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SALUS POPULI SUPREMA LEX ESTO

*"The welfare of the people shall be the supreme law."*



ROBIN CARNAHAN  
SECRETARY OF STATE

MISSOURI  
REGISTER

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**SECRETARY OF STATE**

**ROBIN CARNAHAN**

Administrative Rules Division

James C. Kirkpatrick State Information Center

600 W. Main

Jefferson City, MO 65101

(573) 751-4015

DIRECTOR

WAYLENE W. HILES

.

EDITORS

BARBARA MCDUGAL

JAMES MCCLURE

.

ASSOCIATE EDITORS

CURTIS W. TREAT

SALLY L. REID

.

PUBLISHING STAFF

WILBUR HIGHBARGER

JACQUELINE D. WHITE

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May 1, 2007	<b>June 1, 2007</b>	June 30, 2007	July 30, 2007
May 15, 2007	<b>June 15, 2007</b>	June 30, 2007	July 30, 2007
June 1, 2007	<b>July 2, 2007</b>	July 31, 2007	August 30, 2007
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November 1, 2007	<b>December 3, 2007</b>	December 31, 2007	January 30, 2008
November 15, 2007	<b>December 17, 2007</b>	December 31, 2007	January 30, 2008
December 3, 2007	<b>January 2, 2008</b>	January 30, 2008	February 29, 2008
December 17, 2007	<b>January 16, 2008</b>	January 30, 2008	February 29, 2008
January 2, 2008	<b>February 1, 2008</b>	February 29, 2008	March 30, 2008
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March 17, 2008	<b>April 15, 2008</b>	April 30, 2008	May 30, 2008
April 1, 2008	<b>May 1, 2008</b>	May 31, 2008	June 30, 2008
April 15, 2008	<b>May 15, 2008</b>	May 31, 2008	June 30, 2008

Documents will be accepted for filing on all regular workdays from 8:00 a.m. until 5:00 p.m. We encourage early filings to facilitate the timely publication of the *Missouri Register*. Orders of Rulemaking appearing in the *Missouri Register* will be published in the *Code of State Regulations* and become effective as listed in the chart above. Advance notice of large volume filings will facilitate their timely publication. We reserve the right to change the schedule due to special circumstances. Please check the latest publication to verify that no changes have been made in this schedule. To review the entire year's schedule, please check out the website at <http://www.sos.mo.gov/adrules/pubsched.asp>

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The *Missouri Register* and the *Code of State Regulations*, as required by the Missouri Documents Law (section 181.100, RSMo Supp. 2006), are available in the listed participating libraries, as selected by the Missouri State Library:

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Eden Theological Seminary/ Webster University Eden/Webster Library 475 East Lockwood Ave. St. Louis, MO 63119-3192 (314) 961-2660 ext. 7812	Rutland Library Three Rivers Community College 2080 Three Rivers Blvd. Poplar Bluff, MO 63901-2393 (573) 840-9656	Missouri State Archives 600 West Main, PO Box 778 Jefferson City, MO 65102-0778 (573) 526-6711	Lyons Memorial Library College of the Ozarks General Delivery Point Lookout, MO 65726-9999 (417) 334-6411 ext. 3551
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## HOW TO CITE RULES AND RSMo

**RULES**—Cite material in the *Missouri Register* by volume and page number, for example, Vol. 28, *Missouri Register*, page 27. The approved short form of citation is 28 MoReg 27.

The rules are codified in the *Code of State Regulations* in this system—

Title	Code of State Regulations	Division	Chapter	Rule
1	CSR	10-	1.	010
Department		Agency, Division	General area regulated	Specific area regulated

They are properly cited by using the full citation, i.e., 1 CSR 10-1.010.

Each department of state government is assigned a title. Each agency or division within the department is assigned a division number. The agency then groups its rules into general subject matter areas called chapters and specific areas called rules. Within a rule, the first breakdown is called a section and is designated as (1). Subsection is (A) with further breakdown into paragraph 1., subparagraph A., part (I), subpart (a), item I. and subitem a.

**RSMo**—The most recent version of the statute containing the section number and the date.

**T**he Secretary of State shall publish all executive orders beginning January 1, 2003, pursuant to section 536.035.2, RSMo Supp. 2006.

## EXECUTIVE ORDER

07-15

WHEREAS, by Executive Order 06-39, I established the Mental Health Transformation Working Group; and

WHEREAS, that Executive Order provided that the Working Group consist of eighteen members; and

WHEREAS, at this time it is necessary to amend Executive Order 06-39 relating to the membership of the Working Group.

NOW, THEREFORE, I, MATT BLUNT, GOVERNOR OF THE STATE OF MISSOURI, by virtue of the authority vested in me by the Constitution and the laws of the State of Missouri, do hereby amend Executive Order 06-39 to include additional members on the Mental Health Transformation Working Group.

The Mental Health Transformation Working Group membership shall be increased from eighteen to twenty-four members. The six additional members shall consist of two members from the Department of Social Services, one member from the Department of Health and Senior Services, one member from the Department of Elementary and Secondary Education, one public member who is a consumer and/or family member of an individual receiving youth and/or adult services from the Department of Mental Health and the Director of the Office of Comprehensive Child Mental Health serving in a position either within the organizational structure of the Department of Mental Health or under contract with the Department of Mental Health.



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Missouri, in the City of Jefferson, on this 23<sup>rd</sup> day of April, 2007.

A handwritten signature in black ink, appearing to read "Matt Blunt", written over a horizontal line.

**Matt Blunt**  
**Governor**

**ATTEST:**

A handwritten signature in black ink, appearing to read "Robin Carnahan", written over a horizontal line.

**Robin Carnahan**  
**Secretary of State**

**U**nder this heading will appear the text of proposed rules and changes. The notice of proposed rulemaking is required to contain an explanation of any new rule or any change in an existing rule and the reasons therefor. This is set out in the Purpose section with each rule. Also required is a citation to the legal authority to make rules. This appears following the text of the rule, after the word "Authority."

