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**Ninth Annual  
Convention**

**Book**

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**August 25-29  
1987**

**of**

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**Chicago Marriott  
Chicago, Illinois**

**Reports**

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The National Council's Communication and Convention Planning Committees are responsible for planning the Convention.

**Communications Committee**

Jean C. Caron, Maine, Chairperson  
Sandra Brown, Arkansas  
H. Jean Bruhn, Pennsylvania  
Leota Rolls, Nebraska

**Convention Program Planning Committee**

Carol Monteuffel, Wyoming, Chairperson  
Patricia Calico, Kentucky  
Mary McSherry, Rhode Island  
Garnette Thorne, West Virginia-RN

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7. A time keeper will signal when allotted time has expired.

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#### **ELECTIONS**

1. Election for officers and members of the Committee on Nominations shall be held Friday, August 28, 1987 at 7:00 AM.
2. If nominations are made from the floor, there shall be no seconding speeches.

Jean Caron, Chair, Maine, Area IV

Sandra Brown, Arkansas, Area III

# REPORT OF THE NOMINATING COMMITTEE

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## COMMITTEE MEMBERSHIP

The Nominating Committee membership remained as elected at the August 1986 Delegate Assembly. The Committee met once, in Chicago on February 20, 1987 and by conference call on May 28th. The names of the members and their areas of representation are:

Area I	Ann Petersen
Area II	Florence McGuire
Area III	Lula Finley
Area IV	Sylvia Edge, Chairperson

## COMMITTEE MEETINGS

At the February 20 meeting in Chicago, the Committee reviewed the sections of the By-laws and Standing Rules of the National Council concerning the Nominating Committee and the process of nomination. In compliance with Standing Rule IV the Committee developed Campaign Guidelines to be circulated to each nominee placed on the slate. The Committee decided that individuals nominated at the Delegate Assembly must submit a completed Candidate Information, Consent to Serve, and a signed Campaign Guidelines forms. Forms can be obtained prior to the Delegate Assembly from the Nominating Committee Chairperson. A copy of the Campaign Guidelines is enclosed with this report.

The Committee Chairperson had requested all Member Boards to submit names of qualified individuals to serve as officers of the National Council of State Boards of Nursing by February 19, 1987. The Committee received nominations or endorsements of 24 candidates from 28 jurisdictions. The nominees represented each area of the National Council as follows:

Area I	3
Area II	10
Area III	8
Area IV	3

Nominations or endorsements received by the time of the February 20 meeting were considered by the Committee. In the process of assembling a slate of nominees for two-year terms to the offices of Secretary, Treasurer, Area I Director, and Area III Director. The Committee further assembled a slate of nominees for the Committee on Nominations for a one-year term.

## BALLOT

The following ballot was developed and unanimously adopted by the Nominating Committee on February 20, 1987. The information about each candidate is organized as follows under the position the candidate is seeking.

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1. **Name, Jurisdiction, Area**
2. **Present Board Position**
3. **Present Employment**
4. **National Council Offices or Committees**
5. **Educational Preparation**
6. **Statement of Interest**

## SECRETARY

1. **Loquist, Renatta, South Carolina, Area III**
2. **Executive Director**
3. **South Carolina Board of Nursing**
4. **Director-at-Large, 1984 to 1986**  
**Exam Committee, 1983 to 1984**  
**Item Writer Consultant, 1982 to 1983**  
**Exam Committee, 1979 to 1981**
5. **University of South Carolina, Nursing Administration, M.N., 1982**  
**University of South Carolina, Nursing, B.S.N., 1967**
6. **It is indeed an honor to have my name placed in nomination for the office of Secretary of NCSBN. I have been a staff member of a Board of Nursing for 9 years and have previously served the Council in various appointed and elected positions for the past 8 years. I sense the unique and critical role the Council plays in the regulation of the nursing profession. I have an understanding of the Council's goals and objectives because of my participation on the Examination Committee and the Long Range Planning process as a previous NCSBN Board member. I believe the Council's top priorities should be to remain an organization dedicated to meeting the needs of its member boards in areas of test development, consultation on legal/disciplinary/competency issues and nursing education. I would assist the Council in achieving these goals by loyal participation in meetings and representation of the views of the member boards.**

1. **Manahan, Kathleen F., RN, Minnesota, Area II**
2. Board Member
3. Delegate, NCSBN, August, 1985  
Board representative to Area II meeting, Spring, 1985  
Board representative to Area II, Spring, 1987
4. University of Minnesota, Minneapolis, MN, Publ. Hlth. Nsg., MS, 1972 College of St. Teresa, Winona, MN, Nsg., B.S.N., 1965
5. As a member of the Minnesota Board of Nursing and as its President in 1985 and 1986, I have had the opportunity to participate in all matters related to NCSBN that came to the attention of the Board. Some examples are serving on the committees which gave priority ranking to the NCSBN goals and objectives recommending nominations for item writers and content experts for NCLEX, and proposing resolutions for consideration by the Delegate Assembly.

In the early stage of development, the priority of NCSBN has naturally been the licensing examination. The Council is now entering a phase where it is crucial to develop relationships with Boards of Nursing which balance states rights with functions at a national level which can enhance the functioning of the Boards. Some activities that would be helpful include educational programs for Boards on regulatory issues, particularly in the area of discipline; research in areas such as licensure; and continuation of the disciplinary data bank. It is crucial at this time to convert our dreams for the future into realistic, manageable steps which foster the stability of the organization as it grows.

