
- H. **NU31-0493** Moved by Ingrid Brodin and seconded by Marjorie Allard to accept as written Request for Reinstatement of License for Case File No. NU31-0493. **Passed**
- I. **APP-NU01-0795** Moved by Ingrid Brodin and seconded by Ruth Brodin to deny Request for Withdrawal of application for licensure for Case File No. APP-NU01-0795, Norma Craven. **Passed**
- J. **APP-NU05-1194** Moved by Ruth Woodard and seconded by Effie Chamberlin to grant request of David Voegtle Request for Removal of Conditions and Reinstatement of License for Case File No. APP-NU05-1194. **Passed**
- K. **NA09-0995** Moved by Kim Keaton and seconded by Marjorie Allard to accept as written Report of Concluded Investigation for Case File No. NA09-0995. **Passed**
- L. **NU53-0496** Moved by Ruth Woodard and seconded by Kim Keaton to accept as written Report of Concluded Investigation for Case File No. NU53-0496. **Passed**
- M. **APP-NU06-0995** Moved by Marjorie Allard and seconded by Kim Keaton to deny the application for licensure for Case File No. APP-NU06-0995. **Passed**

7. **LICENSURE:**

- A. Discussed letter dated April 7, 1996 from Diane D'arcangelo regarding the licensure of a "doula." Moved by Ingrid Brodin and seconded by Cathy McGee that a license for practice as a "doula" is not required by the Board. **Passed**
- B. Moved by Ingrid Brodin and seconded by Kim Keaton to send KAC's application for licensure as a nursing assistant to an I-team. **Passed**
- C. Moved by Marjorie Allard and seconded by Ingrid Brodin to accept CO's application for licensure by Endorsement. **Passed**
- D. Moved by Ruth Woodard and seconded by Catherine McGee to deny application for renewal of license as an LPN until qualifications for renewal have been met. **Passed**
- E. Moved by Marjorie Allard and seconded by Kim Keaton to approve DM's Application for Registration and Licensure by Endorsement. **Passed**  
**Margaret Luce, Abstained**
- F. Moved by Marjorie Allard and seconded by Margaret Luce to send PSB's Application for Advanced Practice Registered Nurse to an I-team. **Passed**  
**Ingrid Brodin, Abstained**
- G. Moved by Ruth Woodard and seconded by Cathy McGee to send SM's Application for licensure as a Nursing Assistant to an I-team. **Passed**  
**Ingrid Brodin, Abstained**

8. **EDUCATION:**

- A. Survey Visit Recommendation - Norwich University Upper Division Baccalaureate Program. Tabled until June meeting.

- B. Annual Reports for Norwich University:
    - 1. Associates Degree Nursing Program. Tabled until June meeting.
    - 2. Upper Division Baccalaureate Nursing Program. Tabled until June meeting.
  - C. Surveyor Report of Site Visit to Southern Vermont College, Upper Division Baccalaureate Program.
9. OTHER:
- A. The Regan Report on Nursing Law dated March 1996, Vol. 36, No. 10. FYI.
  - B. National Council Newsletter dated April 19, 1996, Volume 16, Number 8. FYI.
  - C. The Regan Report on Nursing Law dated April 1996, Vol. 36, No. 11. FYI.
10. NCSBN:
- A. Memo from Lonna Burress, NCSBN, dated April 5, 1996. FYI.
11. Meeting adjourned at 5:10 p.m.

Respectfully Submitted,

Muriel Morse  
Staff Assistant



OFFICE OF THE SECRETARY OF STATE  
OFFICE OF PROFESSIONAL REGULATION  
VERMONT BOARD OF NURSING  
MINUTES  
June 10, 1996

1. The meeting was held June 10, 1996 at the General Services Building in Middlesex. The meeting was called to order at 9:02 a.m. by Brenda Smith, Chair. Members present were: Ingrid Brodin, Ruth Woodard, Margaret Luce, Marjorie Allard, Effie Chamberlin, Marjory Kerr, and Ray Phillips. Others present were: Muriel Morse, Brenda Chamberlin, John Chase, Reggie Bragg, Diane Zamos, Eve Jacobs-Carnahan, and Dennis Casey.
2. Moved by Marjorie Allard and seconded by Marjory Kerr to approve minutes of May 13, 1996 with corrections in spelling of names on Page 2, 5C, Dr. Mazuzan and Kathleen Keleher. **Passed**
3. ADMINISTRATION:
  - A. Brenda Chamberlin, NAP Coordinator - Monthly Report.  
  
Moved by Marjorie Allard and seconded by Ruth Woodard to approve the Orleans/Essex Visiting Nurse Association and Hospice, Inc. Education Program. **Passed**  
  
Moved by Marjorie Allard and seconded by Marjory Kerr to approve the Annual Reports for the programs listed in Brenda Chamberlin's attached report. **Passed**  
  
Moved by Marjorie Allard and seconded by Marjory Kerr to approved Biennial Surveys as listed on Page 3 of Brenda Chamberlin's attached report. **Passed**  
  
In reference to letter dated May 17, 1996 from Allyn Weimer, the Board asked that Ms. Weimer be invited to the July 8th, 1996 Board Meeting. The Board felt more information was needed before making a decision.  
  
See Report Attached.
  - B. Anita Ristau, Executive Director - Monthly Report. Ms. Ristau was absent. The board was astounded at the number of LNA complaints in comparison to the total licensee complaints. Report attached.
4. LICENSURE:
  - A. Moved by Marjorie Allard and seconded by Ingrid Brodin to allow MT to be licensed. **Passed**
  - B. NCLEX Examinee Evaluation Summary Report was noted with no action taken.
  - C. Passing standard revised for NCLEX-PN from NCSBN dated May 17, 1996 was noted with no action taken.
  - D. Moved by Ingrid Brodin and seconded by Ruth Woodard to approve BS for licensure by examination as a registered nurse. **Passed**
  - E. Moved by Marjorie Allard and seconded by Effie Chamberlin to approve renewal application for SC. **Passed**

- F. Moved by Ingrid Brodin and seconded by Marjorie Allard to require EK to take the NLN Comprehensive National Achievement Test and score 133 or above before being allowed to retake NCLEX-PN Exam for the third time. **Passed**

5. EDUCATION:

- A. Moved by Ruth Woodard and seconded by Marjorie Allard to accept recommendation given by surveyors for visit to Norwich University Upper Division Baccalaureate Program, with correction as follows on Page 11--first . to read "Establish a permanent..." **Passed**
- B. Annual Reports for Norwich University:
1. Associates Degree Nursing Program - Tabled until July meeting.
  2. Upper Division Baccalaureate Nursing Program - Tabled until July meeting.
- C. Letter from, Wendy LaFage, Southern Vermont College, dated June 4, 1996. Noted with no action taken.
- D. National Council Licensure Examination for Registered Nurses and LPN's was reviewed. The pass rate of first time candidates educated in Vermont and other member board jurisdictions was noted with no action taken.