**E**ntirely new rules are printed without any special symbology under the heading of the proposed rule. If an existing rule is to be amended or rescinded, it will have a heading of proposed amendment or proposed rescission. Rules which are proposed to be amended will have new matter printed in boldface type and matter to be deleted placed in brackets.

**A**n important function of the *Missouri Register* is to solicit and encourage public participation in the rulemaking process. The law provides that for every proposed rule, amendment or rescission there must be a notice that anyone may comment on the proposed action. This comment may take different forms.

**I**f an agency is required by statute to hold a public hearing before making any new rules, then a Notice of Public Hearing will appear following the text of the rule. Hearing dates must be at least thirty (30) days after publication of the notice in the *Missouri Register*. If no hearing is planned or required, the agency must give a Notice to Submit Comments. This allows anyone to file statements in support of or in opposition to the proposed action with the agency within a specified time, no less than thirty (30) days after publication of the notice in the *Missouri Register*.

**A**n agency may hold a public hearing on a rule even though not required by law to hold one. If an agency allows comments to be received following the hearing date, the close of comments date will be used as the beginning day in the ninety (90)-day-count necessary for the filing of the order of rulemaking.

**I**f an agency decides to hold a public hearing after planning not to, it must withdraw the earlier notice and file a new notice of proposed rulemaking and schedule a hearing for a date not less than thirty (30) days from the date of publication of the new notice.

permit fee shall be *[twenty dollars (\$20)]* **twenty-five dollars (\$25)**.

*AUTHORITY: section 701.355, RSMo 2000. Original rule filed Aug. 26, 1998, effective July 1, 1999. For intervening history, please consult the Code of State Regulations. Amended: Filed May 1, 2007.*

*PUBLIC COST: This proposed amendment will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.*

*PRIVATE COST: This proposed amendment will cost private entities three thousand dollars (\$3,000) annually in the aggregate.*

*NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of or in opposition to this proposed amendment with the Division of Fire Safety, PO Box 844, Jefferson City, MO 65102. To be considered, comments must be received within thirty (30) days after publication of this notice in the Missouri Register. No public hearing is scheduled.*

Proposed Amendment Text Reminder:

**Boldface text indicates new matter.**

*[Bracketed text indicates matter being deleted.]*

**Title 11—DEPARTMENT OF PUBLIC SAFETY  
Division 40—Division of Fire Safety  
Chapter 5—Elevators**

**PROPOSED AMENDMENT**

**11 CSR 40-5.110 Fees and Penalties.** The division is amending subsection (1)(B).

*PURPOSE: This amendment increases the installation/alteration permit fee to twenty-five dollars (\$25) as authorized by section 701.377, RSMo ensuring the elevator safety program to remain self-supported without the use of general revenue funds. No fee increase has occurred since the program's inception in 1998.*

(1) New Construction.

(B) Installation/Alteration Permit Fee. The installation/alteration

**FISCAL NOTE  
PRIVATE COST****I. RULE NUMBER**

Rule Number and Name:	11 CSR 40-5.110 Fees and Penalties
Type of Rulemaking:	Proposed Rule Amendment

**II. SUMMARY OF FISCAL IMPACT**

Estimate of the number of entities by class which would likely be affected by the adoption of the	Classification by types of the business entities which would likely be affected:	Estimate in the aggregate as to the cost of compliance with the rule by the affected entities:
70	Elevator Contractors	\$3,000.00

**III. WORKSHEET:** The department has identified 70 Elevator contractors located in Missouri, Tennessee, Arkansas, Oklahoma, Illinois, and Kansas that apply for Installation/Alteration permits. Based upon information in past years there are approximately 600 Installation/Alteration permits applied for each year. The cost increase per proposed amendment is five (\$5.00) dollars per permit.

**IV. ASSUMPTIONS:** Based upon information in our data base the department has identified 70 elevator contractors that apply for installation/alteration permits each year. These contractors will be required to comply with this proposed amendment.



**Title 20—DEPARTMENT OF INSURANCE,  
FINANCIAL INSTITUTIONS AND PROFESSIONAL  
REGISTRATION**

**Division 2200—State Board of Nursing  
Chapter 2—Minimum Standards for Approved  
Programs of Professional Nursing**

**PROPOSED RESCISSION**

**20 CSR 2200-2.001 Definitions.** This rule defined terms as used throughout this chapter.

*PURPOSE:* The board is proposing to rescind and readopt this rule in order to define a more inclusive list of terms related to the criteria for professional nursing programs.

*AUTHORITY:* sections 335.036 and 335.071, RSMo 2000. This rule originally filed as 4 CSR 200-2.001. Original rule filed Sept. 25, 1991, effective March 9, 1992. Amended: Filed Aug. 6, 1998, effective Feb. 28, 1999. Amended: Filed Dec. 1, 2000, effective May 30, 2001. Moved to 20 CSR 2200-2.001, effective Aug. 28, 2006. Rescinded: Filed April 17, 2007.

*PUBLIC COST:* This proposed rescission will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.

*PRIVATE COST:* This proposed rescission will not cost private entities more than five hundred dollars (\$500) in the aggregate.

*NOTICE TO SUBMIT COMMENTS:* Anyone may file a statement in support of or in opposition to this proposed rescission with the State Board of Nursing, Lori Scheidt, Executive Director, PO Box 656, Jefferson City, MO 65102, by fax at (573) 751-0075 or via email at nursing@pr.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the Missouri Register. No public hearing is scheduled.

**Title 20—DEPARTMENT OF INSURANCE,  
FINANCIAL INSTITUTIONS AND PROFESSIONAL  
REGISTRATION**

**Division 2200—State Board of Nursing  
Chapter 2—Minimum Standards for Approved  
Programs of Professional Nursing**

**PROPOSED RULE**

**20 CSR 2200-2.001 Definitions**

*PURPOSE:* This rule defines terms used in 20 CSR 2200 and throughout this chapter.