## TREASURER

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1. **Dorsey, Donna, Maryland, Area**
2. **Board Staff, Executive Director**
3. **Treasurer, 1986 to 1987**  
**By laws Committee, 1984 to 1986**
4. **University of Maryland, Community Health Nursing & Nursing, M.S., August, 1975**  
**East Carolina University, Nursing, B.S.N., June, 1967**
5. **The issues facing the National Council of State Boards of Nursing require creative leadership approaches to meet member needs. New revenue sources must be identified that will meet goals without placing an undue burden on members boards. There continues to be a need for further development of a fiscal plan which reflects the rapid development of the organization. The Treasurer must assume the leadership in fiscal planning and monitoring to assure fiscal stability. I have functioned as Treasurer in other organizations and bring that experience to the Council. I want to continue the activity started by serving a full term as Treasurer.**

1. **Malasanos, Lois J., Florida, Area III**
2. **Board Member**
3. **None**
4. **University of Texas, B.S.N.**  
**University of Iowa, B.A. in General Science, 1945-48**  
**University of Chicago, Nursing Education, 1949-52**  
**M.A.N. Ed., 1957-59; Clinical Specialist, Med-Surg**  
**University of Illinois Medical Center, Physiology -**  
**Ph.D., 1969-73**

5. The opportunity to learn finance and accounting, negotiation of contracts and proposal preparation has been provided this candidate both in the classroom and through practical experience. The candidate has been in administrative positions since 1973. The budget administered since 1980 has exceeded \$2 1/2 million. In addition the candidate is principal investigator of several federally funded grants. Issues of high priority to the organization include implementation of a valid and reliable national testing program for professional and technical nurses. The test must evolve as the nursing profession changes. The NCSBN could readily develop a data base for licensed nurses. The potential for research regarding offenses against nurse practice acts is great. Data yielded from such studies might serve in the development of preventive programs. Constant evaluation of procedures could lead to cost effective procedures for the National Council.

#### **AREA I DIRECTOR**

1. **Twigg, Nancy**, New Mexico, Area I
2. Executive Director
3. NCSBN Bylaws Committee, 1984 through 1988
4. University of Arizona, Nursing, M.S.N., 1979  
University of Arizona, Nursing, B.S.N., 1972  
Clark County and Community Hospital School of Nursing (formerly Springfield City Hospital School of Nursing), Nursing, diploma, 1964
5. It is a pleasure and honor to be considered for the Area I Director of the National Council of State Boards of Nursing. The opportunities in which I have had to serve various nursing organizations as an elected officer and committee chairman have given me the knowledge and skills necessary to provide leadership in Area I and to represent member boards nationally.



If elected, I will facilitate the achievement of the Council's goals and objectives through communication and education of the Council's mission to member boards, the nursing community and the public.

1. **Burress, Lonna, Nevada, Area I**
2. **Executive Director**
3. **None**
4. **Orvis School of Nursing, Nursing, B.S.N., 1976  
University of Nevada-Reno, M.S.N. in progress**
5. **National Council of State Boards of Nursing has gained recognition for its unique role and contributions as a national organization in the last nine years. This is due to the capability resourcefulness of the organization, and the leadership and imagination of the members. With the focus on the future, I believe the primary priorities for the Council should be:**
  - o **Continued provision of legally and psychometrically sound licensing examinations.**
  - o **Implementation of the proactive long range plan which ensures financial stability and clear direction in organizational planning.**
  - o **Continued emphasis on member board needs.**

I would welcome the opportunity to serve the Council and its constituents.

#### **AREA III DIRECTOR**

1. **Hutcherson, Carolyn, R.N., M.S., Georgia, Area III**
2. **Executive Director**
3. **Executive Directors Conference Group Facilitator, August, 1984 - August, 1986  
Committee for Special Projects (CAT), January, 1987 - Present**
4. **University of Southern Mississippi, Nursing, MS, 1978  
Mississippi College, Nursing, B.S.N., 1977  
Gilfoy School of Nursing, Nursing, Diploma, 1965**

5. In a time of unprecedented focus on health related issues, the National Council of State Boards of Nursing and Member Boards play a vital role in the regulation of nursing. Decisions about licensure requirements, educational standards, disciplinary activities and continuing competency have direct impact on the consumer of nursing care. Area member boards often share similar challenges and dilemmas and contact each other for assistance in problem solving. I believe that my background, interests and experience would enable me to facilitate the information exchange between Area III Member Boards and the National Council State Boards of Nursing.
  
1. **Ritter, Judie K., Florida, Area III**
2. Executive Director
3. No officers or committees, however, co-sponsored a national workshop on Continuing Competence with the NCSBN, hosted by the Florida Board of Nursing in Orlando, Florida (March 26 & 27, 1984); served as Alternate Delegate to 1985 convention in Chicago; Delegate to 1986 NCSBN Convention in Williamsburg.
4. University of Florida, Nursing, Ph.D., 1986 to Present  
Boston University School of Nursing, Doctoral Work, Completed half of Course Work, D.N. Sc., 1979  
Ohio State University, Nursing Education, Masters, 1969, Duke University, Nursing, B.S.N., 1968
5. The NCSBN has the vital mission of influencing health care policies affecting public health and safety. My background includes thirteen years experience as professional staff in a regulatory agency. This gives me a unique perspective in dealing with NCSBN concerns.

Priority issues include:

- (a) Ensuring that our licensing examination is as current, valid, and reliable as possible.
- (b) Responding to individual states' needs as they relate to the mission of the Council and ensuring response to their expressed concerns.
- (c) Expanding our communication network to increase the speed and accuracy of information sharing.

It would be a privilege for me to serve the NCSBN.

## COMMITTEE ON NOMINATIONS

### AREA I

1. **Petersen, Ann, Utah, Area I**
2. **Executive Secretary and Nurse Consultant**
3. **Director Area I, 1979 to 1981**  
**Director At Large 1982, Vice President, 1982 to 1984**  
**Test Service Eval. Committee, 1985-1986**  
**Nominating Committee, 1986-1987**
4. **University of Utah, Nursing, M.S., C.N.M., 1967**  
**University of Utah, Nursing, B.S., C.N.M., 1962**  
**Holy Cross Hospital School of Nursing, Nursing, Diploma, 1960**
5. **I am interested in serving on the Committee on Nominations for a second term. My previous experiences on both the Board of Directors and on Committees provides perspective on the need for well qualified candidates. It is critical to encourage the submission of a broad representation of individuals that can bring a variety of expertise and experiences to their position on the Board of Directors. I have been involved in Council activities for almost ten years and feel my experiences will provide me with the information and judgement needed to select excellent candidates for Board positions.**

1. **Hinchey, Gwen, California, Area I**
2. **President, California Board of Vocational Nurse and Psychiatric Technician Examiners**
3. **Board Representative, Area I Meeting, March 1987**
4. **University of San Francisco, M.A. 1983**  
**California State University at Sacramento, BS, 1977**  
**Fresno County General Hospital, School of Nursing, Diploma, 1950**
5. **I would like to actively participate on the Committee on Nominations.**