7. PRACTICE:

- A. The Board reviewed the letter from Richard Fletcher received May 21, 1996 regarding the NCSBN's attempt to get all local state boards to administer core competency exams for all nurse practitioners and clinical nurse specialists. Tabled until July meeting.

8. DISCIPLINARY:

- A. **NA37-0496** Moved by Marjorie Allard and seconded by Ruth Woodard to accept Stipulation to Continue in Case File No. NA37-0496, Nancy Cross. **Passed** *sup.*
- B. **NU53-0595** Moved by Marjorie Allard and seconded by Ruth Woodard to grant State's Request for Entry of Default and Motion for Default Judgment for Case File No. NU53-0395, Chandler, Constance J. **Passed** *sup.*
- C. **NU37-0395** Moved by Ingrid Brodin and seconded by Marjorie Allard to enter deliberative session at 1:26 p.m. **Passed**
- State of Vermont's Request for Entry of Default and Motion for Default Judgment for Case File No. NU37-0395, Palmer, granted. *rev.*
- D. **NU63-0695** Moved by Marjorie Allard and seconded by Ruth Woodard to accept as written Stipulation & Consent Order for Case File No. NU63-0695, White, Mary Barbara. **Passed** *shp.*
- E. **NU05-0792** In Case File No. NU05-0792, Clark, Peter, The State's Opposition to Mr. Clark's Request for An Extension of Time and Specification of Charges for Violation of Consent Order. Tabled.
- F. **NU37-0593** In Case File No. NU37-0593, Chackel, Julia, The State's Opposition to Ms. Chackel's Request for Reinstatement of License. Tabled.

- G. **NU23-0592** Moved by Ingrid Brodin and seconded by Ruth Woodard to accept Request for Reinstatement of License for Adele Eichel. **Passed**
- H. **NA13-1095** Moved by Marjorie Allard and seconded by Ingrid Brodin, Case File No. NA13-1095, Hazeltine, to enter into deliberative session at 1:46 p.m. **Passed**  
**Ruth Woodard, Abstained**  
**Marjory Kerr, Abstained**

In Case File No. NA13-1095, Hazeltine, the Board's decision was to revoke Ms. Hazeltine's license.

- I. **NU23-0193** Moved by Marjorie Allard and seconded by Marjory Kerr to accept Request for Reinstatement of license for Case File No. NU23-0193, Laura Hopwood. **Passed**
- J. **NU27-0293** Moved by Ruth Woodard and seconded by Marjorie Allard to accept the I-team's recommendation to modify Consent Order of Holly Lewis as follows: shorten the length of the consent order to one and a quarter years of supervised practice, and shorten the required time period for urine screens and treating professional reports to one and a quarter years and granted Ms. Lewis petition for reinstatement/removal of all conditions on her license. **Passed**
- K. **NU09-C-0687** Moved by Ruth Woodard and seconded by Ingrid Brodin to accept as written the Stipulation and Consent Order regarding reinstatement of license for Case File No. NU09-C-0687, Fernand Crete.
- L. **APP-NU17-0296** Moved by Marjorie Allard and seconded by Marjory Kerr to accept the Stipulation and Consent Order for Case File No. APP-NU17-0296, Jane Clark. **Passed**
- M. **NU24-1095** Moved by Marjorie Allard and seconded by Ingrid Brodin to accept as written Report of Concluded Investigation for Case File No. NU24-1095, Bouvier. **Passed**

9. NCSBN:

- A. The Board as a whole completed the questionnaire from Long Range Planning Task Force dated May 17, 1996 re Objective Effectiveness to be returned to NCSBN by the Nursing Office.
- B. The Board discussed the Newsletter to the Member Boards, dated May 13, 1996, Volume 16, Number 9. Noted with no action taken.
- C. The Board reviewed the letter dated May 17, 1996 from Anne Wendt, PhD, RN, re NCLEX-RN item writers for the session July 24-28, 1996 in Princeton, NJ. No action taken.
- D. The Board reviewed the letter from the Northeast Region Nurse Practitioner Network dated May 16, 1996 re National Council for State Boards of Nursing's creation of a core competency examination or specialty examination for Nurse Practitioners at the Baltimore meeting August 5, 1996. Tabled until July meeting.
- E. Schedule of Events '96 Annual Meeting - August 5-10, 1996. The consensus of the Board was Marjorie Allard and Anita Ristau attend the 1996 Annual Meeting in August to be held in Baltimore. Kim Keaton will be asked to attend if there is financing for 3 people to attend.



- F. The Board reviewed the letter from Suzanne Germain, NP dated May 30, 1996 re opposition to core competency examination for nurse practitioners that is being proposed by the National Council of State Boards of Nursing. Tabled until July meeting.

10. OTHER:

- A. Reviewed the letter dated May 6, 1996 to Board Members from James Milne re legislation for 1997. No action taken.
- B. The Board took note of the Office of Professional Regulation, Director's Newsletter, dated Spring 1996. No action taken.
- C. The Board took note of the NCSBN Newsletter dated May 17, 1996, Volume 16, Number 10. No action taken.
- D. The Board took note of Senate Bill S.71. No. 171. An Act relating to Naturopathic Physicians; unprofessional conduct complaints and the release of such information to the Office of Professional Regulation. Chapter 79. Naturopathic Physicians. Section 7. Studies: Profession Regulation; Naturopathic Childbirth. Effie Chamberlin felt the Board should be following the status of this Bill.