(1) When used in 20 CSR 2200-2, the following terms mean:

(A) Accredited—The official authorization or status granted by an agency for a program or sponsoring institution through a voluntary process;

(B) Administrator—Registered professional nurse with primary authority and responsibility for administration of program, regardless of job title;

(C) Approved—Recognized by the board as meeting or maintaining minimum standards for educational programs preparing professional nurses;

(D) Annual survey—Report submitted annually by the administrator of the program that updates information on file with the board and validates continuing compliance with minimum standards;

(E) Associate degree program—Program leading to associate degree in nursing conducted by an accredited degree granting institution;

(F) Baccalaureate degree program—Program leading to baccalaureate degree in nursing conducted by an accredited degree granting institution;

(G) Board—Missouri State Board of Nursing;

(H) Campus—A specific geographic program location with a distinct student body and coordinator at which all appropriate services and facilities are provided;

(I) Certificate of approval—Document issued by the board to programs of nursing which have met minimum standards;

(J) Class—A discrete cohort of students admitted to a nursing program, designed to begin a course of study together on a specific date and to graduate together on a specific date;

(K) Clinical experience—Faculty planned and guided learning activities designed to meet course objectives or outcomes and to provide a nursing student with the opportunity to practice cognitive, psychomotor, and affective skills in the delivery of nursing care to an individual, group or community;

(L) Clinical skills laboratory—Designated area where skills and procedures can be demonstrated and practiced;

(M) Conditional approval—Status of a program that has failed to meet or maintain the regulations or requirements, or both, set by the board. This status is subject to the program conforming to the requirements and recommendations within a time period set by the board;

(N) Cooperating agency—A corporation, hospital or other organization which has a written agreement with the program to provide clinical education opportunities;

(O) Coordinator—Registered professional nurse with authority and responsibility for a campus nursing program as delegated by the administrator of the nursing program;

(P) Course objectives—Measurable statements that guide experiences and activities that help learners meet established requirements for a specific course;

(Q) Curriculum—Planned studies and learning activities designed to lead students to graduation and eligibility for application for licensure;

(R) Diploma program—Program leading to diploma in nursing sponsored by a health care institution;

(S) Direct care—A clinical experience in which patient care is given by the student under the direction of the faculty member or preceptor;

(T) Distance learning—Curriculum provided from a main campus location to another geographic location, primarily through electronic or other technological methods;

(U) Endorsement—Process of acquiring licensure as a nurse based on original licensure by examination in another state, territory or country;

(V) Faculty—Individuals designated by sponsoring institution with responsibilities for development, implementation and evaluation of philosophy/mission, objectives and curriculum of nursing program;

(W) Full-time—Those individuals deemed by sponsoring institution to meet definition for full-time employment;

(X) Generic—Initial educational program in nursing leading to entry-level licensure;

(Y) Governing body—Body authorized to establish and monitor policies and assume responsibility for the educational programs;

(Z) Graduate competency—Individual graduate behaviors;

(AA) Grievance policy and procedure—An established procedure for processing complaints; may also be known as a complaint procedure, due process, appeals procedure or problem resolution;

(BB) Initial approval—Status granted a program of professional nursing until full approval status is granted or denied;

(CC) Minimum standards—Criteria which nursing programs shall meet in order to be approved by the board;

(DD) Mission—Overall statement of purpose that faculty accept as valid and is directly related to curriculum practices;

(EE) Multiple campuses—Distinct and separate geographic location offering the same program, providing the same services, and operated by the same sponsoring institution;

(FF) NCLEX-RN® examination—National Council Licensure Examination for Registered Nurses;

(GG) Objectives—Measurable statements describing anticipated outcomes of learning;

(HH) Observational experiences—Planned learning experiences designed to assist students to meet course objectives through observation;

(II) Part-time—Individuals deemed by the sponsoring institution to meet the definition for part-time employment;

(JJ) Philosophy—A composite of the beliefs that the faculty accepts as valid and is directly related to curriculum practices;

(KK) Pilot program/project—Educational activity which has board approval for a limited time and which otherwise would be out of compliance with minimum standards;

(LL) Preceptor—Registered professional nurse assigned to assist nursing students in an educational experience which is designed and directed by a faculty member;

(MM) Program—Course of study leading to a degree or diploma;

(NN) Program outcomes—Measurable statements defining aggregate student achievements;

(OO) Requirement—A mandatory condition that a school or program meets in order to comply with minimum standards;

(PP) Satellite location—A site geographically separate from but administered and served by a primary program campus;

(QQ) Sponsoring institution—The institution that is financially and legally responsible for the nursing program;

(RR) Statement of need—Current evidence of need for professional and practical nurses and of community support;

(SS) Systematic evaluation plan—Written plan developed by faculty for comprehensive evaluation of all aspects of the program; and

(TT) Written agreement—Formal memorandum of understanding or contract between a nursing education program and a cooperating agency, which designates each party's responsibilities for the education of nursing students.

*AUTHORITY: sections 335.036 and 335.071, RSMo 2000. This rule originally filed as 4 CSR 200-2.001. Original rule filed Sept. 25, 1991, effective March 9, 1992. For intervening history, please consult the Code of State Regulations. Rescinded and readopted: Filed April 17, 2007.*

*PUBLIC COST: This proposed rule will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.*

*PRIVATE COST: This proposed rule will not cost private entities more than five hundred dollars (\$500) in the aggregate.*

*NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of or in opposition to this proposed rule with the State Board of Nursing, Lori Scheidt, Executive Director, PO Box 656, Jefferson City, MO 65102, by fax at (573) 751-0075 or via email at nursing@pr.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the Missouri Register. No public hearing is scheduled.*

**Title 20—DEPARTMENT OF INSURANCE,  
FINANCIAL INSTITUTIONS AND PROFESSIONAL  
REGISTRATION**

**Division 2200—State Board of Nursing  
Chapter 2—Minimum Standards for Approved  
Programs of Professional Nursing**

**PROPOSED RESCISSION**

**20 CSR 2200-2.010 Approval.** This rule defined accreditation in the minimum standards for accredited programs of professional nursing in Missouri.