**I possess the vision, objectivity, motivation, leadership and assessment abilities to critically review and analyze the qualifications of individuals who wish to provide leadership for the National Council of State Boards of Nursing.**

**The impact of high technology, diagnostic related groups, and the Graying of America is having and will continue to have far reaching effects on health care delivery systems and all health professionals.**

**My experience and knowledge of current and future nursing trends and practices will enhance my ability to identify qualified individuals who can address the issues and meet the challenges necessary for the continued success and credibility of the National Council of State Boards of Nursing.**

## AREA II

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1. **Trimbo, Laura L., L.P.N., Minnesota, Area II**
2. Board Member
3. Delegate, NCSBN, 1985
4. Rochester School of Practical Nursing, Practical Nursing, 1966
5. The ballot of the National Council should reflect the diversity as well as the similarities within and among the Member Boards. I will seek to prepare as balanced a ballot as possible.

1. **Loversidge, Jacqueline M., R.N., M.S., Ohio, Area II**
2. Assistant Executive Secretary
3. Committee for Special Projects, 1/87 - Present
4. Wright State University, Nursing, M.S., 12/85  
Ohio University, Nursing, B.S.N., 6/82  
Muhlenberg Hospital School of Nursing, Nursing, Diploma, 6/73
5. I have 14 years worth of experience in practice, management and education, and have been a board staff member since January, 1986. Although I am a relative newcomer to the Council, I have become acquainted quickly with both the organization and its members, and serve as a member of the Committee on Special Projects.

In nursing management, one must learn to objectively evaluate job applicants. I hope that I would be able to use those skills by participating in preparing a slate of the most qualified, committed candidates who have clear priorities in mind.

**AREA III**

1. **Calico, Patricia A.,** Kentucky, Area III
2. Board Member, D.N.S., R.N.
3. Member, Convention Planning Committee, 1986-1988  
Delegate Representative, 1987  
Alternate Delegate, 1985 and 1986  
Delegate Representative, 1983
4. Indiana University, Nurs. Admin., D.N.S., 6/86  
Wright State University, Counseling, M.A., 1979  
Boston University, Rehabilitation Nursing, C.A.G.C.,  
1970  
University of Maryland, Med/Surg Nurs., M.S., 1968  
University of Kentucky, Nursing, B.S.N., 1965
5. The Nominating Committee provides an essential role in enhancing the well-being of the NCSBN. An excellent candidate slate assures that the Council's work will be professionally conducted. Whatever election decisions are made by the Delegate Assembly. My involvement with the NCSBN since 1981 as a Board Member, Delegate, and Committee Member provides a perspective of the NCSBN and it's membership necessary for the candidate selection role. I have served as a Kentucky League for Nursing and a Kentucky Nurses Association Nominating Committee member, and I would be pleased to further serve the NCSBN as a Nominating Committee member.

1. **Jackson, Mary Elizabeth,** Texas, Area III
2. Board Member President
3. None at this time.
4. The University of Texas, Austin, Textile Sc., B.S.,  
Jan. 1974, Bastrop High School  
I am presently working on a masters degree from the University of Texas, Tyler, and I have taken graduate work from the following institutions of higher education: University of Texas, Austin; Southwestern Oklahoma State University; and University of Oklahoma.

5. As a member of the RN Board of Nurse Examiners for the State of Texas for 4 years, I have during this time gained a strong working knowledge of the problems and concerns of both the professional nurse working in the field and the regulatory boards of this profession. I believe that a consumer member on the nominating committee could bring a different perspective to the selection process that this committee accomplishes. Through my committee work on other boards, I feel that I have the necessary skills to facilitate the selection of leaders for the NCSBN in a very positive manner.

#### AREA IV

1. **Brodeur, Constance, M.Ed., RN, New Hampshire, Area IV**
2. **Member**
3. **None**
4. **Rivier College, Education, M.Ed., 1978**  
**Boston College, Nursing, BSN, 1955**
5. As a member of the National Council of State Boards of Nursing, Inc., I will actively seek the individuals who are professionally current, and knowledgeable creative leaders in both nursing practice and education to implement the mission of the Council which is to promote the public welfare through effective and safe nursing practice. Over a period of 25 years I have been an active participant in the New Hampshire Nurses Association and the National League for Nursing. I have willingly accepted leadership positions in both organizations. My current involvement as a member of the New Hampshire Board of Nursing has broadened my vision and further impacted upon me the importance of the value of committed leadership within the National Council.

It is my belief that the mission of the Council will be achieved through the efforts of individuals who have the foresight and commitment to implement collaborative strategies between nursing practice and nursing education in pursuit of the public welfare.

1. **Seymour, Rosalee J.**, Delaware, Area IV
2. **Executive Director**
3. **Chairperson-Election Committee, August, 1986 Convention**
4. **University of Delaware/Newark, Delaware, Doctoral student - Educational Administration and Leadership**  
**University of Delaware/Newark, Delaware, Master of Science Degree - (earned), 1980**  
**West Chester University/West Chester, Pennsylvania, Bachelor of Science Degree - Education (earned), 1971**  
**Hahnemann Hospital School of Nursing/Philadelphia, Pennsylvania, Diploma (earned), 1964**
5. **I am a leader and a seeker and finder of both career and personal growth experiences.**

I can offer a Nominating Committee my patience, evaluative skills, time and energy. I can also offer my sense of humor. Each of these qualities and skills will facilitate achievement of the goals and objectives of the Council particularly if they are coupled with an enthusiastic willingness to learn more about those goals and objectives through the vehicle of committee participation.

Top priority issues for the Council for the next five years should be computerized testing, close monitoring of industrial take over of health services and the impact of that on the organization and nursing and economic solvency.



## CAMPAIGN PROCEDURES

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**Introduction:** The Committee on Nominations was directed by the 1986 Delegate Assembly to prepare electioneering guidelines for distribution to candidates for Officer or Committee on Nominations positions. Attached are the Campaign Procedures that have been developed for use by candidates seeking these positions.