11. Meeting adjourned at 2:30 p.m.

Respectfully Submitted,

Muriel Morse  
Staff Assistant



OFFICE OF THE SECRETARY OF STATE  
OFFICE OF PROFESSIONAL REGULATION  
VERMONT BOARD OF NURSING  
MINUTES  
July 8, 1996

1. The meeting was held July 8, 1996 at 133 State Street in Montpelier. The meeting was called to order at 9:12 a.m. by Brenda Smith, Chair. Members present were: Ingrid Brodin, Ruth Woodard, Marjorie Allard, Cathy McGee, Effie Chamberlin, Kim Keaton, and Ray Phillips. Others present were: Anita Ristau, Muriel Morse, John Chase, Diane Zamos, Eve Jacobs-Carnahan, and Nancy Worden.
2. Moved by Marjorie Allard and seconded by Kim Keaton to approve minutes of June 10, 1996 with corrections as noted.  
**Passed**
3. ADMINISTRATION:
  - A. Anita Ristau, Executive Director - Monthly Report. Susan Hollins approved two people for the NCSBN trip to Baltimore. June 14th was Brenda Chamberlin's last day. Report attached.
  - B. Election of Officers. Marjorie Allard presided.  
Moved by Ruth Woodard and seconded by Kim Keaton to elect the same slate of officers as the previous year. Brenda Smith as Chair, Ingrid Brodin as Vice-Chair and Cathy McGee as Secretary.  
**Passed**
  - C. Discussed Vermont Board of Nursing Goals for 1996-1997. Moved by Marjorie Allard and seconded by Cathy McGee to accept goals as discussed and agreed upon by the Board for 1996-1997. (attached)  
**Passed**
  - D. Allyn Weimer request tabled from June 8, 1996 regarding services she wishes to provide at Allyn Eldercare. Have not been able to get in touch with Ms. Weimer.
4. LICENSURE:
  - A. Moved by Marjorie Allard and seconded by Cathy McGee to approve Judith Blondin for licensure by examination as a Practical Nurse.  
**Passed**
  - B. Moved by Ruth Woodard and seconded by Kim Keaton to accept application denial letter for licensure as a nursing assistant for Robert A. Young as written.  
**Passed**
  - C. Moved by Marjorie Allard and seconded by Kim Keaton to refer application for licensure by endorsement as a nursing assistant for William Bell to the I-team with a recommendation for a conditioned license.  
**Passed**
  - D. Brenda Smith to write letter of response to letter from Linda Ellis from Norwich University dated June 27, 1996 re the NCLEX-RN exam results.
  - E. Moved by Ruth Woodard and seconded by Effie Chamberlin to approve application for licensure as a Nursing Assistant for Gene Strout.

5. EDUCATION:

- A. Annual Reports for Norwich University:
  - 1. Associates Degree Nursing Program--tabled from June meeting. Annual report was accepted with reservations. A letter is to be written to Norwich University stating the Board's concerns as listed: inadequate release time for Program Administrator; all faculty need to be licensed in the State of Vermont.
  - 2. Upper Division Baccalaureate Nursing Program--tabled from June meeting. Annual report was accepted with reservations. A letter is to be written stating the Board's concerns as listed: attrition data need to be acquired; as needed certification and/or endorsement for clinical specialists, faculty/student ratios.
- B. Moved by Ruth Woodard and seconded by Ingrid Brodin to approve Re-entry Program for North Country Hospital.
- C. Discussed telecommunications and viewed videos.

6. PRACTICE:

- A. Board presentation by Nancy Worden regarding Nursing Assistants in Level 3 Residential Care Facilities. Moved by Ingrid Brodin and seconded by Marjorie Allard to approve as presented Nursing Home Standards in Vermont Level III Residential Care Facilities. **Passed**
- B. Moved by Marjorie Allard and seconded by Cathy McGee to accept with corrections as noted Advisory Opinion for Assistive Personnel. **Passed**
- C. Discussed letters from Richard Fletcher, the Northeast Region Nurse Practitioner Network and Suzanne Germain regarding NCSBN's attempt to get all local state boards to administer core competency exams for all nurse practitioners and clinical nurse specialists--tabled from June meeting. Noted with no action taken. Board representatives will represent the Board at the NCSBN Baltimore Meeting in making this decision.
- D. Discussed letter dated June 10, 1996 from Elizabeth Maislen, BSN, ARNP regarding Nurse Practitioners in New Hampshire not being allowed to have prescriptions for Vermont patients be accepted at Vermont pharmacies. Letter sent to Pharmacy Board.
- E. Discussed letter dated June 30, 1996 from Anne T. O'Brien, BSN, MSA regarding LNA certification requirements. The Board asked that this letter be shared with the AdHoc Advisory Committee.
- F. Discussed Advisory Opinion regarding Practice Requirements for Licensed Practical Nurses Working as Nursing Home Administrators.

7. DISCIPLINARY:

- A. Moved by Marjorie Allard and seconded by Ingrid Brodin to go into deliberative session at 10:58 a.m. in regards to Case File No. NU39-0196, Steiner, Hanna, Stipulation and Consent Order.

**Passed**

**Effie Chamberlin Abstained**

**Kim Keaton Abstained**

The Board's decision was to accept the Stipulation and Consent Order as written for Case File No. NU39-0196, for Steiner, Hanna.

*sup*

- B. Moved by Cathy McGee and seconded by Ingrid Brodin to accept as written Stipulation and Consent Order for Case File No. APP-NU20-0693, for Peter LaRocque. **Passed**  
**Ruth Woodard Abstained**  
**Kim Keaton Abstained**
- C. Moved by Ingrid Brodin and seconded by Cathy McGee to accept as written Stipulation and Consent Order for Case File No. NU40-0394 for Karen Divis. **Passed**  
**Marjorie Allard Abstained**
- D. Moved by Marjorie Allard and seconded by Ingrid Brodin to accept as written Stipulation and Consent Order for Case File No. APP-NU18-0493 for Amy Ruggles. **Passed**  
**Ray Phillips Abstained**
- E. Moved by Ruth Woodard and seconded by Marjorie Allard to approve request for Removal of Conditions on license for John Adcox, Case File No. APP-NU03-0993. **Passed**
- F. **NA21-0196** Moved by Marjorie Allard and seconded by Kim Keaton to accept as written Report of Concluded Investigation for Case File No. NA21-0196. **Passed**
8. NCSBN:
- A. Memo dated June 21, 1996 from Jennifer Bosma re National League for Nursing Recognition Status. Noted with no action taken.
- B. NCSBN Newsletter dated June 14, 1996, Volume 16, Number 12. Noted with no action taken.
9. OTHER:
- A. The Regan Report on Nursing Law, Vol. 36, No. 12, May 1996. Noted with no action taken.
- B. American Nurses Association, News Release, dated June 12, 1996 regarding NP Certifying Organizations and NCSBN Reach Agreement on Regulation. Noted with no action taken.
10. Meeting adjourned at 2:30 p.m.