*PURPOSE: This rule is being rescinded and readopted to reorganize the contents of the rule.*

*AUTHORITY: sections 335.036 and 335.071, RSMo 2000. This rule originally filed as 4 CSR 200-2.010. This version of rule filed April 20, 1973, effective May 1, 1973. For intervening history, please consult the Code of State Regulations. Rescinded: Filed April 17, 2007.*

*PUBLIC COST: This proposed rescission will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.*

*PRIVATE COST: This proposed rescission will not cost private entities more than five hundred dollars (\$500) in the aggregate.*

*NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of or in opposition to this proposed rescission with the State Board of Nursing, Lori Scheidt, Executive Director, PO Box 656, Jefferson City, MO 65102, by fax at (573) 751-0075 or via email at nursing@pr.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the Missouri Register. No public hearing is scheduled.*

**Title 20—DEPARTMENT OF INSURANCE,  
FINANCIAL INSTITUTIONS AND PROFESSIONAL  
REGISTRATION  
Division 2200—State Board of Nursing  
Chapter 2—Minimum Standards for Approved  
Programs of Professional Nursing**

**PROPOSED RULE**

**20 CSR 2200-2.010 Approval**

*PURPOSE: This rule defines the approval status and process for programs of professional nursing.*

(1) Generic programs granting diploma, associate degree or baccalaureate degree with a major in nursing shall obtain approval from the board.

(2) Purposes of Approval.

(A) To promote the safe practice of professional nursing by setting minimum standards for programs preparing entry-level professional nurses.

(B) To assure that educational requirements for admission to the licensure examination have been met and to facilitate endorsement in other states, territories, countries, or a combination of these.

(C) To encourage continuing program improvement through assessment, evaluation and consultation.

(D) To assist programs of professional nursing in developing and maintaining academic standards (didactic and clinical) that are congruent with current educational and nursing practice standards.

(3) Classification of Approval.

(A) Initial approval is the status granted a program of professional nursing until full approval is granted or denied.

(B) Full approval is the status granted a program of professional nursing after the program has graduated one (1) class and has met and continues to meet regulations or requirements.

(C) Conditional approval is the status of a program that has failed to meet or maintain the regulations or requirements set by the board.

(4) Initial Approval Status.

(A) Process for Obtaining Initial Approval:

1. An institution desiring to establish a program of professional nursing shall submit a letter of intent to the board at least three (3) months prior to the submission of a proposal. The letter of intent must include: the mission statement of the sponsoring institution; type and length of the nursing program proposed; and tentative budget plans including evidence of financial resources adequate for planning, implementing, and continuing the nursing program. The board will make the letter of intent available to all programs of nursing in the state via its website;

2. Each sponsoring institution shall have only one (1) program proposal under consideration for initial approval at any one (1) time;

3. A program proposal shall be written and presented to the board by the administrator of the proposed program. The proposal shall bear the signature of the administrator who shall meet the criteria in 20 CSR 2200-2.060(1)(B) and shall be active in the position on a full-time basis at least nine (9) months and preferably one (1) year prior to the entry of the first class. Fourteen (14) copies of the proposal must be submitted with the required application fee. The proposal must be prepared following the reporting format and include each component as indicated in paragraph (4)(A)4. of this rule. Board approval of the proposal with or without contingencies must be obtained no later than six (6) months prior to the anticipated opening date;

4. A proposal submitted shall contain the following information:

A. Statement of need and feasibility study, which includes:

(I) Documentation of the need for the nursing program including community and economic development need, rationale for why the program should be established, and documentation of employers' need for graduates of the proposed program;

(II) Number of professional nursing and practical nursing programs in the area and potential impact on those nursing programs;

(III) Number and source of anticipated student population;

(IV) Letters of support for the proposed nursing program;

and

(V) Source of potential qualified faculty;

B. Curriculum.

(I) Philosophy/mission.

(II) Graduate competencies.

(III) Curriculum sequence.

(IV) Course descriptions and objectives with number of credit hours for all courses;

C. Students.

(I) Maximum number of students per class.

(II) Number of classes admitted per year.

(III) Number of students anticipated in initial class.

(IV) Plan for increase to maximum enrollment.

(V) Admission criteria.

(VI) Plans for progression and retention of students.

(VII) Formal complaint procedure.

(VIII) Availability of student services and personnel;

D. Faculty.

(I) Number of full-time and part-time faculty.

(II) Position descriptions;

E. Support services personnel.

(I) Number of full-time and part-time ancillary support services personnel.

(II) Position descriptions;

F. Sponsoring institution.

(I) Evidence of authorization to conduct the program of professional nursing by the governing body of the sponsoring institution.

(II) Evidence of accreditation by an agency recognized by the United States Department of Education.

(III) Provision of administrative structure/organizational charts of the sponsoring institution and the nursing program.

(IV) Evidence of financial stability and resources of the sponsoring institution and the program of nursing; and

G. Facilities.

(I) Description of educational facilities to be used by the professional nursing program such as classrooms, library, offices, clinical skills laboratory, and other facilities.

(II) Description of planned or available learning resources to include such items as equipment, supplies, library services, computers, and technology.

(III) Description of proposed clinical sites that will provide appropriate educational experience.

(IV) A letter of intent from each proposed cooperating agency stating its ability to provide the appropriate educational experiences;

5. Site survey. A representative from the board shall make an on-site survey to verify implementation of the proposal and compliance with 20 CSR 2200-2.050 through 20 CSR 2200-2.130; and

6. The board's decision to grant initial approval is contingent upon evidence from the site survey that the program is being implemented in compliance with 20 CSR 2200-2.050 through 20 CSR 2200-2.130.

