Memorandum

To: Oregon State Board of Nursing

From: Gretchen Koch RN, MSN
Policy Analyst, Nursing Practice and Evaluation

Date: September 30, 2019

Re: Formation of Rulemaking Advisory Committee for Proposed Draft Rule Language Related To Executing Medical Orders, Standing Orders and Protocols

The Oregon State Board of Nursing (OSBN) announces the formation of a Rulemaking Advisory Committee (RAC) to react to prosed draft rule language related to executing medical orders, standing orders, and protocols

Letters of interest for participation on the RAC are due to the Board no later than close of business on October 17, 2019. Forward all letters of interest to gretchen.koch@state.or.us. Persons chosen to participate on the RAC will be notified by e-mail.

One participant will be appointed to the RAC from each of the following stakeholder categories:

1. County Health Department;
2. Public or Private School;
3. Oregon Department of Corrections;
4. County Corrections;
5. Federally Qualified Health Clinical;
6. Camp Nurse;
7. Home Health;
8. Hospital-based Out-patient Clinic;
9. Community-based Residential Services;
10. RN Small Business Owner;
11. Oregon Department of Human Services;
12. Oregon Health Authority;

Anyone may attend a RAC meeting but only appointed RAC members will participate in the discussion.

Please read the Board’s Stakeholder Participation in Rulemaking Advisory Committee Process provided at the end of this memo, prior to submitting a letter of interest for participation.
Oregon State Board of Nursing
Stakeholder Participation in Rulemaking Advisory Committee (RAC) Process

- The Oregon’s Administrative Procedures Act is the basis for agency rule writing. It is the intent of the Oregon State Board of Nursing (OSBN) to seek public input, when appropriate, into the propose rule language when the Board authorizes revision or development of Chapter 851 rules.

- The RAC is advisory only. Input will be considered, however, the OSBN retains the final decision on final rule text. The RAC is open to the public, but RACs are not subject to public meeting laws.

- RACs will be convened when rule writing is authorized by the Board and disbanded after the Board votes to approve the rule language. Recruitment for RAC members will be posted to interested party mail lists and posted on the OSBN website. The Board reserves the right to limit participants and to determine member selection. Every effort will be made to assure adequate individual and association stakeholder representation on the RAC.

- The OSBN will develop and propose draft language that the RAC will react to during called meetings.

- Rules must align with statute. The OSBN will consider scientific evidence and will focus on public safety. Effect of rules on the profession are considered but only secondary to patient safety.

- A RAC may meet only once or may meet over the course of a year or longer depending on the nature of the rule. Meetings will be scheduled prior to the ending of a current meeting to assure members of the RAC can attend.

- The RAC will be staffed by the OSBN staff. Meeting notes will be drafted and shared with the RAC. Meeting material will be shared at least one week before the next scheduled meeting date.

- All meetings will have time allotted for public input from non-RAC participants.

- Correspondence from RAC members regarding rules are public information and will be shared with the entire RAC.

- Substantive changes to current rule and proposed rule will be presented to the Board prior to inclusion to assure that the direction of the rule writing is in keeping with the direction of the Board.