

Department of Veterans Affairs, Employee Education System

and

Office of Nursing Services (10A1)

Present

Nursing Professional Standards Board Training Course

36634/18.EL.MA.NPSBWEB.A

Program Release: October 1, 2018 **Program Expiration:** September 30, 2021

Place

Available 24/7 on a computer with access to the Department of Veterans Affairs (VA) Talent Management System (TMS).

Purpose Statement

It is imperative that all Title 38 registered nurses (RNs), those who supervise RNs, and associated Human Resource Representatives (HRM) understand the current role, process, and function of the Nurse Professional Standard Board (NPSB). Accurate application of the Nurse Qualification Standards ensures a fair and equitable process throughout the Veterans Health Administration. Staff turnover coupled with rotating NPSB membership require ongoing training. The purpose of this web based course is to provide an overview of NPSB structure and processes outlined in Veterans Health Administration (VHA) Handbook 5005 regulating:

- VA Nurse Qualification Standards
- NPSB Roles and Responsibilities
- Personnel actions based on the individual's qualification and complexity of assignment as reviewed by the NPSB.

Target Audience

Registered Nurses, their supervisors, NPSB members/officers, and other persons in roles related to the function and support of the NPSB.

Outcome/Objectives

At the conclusion of this educational program, learners will be able to:

1. differentiate the Nurse Qualification Standards for Nurse I, Nurse II, and Nurse III;
2. discuss NPSB processes for Appointments and Promotional Considerations/Reconsiderations;
3. articulate the range of actions considered and recommended by the NPSB; and
4. describe the roles and responsibilities of the NPSB and associated personnel.

Registration/Participation in the Activity Procedure

1. Length of course: 2.0 hours
2. Review EES Program Brochure
3. Attend and participate in 100% of program activity

To learn more about EES and its programs, products and services, visit vawww.ees.lrn.va.gov (VA Intranet) or call the EES Customer Service Center at **1-877-EES-1331** or EESCSC@va.gov

4. Complete Post Test Exam at a minimum passing score of 80%
5. Complete Program Evaluation **no later than 9/30/2021**.

<<**Insert Direct Link Here**>>

Instructions for Registration:

It is not necessary to register in TMS for any enduring material—registration is only required for a live activity. To access an enduring material course, please navigate to the course and click “Start Course”

Instructions for Completing Posttest

1. Log in to TMS.
2. If the program is live and you have registered for the course, search for the program in the My Learning pod. You can click on the word “Filter” in the upper right corner of the pod. That will give you keyword and other search filters.
3. Click the “Link to Posttest” if the Posttest doesn’t open automatically
4. *Be sure you have completed all the content objects listed before the posttest first
The Posttest will open in a separate window.
*Note: If you don’t see the new window, check behind other open windows.
5. Complete the Posttest. Once submitted, you will be directed to a screen which provides your percent score for the test, and indicates if it is a passing score. Note your score and close the window.
6. Click “Return to Online Content Structure.”
7. Once you have passed the Posttest with a score of 80% or better, you have completed your Posttest requirement for this course, and should see a green check mark and completion date next to the Link to Posttest. (Note: If you did not achieve a passing score, you can retake the Posttest using the same Posttest link contained in the TMS Content Structure).

Instructions for Completing Evaluation in TMS to Access Accredited Certificate

Please note: Program evaluations must be completed within 30 days of the conclusion of the program in order to receive a program certificate

After the program is over, you must complete the self-certification in TMS. If you did not register for the program, the TMS administrator will reconcile the registration list and mark you complete. You must still complete the evaluation before you can receive your certificate.

1. Log in to TMS
2. Locate the course on your My Learning
3. Click on Continue Course
4. Be sure you have completed all the objects
5. Click on the Self-Certification and self-certify, if appropriate
6. Locate the pending evaluation on your My Learning in the Due Later section, under course title.
7. Click on “Start Course Survey”.
8. Complete evaluation content and click “Submit”.
9. Click “Return to Online Content Structure.”

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10. Follow the below instructions to access your accreditation certificate.

To access your accredited certificate in TMS, please follow the steps below:

1. From the Home screen in TMS, click on “My History.”
2. Hover the mouse over the title of the program, and click “View Details” in the popup window that appears. DO NOT click on the “Print Certificate” here – this will give you the generic TMS certificate.
3. In the Completed Work Details screen, you should see a section named “Accreditation Details.”
4. Click the “Print Accredited Certificate” button next to your requested Accreditation.

