

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; Merrilee Stevenson, RN, Wendell; Christopher Jenkins, RN, Homedale; Jan Moseley, RN, Coeur d’Alene; Carrie Nutsch, LPN, Jerome; Rebecca Reese, LPN, Post Falls; 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 25 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 2012	FY 2013	FY 2014	FY 2015
State Regulatory Fund	\$1,370,405	\$1,149,248.84	\$1,558,947.14	\$1,197,887
Total	\$1,370,405	\$1,149,248.84	\$1,558,947.14	\$1,197,887
Expenditures	FY 2012	FY 2013	FY 2014	FY 2015
Personnel Costs	\$521,088	\$591,886	\$514,514	\$718,100
Operating Expenditures	\$452,449	\$430,296	\$599,990	\$615,100
Capital Outlay	\$19,790	\$2,039	\$6,527	\$28,900
Trustee/Benefit Payments	\$0	\$0	\$0	\$0
Total	\$993,327	\$1,024,221	\$1,121,031	\$1,362,100

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2012	FY 2013	FY 2014	FY 2015
Regulate LPNs, RNs, APRNs and MA-Cs: • Total number of licensees	23,542	24,764	25,054	26,877
Process applications for LPN, RN, APRN licensure: • Total number of licenses issued	15,778	12,550	17,592	13,085
Renew licenses every two years: • Total number of licenses renewed	12,053	8,811	13,715	10,217
Receive/maintain/report Notices of Termination resulting from misappropriation or adulteration of controlled substances: • Total number received/reported	1,117/10	1,200/4	1,023/1	1,117/2
Conduct investigations and initiate proceedings and accept the voluntary surrender of a license as necessary: • Total number of complaints received and investigated	131	106	138	160
Regulate nursing education and MA-C programs: • Total number of programs approved	27	28	28	28
Evaluate and develop or enter into contracts with others to evaluate and develop the education, distribution and availability of the nursing workforce: • Total dollars supporting workforce initiatives	NA	NA	\$92,840	\$100,000

Part II – Performance Measures

Performance Measure	FY 2012	FY 2013	FY 2014	FY 2015	Benchmark
1. Qualified persons licensed/certified to practice nursing/medication assistant in Idaho per to national Uniform Licensure Requirements <ul style="list-style-type: none"> ▪ Licenses Issued ▪ Competence Assessments Completed ▪ Fingerprint Reports Reviewed 	15,778	12,550	17,592	13,085	<ul style="list-style-type: none"> ▪ Qualified nurses/MA-C applicants licensed by exam, endorsement, renewal, reinstatement, temporary licensure, limited licensure ▪ Assess continued competence of licensees
	1,417	540	625	668	
	2,270	2,344	2,322	2,468	
2. Standards of conduct and practice are determined and enforced <ul style="list-style-type: none"> ▪ Complaints Received; Investigations Initiated ▪ License/PTP Disciplined ▪ Licensees enrolled in PRN/PTP ▪ Licenses Monitored 	131	106	138	160	<ul style="list-style-type: none"> ▪ Investigate complaints/initiate discipline ▪ Administer PRN and PRP (beginning FY2013) as alternatives to discipline ▪ Monitor restricted practice ▪ Assess APRN peer review participation ▪ Determine root cause of errors through TERCAP participation
	22	39	10	18	
	76/NA	88/0	73/1	71/3	
	116	114	114	90	

<p>3. Standards for nursing education programs are determined and enforced</p> <ul style="list-style-type: none"> ▪ Programs Surveyed ▪ Programs Approved ▪ ID/National NCLEX Pass Rate <ul style="list-style-type: none"> ○ LPN ○ RN 	<p style="text-align: center;">1 27</p> <p style="text-align: center;">95%/85% 91%/88%</p>	<p style="text-align: center;">0 28</p> <p style="text-align: center;">97%/84% 89%/90%</p>	<p style="text-align: center;">2 28</p> <p style="text-align: center;">96%/85% 88%/83%</p>	<p style="text-align: center;">3 28</p> <p style="text-align: center;">93%/82% 88%/82%</p>	<ul style="list-style-type: none"> ▪ Review/approve new and continuing nursing education programs ▪ Review/approve short-term training programs ▪ ID NCLEX pass rates exceed 80%
<p>4. Accomplishment of Board Vision, Mission, Values through effective governance</p> <ul style="list-style-type: none"> ▪ Board Meetings Held ▪ PRNAC/APRNAC Meetings Held ▪ Board Assessments Completed ▪ Board Development Activities 	<p style="text-align: center;">4 8 5 17</p>	<p style="text-align: center;">9 8 4 18</p>	<p style="text-align: center;">6 6 4 15</p>	<p style="text-align: center;">6 7 4 18</p>	<ul style="list-style-type: none"> ▪ Board/committee meetings held as required/needed ▪ 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 ▪ Support implementation of IOM recommendations
<p>5. Communication between the Board its colleagues, stakeholders and the public</p> <ul style="list-style-type: none"> ▪ NPDB Reports Submitted ▪ Stakeholder Collaboration Activities ▪ Negotiated Rulemaking Activities 	<p style="text-align: center;">37 114 0</p>	<p style="text-align: center;">39 106 0</p>	<p style="text-align: center;">10 120 2</p>	<p style="text-align: center;">18 114 4</p>	<ul style="list-style-type: none"> ▪ Public access to licensure information ▪ Sanctions reported to national database ▪ Collaboration with stakeholders ▪ Collection of national uniform licensure data elements
<p>6. Organization infrastructure supports the Board Mission, Vision, Values</p> <ul style="list-style-type: none"> ▪ FTE approved/filled ▪ Fund Balance % of annual operating ▪ External Contracts 	<p style="text-align: center;">10.5/9.0 200% 14</p>	<p style="text-align: center;">10.5/9.0 175% 13</p>	<p style="text-align: center;">11.0/9.0 202% 13</p>	<p style="text-align: center;">11/11 178% 15</p>	<ul style="list-style-type: none"> ▪ Qualified personnel accomplish day-to-day functions ▪ Positive fund balance maintained/supports ongoing operations ▪ Staff developments 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
ICON—Idaho Coalition on Nursing
LPN – Licensed Practical Nurse
MA-C – Certified Medication Assistant
NCLEX® – National Council Licensure Examination
NLC – Nurse Licensure Compact
NPDB – National Practitioner Data Bank
PRN – Program for Recovering Nurses
PRNAC – Program for Recovering Nurses Advisory Committee
PRP—Practice Remediation Program
PTP—Privilege to Practice
RN – Licensed Registered Nurse
TERCAP®—Taxonomy of Error and Root Cause Analysis of Practice