

Part I – Agency Profile

Agency Overview

The Board of Nursing, established by the Idaho Legislature on March 9, 1911, is a self-governing regulatory agency charged to “safeguard the health, safety and welfare of the citizens of Idaho through regulation of nursing practice and nursing education”. Board membership is defined in statute (Idaho Code 54-1403) and includes one (1) advanced practice registered nurse; five (5) licensed professional/registered nurses; two (2) licensed practical nurses; and one (1) consumer. Board members are appointed by the Governor to serve 4-year terms, and may be reappointed to serve up to three consecutive terms. The nine-member Board meets quarterly to conduct business and annually elects from its membership a chairman and vice chairman who facilitate Board processes. Susan Odom, PhD, RN, Moscow is the current Board Chairman; Vicki Allen, RN, Pocatello is the Vice-Chairman. Other members include Whitney Hunter, Consumer, Boise; Jill Howell, RN, Jerome; Christopher Jenkins, RN, Homedale; Jan Moseley, RN, Coeur d’Alene; Carrie Nutsch, LPN, Jerome; Rebecca Reese, LPN, Coeur d’Alene; and Clayton Sanders, APRN, CRNA, Boise.

The Board employs Sandra Evans, MAEd, RN, Executive Director, to assist in accomplishment of their Mission and strategic goals, to implement Board actions, and to direct the day-to-day operations of the Board of Nursing. The executive director employs additional personnel necessary to administer provisions of the Nursing Practice Act and administrative rules of the Board, including three associate directors for practice and education, investigations and discipline, and alternative programs, a management assistant and six support staff.

Services provided by the Board include:

- Licensure of licensed practical nurses (LPN), registered nurses (RN) and advanced practice registered nurses (APRNs) by examination, interstate endorsement, reinstatement and biennial renewal; and certification and recertification of certified medication assistants (MA-C).
- Processing of fingerprint-based criminal background checks for initial and reinstatement licensure and certification applicants.
- Investigation of allegations of violation of the Nursing Practice Act and Administrative Rules of the Board.
- Disciplinary actions and alternatives to discipline against the licenses and certificates of those who are found to have violated provisions of the Act and administrative rules.
- Survey and approval of new and established educational programs preparing nurses and medication assistants for licensure and certification.
- Assessment of the continued competence of nurses and medication assistants credentialed in Idaho.
- Responses to requests for information related to credentialing, practice, education and governance.
- Management of outside contracts for related services and operations, including: contracts for monitoring nurses enrolled in the Program for Recovering Nurses; for historical and on-going reporting to the federal National Practitioner Data Bank (NPDB); maintenance of provisions of the Idaho Patient Freedom of Information Act (IDACARE); for use of the National Council Licensure Examination for Registered and Practical Nurses, the examination used by all of the United States and territories for initial nurse licensure; for legal counsel through the Attorney General’s office; and for licensure data sharing with the Departments of Labor and Health & Welfare.
- Administration of the Nurse Licensure Compact, adopted by the Idaho Legislature in 2001, which allows for mutual recognition of RN and LPN licensure between the 24 member states.
- Facilitation of activities of Board advisory committees and task forces.
- Financial support of nursing workforce development initiatives.

The Board of Nursing is supported entirely by dedicated fund revenue generated through licensure, certification, and related fees, receiving no monies from the state General Fund.

The office of the Board of Nursing is located in Boise, near the Capitol at 280 North 8th Street, Suite 210. Information about the Board is available on the Board’s website at www.ibn.idaho.gov.

Core Functions/Idaho Code

Idaho Code Title 54, Chapter 14 establishes the Idaho Board of Nursing and defines the powers and duties of the Board. Administrative rules, IDAPA 23.01.01, provide clarification of statutory provisions.

The Board is charged:

- 1) To regulate individuals designated as Certified Medication Assistants (Idaho Code 54-1404)
- 2) To license qualified persons for the practice of nursing in Idaho; to renew licenses; to limit, restrict, amend, deny, suspend or revoke licenses; and to accept the voluntary surrender of licenses (Idaho Code 54-1404)
- 3) To establish alternatives to formal disciplinary action including a practice remediation program to educate and remediate nurses as a result of nursing practice deficiencies. (Idaho Code 54-1404)
- 4) To establish standards, criteria, conditions and requirements for licensure; investigate and determine eligibility and qualifications for licensure; and administer examinations for licensure (Idaho Code 54-1404)
- 5) To review fingerprint-based criminal history reports in order to determine eligibility for initial and reinstatement certification and licensure (Idaho Code 54-1401 and 54-1406A)
- 6) To establish standards of conduct and practice and regulate the use of titles, abbreviations and designations for the practice of nursing (Idaho Code 54-1404)
- 7) To establish standards, criteria, and requirements for curricula for nursing education programs and evaluate, survey, review and approve nursing education programs (Idaho Code 54-1404)
- 8) To evaluate the continued competency of licensees and develop standards which will advance the competency of licensees (Idaho Code 54-1404)
- 9) To receive and collect fees for temporary and renewable licensure; administration of examinations; investigation of complaints and evaluation of applicants; duplication and verification of records; survey and evaluation of nursing education programs; and administrative fines for practicing nursing without benefit of licensure (Idaho Code 54-1404)
- 10) To maintain a record of Board proceedings, annually report to the Governor, and maintain a public register of all licensed nurses (Idaho Code 54-1404)
- 11) To enter into interstate compacts, contracts or agreements to facilitate nursing practice and regulation in Idaho (Idaho Code 54-1404)
- 12) To evaluate and develop, or enter into contracts/agreements with others to evaluate and develop, the education, distribution, and availability of the nursing workforce for the purpose of improving the delivery of quality health care. (Idaho Code 54-1404)
- 13) To make, adopt, and publish rules necessary to carry out the provisions of the statute (Idaho Code 54-1404)
- 14) To receive and manage 'Notices of Termination' (Idaho Code 37-117A)