(B) Throughout the period of initial approval, the program shall be evaluated at least annually.

(C) Upon graduation of the program's first class and receipt of results of the National Council Licensure Examination for Registered Nurses (NCLEX-RN<sup>®</sup>), the board will review the following:

1. The program's compliance with minimum standards during initial approval including the program's adherence to the approved proposal and changes authorized by the board;

2. Report of an on-site survey (if conducted);

3. Report of National Council Licensure Examination for Registered Nurses results (see 20 CSR 2200-2.180(1)); and

4. Identification and analysis of class graduation rate.

(D) After its review, the board shall decide to continue initial approval for a period of not more than one (1) year, deny approval or grant full approval.

(5) Full Approval Status.

(A) Annual Survey. Each program and each campus of each program shall complete and submit the board's annual survey prior to the established deadline. Following review by the board, each program shall be notified of the board's action(s).

(B) Five (5)-Year Survey. Each approved program and each campus shall be surveyed every five (5) years from the first year of full approval. Either an on-site survey or a paper survey may be conducted. If a nursing program is accredited by a national recognized nursing accrediting body and accredited by the Higher Learning Commission North Central Association of Colleges and Schools, the Missouri Department of Higher Education, the Accrediting Council for Independent Colleges and Schools, or other accrediting body recognized by the United States Department of Education, a five (5)-year on-site survey may be deferred. A paper review will include the accreditation self-study report, recommendations made by the accrediting body, graduation rates and other information as required by the board. Copies of correspondence regarding changes in accreditation status shall be submitted to the board within thirty (30) days of the program's receipt of such.

(C) Additional Visits/Surveys. A representative of the board shall make additional visits/surveys as deemed necessary by the board. A program may request additional visits.

(6) Conditional Approval Status.

(A) Should circumstances warrant, the board will notify the program administrator of concerns regarding the program and the administrator will be requested to respond to those concerns.

(B) A program may be placed on conditional approval status if it has failed to meet or maintain the rules/regulations or requirements, or both, set by the board. The program will remain on conditional

approval status until such time as the deficiencies are corrected to the satisfaction of the board.

(C) A program's approval may be withdrawn pursuant to section 335.071.3, RSMo, for noncompliance with minimum standards. A program which fails to correct identified deficiencies to the satisfaction of the board shall, after notice and hearing, be removed from the board's listing of approved programs.

(7) Annual Registration Requirements:

(A) An application for annual registration shall be sent to each approved program and each campus of each program from the board. Failure to receive the application will not relieve the program of its obligation to register;

(B) A separate annual registration form and designated fee as established in 20 CSR 2200-4.010(1)(F) shall be submitted to the board for each approved program and each campus of each program prior to June 1 of each year; and

(C) A program's approval status shall be subject to review by the board if the required registration fee is not received within thirty (30) days of the June 1 deadline.

*AUTHORITY: sections 335.036 and 335.071, RSMo 2000. This rule originally filed as 4 CSR 200-2.010. This version of rule filed April 20, 1973, effective May 1, 1973. For intervening history, please consult the Code of State Regulations. Rescinded and readopted: Filed April 17, 2007.*

*PUBLIC COST: This proposed rule will cost state agencies or political subdivisions approximately twenty-four thousand six hundred fifty-eight dollars and sixty-eight cents (\$24,658.68) annually for the life of the rule and eight thousand nine hundred forty-seven dollars and thirteen cents (\$8,947.13) every five (5) years for the life of the rule. It is anticipated that the costs will recur for the life of the rule, may vary with inflation and are expected to increase at the rate projected by the Legislative Oversight Committee.*

*PRIVATE COST: This proposed rule will cost private entities approximately ten thousand seven hundred ninety-one dollars and four cents (\$10,791.04) annually for the life of the rule and one hundred thirteen dollars and fifty-two cents (\$113.52) every five (5) years for the life of the rule. It is anticipated that the costs will recur for the life of the rule, may vary with inflation and are expected to increase at the rate projected by the Legislative Oversight Committee.*

*NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of or in opposition to this proposed rule with the State Board of Nursing, Lori Scheidt, Executive Director, PO Box 656, Jefferson City, MO 65102, by fax at (573) 751-0075 or via email at nursing@pr.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the Missouri Register. No public hearing is scheduled.*

PUBLIC ENTITY FISCAL NOTE

I. RULE NUMBER

Title 20 - Department of Insurance, Financial Institutions and Professional Registration  
Division 2200 - State Board of Nursing  
Chapter 2 - Approved Programs of Professional Nursing  
Proposed Rule - 20 CSR 2200-2.010 Approval  
Prepared December 28, 2006

II. SUMMARY OF FISCAL IMPACT

Affected Agency or Political Subdivision	Estimated Cost of Compliance	
State Board of Nursing	Annual Costs: Initial Approval of a Nursing Program - \$2,470.82 Annual Reports - \$22,187.86	\$24,658.68
	Every Five Years: 5 Year Survey (Paper Review) - \$3,560.51 5 Year Survey (Including Site Visit) - \$5,386.62	\$8,947.13

III. WORKSHEET

Initial Approval of Nursing Program

The board anticipates receiving 2 applications for initial approval annually.

PERSONAL SERVICE COSTS

STAFF	ANNUAL SALARY	SALARY TO INCLUDE FRINGE BENEFIT	HOURLY SALARY	TIME PER PROPOSAL	COST PER PROPOSAL	TOTAL COST
Education Administrator	\$45,384.00	\$63,750.90	\$30.65	33 hours	\$1,011.43	\$2,022.87
Senior Office Support Assistant	\$24,144.00	\$33,915.08	\$16.31	5 hours	\$81.53	\$163.05

Total personal service costs \$2,185.92

It is estimated that the following staff time will be devoted to each application:

**Education Administrator/RN VI (33 hours)** - Analyze proposal and supporting documentation, request additional information as needed, conduct site visit, and prepare site visit report. NOTE: Time may vary depending on the length of the proposal and location of the school. For the purpose of this fiscal note, 33 hours is used to determine personal service cost associated with the Education Administrator.