Respectfully Submitted,

Muriel Morse  
Staff Assistant



OFFICE OF THE SECRETARY OF STATE  
OFFICE OF PROFESSIONAL REGULATION  
VERMONT BOARD OF NURSING  
MINUTES  
August 12, 1996

1. The meeting was held August 12, 1996 at 133 State Street, in Montpelier. The meeting was called to order at 9:05 a.m. by Brenda Smith, Chair. Members present were: Ingrid Brodin, Ruth Woodard, Marjorie Allard, Kim Keaton, Marjory Kerr and Ray Phillips. Others present were: Anita Ristau, Muriel Morse, Sienna Walton, Diane Zamos, Harley Brown, Esq., Sandra Thompson-Cormier, Susan Bluto, Dr. Toby Sadkin, Marvin Langevin, and Rose-mary Mayhew. Telephone testimony was heard from: Lonnie Goodhue, Jill Hughes, Stewart Manchester and Sally Sweeney.
2. Moved by Marjorie Allard and seconded by Ruth Woodard to approve minutes of July 8, 1996 with correction to location of meeting. **Passed**
3. ADMINISTRATION:
  - A. Brenda Chamberlin - Monthly Report. Report attached.  
  
Moved by Ruth Woodard and seconded by Marjorie Allard to approve program reactivation of the Union House Nursing Home Program in Glover. **Passed**
  - B. Anita Ristau, Executive Director - Monthly Report. Anita gave a short synopsis of her trip to Baltimore, NCSBN Annual Meeting. Report attached. Anita also reported on the LNA Program for the month of August. Report attached.  
  
Moved by Ruth Woodard and seconded by Marjory Kerr to approve the surveys for Eden Park Nursing Home of Brattleboro and Linden Lodge Nursing Home. **Passed**
4. LICENSURE:
  - A. Moved by Marjorie Allard and seconded by Ruth Woodard to approve Application for Licensure as an RN by Endorsement for WJ. **Passed**
  - B. Moved by Marjorie Allard and seconded by Margaret Luce to approve Application for Licensure as an LPN for DH. **Passed**
  - C. Moved by Ruth Woodard and seconded by Margaret Luce to approve Application for Licensure by Examination as an LPN for GL. **Passed**
  - D. Moved by Marjorie Allard and seconded by Margaret Luce to send Application for Licensure as a Nursing Assistant for LK to an I-team. **Passed**
  - E. Moved by Marjorie Allard and seconded by Kim Keaton to send Application for Licensure by endorsement as a Nursing Assistant for WB to an I-team. **Passed**
5. DISCIPLINARY:
  - A. **NU29-0393** Stone, Sally, Moved by Marjorie Allard and seconded by Marjory Kerr to accept as written Stipulation & Modification of Consent Order for Sally Stone, Case File No. NU29-0393. **Passed** *swp*

- B. **NA22-0196** Moved by Marjorie Allard and seconded by Kim Keaton to enter into deliberative session at 10:03 a.m. **Passed**
- Russell, Ida May, Moved by Marjorie Allard and seconded by Ingrid Brodin to revoke LNA license of Russell, Ida May, Case File No. NA22-0196. **Passed** *Rev.*
- NU43-0296** Lawrence, Pamela - Moved by Marjorie Allard and seconded by Kim Keaton to enter into deliberative session at 9:50 a.m. **Passed**
- Moved by Marjorie Allard and seconded by Marjory Kerr to accept the recommendation of the State to revoke the license of Pamela Lawrence. **Passed** *Rev.*
- C. **NU09-0895** *from PSUM* Cormier, Sandra. Hearing. Results of the Hearing to be written by Sienna Walton. **Passed**
- D. **NU29-1195** Moved by Ruth Woodard and seconded by Kim Keaton to accept Report of Concluded Investigation as written for Case File No. NU29-1195. **Passed**
- E. **NU08-0896** Gosselin, Marlene - Moved by Marjorie Allard and seconded by Marjory Kerr to go into deliberative session. **Passed**
- Moved by Marjorie Allard and seconded by Marjory Kerr to summarily suspend the license of Marlene Gosselin, Case File No. NU08-0896. **Passed** *Susp.*
- F. **NU10-0588** Sylvain, Sherry, Request for Removal of some of the conditions on license. Tabled until September.
6. John Howland spoke to the Board re Brenda Chamberlin's position with the Vermont Board of Nursing. John Howland addressed the Board regarding the position for the coordinator of the Nursing Assistant Program. State Personnel has authorized the office to hire a temporary replacement until the position is reinstated.
7. OTHER:
- A. Noted with no action taken, letter from Sienna Walton dated July 8, 1996 to Virginia Beggs re Vermont pharmacists accepting prescription drug orders from authorized practitioners within the US and Canada.
- B. Noted with no action taken, National Council Newsletter to the Member Boards, Volume 16, Number 14, July 12, 1996.
- C. Letter was sent to Allyn Weimer in response to letter from Allyn Weimer regarding services outlined that they wish to provide for the elderly in their homes under the name of Allyn Eldercare.
- D. Schedule of Board Members for telephone contact. Tabled until September meeting.
8. NCSBN:
- A. Report was given by M. Allard and A. Ristau regarding NCSBN Meeting in Baltimore. Ristau.
9. Meeting adjourned at 4:30 p.m.

Respectfully Submitted,

Muriel Morse  
Staff Assistant



OFFICE OF THE SECRETARY OF STATE  
VERMONT BOARD OF NURSING  
MINUTES

September 9, 1996

1. The meeting was held September 9, 1996 at 133 State Street, Montpelier, VT. The meeting was called to order at 9:02 a.m. by Brenda Smith, Chair. Members present were: Ruth Woodard, Marjory Kerr, Effie Chamberlin, Cathy McGee, Raymond Phillips, Marjorie Allard, and Kim Keaton. Others present were: Anita Ristau, Muriel Morse, John Chase, Diane Zamos, Thomas Zarvis, Holly Lewis, Steve Kennedy and Merrill Cray.
2. Moved by Marjorie Allard and seconded by Marjory Kerr to accept the minutes of August 12, 1996 as written. **Passed**
3. **ADMINISTRATION:**
  - A. Nursing Assistant Program - Monthly Report given by Anita Ristau. Report attached. Moved by Ruth Woodard and seconded by Cathy McGee that the Board accept the recommendation made by the Executive Director of the Vermont Board of Nursing to continue approval of the program for Pleasant Manor Nursing Home and Rutland Area Visiting Nurse Association. **Passed**  
  