The Campaign Procedures are based on the belief that candidates will design and conduct a campaign in an honest and ethical manner with due consideration for the rights and privileges of fellow candidates. The Campaign Procedures are not designed to encourage campaign activities, but to outline reasonable and equal limits to the usual activities that are a part of an electioneering process.

**Purpose:** The Campaign Procedures were developed to accomplish the following:

- assist candidates running for Officer or Committee on Nominations positions in designing a campaign effort that speaks to their personal qualifications, goals and objectives, and stands on issues for the office sought; and
- provide delegates with the information needed to use in selecting candidates to serve as Officers and Committee on Nominations members for the National Council.

The implementation of a campaign for candidates is expected to be conducted in a cost-efficient manner with consideration for the rights and privileges of fellow candidates.

## CAMPAIGN PROCEDURES

Candidates for Officer or Committee on Nominations Positions of the National Council shall comply with the following procedures when campaigning for election:

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A. Once the Slate has been officially announced, the candidates for Office or the Committee on Nominations may:

1. Organize a campaign strategy and appoint a campaign chairperson
2. Notify National Council of campaign chairperson
3. Prepare and circulate campaign material to Member Boards prior to Convention
4. Solicit Member Board support

The candidates for Office or the Committee on Nominations may:

1. Distribute campaign badges or materials at Convention after the first business session.
2. Prepare for display at Convention no more than two campaign posters/banners. The posters/banners will be displayed in a designated area according to the rules of the Convention center. (This information will be provided candidates no later than 45 days prior to Convention on a year by year basis.)
3. Schedule and host any campaign function not in time conflict with the schedule of the Convention center. Cost of any such function will be the responsibility of the candidate(s) and will be dependent on availability of the Convention Hotel to comply with the function request. Campaign functions must be pre-arranged with the National Council's Convention Manager.
4. Distribute campaign materials and solicit votes EXCEPT DURING BUSINESS SESSIONS OF THE CONVENTION.

**NO BADGES, CAMPAIGN MATERIAL OR CAMPAIGN POSTERS CAN BE DISPLAYED WITHIN 50 FEET OF THE VOTING AREA. FURTHER, NO SOLICITING OF VOTES CAN OCCUR WITHIN 50 FEET OF THE VOTING AREA.**

As a candidate for an Officer or Committee on Nominations Position, I have read the above Campaign Procedure and agree to comply with the rules as presented.

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

(This form must be returned with the consent to serve form.)

# REPORT OF THE PRESIDENT

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It is my privilege to welcome all members and guests to the Ninth Annual Convention of the National Council of State Boards of Nursing with its central theme "Mastering the Changes". The Board of Directors extends greetings and best wishes to all in attendance. A special word of appreciation is extended to those individuals who have generously given of their time and creative talents to the National Council. As the Book of Reports clearly illustrates, our organization continues to adhere to its mission which is to promote "public policy related to the safe and effective practice of nursing." It is an honor to report on major accomplishments that have taken place over the past year.

In the Fall of 1986 the Board of Directors completed the rank ordering of objectives in the Long Range Plan based upon responses from Member Boards. As in the past, testing continues to be our first priority. To this end, the Examination Committee reviewed the *Study of Nursing Practice and Role Delineation and Job Analysis of Entry Level Performance of Registered Nurses (Study)* and its implications for licensure examinations. The Examination Committee subsequently revised the RN Test Plan to coincide with the findings of the *Study*. A second team of the Examination Committee was appointed in the Spring of 1987 to relieve the workload of the Examination Committee. This team reviewed the issue of pass/fail score reporting and is exploring the use of computer simulation testing as a mechanism for testing continuing competence.

The Special Projects Task Force began work in the Fall of 1986 on the computer adaptive testing project and continued pursuit of external funding for this project. A grant was submitted to the W.K. Kellogg Foundation for a project in computer simulation testing. As of this publication date, the Foundation's decision is still pending.

The Task Force on Examinations for the Future reviewed issues related to future examination development and analyzed models that might be used by Member Boards that have changes in their entry into practice requirements.

In keeping with our need to safeguard the examination, the Administration of Examination Committee completed a study of the relationship between security procedures and organizational structure of Member Boards that has both immediate and long term implications.

Research continues to be another important National Council activity. The *Study of Nursing Practice and Role Delineation and Job Analysis for Entry Level Performance of Registered Nurses (Study)* was presented at each of the four regional Area meetings in the Spring of 1987. These sessions were well attended and provided a beneficial forum for the discussion of research findings and implications for public policy. The job analysis for practical/vocational nurses is in progress with a final report expected in 1988.

Nursing practice has been another focal area for the organization during the year. The Nursing Practice and Standards Committee reviewed the findings of the *Study* for implications in legal standards of nursing practice. In addition, the National Council continues to act as an information clearinghouse for the entry into practice and continued competence issues. Monographs on the chemically dependent nurse and the disciplinary data bank have been completed.

From an operational perspective, the National Council has taken several important steps. Specifically, the Finance Committee has developed policies for the management and investment of funds. The Committee also recommended the Budget for Fiscal Year 1988 based on our organization's assumptions and consistent with its long term plan. Planning during the year continued as a function of the Board of Directors consistent with the operational plan. The Board of Directors continues to evaluate the feasibility of the National Council becoming its own test service given its goals and objectives. This activity will continue to be evaluated in terms of assumptions about the organization and its testing programs.

Another study of importance is the proposed bylaws revision. The proposed revisions were presented at the regional Area meetings in the Spring of 1987 with the major issues identified as membership and voting.

The National Council recognizes the importance of information technology and effective communication. Because of this recognition, the National Nursing Licensee Data Base Committee continues to explore the feasibility of developing and maintaining a national data bank of nursing licensees. Plans are also underway to implement an electronic mailing system that will enhance communications among Member Boards and the National Council. The system will be introduced at convention where training sessions will be held for interested Member Boards. Other efforts to improve communications include the Board of Directors' recent initiation of an open forum whereby Member Boards can raise issues and concerns for Board consideration. Communication between the Board and Member Boards is further enhanced through the liaison role of the Area Directors who coordinate and relay vital information to the Board of Directors at its regularly scheduled meetings.

