

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. Vicki Allen, RN, Pocatello is the current Board Chairman; Carrie Nutsch, LPN, Jerome, is the Vice-Chairman. Other members include Whitney Hunter, Consumer, Boise; Rebecca Reese, LPN, Post Falls; Jennifer, Hines-Jacobson, RN, Rathdrum; Jan Moseley, RN, Coeur d’Alene; Merrilee Stevenson, RN, Wendell; Renee Watson, RN, Boise; 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, two systems managers, 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 2013	FY 2014	FY 2015	FY 2016
State Regulatory Fund	\$1,149,248.84	\$1,558,947.14	\$1,197,887	\$1,687,947
Total	\$1,149,248.84	\$1,558,947.14	\$1,197,887	\$1,687,947
Expenditures	FY 2013	FY 2014	FY 2015	FY 2016
Personnel Costs	\$591,886	\$514,514	\$718,100	\$717,392
Operating Expenditures	\$430,296	\$599,990	\$615,100	\$547,488
Capital Outlay	\$2,039	\$6,527	\$28,900	\$3,373
Trustee/Benefit Payments	\$0	\$0	\$0	\$0
Total	\$1,024,221	\$1,121,031	\$1,362,100	\$1,268,253

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2013	FY 2014	FY 2015	FY 2016
Number of LPNs, RNs, APRNs and MA-Cs licensed in ID	24,764	25,054	26,877	25,014
Number of LPN, RN, APRN, MA-C licenses issued by examination, endorsement, reinstatement, renewal	21,361	31,307	23,302	23,367
Number of "Notices of Termination" and "Requests for Information" processed/managed per §37-117A Idaho Code	1,200	1,023	1,117	1,041
Number of complaints alleging violations received and investigated	106	138	160	171
Number of nursing and MA-C education programs approved	28	28	28	29
Board funds committed to nursing workforce development, distribution and analysis initiatives	NA ¹	\$92,840	\$100,000	\$100,000

¹Legislation authorizing use of dedicated funds enacted 7/13

Performance Highlights

During FY 2015 and 2016, Board of Nursing dedicated funds were provided as 'matching funds' to support a RWJF State Implementation Project 3 grant toward implementation of 3 of the 8 Institutes of Medicine (IOM) recommendations for the "Future of Nursing". As a result, Idaho has been recognized for outstanding progress toward accomplishment of the IOM initiative.

Part II – Performance Measures

Productivity Measures		FY 2013	FY 2014	FY 2015	FY 2016	Current Year
Goal 1						
License Qualified Applicants to Practice Nursing in Idaho; Enforce Standards of Nursing Practice and Conduct; Enforce Standards for Nursing Education Programs						
1. Qualified applicants licensed/certified to practice nursing/medication assisting in Idaho						
Initial, Reinstatement Licenses Issued	actual	100%	100%	100%	100%	-----
	benchmark	100% of applicants who meet established standards for initial LPN, RN, APRN, MA-C licensure by examination, endorsement, reinstatement are licensed				
Active Licenses Renewed on the Biennium	actual	100%	100%	100%	100%	-----
	benchmark	100% of applicants who meet established standards for LPN, RN, APRN, MA-C licensure by renewal are licensed				
Competence Assessments Completed	actual	100%	100%	100%	100%	-----
	benchmark	100% APRNs who meet practice, peer review, nat'l certification, CE criteria and LPNs, RNs who meet recent practice criteria are licensed				
Fingerprint Reports Reviewed-- Positive Reports Analyzed	actual	100%	100%	100%	100%	-----
	benchmark	100% of FP reports analyzed for risk to public safety prior to issuance of license; positive reports reviewed case-by-case for license eligibility				
2. Standards of conduct and practice enforced						
Complaints Received; Investigations Initiated	actual	100%	100%	100%	100%	-----
	benchmark	100% of written complaints alleging violations are investigated on priority basis per policy				

Productivity Measures		FY 2013	FY 2014	FY 2015	FY 2016	Current Year
Complaints timely resolved on a continuum of no action to suspension/revocation of license	actual	100%	100%	100%	100%	-----
	benchmark	100% of written complaints are reviewed/prioritized and investigations initiated within 72 hours of receipt				
Nurses with Substance Use/Mental Health Disorders Monitored for Compliance with Practice Restrictions	actual	100%	100%	100%	100%	-----
	benchmark	100% of nurses enrolled in the Program for Recovering Nurses (PRN) are monitored daily for compliance with terms and conditions of their contracts				
Nurses With Disciplinary License Restrictions Monitored for Compliance with Remediation Requirements	actual	100%	100%	100%	100%	-----
	benchmark	100% of nurses engaged in ordered remediation activities are monitored for compliance with terms and conditions				
3. Standards for nursing education programs are enforced						
Programs Surveyed	actual	100%	100%	100%	100%	-----
	benchmark	100% of nursing education programs are on-site surveyed for compliance with approval requirements or are nationally accredited by a recognized nursing accreditor				
Programs Approved	actual	100%	100%	100%	100%	-----
	benchmark	100% of approved programs are annually analyzed for continued compliance with established criteria				
ID LPN and RN Graduates Meet/Exceed the National Pass Rate for 1 st Time Test Takers on the NCLEX®	actual	LPN=97% RN=89%	LPN=96% RN=88%	LPN=93% RN=88%	LPN=93% RN=88%	-----
	benchmark	LPN=84% RN=90%	LPN=85% RN=83%	LPN=82% RN=82%	LPN=84% RN=85%	Not yet available
Goal 2						
Cultivate Governance Framework to Accomplish Board Vision, Mission, Goals						
4. Accomplishment of Board Vision, Mission, Values through effective governance						
Board Meetings Held	actual	9	6	6	5	-----
	benchmark	4	4	4	4	4
Advisory Committee Meetings Held	actual	8	6	7	6	-----
	benchmark	2-8	2-8	2-8	2-8	2-8
Board Performance Assessments Completed	actual	4	4	4	5	-----
	benchmark	1	1	1	1	1
5. Communication between the Board and its Colleagues, Stakeholders and Public						
National Practitioner Data Bank Reports Timely Submitted	actual	100%	100%	100%	100%	-----
	benchmark	100% reporting to NPDB within 10 days of disciplinary action taken and/or revisions to actions previously taken				
Stakeholder Collaboration Activities	actual	106	120	114	112	-----
	benchmark	50	50	50	50	50
Goal 3						
Organizational Infrastructure Support Mission, Vision, Values						
6. Organization infrastructure supports the Board Mission, Vision, Values						
FTE Approved/Filled	actual	9.0	9.0	11.0	11.0	-----
	benchmark	10.5	11.0	11.0	11.0	12.0

Productivity Measures		FY 2013	FY 2014	FY 2015	FY 2016	Current Year
Fund Balance % of Annual Operating	actual	175%	202%	178%	198%	-----
	benchmark	12 months operating maintained in dedicated fund balance per policy				
Use of External Contracts to Support Board Operations	actual	13	13	15	13	-----
	benchmark	13	13	15	13	13
7. Full Participation in the Nurse Licensure Compact (NLC)						
External and Self-Audits Determine Compliance with NLC Terms and Conditions	actual	NA ²	NA ²	NA ²	100%	-----
	benchmark	100% compliance with terms and conditions of participation in NLC				

²NLC Audit Instrument developed/available 10/2015

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

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