Moved by Ruth Woodard and seconded by Cathy McGee to accept the recommendation made by the Executive Director of the Vermont Board of Nursing to accept the program for Gifford Medical Center pending written report on recommendations made by the Executive Director. **Passed**
  - B. Anita Ristau's Executive Director's Report - Monthly Report attached.
  - C. Moved by Marjorie Allard and seconded by Kim Keaton to accept Chapter 4, Rule VIII Advanced Nursing Practice DRAFT of Administrative Rules. **Passed**
  - D. Discussed letter from Patricia L. Rickard dated August 9, 1996 re Practice Requirements for LPN. Moved by Ruth Woodard and seconded by Marjorie Allard that John Chase is to respond to Ms. Rickard's concerns stating her statements are legally correct, and spell out any ramifications that might be encountered. **Passed**
  - E. Discussed letter from Gretchen G. Steele dated August 23, 1996 re sitting for the NCLEX-RN Exam. Moved by Ruth Woodard and seconded by Cathy McGee to accept Ms. Ristau's recommendation that Ms. Steele take and successfully complete an extra five tests, prepared by Kaplan. **Passed**
  - F. Discussed letter dated August 26, 1996 from Maureen Bertrand re concerns re Level III facilities. Anita Ristau and Brenda Smith will be available to attend a discussion at a VHCA meeting.
  - G. Interpretation of Chapter 4, Rule VIII, Advanced Nursing Practice B. 4. a.
    1. Nurses who are in the process of fulfilling educational requirements may practice under the supervision of a preceptor.

The Board's interpretation is that all nurses enrolled in Advance Practice Nursing Programs in or out-of-state may practice under the supervision of a preceptor.

4. **LICENSURE:**

- A. Moved by Marjorie Allard and seconded by Kim Keaton to approve for licensure by examination for Jean Marie Riccio. **Passed**

5. **DISCIPLINARY:**

- A. **NU05-0792** Moved by Marjorie Allard and seconded by Effie Chamberlin to accept as written Stipulation and Consent Order for Case File No. NU05-0792, Clark, Peter. **Passed** *susp.*
- B. **NU64-0695** Moved by Ruth Woodard and seconded by Marjorie Allard to accept Stipulation and Consent Order for Case File No. NU64-0695, Baldasaro, Rosemary. **Passed** *Rev.*
- C. **NU09-0895** Moved by Marjorie Allard and seconded by Cathy McGee to enter into deliberative session at 9:47 a.m. Case No. NU09-0895, Cormier, Sandra *Thompson* **Passed**
- Board Counsel to write Board's decision and forward to the Board.
- D. **NU61-0695**  
**NU28-1095** Moved by Marjorie Allard and seconded by Ruth Woodard to enter into deliberative session at 1:52 p.m. Case File No. 61-0695 and NU28-1095, Rounds, Kelly, Default Hearing. Board Counsel to finalize Board's decision and forward to the Board. **Passed** *susp.*
- E. **NU65-0696** Moved by Marjorie Allard and seconded by Marjory Kerr to enter into deliberative session at 2:50 p.m. **Passed**
- The Board voted to Summarily Suspend the license of Zarvis, Thomas C. in Case File No. NU65-0696. *susp.*
- F. **NU47-0494** Moved by Effie Chamberlin and seconded by Marjory Kerr to accept recommendation of I-team to remove conditions from license of Wells, Lori, Case File No. NU47-0494. **Passed**
- G. **APP-NU15-0393** Moved by Marjorie Allard and seconded by Marjory Kerr to accept the recommendation of the I-team and remove conditions from license of Moyer, Michael, Case File No. APP-NU15-0393. **Passed**
- H. **NU64-0596** Moved by Kim Keaton and seconded by Ruth Woodard to accept Report of Concluded Investigation as written for Case File No. NU64-0596. **Passed**
- I. **NU15-0995** Moved by Effie Chamberlin and seconded by Marjory Kerr to accept as written Report of Concluded Investigation for Case File No. NU15-0995. **Passed**
- J. **APP-NA16-0296** Moved by Marjorie Allard and seconded by Ruth Woodard to accept recommendation to deny application of Broadwell, Jeff, Case File No. APP-NA16-0296. **Passed**



6. **OTHER:**

- A. Anita Ristau asked the Board to give the office a schedule of times each Board Member would be available for telephone contact. A list was circulated.
- B. Discussed Citizen Advocacy Center--1996 Annual Meeting Thursday-Saturday November 7-9, 1996. Cathy McGee and Raymond Phillips are to let the Board office know if they are interested in this meeting.
- C. FYI - The Regan Report on Nursing Law, Vol. 37, No. 1, June 1996. Noted no action taken.
- D. FYI - National Council of State Boards of Nursing, Inc., For Immediate Release, dated July 12, 1996. Noted with no action taken.
- E. FYI - National Council of State Boards of Nursing, Inc., For Immediate Release, dated August 16, 1996. Noted with no action taken.
- F. FYI - The Regan Report on Nursing Law, Vol. 37, No. 1, July 1996. Noted with no action taken.
- G. National Council Newsletter dated August 23, 1996, Volume 16 Number 17. Noted with no action taken.
- H. Discussed letter from National Council dated August 20, 1996 re Examination Committee completion of selecting NCLEX-PN item writers for the session October 23-27 in Atlanta, GA. Diane Stevens has been selected. The Board asked that a letter be mailed from the Board office congratulating Ms. Stevens.

7. Meeting adjourned.

Respectfully Submitted,

Muriel Morse  
Staff Assistant

Office of the Secretary of State  
Heritage Building, 81 River Street  
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Montpelier, VT 05609-1106

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James F. Milne  
Secretary of State

John Howland Jr.  
Deputy

OFFICE OF THE SECRETARY OF STATE  
VERMONT BOARD OF NURSING  
MINUTES  
September 16, 1996

1. The meeting was held September 16, 1996 at 133 State Street, Montpelier, VT. The meeting was called to order at 9:10 a.m. by John Chase, Legal Counsel. Members present were: Marjorie Allard, Effie Chamberlin, Cathy McGee, Raymond Phillips, Margaret Luce and Kim Keaton. Others present were: Anita Ristau, Muriel Morse, Barbara Thursby, Eve Jacobs-Carnahan, Janice Moore, Isaac Patch, Jean Kelsh, and Sharon Miller.
2. **APP-NA16-0296**      **Broadwell, Jeff**, Stipulation and Consent Order for Case File No. APP-NA16-0296. Moved by Marjorie Allard and seconded by Effie Chamberlin to accept as written Stipulation and Consent Order for Case File No. APP-NA16-0296, Broadwell, Jeffrey. **Passed**
3. **NU13-1293**      **Thursby, Barbara**, Hearing re Case File No. NU13-1293, Thursby, Barbara.
4. Moved by Marjorie Allard and seconded by Kim Keaton to enter into deliberative session at 1:15 p.m. **Passed**
5. Meeting adjourned.