Revenue and Expenditures

Revenue	FY 2011	FY 2012	FY 2013	FY 2014
State Regulatory Fund	\$1,097,664	\$1,370,405	\$1,149,248.84	\$1,558,947.14
Total	\$1,097,664	\$1,370,405	\$1,149,248.84	\$1,558,947.14
Expenditures	FY 2011	FY 2012	FY 2013	FY 2014
Personnel Costs	\$500,463	\$521,088	\$591,886	\$514,514
Operating Expenditures	\$417,166	\$452,449	\$430,296	\$599,990
Capital Outlay	\$13,735	\$19,790	\$2,039	\$6,527
Trustee/Benefit Payments	\$0	\$0	\$0	\$0
Total	\$931,364	\$993,327	\$1,024,221	\$1,121,031

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2011	FY 2012	FY 2013	FY 2014
Total Number Regulated	23,001	23,541	24,763	25,053
Licenses Issued/ Renewed /Denied	2,140/ 9,025 /1	3,725/ 12,053 /6	3,739/ 8,811 /0	3,877/ 13,715 /6
Complaints Received, Investigated	99	131	106	133
Nurses disciplined/Nurses Monitored	30/37	22/116	39/114	10/114
Programs Surveyed, Approved	27	29	31	16
Presentations, Publications	98	34	82	68
Cases Reported to Data Banks	29	31	122	24
Request for/Notices of Termination	1,076/4	1,117/10	1,200/4	1,023/1
Board & Committee Meetings	29	44	49	44
Outsource Contracts Managed	14	14	13	13
Licensee Competence Assessed	625	1,417	540	625
Criminal Reports Reviewed	2,110	2,270	2,344	2,322
APRN Certifying Organizations Approved	7	7	7	7

Part II – Performance Measures

Performance Measure	Benchmark
1. Qualified persons are licensed/certified	<ul style="list-style-type: none"> ▪ Participate in the NLC ▪ License by exam, endorsement, renewal, reinstatement, temporary licensure, limited licensure ▪ Assess continued competence ▪ Certify qualified MA-Cs ▪ Determine APRN licensure consistent with national standards
2. Standards of conduct and practice are determined and enforced	<ul style="list-style-type: none"> ▪ Administer PRN and PRP ▪ Investigate complaints/initiate discipline ▪ Monitor restricted practice ▪ Assess APRN peer review ▪ Determine root cause of errors
3. Standards for nursing education programs are determined and enforced	<ul style="list-style-type: none"> ▪ Review/approve new and continuing programs ▪ Review/approve short-term training programs ▪ Assess NCLEX pass rates ▪ Assess MA-C beginning competence
4. Accomplishment of Board Vision, Mission, Values through effective governance	<ul style="list-style-type: none"> ▪ Assess accomplishment of PRNAC and APRNAC missions ▪ Annual Board self-assessment of performance ▪ On-Going Board member development ▪ Board/staff participation in healthcare policy decision-making
5. Communication between the Board its colleagues, stakeholders and the public	<ul style="list-style-type: none"> ▪ Public access to licensure information ▪ Sanctions reported to national databases ▪ Public awareness of Board of Nursing Mission ▪ Collaboration with stakeholders ▪ Facilitation of the Idaho Coalition on Nursing (ICON)
6. Organization infrastructure supports the Board Mission, Vision, Values	<ul style="list-style-type: none"> ▪ Qualified personnel accomplish day-to-day functions ▪ Positive fund balance is maintained ▪ Staff development is supported ▪ Physical space supports Board Mission, Vision, Values ▪ Outside contracts & technical personnel support Mission, operations ▪ Regulatory data managed through a comprehensive, integrated electronic data management system

For More Information Contact

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GLOSSARY

APRN – Advanced Practice Registered Nurse
APRNAC - Advanced Practice Registered Nurse Advisory Committee
LPN – Licensed Practical Nurse
MA-C – Certified Medication Assistant
NCLEX – National Council Licensure Examination
NLC – Nurse Licensure Compact
NPDB – National Practitioner Data Banks
PRN – Program for Recovering Nurses
PRNAC – Program for Recovering Nurses Advisory Committee
PRP – Practice Remediation Program
RN – Licensed Registered Nurse