**Senior Office Support Assistant (5 hours)** - Process initial proposal, prepare correspondence and site visit report, and assemble board meeting materials. NOTE: Time may vary depending on the length of the proposal and location of the school. For the purpose of this fiscal note, 5 hours is used to determine personal service cost associated with the Senior Office Support Assistant.

EXPENSE AND EQUIPMENT COSTS

CLASSIFICATION	Fee Amount	Number in Class	AGGREGATE COST
Letterhead (approval of new providers)	\$0.15	2	\$0.30
Envelope (approval of new providers)	\$0.16	2	\$0.32
Postage (approval of new providers)	\$0.34	2	\$0.68
			<b>\$1.30</b>

TRAVEL EXPENSES

The board is unable to determine the exact amount of travel expenses associated with this rule due to the various geographic locations of the programs, therefore, for the purposes of this fiscal note the board estimates the following average travel expenses to conduct one (1) site visit.

Mileage (average 240 miles round trip @ \$0.415)	\$99.60
Lodging (\$96 per night/1 night)	\$96.00
Meals (\$44 per day/2 days)	\$88.00
	<b>\$283.60</b>

Annual Report

The board anticipates receiving 55 annual reports each year.

PERSONAL SERVICE COSTS

STAFF	ANNUAL SALARY	SALARY TO INCLUDE FRINGE BENEFIT	HOURLY SALARY	TIME PER REPORT	COST PER REPORT	TOTAL COST
Education Administrator	\$45,384.00	\$63,750.90	\$30.65	2 hours 30 minutes	\$76.62	\$4,214.30
Senior Office Support Assistant	\$24,144.00	\$33,915.08	\$16.31	20 hours	\$326.11	\$17,935.86

Total personal service costs \$22,150.16

It is estimated that the following staff time will be devoted to each annual survey:

**Education Administrator/RN VI** (2 hours 30 minutes) - Analyze report and supporting documentation, prepare correspondence, request additional information as needed, and prepare report for board review. NOTE: Time may vary depending on the size of the program. For the purpose of this fiscal note, 2 hours and 30 minutes is used to determine personal service cost associated with the Education Administrator.

**Senior Office Support Assistant** (20 hours) - Assemble report forms and materials for mailing to programs, notify/remind programs to submit report; processing of completed reports and fees, prepare letters of acknowledgement and acceptance, enter data into the division's licensing system, and preparing reports and copies for board review. NOTE: Time may vary depending on the size of the program. For the purpose of this fiscal note, 20 hours is used to determine personal service cost associated with the Senior Office Support Assistant.

**EXPENSE AND EQUIPMENT COSTS**

CLASSIFICATION	Fee Amount	Number in Class	AGGREGATE COST
Annual Report Forms	\$0.15	55	\$8.25
Envelope (annual report mailing)	\$0.16	55	\$8.80
Postage (annual report mailing)	\$0.37	55	\$20.35
			<b>\$37.40</b>

**5 Year Survey (Paper Review)**

All of the BSN and diploma programs are accredited by a nationally recognized nursing education agency/body and almost half of the ADN programs possess such accreditation. These programs may complete paper surveys. The board estimates approximately five (5) programs will submit paper reports and four (4) will require site visits each year.

**PERSONAL SERVICE COSTS**

STAFF	ANNUAL SALARY	SALARY TO INCLUDE FRINGE BENEFIT	HOURLY SALARY	TIME PER 5 YEAR SURVEY	COST PER 5 YEAR SURVEY	TOTAL COST
Education Administrator	\$45,384.00	\$63,750.90	\$30.65	15 hours	\$459.74	\$2,298.71
Senior Office Support Assistant	\$24,144.00	\$33,915.08	\$16.31	15 hours	\$244.58	\$1,222.90

**Total personal service costs \$3,521.61**

It is estimated that the following staff time will be devoted for each 5 year survey:

**Education Administrator/RN VI** (15 hours) - Analyze proposal and supporting documentation, request additional information as needed, and prepare report for board review. NOTE: Time may vary depending on the length of the proposal and location of the school. For the purpose of this fiscal note, 20 hours is used to determine personal service cost associated with the Education Administrator.

**Senior Office Support Assistant** (15 hours) - Process initial proposal, prepare correspondence and annual report, and assemble board meeting materials. NOTE: Time may vary depending on the length of the proposal and location of the school. For the purpose of this fiscal note, 15 hours is used to determine personal service cost associated with the Education Administrator.

**EXPENSE AND EQUIPMENT COSTS**

CLASSIFICATION	Fee Amount	Number in Class	AGGREGATE COST
Annual Report Form	\$0.15	5	\$4.50
Envelope (mailing annual report form)	\$0.16	5	\$4.80
Postage (mailing annual report form)	\$0.34	5	\$10.20
Letterhead (acknowledgment/acceptance of annual reports)	\$0.15	5	\$4.50
Envelope (acknowledgment/acceptance of annual reports)	\$0.16	5	\$4.80
Postage (acknowledgment/acceptance of annual reports)	\$0.34	5	\$10.20
			<b>\$39.00</b>

**5 Year Survey Requiring a Site Visit**

**PERSONAL SERVICE COSTS**

STAFF	ANNUAL SALARY	SALARY TO INCLUDE FRINGE BENEFIT	HOURLY SALARY	TIME PER 5 YEAR SURVEY	COST PER 5 YEAR SURVEY	TOTAL COST
Education Administrator	\$45,384.00	\$63,750.90	\$30.65	24 hours	\$735.59	\$2,942.35
Senior Office Support Assistant	\$24,144.00	\$33,915.08	\$16.31	20 hours	\$326.11	\$1,304.43

**Total personal service costs \$4,246.78**

All of the BSN and diploma programs are accredited by a nationally recognized nursing education agency/body and almost half of the ADN programs possess such accreditation so those are paper surveys. The board estimates approximately 16 programs will require site visits for the 5 year survey. This number will decrease as some of these non-accredited programs are pursuing accreditation by the National League for Nursing Accrediting Commission.