Respectfully Submitted,

Muriel Morse  
Staff Assistant



OFFICE OF THE SECRETARY OF STATE  
VERMONT BOARD OF NURSING  
MINUTES

October 14, 1996

1. The meeting was held October 14, 1996 at 133 State Street, Montpelier, VT. The meeting was called to order at 9:06 a.m. by Brenda Smith, Chair. Members present were: Ruth Woodard, Effie Chamberlin, Ingrid Brodin, Raymond Phillips, Marjorie Allard, and Kim Keaton. Others present were: Anita Ristau, Muriel Morse, Sienna Walton, Diane Zamos, Bob Gagnon, Ron West, Julia Chackel, and Cynthia Taylor.
2. Moved by Marjorie Allard and seconded by Ruth Woodard to accept the minutes of September 9, 1996 and September 16, 1996 as written. **Passed**
3. **ADMINISTRATION:**
  - A. Nursing Assistant Program - Monthly Report given by Anita Ristau. Report attached. Moved by Ruth Woodard and seconded by Effie Chamberlin that the Board accept the recommendation made by the Executive Director of the Vermont Board of Nursing to continue approval of the program for Bennington Health and Rehabilitation and Weston Hadden Convalescent Center. **Passed**  
  
Moved by Marjorie Allard and seconded by Ingrid Brodin to accept the recommendation made by the Executive Director of the Vermont Board of Nursing to deny continuing approval of the program for Long Term Care Network, Carrollton, Texas. **Passed**
  - B. Anita Ristau's Executive Director's Report - Monthly Report attached.
  - C. Budget information was noted with no action taken. Dr. Hollins was not available to discuss budget at this time. **Passed**
4. **LICENSURE:**
  - A. Moved by Marjorie Allard and seconded by Kim Keaton to refer Application for Licensure by Examination as a Registered Nurse for RA to an I-team. **Passed**
  - B. NCLEX Examinee Evaluation state summary report for the period April 1, 1996-June 30, 1996 State Summary. Noted with no action taken.
  - C. Moved by Ingrid Brodin and seconded by Effie Chamberlin to accept application for licensure as a nursing assistant for Virginia Y. Pailley. **Passed**
  - D. Moved by Ruth Woodard and seconded by Kim Keaton to accept application for licensure as a nursing assistant for Stephyne J. Maynard. **Passed**
5. **EDUCATION:**
  - A. Moved by Marjorie Allard and seconded by Ingrid Brodin to accept new nursing assistant program with recommendations for Fletcher Allen Health Care. **Passed**
  - B. Moved by Ingrid Brodin and seconded by Marjorie Allard to accept recommendation made by the Executive Director and Margaret Luce to approve VTC--Provisional Approval--Step II Program. **Passed**

- C. Ms. Ristau explained to the Board that Annual Education Reports due October 15 need to be reviewed. A list of Board assignments was shared with the Board.

6. DISCIPLINARY:

- A. NU10-0588 Moved by Marjorie Allard and seconded by Ingrid Brodin to accept Stipulation and Consent Order for Sherry Sylvain, Case File No. NU10-0588. **Passed**
- B. NU08-0896 Moved by Ruth Woodard and seconded by Marjorie Allard to accept Stipulation and Consent Order for Marlene Gosselin, Case File No. NU08-0896. **Passed** *sup*
- C. NU37-0593 Reinstatement Hearing regarding Julia Chackel, Case File No. NU37-0593. The Board's recommendation to Ms. Chackel and the Attorney General's Office: both parties get together and work out a Stipulation and Consent Order within the next 180 days that would be agreeable to both parties. If that was not possible at that point (after the 180 days), the Board would make a decision based on the information that was presented at today's hearing.
- D. NU55-0595 Moved by Ruth Woodard and seconded by Marjorie Allard to accept as written Stipulation and Consent Order for Cynthia Taylor, Case File No. NU55-0595. **Passed**
- E. NU45-0296 Moved by Marjorie Allard and seconded by Kim Keaton to accept as written Stipulation and Consent Order for Deborah Sprague, Case File No. NU45-0296. **Passed** *Revoke*
- E. NA58-0696 and NA03-0896 Moved by Marjorie Allard and seconded by Ingrid Brodin to accept as written Report of Concluded Investigation for Case File No. NA58-0696 and NA03-0896. **Passed**
- F. NA07-0995 Moved by Marjorie Allard and seconded by Effie Chamberlin to accept as written Report of Concluded Investigation for Case File No. NA07-0995. **Passed**
- G. NU51-0396 Moved by Kim Keaton and seconded by Effie Chamberlin to accept as written Report of Concluded Investigation for Case File No. NU51-0396. **Passed**
- H. NU52-0396 Moved by Kim Keaton and seconded by Effie Chamberlin to accept as written Report of Concluded Investigation for Case File No. NU52-0396. **Passed**
- I. NA53-0596 Moved by Kim Keaton and seconded by Effie Chamberlin to accept as written Report of Concluded Investigation for Case File No. NA53-0596. **Passed**
- J. NA55-0696 Moved by Ruth Woodard and seconded by Ingrid Brodin to accept as written Report of Concluded Investigation for Case File No. NA55-0696. **Passed**
- K. NU49-0396 Moved by Effie Chamberlin and seconded by Ingrid Brodin to accept as written Report of Concluded Investigation for Case File No. NU49-0396. **Passed**
- L. NU39-0394 Moved by Marjorie Allard and seconded by Kim Keaton to accept as written modified Stipulation and Consent Order for Case File No. NU39-0394. **Passed**
- M. NA42-0596 Moved by Ruth Woodard and seconded by Effie Chamberlin to accept as written Report of Concluded Investigation for Case File No. NA55-0696. **Passed**

N. NU59-0596 Moved by Ruth Woodard and seconded by Ingrid Brodin to accept as written Report of Concluded Investigation for Case File No. NU59-0596. **Passed**

O. Ms. Morse gave report on follow-ups. Report attached.

7. OTHER:

- A. Letter from John Chase in response to Patricia L. Rickard's concerns dated September 26, 1996 re Practice Requirements for LPNs working as nursing home administrators - noted with no action taken.
- B. National Council Newsletter, Volume 16, Number 18, dated September 6, 1996, noted with no action taken.
- C. Vermont State Nurses' Association--1996 Resolutions--Discipline-Specific State Boards, noted with no action taken.
- D. Characteristics of Chemically Dependent Nurses Disciplined by the Vermont State Board of Nursing from July 1989 through October 1995. Research Project--Diane Probola, RN, BSN. Noted with no action taken.
- E. National Council Newsletter dated September 20, 1996, Volume 16, Number 19 noted, with no action taken.
- F. The Regan Report on Nursing Law, Volume 37, No. 4 dated September 1996, noted, with no action taken.
- G. Interboard Advisory Meeting scheduled for Thursday, November 7, 1996. Ms. Ristau stated that if the Board Members have any input for this meeting, please let their representative, Kim Keaton, know prior to the meeting.