The National Council continues to strengthen relationships with those individuals and organizations that shape public policy and promote safe and effective nursing practice. Attendance and presentations at national nursing and health care meetings help to foster these relationships. The Council also continues to enhance relationships by means of liaison meetings between the Presidents and Executive Directors of the American Nurses' Association and National League for Nursing and liaison meetings with the National Association for Practical Nurse Education and Service and the National Federation of Licensed Practical Nurses.

Another major activity during recent months has been the preparation of a response to the Internal Revenue Service with respect to the 501(c)(3) tax status of the Council. This report would be remiss were it not to recognize the outstanding efforts of Member Boards, Board members and staff for their swift and dedicated efforts in responding to this request.

It is an honor to recognize everyone who made this year's accomplishments possible. Member Boards, the members of the Board of Directors, committees, task forces, staff, Testing Service, Data Center and the many individuals that have so generously contributed to organizational accomplishments during the year deserve our thanks and appreciation. It is with enthusiasm and excitement that I look forward to meeting with you at our Ninth

**Annual Convention in Chicago. Together we will work to shape the future of the National Council of State Boards of Nursing and to master any and all change in our effort to promote public health, safety and welfare.** 27

**Ruth L. Elliott, Oklahoma, Area III  
President**

# REPORT OF THE VICE PRESIDENT

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Since assuming the office of Vice President in August of 1986, I have attended one orientation meeting for new Board members and four regular meetings of the Board of Directors.

Other activities I have participated in are:

Two meetings and a telephone conference call of the Board of Directors' Coordinating Committee

One meeting of the Board of Directors' Legal Affairs Committee

At the request of the President, assumed Chairmanship of the Task Force on Examinations for the Future and presided at four meetings of this Task Force

My first year on the Board of Directors has provided me with a great respect and understanding of the multitude of complex issues facing the National Council of State Boards of Nursing, Inc. There is much to know and care about regarding this organization. As a Board, we have had to make many difficult decisions this past year, and we have another important year ahead of us.

The input the Board has received this year from individual Member Boards regarding their opinions and concerns about specific issues has been extremely helpful to the Board in facilitating decision making which best represents the perspective of all members of the Council. We encourage you to continue to assist us in going forward in our work regarding the Council's programs and services by keeping the channels of communication open between the Board of Directors and Member Boards.

Joan Bouchard, Wyoming, Area I  
Vice President

# REPORT OF THE SECRETARY

As I have over the past three years I continued to review the minutes of the scheduled meetings prior to distribution to the members of the Board of Directors. A summary of major actions for each meeting was reviewed prior to distribution to the Member Boards.

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My other National Council activities of the past year have included participation in the Board Retreat and membership on the Legal Affairs Committee.

The members of the Board of Directors this year have again had an extremely productive relationship, and I thank my fellow members and the National Council staff for their continued assistance and support.

It has been a privilege and pleasure to serve as the National Council's Secretary for the past three years. The ability to plan and participate in the decision making process, provided an excellent opportunity to observe the National Council's continued achievements. Finally, I am especially grateful to the Washington State Board of Nursing and the Department of Licensing for their support.

Constance E. Roth, Washington, Area I  
Secretary

# REPORT OF THE TREASURER

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The major priority for this past year has been the implementation of the program budget. Converting the budget format from the National Council's original budget format to a program budget has not been a simple task. It has required countless hours of work by the staff to rework the approved budget into the program format. Throughout the year the budget required careful monitoring to determine whether variations were due to incorrect allocations or actual change in the budget. New formats were designed and revised for all financial reports to meet the needs of the Finance Committee and the Board of Directors.

The new budget format has permitted an indepth analysis of National Council expenditures and revenue by program category. This has proven very beneficial in planning fiscal needs and activities. Monitoring of the budget can now be done by program which permits better evaluation of the fiscal impact of each National Council activity.

Quarterly financial reports and statements on investment activity have been presented to the Board of Directors along with the report and recommendations of the Finance Committee. Expenditures have been maintained within the budgetary allowances. Revenue has been higher than anticipated due to an increase in the projected number of examination candidates, slightly higher return on investments and higher revenues from publications. Therefore, the excess revenue over expenditures was higher than projected in the FY 87 budget.

The proposed budget for FY 88 was prepared by the Finance Committee and presented to the Board of Directors. The budget reflects revenue adequate to support expenditures.

Current fiscal policies were reviewed. New policies were developed by the Finance Committee and presented to the Board of Directors. Additional policies have been identified for development during FY 88.

Although additional revenue sources are currently being evaluated, the National Council Licensure Examination continues to be a major source of income. After careful review of the revenue projections and fiscal needs of the National Council, the Finance Committee recommended an increase in the National Council portion of the examination fee. That recommendation was presented to the Board of Directors.

I was surprised at the fiscal impact of the resolutions approved by the Delegate Assembly last year. The cost of the resolutions are additions to the already approved budget and could adversely affect the budget. To provide the cost of resolutions to the delegates, the fiscal impact statement was developed and approved by the Finance Committee. All resolutions presented at the Delegate Assembly will have the fiscal impact stated. This will permit the delegates to consider all aspects of the impact of a resolution and make an informed decision. The Board of Directors has also added a member of the Finance Committee to the Resolutions Committee for the purpose of reviewing the fiscal impact of resolutions presented at the Delegate Assembly not previously published in the Book of Reports.

As Treasurer I have chaired all meetings of the Finance Committee and attended all meetings of the Board of Directors and Coordinating Committee. I also represented the



National Council at a reception marking the establishment of the Center for Nursing Research at the National Institute of Health and at the Division of Nursing workshop for reviewing and updating the criteria for future requirements for nursing personnel. 31

I want to thank a very hardworking Finance Committee for their support and assistance. Working with the Council staff and the Board of Directors has been a pleasure. I especially want to thank Kathleen Hayden, Accountant and William Lauf, Deputy Director, Administrative Services for their work in implementing the program budget. I have enjoyed the challenges of this year and appreciate the opportunity afforded me by the Delegate Assembly to serve as Treasurer of the National Council. The support from Member Boards has made my role as Treasurer a rewarding experience.