It is estimated that the following staff time will be devoted on each application for the following duties:

**Education Administrator/RN VI** (26 hours) - Analyze proposal and supporting documentation, request additional information as needed, conduct site visit, and prepare site visit report. NOTE: Time may vary depending on the length of the proposal and location of the school. For the purpose of this fiscal note, 26 hours is used to determine personal service cost associated with the Education Administrator.

**Senior Office Support Assistant** (20 hours) - Process initial proposal, prepare correspondence and site visit report, and assemble board meeting materials. NOTE: Time may vary depending on the length of the proposal and location of the school. For the purpose of this fiscal note, 20 hours is used to determine personal service cost associated with the Education Administrator.

**EXPENSE AND EQUIPMENT COSTS**

CLASSIFICATION	Fee Amount	Number in Class	AGGREGATE COST
Annual Report Form	\$0.15	4	\$0.60
Envelope (mailing annual report form)	\$0.16	4	\$0.64
Postage (mailing annual report form)	\$0.37	4	\$1.48
Letterhead and Completed Annual Report	\$0.15	4	\$0.60
Envelope (review of annual reports)	\$0.16	4	\$0.64
Postage (review of annual reports)	\$0.37	4	\$1.48
			<b>\$5.44</b>

**TRAVEL EXPENSES**

The board is unable to determine the exact amount of travel expenses associated with this rule due to the various geographic locations throughout the state, however, for the purposes of this fiscal note the board estimates the following average travel expenses:

Mileage (average 240 miles round trip @ \$0.415)	\$99.60		
Lodging (\$96 per night/1 night)	\$96.00		
Meals (\$44 per day/2 days)	\$88.00		
	<u>\$283.60</u>	<b>Total Travel Expenses</b>	<b>\$1,134</b>

**IV. ASSUMPTIONS**

1. An additional visit (see subsection (5)(C)) could be announced or unannounced depending upon reasons for making the survey, The cost would be similar to the 5 year visit as reported above.
2. Currently conditional approval status (see section (6)) is done by letter since all placements of conditional approval status are due to licensure pass rates that are below 80%. If the conditional approval status is due to other reasons, an announced or unannounced visit may be made. An unannounced visit would be dependent upon other information received by the board, such as numerous student complaints or information indicating that the program is not adhering to the minimum standards. Generally the cost is a letter sent by certified mail informing the program of the conditional status. If there is a site visit, the cost would be similar to those reported for a 5 year site survey visit.
3. It is anticipated that the total cost will recur for the life of the rule, may vary with inflation and is expected to increase at the rate projected by the Legislative Oversight Committee.

**NOTE:** The public fiscal note for this rule only reflects the cost for this particular process. However, private entity fees are set at an amount to cover the total actual cost incurred by the office, which includes personal service, expense and equipment and transfers.

## PRIVATE ENTITY FISCAL NOTE

## I. RULE NUMBER

Title 20 - Department of Insurance, Financial Institutions and Professional Registration

Division 2200 - State Board of Nursing

Chapter 2 - Approved Programs of Professional Nursing

Proposed Rule - 20 CSR 2200-2.010 Approval

Prepared December 28, 2006

## II. SUMMARY OF FISCAL IMPACT

Estimate the number of entities by class which would likely be affected by the adoption of the proposed amendment:	Classification by type of the business entities which would likely be affected:	Estimated cost of compliance with the amendment by affected entities during first year of implementation:
2	Applicants - Annually (Submission of Initial Proposal - @ \$3.76)	\$7.24
2	Applicants - Annually (Accreditation by a US Dept. of Education Recognized Agency @ \$2500)	\$5,000.00
55	Currently Approved Providers- Annually (Annual Registration @ \$105.16)	\$5,783.80
11	Currently Approved Schools - Every 5 Years (Submission of 5 Year Survey @ \$10.32)	\$113.52
<b>Annual Cost of Compliance</b>		<b>\$10,791.04</b>
<b>Every Five Years</b>		<b>\$113.52</b>

## III. WORKSHEET

Initial Approval	
Letterhead	\$0.16
Copies of Supporting Document	\$2.50
Envelope	\$0.32
Postage	\$0.78
	\$3.76
Annual Registration	
Annual Registration Fee	\$100.00
Envelope	\$0.16
Postage	\$5.00
	\$105.16
Submission of 5 Year Survey	
Letterhead	\$0.16
Envelope	\$0.16
Postage*	\$10.00
	\$10.32

\*NOTE: Postage may vary depending upon the amount of documentation submitted to the board.



