State of Ohio Board of Nursing

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Meeting Minutes
Advisory Group on Continuing Education (CE)
September 28, 2018

Members Present: Tahnee Andrew, Susan Copeland, Lisa Hachey, Deborah Hartzell, Susan Hatfield, Mary Beth Hughes, Jane Mahowald, Deborah Mulquin-Peterson, Terry Pope, Kelli Schweitzer, and Angela Thompson

Members Absent: Nancy McManus, Yolanda Munguia, and Deborah Shields

Call to Order
L. Robinson called the meeting to order at 10:00 a.m. and introductions were made.

Review of the Meeting Minutes
The March 23, 2018 meeting minutes were reviewed and approved by general consensus.

CE Broker
CE Broker is an electronic continuing education tracking company. Justin Mann and Marcia Mann provided a presentation. Their last presentation to the Advisory Group was October 2014. Highlights of their presentation included the following:

- The CE program can be set up as a voluntary or mandatory service to provide a paperless communication system between Board staff and CE providers. The Board can view CE data.
- CE Broker Is currently working with five Ohio license boards. The program Interfaces with Salesforce, and CE Broker can see any information that is publicly available (i.e.name issue and expiration date). The data is encrypted and secure. The program can be implemented within a month and has a fully trained customer support center.
- The system can send automated renewal reminders that include CE requirement details.
- There are three products for the licensee to select:
    - Basic Account – This is free and the most used. Licensee uses it for basic tasks such as uploading CE, reviewing history, and receiving renewal emails.
    - Professional Account – $29/year; in addition to the basic services, a licensee can review full CE transcripts and track heart cards.
    - Concierge Account – $99/year; in addition to the professional account, a licensee is assigned a personal account manager.
- A board can require that CE providers upload information about CE activities, or the licensee can self-report. Board staff have the responsibility for reviewing CE certificates. CE Broker provides "quality checks" but they do not review CE documents for an audit.

L. Robinson stated that licensees currently have the ability to upload CE documents through Ohio eLicense, and the Board sends out targeted renewal emails, including information about CE requirements, throughout the renewal cycle. L. Robinson reported that she talked with the Ohio Speech and Hearing Professionals Board (9,000 licensees) and the Ohio Chemical Dependency Board (11,000 licenses) who use CE Broker. A. Thompson stated she is using CE Broker for 2 other boards as a CE provider, and she finds it to be cumbersome and time consuming to enter all the CE programs. S. Copeland stated that duplicating information in two different systems is time consuming. Several Advisory Group members stated that many hospital systems have mechanisms in place to store employee CE and that many nurses maintain their own CE documentation. The Advisory Group noted that although CE Broker can warehouse CE documents, Board staff would still have the responsibility to review CE certificates, which is not a change from what is currently being done.

The Advisory Group agreed by general consensus not to recommend that the Board not use CE Broker at this time.

NCSBN CE Survey
Questions have been raised as to whether the Board should require CE for specific topics such as human trafficking, cultural competency, etc. as part of license renewal. L. Robinson conducted a survey of other states through the National Council of State Boards of Nursing to identify if CE is required for licensure maintenance, and if so, what topics are required. Forty-one out of 58 boards responded and 17 stated they have mandatory CE topics, such as opioids, suicide, bioterrorism, substance abuse, HIV/AIDS, sexual abuse, child and adult abuse reporting, etc.

The Advisory Group agreed that there are constant changes in societal conditions that bring a heightened awareness of certain topics.   The concern is that if a specific topic is required (other than the one hour of Ohio law and rules that is currently required for licensure maintenance), it will eventually lead to specific topics for all required contact hours.   The Advisory Group recommends that the Board not mandate CE for human trafficking, cultural competency and opioids at this time.

IV Therapy
The IV therapy module was offered by LPNAO and ONA, but LPNAO has dissolved their association, and ONA is no longer offering the module. Rule 4723-17-07(C) specifies that the Board may require, prior to approval, that the nurse successfully complete a continuing education activity that includes course content covering Chapter 4723. of the Revised Code, and the rules of the Board. Since the IV therapy module is not required, the information has been removed from the IV therapy application. The revised application will be forwarded to the OBN Approvers that approve or provide IV Therapy.

CE Inquiries/Evaluation Tools
A question was asked about whether a CE event could be retroactively approved, and the answer is that it could not be retroactively approved. M. B. Hughes asked if anyone had any policies related to Provider Units. D. Hartzell and J. Mahowald will forward the information to M. B. Hughes. Several Advisory Group members stated that they receive CE inquiries regarding the Ohio law and rules. L. Robinson asked the members to forward the inquiries to CE@nursing.ohio.gov and refer the caller to the CE FAQs on the Board website.

Approver and Provider Updates

T. Pope stated that ANCC continues to work in support of interprofessional education, and developed a national joint accreditation program that is growing. ANCC is working on a pilot for granting and awarding credit based on individual evidence-based practice, which is outcome driven.

Advisory Group Re-Appointments
L. Robinson reviewed the process for Advisory Group appointments, and thanked S. Copeland, N. McManus, T. Pope, and D. Shields for their participation.

Adjournment and Next Meeting
L. Robinson informed the Advisory Group that she is retiring September 30, 2018. She thanked the members for their contributions and accomplishments. Information about next year's meetings will be distributed at a later date. The meeting adjourned at 11:57 a.m.