8. Meeting adjourned.

Respectfully Submitted,

Muriel Morse  
Staff Assistant



OFFICE OF THE SECRETARY OF STATE  
VERMONT BOARD OF NURSING  
MINUTES

November 4, 1996

1. The meeting was held November 4, 1996 at 133 State Street, Montpelier, VT. The meeting was called to order at 9:12 a.m. by Brenda Smith, Chair. Members present were: Ruth Woodard, Effie Chamberlin, Raymond Phillips, Marjory Kerr, Cathy McGee, Margaret Luce and Kim Keaton. Others present were: Anita Ristau, Muriel Morse, John Chase, Diane Zamos, Bob Gagnon, and Ron West.

2. Moved by Ruth Woodard and seconded by Marjory Kerr to accept the minutes of October 14, 1996 as written. **Passed**

3. **ADMINISTRATION:**

- A. Nursing Assistant Program - Monthly Report given by Anita Ristau. Report attached. Moved by Ruth Woodard and seconded by Cathy McGee that the Board accept the recommendation made by the Executive Director of the Vermont Board of Nursing to continue approval of the program for Thompson House. **Passed**

Moved by Cathy McGee and seconded by Marjory Kerr to accept the recommendation made by the Executive Director of the Vermont Board of Nursing to give provisional approval with a January 1, 1997 deadline to fulfill recommendations made for the Nursing Assistant Program for Southeastern Vermont Career Education Center. **Passed**

- B. Anita Ristau's Executive Director's Report - Monthly Report attached.

5. **LICENSURE:**

- A. Discussed renewal and application forms and the disciplinary questions on application and renewals.

6. **EDUCATION:**

- A. Moved by Marjory Kerr and seconded by Cathy McGee to accept the annual report for Fletcher Allen Re-entry Program. **Passed**

- B. Moved by Ruth Woodard and seconded by Cathy McGee to accept the annual report for the North Dakota Re-entry Program. **Passed**

- C. Annual Report

- 1) Moved by Cathy McGee and seconded by Kim Keaton to approve the annual report for VTC - LPN Program. **Passed**

- 2) Moved by Ruth Woodard seconded by Kim Keaton to approve the annual report for the UVM - Baccalaureate Program. **Passed**

- 3) Moved by Effie Chamberlin and seconded by Cathy McGee to approve the annual report for Castleton State College - Associate Degree Program. **Passed**

- 4) Moved by Ruth Woodard and seconded by Cathy McGee to approve the annual report for the Southern Vermont College - Associate Degree Program. **Passed**

Moved by Ruth Woodard and seconded by Effie Chamberlin to approve the annual report for the Southern Vermont College - Baccalaureate Program. **Passed**

- 5) Norwich University - Associate Degree and Baccalaureate Program tabled.

7. **DISCIPLINARY:**

A. **NU50-0396**

Moved by Cathy McGee and seconded by Kim Keaton to enter into deliberative session at 9:20 a.m. re Case File No. NU50-0396, Bascom, Della.  
**Passed**

During deliberative session, the Board accepted the State's recommendation to revoke the license of Della Bascom.

B. **NA09-0595**

Moved by Ruth Woodard and seconded by Effie Chamberlin to accept Stipulation and Consent Order to revoke the license of Carol Patch, Case File No. NA09-0595.  
**Passed**

C. **NA37-0496**

Moved by Ruth Woodard and seconded by Cathy McGee to accept Stipulation and Consent Order as written to revoke the license of Nancy Cross, Case File No. NA37-0496.  
**Passed**

D. **NA11-0995**

Moved by Effie Chamberlin and seconded by Kim Keaton to enter into deliberative session at 10:38 a.m. for Case File No. NA11-0995, Strout, Rebecca.  
**Passed**

During deliberative session, the Board accepted the State's recommendation to reprimand Rebecca Strout.

E. **NU19-1096**

Moved by Ruth Woodard and seconded by Marjory Kerr to accept Stipulation and Consent Order to summarily suspend the license of Mark Friedl, Case File No. NU19-1096.  
**Passed**

F. **NA08-0595**

Moved by Ruth Woodard and seconded by Cathy McGee to enter into deliberative session for Case File No. NA08-0595, Brochu, Patricia M.  
**Passed**

During deliberative session, the Board accepted the State's recommendation to reprimand and condition the license of Patricia Brochu with additional conditions to not allow Ms. Brochu to work for visiting nurses or the nurse registry.

G. **APP-NU20-0596**

Myers, Susan P., Stipulation and Consent Order (Chase/Allard). Deleted from agenda.

H. **NU31-1293**

Moved by Ruth Woodard and seconded by Kim Keaton to accept Report of Concluded Investigation for Case File No. NU31-1293 as written. **Passed**

I. **NA01-0795**

Moved by Ruth Woodard and seconded by Cathy McGee to accept Report of Concluded Investigation for Case File No. NA01-0795 as written. **Passed**

J. **NA05-0795**

Moved by Effie Chamberlin and seconded by Ruth Woodard to accept Report of Concluded Investigation for Case File No. NA05-0795 as written. **Passed**

K. Follow-up Report given by Muriel Morse - copy attached.

L. **NU10-1093**

Moved by Ruth Woodard and seconded by Marjory Kerr to accept I-teams recommendation for reinstatement of licensure with no conditions/restrictions on license, Case File No. NU10-1093, Ryan-Macy, Anne.  
**Passed**

**Board of Nursing Minutes**

**November 4, 1996**

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**8. PRACTICE:**

- A. Discussed letter dated October 17, 1996 from Martha Chesley, Springfield Health & Rehab Center re LPN's administering IV medications. The Board recommended this request be submitted to the practice committee. The Board recommended a letter be sent in response to Ms. Chesley's letter of October 17, 1996 stating the board has submitted her letter to the practice committee for review; and that the Advisory Committee Opinion of 1989 be followed until further notice.

**9. OTHER:**

- A. Discussed National Council of State Boards of Nursing, Inc. Member Board NCLEX Review Request, scheduled for April 15-May 31, 1997. Kim Keaton will review the test items for LPN's and RN's.
- B. Noted with no action taken, NCC News Release "NCC to Require Graduate Preparation for Nurse Practitioner Certification," dated October 18, 1996.
- C. Noted with no action taken, letter dated October 23, 1996 to Robert L. Orleck from Sienna Walton re prescribing practice for nurse practitioners licensed by the New Hampshire Board.
- D. Discussed National Council Licensure Exam scores dated October 1, 1995-September 30, 1996. The Board requested a letter of congratulations be sent, along with a copy of the scores, to the schools with exceptional scores and a letter of concern be sent, with a copy of the scores, to schools with scores below the national norm.