**Recommendation:** The auditor's report for fiscal year 1986 be approved as presented.

Donna M. Dorsey, Maryland, Area IV  
Treasurer

# Financial Statements and Auditors' Report

National Council of State Boards of Nursing, Inc.

June 30, 1986 and 1985

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## AUDITOR'S REPORT

Board of Directors National Council of State Boards of Nursing, Inc.

We have examined the balance sheets of the National Council of State Boards of Nursing, Inc. (a not-for-profit Pennsylvania corporation) as of June 30, 1986 and 1985, and the related statements of revenues and expenses, changes in fund balance and changes in financial position for the years then ended. Our examinations were made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In our opinion, the financial statements referred to above present fairly the financial position of the National Council of State Boards of Nursing, Inc. at June 30, 1986 and 1985 and the results of its operations, changes in fund balance and changes in its financial position for the years then ended, in conformity with generally accepted accounting principles applied on a consistent basis.

Grant Thornton Accountants and Management Consultants  
Chicago, Illinois  
July 31, 1986

**BALANCE SHEET**  
**June 30, 1986**

Assets	1986	1985 (Restated Note B)
Cash and cash equivalents		
Bank checking accounts	\$ 49,161	\$ 42,864
First Chicago Money Market	2,213,497	1,276,383
Continental Money Market	98,649	110,841
Crocker National Bank Money Market	<u>2,546</u>	<u>110,816</u>
	2,362,853	1,540,904
Accounts receivable		
Royalties	51,574	21,393
Interest and other	<u>61,909</u>	<u>107,607</u>
	113,483	129,000
Publication inventories (note A3)	21,579	10,966
Other assets and prepaid expenses	47,175	11,885
Prepaid disaster plan costs (note A4)	191,008	174,650
Investments - at cost (market value \$1,512,000 in 1986 and \$1,510,000 in 1985)		
U.S. government instruments	1,166,260	1,204,080
Commercial paper		195,768
Certificates of deposit	<u>300,000</u>	<u>          </u>
	1,466,260	1,399,848
Property and equipment - at cost (note A2)		
Furniture and fixtures	89,548	71,179
Equipment	<u>266,343</u>	<u>208,531</u>
	355,891	279,710
Less accumulated depreciation	<u>187,597</u>	<u>100,209</u>
	<u>168,294</u>	<u>179,501</u>
	<u>\$4,371,652</u>	<u>\$3,446,754</u>

Liabilities and Fund Balance	1986	1985 (Restated Note B)
Accounts payable	\$ 225,534	\$ 73,551
Accrued expenses and withheld taxes	41,165	29,225
Deferred revenue		
Examination fees collected in advance (net of prepaid processing fees of \$72,376 in 1986 and \$62,429 in 1985)	1,787,043	1,302,099
Contract and convention fees	<u>121,430</u>	<u>41,385</u>
	1,908,473	1,343,484
Commitments (note D)		
Fund balance		
Unrestricted	2,196,480	1,389,894
Board designated Nursing study costs	<u>          </u>	<u>610,600</u>
	<u>2,196,480</u>	<u>2,000,494</u>
	<u>\$4,371,652</u>	<u>\$3,446,754</u>

The accompanying notes are an integral part of these statements.

**STATEMENT OF REVENUES AND EXPENSES**  
**Year ended June 30, 1986**

	1986	1985 (Restated Note B)
<b>Revenue</b>		
Examination fees	\$3,512,236	\$3,260,450
Less cost of development, application and processing	<u>2,416,412</u>	<u>2,256,370</u>
Net examination fees	1,095,824	1,004,080
Contract fees (dues)	180,000	180,000
Publication royalties	99,254	52,931
Investment income	232,965	294,322
Convention fees	35,904	29,621
Honorariums and other	<u>3,371</u>	<u>2,868</u>
Total revenue	1,647,318	1,563,822
<b>Program expenses</b>		
Test security and administration	51,478	22,714
Nursing standards and practice	13,711	13,341
Convention costs	42,122	44,463
Research	15,844	64,378
Publications	41,489	25,761
Nursing Study - ACT project	324,413	389,400
Other	<u>45,100</u>	<u>41,254</u>
Total program expenses	534,157	601,311
<b>Organizational expenses</b>		
Salaries and benefits - staff	492,969	387,094
Travel and expenses (exclusive of Board)	31,764	23,642
Travel and expenses - Board	71,563	37,928
Insurance	5,266	2,930
Printing and supplies	22,135	18,750
Professional services	82,820	76,856
Library subscriptions and memberships	3,091	2,799
Sundry	<u>2,122</u>	<u>700</u>
Total organizational expenses	711,730	550,699

Occupancy expenses		
Rent and utilities	\$116,491	\$88,725
Telephone	15,435	10,793
Postage	13,759	11,053
Equipment costs		
Lease and maintenance	24,670	23,574
Depreciation	35,090	15,134
Moving		6,740
Total occupancy expenses	<u>205,445</u>	<u>156,019</u>
Total expenses	<u>1,451,332</u>	<u>1,308,029</u>
Excess of revenue over expenses	<u>\$195,986</u>	<u>\$255,793</u>

The accompanying notes are an integral part of these statements.

**STATEMENT OF CHANGES IN FUND BALANCE**  
**Years ended June 30, 1986 and 1985**

	Board Designated For:			Total
	Unrestricted	Test Security Fund	Nursing Study Costs	
Fund balance at July 1, 1984	\$ 729,027	\$ 15,674	\$1,000,000	\$1,744,701
Excess of revenue over expenses for the year - restated (note B)	645,193		(389,400)	255,793
Transfer from test security fund	<u>15,674</u>	<u>(15,674)</u>	_____	_____
Fund balance at June 30, 1985 - as restated	1,389,894		610,600	2,000,494
Excess of revenue over expenses for the year	520,399		(324,413)	195,986
Transfer from nursing study costs (note D)	<u>286,187</u>	_____	<u>(286,187)</u>	_____
Fund balance at June 30, 1986	<u>\$2,196,480</u>	=====	=====	<u>\$2,196,480</u>

The accompanying notes are an integral part of this statement.