Your Accredited certificate should appear on the screen for you to save or print.

Accreditation/Approval

American Nurses Credentialing Center (ANCC)

VHA Employee Education System is accredited as a provider of continuing nursing education by the American Nurses Credentialing Center's Commission on Accreditation.

Note: ANCC continuing nursing education contact hours are not accepted by the California Board of Registered Nursing (CA BRN) toward license renewal for CA-licensed registered nurses (RNs) and advanced practice nurses (APNs), unless the CA-licensed nurse-participants are physically outside of the state of CA when they start and complete activities sponsored by an ANCC accredited provider of continuing education for nurses.

Designation of Continuing Education

American Nurses Credentialing Center (ANCC)

VHA Employee Education System designates this educational activity for 2.0 contact hours in continuing nursing education.

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Statement of Participation

A certificate of completion will be awarded to participants and accreditation records will be on file at the Employee Education System. In order to receive a certificate of completion from EES, you must register in the TMS, attend 100% of the program and complete the evaluation as directed, and then: go into your Completed Work, hover over the title, and choose View Details to print your accredited certificate.

Report of Training

It is the program participant's responsibility to ensure that this training is documented in the appropriate location according to his/her locally prescribed process.

Program Schedule

Minutes	Topic/Title of Content	Exam
<<Minutes MM>>	<ul style="list-style-type: none"> Nurse Professional Standards Board Roles and Responsibilities VA Nurse Qualification Standard RN Appointments and Promotion Consideration and Reconsiderations 	Yes

Faculty and Planning Committee Listing

* Denotes planning committee member

+ Denotes faculty

*Jonna Brenton, RN, MN VISN 19 Women Veteran Program Manager VA Montana Health Care System Fort Harrison, Montana Planning Member for ANCC	*Lisa A. Jensen, DNP, APRN Associate Director, Workforce and Leadership Office of Nursing Services Washington, D.C.
*Elaine Mika, MS, RN Associate Chief Nurse, Primary Care Lebanon VAMC Lebanon, Pennsylvania	*Jonette Moore, ARNP ARNP, MHC Tampa VAMC Tampa, Florida
*Shanices Robinson, M.ED, LSW Project Manager eLearning Division, Employee Education System Cleveland, Ohio	

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Deadline Date

This program will no longer be authorized for continuing education credit after the expiration date of the activity.

Accessibility Statement: (Reasonable Accommodation)

The U.S. Department of Veterans Affairs (Employee Education System) is committed to providing equal access to this meeting (or event) for all participants. If you need alternative formats or services because of a disability, please contact your EES Program Staff by September 15, 2021.

Disclosure Statement

The VA Employee Education System (EES) must ensure balance, independence, objectivity, and scientific rigor in all of its individually sponsored or jointly EES sponsored educational activities. All prospective faculty and planning committee members participating in an EES activity must disclose any relevant financial interest or other relationship with: (a) the manufacturer(s) of any commercial product(s) and / or provider(s) of commercial services discussed in an educational presentation, and (b) any commercial supporters of the activity. Relevant financial interest or other relationship includes, but is not limited to, such things as personal receipt of grants or research support, employee or consultant status, stockholder, member of speakers' bureau, within the prior 12 months. EES is responsible for collecting such information from prospective planners and faculty, evaluating the disclosed information to determine if a conflict of interest is present and, if a conflict of interest is present, to resolve such conflict. Information regarding such disclosures and the resolution of the conflicts for planners and faculty shall be provided to activity participants. When an unlabeled use of a commercial product or an investigational use not yet approved by the FDA for any purpose is discussed during an educational activity, EES shall require the speaker to disclose that the product is not labeled for the use under discussion or that the product is still investigational.

The faculty and planning committee members reported that they had no relevant financial relationships with commercial entities in any amount that occurred within the past 12 months that create a conflict of interest.

This activity includes no discussion of uses of FDA regulated drugs or medical devices which are experimental or off-label.

* The ACCME defines "relevant financial relationships" as financial relationships in any amount occurring within the past 12 months that creates a conflict of interest.