**10. Meeting adjourned.**

Respectfully Submitted,

Muriel Morse  
Staff Assistant





OFFICE OF THE SECRETARY OF STATE  
VERMONT BOARD OF NURSING  
MINUTES

December 9, 1996

1. The meeting was held December 9, 1996 at 133 State Street, Montpelier, VT. The meeting was called to order at 9:03 a.m. by Brenda Smith, Chair. Members present were: Ruth Woodard, Marjorie Allard, Effie Chamberlin, Raymond Phillips, Marjory Kerr, Ingrid Brodin, Margaret Luce and Kim Keaton. Others present were: Anita Ristau, Muriel Morse, John Chase, Diane Zamos and Mae Conrad.
2. Moved by Margaret Luce and seconded by Ruth Woodard to accept the minutes of November 4, 1996 as written. **Passed**
3. **ADMINISTRATION:**
  - A. Nursing Assistant Program - Monthly Report given by Anita Ristau. Report attached. Moved by Ruth Woodard and seconded by Marjorie Allard that the Board accept the recommendation made by the Executive Director of the Vermont Board of Nursing to approve the program for Professional Nurses, Inc. and grant continual approval for Central VT-NH Valley Red Cross. **Passed**
  - B. Anita Ristau's Executive Director's Report - Monthly Report attached.
  - C. Budget--fee-limiting subfund balance distribution for June 1996. Noted with no action taken.
4. **LICENSURE:**
  - A. Discussed renewal and application forms and the disciplinary questions on application and renewals.
5. **EDUCATION:**
  - A. Moved by Ruth Woodard and seconded by Marjorie Allard to approve the annual report for Norwich University, Associate Degree Program pending receipt of concerns regarding faculty, psychiatric rotation and the submission of short range goals. **Passed**
  - B. Moved by Ruth Woodard and seconded by Kim Keaton to approve Norwich University, Upper Division Baccalaureate Program annual report pending receipt of short range goals. **Passed**
  - C. Moved by Margaret Luce and seconded by Kim Keaton to do an on-site survey of the Norwich University, Baccalaureate Degree Program following graduation of the 1st class of students. **Passed**
  - D. Moved by Ruth Woodard and seconded by Margaret Luce to approve the annual report for UVM's Master's Degree Program. **Passed**
6. **PRACTICE:**
  - A. Meeting with Vermont Health Care Association, Director of Nurses -- report given by B. Smith.
7. **LICENSURE:**
  - A. Moved by Marjorie Allard and seconded by Marjory Kerr to accept application for licensure as a nursing assistant for John Washburn. **Passed**
  - B. Moved by Ruth Woodard and seconded by Marjory Kerr to accept application for licensure by examination as a registered nurse for Diana Reagan. **Passed**
  - C. Moved by Ingrid Brodin and seconded by Kim Keaton to send request licensure by endorsement as an RN, application #C, to the I-team. **Passed**

8. **DISCIPLINARY:**

- A. **APP-NU01-0795** Moved by Marjorie Allard and seconded by Kim Keaton to go into deliberative session for Case File No. APP-NU01-0795 Craven, Norma.  
  
During deliberative session, the Board decided to reverse their first decision to deny Ms. Craven a license and issue her a license. **Passed**
- B. **NA35-0396** Moved by Ruth Woodard and seconded by Kim Keaton to enter into deliberative session for Case File No. NA35-0396 Conrad, Mae. **Passed**  
**B. Smith, Abstained**  
  
During deliberative session, the Board decided to revoke the license of Mae Conrad.
- C. **NA06-0896** Moved by Marjorie Allard and seconded by Marjory Kerr to accept as written Stipulation and Consent Order for Lucille Lahue for Case File No. NA06-0896. **Passed**
- D. **NU38-0196** Moved by Ruth Woodard and seconded by Marjory Kerr to accept as written Stipulation and Consent Order for Patricia Fisk for Case File No. NU38-0196. **Passed**
- E. **NU19-1096** Moved by Marjorie Allard and seconded by Ruth Woodard to accept as written Stipulation and Consent Order for Mark Friedl for Case File No. NU19-1096. **Passed**
- F. **NU36-0294** Moved by Marjorie Allard and seconded by Ruth Woodard to accept revision in Stipulation for Jeanne Barner, Case File No. NU36-0294. **Passed**
- G. **NA15-1096** Moved by Kim Keaton and seconded by Marjory Kerr to accept as written Report of Concluded Investigation for Case File No. NA15-1096. **Passed**
- H. **NA16-1096** Moved by Ingrid Brodin and seconded by Kim Keaton to accept as written Report of Concluded Investigation for Case File No. NA16-1096. **Passed**
- I. **NA03-0495** Moved by Ingrid Brodin and seconded by Kim Keaton to accept as written Report of Concluded Investigation for Case File No. NA03-0495. **Passed**
- J. Follow-up Report given by Muriel Morse.
- K. **NA15-1095** Moved by Marjorie Allard and seconded by Kim Keaton to accept as written Report of Concluded Investigation for Case File No. NA15-1095. **Passed**
- L. **NU16-0995** Moved by Margaret Luce and seconded by Marjory Kerr to accept as written Report of Concluded Investigation for Case File No. NU16-0995. **Passed**
- M. **NU12-1194** Moved by Ingrid Brodin and seconded by Marjory Kerr to accept as written Report of Concluded Investigation for Case File No. NU12-1194. **Passed**
- N. **NU19-1294** Moved by Ruth Woodard and seconded by Marjory Kerr to accept as written Report of Concluded Investigation for Case File No. NU19-1294. **Passed**

- O.     **NA12-0995**           Moved by Marjorie Allard and seconded by Kim Keaton to accept as written Report of Concluded Investigation for Case File No. NA12-0995.     **Passed**

9.     **OTHER:**

- A.     The Regan Report dated October 1996, Volume 37, No. 5. Noted with no action taken.
- B.     NCSBN, Multistate Regulation Concept, memo dated October 1996. Board responded to the questions asked by NCSBN.
- C.     AJN NEWSLINE, November 1996, Volume 96, No. 11. Noted with no action taken.

10.    Meeting adjourned.

Respectfully Submitted,

Muriel Morse  
Staff Assistant