**STATEMENT OF CHANGES IN FINANCIAL POSITION**  
**Year ended June 30, 1986**

	1986	1985 (Restated Note B)
<b>Sources of cash</b>		
Excess of revenues over expenses	\$ 195,986	\$ 255,793
Add (deduct) items not using (providing) cash		
Depreciation of property and equipment	87,388	43,037
Amortization of prepaid disaster plan costs	33,241	
(Increase) decrease in receivables	15,517	(54,265)
(Increase) in inventories and other assets	(99,503)	(181,099)
Increase in deferred revenues	564,989	148,622
Increase (decrease) in accounts payable and accrued expenses	<u>163,923</u>	<u>(217,815)</u>
Cash provided (used) by operations	965,541	(5,727)
Decrease in investments	<u>          </u>	<u>928,463</u>
	965,541	922,736
<b>Applications of cash</b>		
Increase in investments	66,411	
Additions to property and equipment	<u>76,181</u>	<u>103,190</u>
	<u>142,592</u>	<u>103,190</u>
<b>Increase in cash and equivalents</b>	822,949	819,546
Cash and cash equivalents at beginning of year	<u>1,540,904</u>	<u>721,358</u>
Cash and cash equivalents at end of year	\$2,363,853	\$1,540,904

The accompanying notes are an integral part of these statements.



**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 1986 and 1985**

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**NOTE A: SUMMARY OF ACCOUNTING POLICIES**

A summary of the Council's significant accounting policies consistently applied in the preparation of the accompanying financial statements follows.

**1. Accounting Method**

The Council prepares its financial statements on the accrual basis of accounting. Examination fees are collected and processing costs incurred in advance are deferred and recognized at the date of the examination.

**2. Depreciation**

Depreciation is provided for in amounts sufficient to relate the cost of depreciable equipment and leasehold improvements to operations over their estimated service lives on the straight-line method. During 1986 the Council adjusted certain equipment lives to reflect updated estimates of service periods. This change had the effect of increasing depreciation by \$36,413.

**3. Inventories**

Inventories, primarily publications, are stated at the lower of the actual cost or market. Cost is determined principally by specific identification.

**4. Prepaid Disaster Plan Costs**

The Council incurred supplemental reprinting costs for examinations in 1985 and 1986. The costs are being amortized over a six-year period on a straight-line basis.

**5. Services of Volunteers**

Officers, committee members, the Board of Directors and various other non-staff associates assist the Council in various program and administrative functions without remuneration. No value has been ascribed for such volunteer services because of the impracticality of their measurement.

**NOTE B: ADJUSTMENT OF PRIOR PERIOD EXAMINATION FEES**

The financial statements for 1985 have been restated to correct an error noted in deferred examination fees at June 30, 1985. The effect of the restatement was to increase examination fees and the excess of revenues over expenses by \$141,586 for the year ended June 30, 1985.

**NOTE C: PURPOSE AND TAX STATUS**

The Council is a nonprofit corporation organized under the Statutes of the Commonwealth of Pennsylvania. Its purpose is to serve as a charitable and educational organization through which State Boards of Nursing act on matters of common interest and concern affecting the public health, safety and welfare including the development of licensing examinations and standards in nursing. It is exempt from Federal income tax under Section 501(C)(3) of the Internal Revenue Code as indicated in a letter dated July 24, 1980. Therefore, the accompanying financial statements reflect no provision for income taxes.

**NOTE D: COMMITMENTS****Operating Lease**

The Council's lease agreement for official facilities extends through August 31, 1989 and calls for monthly payments of \$8,621, which are adjusted annually based on the changes in the Consumer Price Index. In addition to basic rental, the Council is required to pay for electricity.

The Council's future minimum rental payments required under this long-term lease are as follows:

Period ending	
June 30, 1987	\$103,452
June 30, 1988	103,452
June 30, 1989	103,452
July and August, 1989	17,424
<b>Total minimum lease payments</b>	<b>\$327,780</b>

**Data Center Contract**

The Council has entered into an agreement for the design of a computerized system for processing test applications. In connection with this system, the agreement provides for the test service company to process the test applications with a minimum annual fee of \$343,000 through July, 1988.

**Nursing Study**

The Council entered into a contract with an outside research organization to conduct a study of nursing practice and role delineation and job analysis of entry level performance of registered nurses. The contract called for aggregate payments of \$713,000 over the period from August, 1984 to April, 1986.

The Council designated \$1,000,000 to fund this contract and associated administrative costs through 1986. In the year ended June 30, 1985, \$389,400 of this fund was expended. In the year ended June 30, 1986, \$324,413 of this fund was expended and the balance of the fund was transferred to unrestricted funds.

# REPORT OF AREA I DIRECTOR

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As Area I Director, I have attended all scheduled Board of Directors' meetings and conference calls. I chaired the Legal Affairs Committee for the Board of Directors and was Chair of the Rules Committee at the August 1986 Convention.

During the winter of 1987, Area I was responsible for providing articles for the National Council of State Boards of Nursing, Inc. publication *Issues*. Many informative and outstanding articles were provided by Member Boards in Area I.

The Area I meeting was held March 23-24, 1987 in Kahului, Maui, Hawaii with forty board and staff members in attendance. Fourteen of the eighteen Boards of Nursing were represented. We had several guests who participated at the meeting. They were Dr. Ruth L. Elliott, President, NCSBN; Dr. Eileen McQuaid Dvorak, Executive Director, NCSBN; Dr. Carolyn Yocom, Assistant Director of Testing Services, NCSBN; Mr. Peter Bailey, Chairman of National Nursing Licensee Data Base Committee and Chief of Demographic, Cartographic and Health Statistics Division of Research & Statistical Studies, State of South Carolina; Mr. Bruce Kramer and Meredith Mullins of CTB/McGraw-Hill. Other guests included Mr. Duane Alexenko, Chairperson, Umpequa Community College, Roseburg, Oregon; Marilyn Newcomer Culp, Assistant Professor in Nursing, Southern Oregon State College, Ashland, Oregon; Ms. June Delong and Ms. Betty Lister, faculty members from the State of Michigan.

The Hawaii Board gave us a very gracious and warm welcome with leis, macadamia nuts, pineapple and many other mementos to take home. They were most gracious host & hostesses.

Dr. Carolyn Yocom gave a thorough presentation of *A Study of Nursing Practice and Role Delineation and Job Analysis of Entry Level Performance of Registered Nurses* which was followed by group discussion.

During the meeting, the following topics were presented, discussed, and updated.

Internal Revenue Service, Nursing Practice and Standards, and Department of Defense request were reported by Dr. Eileen McQuaid Dvorak.

National Nursing Licensee Data Base  
Status of Computer Adaptive Testing (CAT)  
Status of Computer Simulated Testing (CST)  
Report of Futures Committee  
Bylaws Review  
Report from Committee on Nominations  
Electronic Mail  
Health Club Membership

In addition each Member Board submitted a one page written report regarding their activities which was distributed to all who attended.

Area I's spring meeting was very informative. Input from the members on the issues presented was valuable.

Our next Area I Meeting will be held during the August 1987 Convention in Chicago, Illinois. 43

I want to thank the members from Area I for electing me your Director. It has been a most rewarding experience working with all of you these last three years and representing you on the Board of Directors.

Dorothy J. Davy, Oregon  
Area I Director

# REPORT OF THE AREA II DIRECTOR

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As Area II Director of the National Council of State Boards of Nursing, I have participated in all regular meetings of the Board of Directors and all conference calls of the Board of Directors.

In addition, I served as a member of the Public Relations (Communications) Committee of the Board of Directors and participated in all meetings and conference calls of that committee.

Correspondence was sent to all Area II Member Boards in October requesting input for Board actions and again in December requesting input for the Area II Meeting held in Columbus, Ohio April 9-11, 1987. I wish to express my appreciation to Rosa Lee Weinert, Executive Secretary, Ohio Board of Nursing, who planned and organized the arrangements for the meeting.

All Boards with the exception of one, were represented at the Area II Meeting. Rosa Lee Weinert, the staff, and the Board of Ohio were most gracious and extended every effort to make our meeting both enjoyable and productive.

The major areas presented for information and discussion were:

1. Licensee Data Base
2. Proposed Bylaws revisions
3. Revised RN Test Plan
4. Scoring mechanism for the NCLEX examinations including pass/fail scoring
5. Computer Adaptive Testing (CAT) and Computer Simulated Testing (CST)
6. The North Dakota activities relative to Entry into Practice
7. States' specific concerns

Approximately one hundred registrants attended the April 10, 1987 presentation of the *Study of Nursing Practice and Role Delineation and Job Analysis of Entry Level Performance of Registered Nurses*.

The Area II representatives agreed to support in concept a resolution to study how to facilitate interstate endorsement.

Numerous National Council officers, staff and committee chairs and members were represented and shared a variety of information with the Boards and received feedback to share with their respective groups.

Thank you for the privilege of serving you this past year.

Leota Rolls, Nebraska  
Area II Director

# REPORT OF THE AREA III DIRECTOR

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As Area III Director of the National Council of State Boards of Nursing, I have participated in the scheduled meetings of the Board of Directors. I have served on the Communications (Public Relations) Committee of the Board of Directors. In addition, I represented the National Council at the 75th Diamond Jubilee of the Nursing Practice Act roasting of Merlyn Maillian, Executive Director, Louisiana State Board of Nursing.

Area III Member Boards met April 2-3, 1987, in Little Rock, Arkansas. There were thirteen Member Boards in attendance. Also in attendance, were Ruth Elliott, President; Eileen McQuaid Dvorak, Executive Director; and Carolyn Yocom, Assistant Director of Testing Services. The major agenda items included the following topics:

1. *The Study of Nursing Practice and Job Analysis and Role Delineation of Entry Level Performance of Registered Nurses*
2. National Nursing Licensee Data Base
3. Test Plan and Scoring Mechanism
4. NCSBN Update
5. Bylaws Revision Plan
6. Status of Computer Adaptive Testing and Computer Simulated Testing Projects
7. Arrangement of Delegate Assembly Agenda Items to Allow Adequate Discussion of Issues Which Affect Member Boards
8. Internal/External Programs for Nursing Students in Clinical Facilities
9. Unlicensed Personnel
10. Reporting of Examination Scores (Pass/Fail)
11. Future Directions for Licensing Examinations
12. In Relation to Disciplinary Activities:
  - a) Mandatory Reporting by Facilities, Peer Review Committees, Insurance Companies, etc.
  - b) Subpoena Power - Access to Records
  - c) District Review Committees
  - d) Use of Clinical Investigators to Investigate Incompetent Practice and Malpractice Complaints
13. The New Disciplinary Reporting Form
14. Employment With a Lapsed License

The Area III Meeting was successful, and the Arkansas Board of Nursing was very hospitable. The 1988 spring meeting of Area III will be held in Alabama, and in 1989, the meeting will be held in Louisiana.

Serving as Area III Director has been a rewarding experience. I appreciate the support I've received from Area III Member Boards. I extend a warm "Thanks" for giving me the privilege of serving you this past year.

Sandra Brown, Arkansas  
Area III Director

# REPORT OF THE AREA IV DIRECTOR

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The thirteen (13) Area IV Member Boards met April 28-29, 1987, in Boston, Massachusetts. Also in attendance representing the Council were: Dr. Ruth L. Elliott, President; Dr. Eileen McQuaid Dvorak, Executive Director; Walter P. Bailey, Chairman, National Nursing Licensee Data Base Committee; and Dr. Carolyn J. Yocom, Assistant Director of Testing Services.

We were privileged to have Dr. R. Louise McManus as our honored guest at the Area Meeting.

The 1988 spring meeting of Area IV will be held in Hartford, Connecticut.

As a member of the Board of Directors, I have served as Chairman of the Communications Committee.

Thank you for the opportunity to serve you as Area IV Director.

Jean C. Caron, Maine  
Area IV Director



# REPORT OF THE DIRECTOR AT LARGE

As Director at Large, I have attended all meetings of the Board of Directors and the Area IV Meeting in Boston. In addition to those duties, I serve as a member of the Communications Committee and the Bylaws Committee.

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Thank you for the privilege and honor of serving the Council. A special thank you to staff for those exceptional skills and talents that maintain this organization's viability.

See you in Chicago.

H. Jean Bruhn, Pennsylvania  
Director at Large