#### IV. ASSUMPTIONS

##### Initial Approval

1. Currently approved professional nursing programs are in compliance with the federal requirements which allow them to participate in the federal student loan programs if they are located in degree granting institutions and have appropriate accreditation from a US Dept. of Education recognized agency. Most of the sponsoring institutions are accredited by the Higher Learning Commission of the North Central Association. However, there are 3 or 4 proprietary programs that are accredited by Accrediting Council of Independent Colleges and Schools (ACICS) via which they participate in the federal student loan programs. However, applicants for initial approval will be required to obtain initial or candidacy status with the North Central Association accreditation, or other accreditation recognized by the US Dept. of Education. The board estimates the accreditation process will cost applicants approximately \$2500.
2. Applicants for initial approval are required to submit a letter of intent to the board along with supporting documentation which includes a tentative budget plan and documentation regarding stability of the sponsoring institution. Cost for preparing such supporting documentation may vary from applicant to applicant, therefore, these costs are not being calculated in this fiscal note.
3. Programs are located in public and private educational institutions and vary greatly in size. It is difficult to determine the costs incurred by a sponsoring institution for the submission of a proposal to start a nursing program and are not being calculated in this fiscal note due to the following variables:
  - Proposed nursing program not located in a sponsoring institution that currently offers other types of programs and there are no physical facilities (classrooms, library, etc.) and no established student support services;
  - Sponsoring institution not presently accredited by an agency recognized by the U.S. Department of Education and must pursue that process;
  - Sponsoring institution leases rather than owns space for the proposed nursing program or must renovate physical facilities to accommodate the program;
  - Sponsoring institution does not currently have any type of nursing program and must start from "scratch" in developing philosophy/mission, curriculum and hire faculty etc. Costs are generally reduced if sponsoring institution currently offers a professional nursing program;
  - Sponsoring institution is a large, public entity as opposed to a small, private entity in terms of obtaining the needed organizational approvals which could lead to increase expense and time;
  - Dependent upon the experience of the program administrator responsible for writing the proposal. If s/he is inexperienced in education, the hiring of a consultant and/or meetings with other program administrators for advice and direction may be needed; and
  - Cost will vary if the sponsoring institution is able to obtain grants or other federal/state monies for the proposed program.
4. Applicants may experience costs for the following variables, these factors may vary from applicant to applicant and are not included in this fiscal note:
  - Hiring program administrator to write the proposal;
  - Performing needs study to assemble information which may include conducting surveys, meeting with stakeholders, etc.;
  - Obtaining letters of support for proposed program from interested parties and letters of intent for clinical utilization from health care facilities/agencies;
  - Developing philosophy and graduate competencies for the program to be basis for curriculum;
  - Developing curriculum plan with the sequence of courses, number of credit or clock hours per course and description and objectives for each course;
  - Determining number of students to be enrolled, develop admission and progression criteria and develop appeals procedures;
  - Developing position descriptions for faculty and, if necessary, support personnel;
  - Developing charts/lines of communication for sponsoring institution and nursing program;

- Developing budget for program, which may include seeking grants or other monies/donations to reduce expenses;
- Providing appropriate physical facilities for the program which may result in constructing a building, renovating, or buying or leasing a property. Considerations for the building must include appropriately equipped classrooms which may include a science lab; developing and furnishing clinical skills laboratory with furnishings, equipment, models, mannequins, etc.; and developing and furnishing library/learning resources which may include computers, software, A-V resources, books, journals, shelves and other furnishings; and
- Hiring secretarial assistance to type and assemble proposal, making copies, and mailing or delivering proposal.

**Annual Survey**

Currently approved programs are expected to incur costs for the following, however, due to the size and geographic location of the program, the cost will vary and are not included in this fiscal note:

- Completion of a 3 page report may be required for each member of the faculty to update records with the board; and assembling of publications (catalog, student handbook, etc.); and
- Mailing or delivering report to the board office.

**5 Year Survey**

Currently approved programs are expected to incur costs every 5 years for the following, however, due to the size and geographic location of the program, the cost may vary and are not included in this fiscal note:

- For a paper review, the program submits a form which lists the standards and where information regarding each standard is found; course syllabi; samples of final exams, college catalog; student handbooks, application and recruitment materials, a copy of the programs systematic evaluation plan; a copy of the most recent report from the nursing education accrediting body and the program response to any recommendation.

**5 Year Site Survey**

Programs requiring a site visit submit the same information as required with the 5 year survey with the exception of the accrediting agency's report and program response.

5. It is anticipated that the total cost will recur for the life of the rule, may vary with inflation and is expected to increase at the rate projected by the Legislative Oversight Committee.

NOTE: The division is statutorily obligated to enforce and administer the provisions of Chapter 335, RSMo. Pursuant to Chapter 335, RSMo, the division shall by rule and regulation set the amount of fees authorized by Chapter 335, RSMo so that the revenue produced is sufficient, but not excessive, to cover the cost and expense to the board for administering the provisions of Chapter 335, RSMo.

**Title 20—DEPARTMENT OF INSURANCE,  
FINANCIAL INSTITUTIONS AND PROFESSIONAL  
REGISTRATION**

**Division 2200—State Board of Nursing  
Chapter 2—Minimum Standards for Approved  
Programs of Professional Nursing**

**PROPOSED RESCISSION**

**20 CSR 2200-2.020 Discontinuing and Reopening Programs.**  
This rule defined the procedure for discontinuing and reopening programs of professional nursing.

*PURPOSE:* This rule is being rescinded and readopted to reorganize the content of the rule and remove extraneous wording.

*AUTHORITY:* sections 335.036 and 335.071, RSMo 2000. This rule originally filed as 4 CSR 200-2.020. This version of rule filed April 20, 1973, effective May 1, 1973. For intervening history, please consult the *Code of State Regulations*. Rescinded: Filed April 17, 2007.

*PUBLIC COST:* This proposed rescission will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.

*PRIVATE COST:* This proposed rescission will not cost private entities more than five hundred dollars (\$500) in the aggregate.

*NOTICE TO SUBMIT COMMENTS:* Anyone may file a statement in support of or in opposition to this proposed rescission with the State Board of Nursing, Lori Scheidt, Executive Director, PO Box 656, Jefferson City, MO 65102, by fax at (573) 751-0075 or via email at nursing@pr.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the *Missouri Register*. No public hearing is scheduled.

**Title 20—DEPARTMENT OF INSURANCE,  
FINANCIAL INSTITUTIONS AND PROFESSIONAL  
REGISTRATION**

**Division 2200—State Board of Nursing  
Chapter 2—Minimum Standards for Approved  
Programs of Professional Nursing**

**PROPOSED RULE**

**20 CSR 2200-2.020 Discontinuing and Reopening Programs**

*PURPOSE:* This rule establishes the procedures for discontinuing and reopening programs of professional nursing.

(1) Program Discontinuation.

(A) A letter of intent shall be submitted to the board, at least six (6) months and, preferably, one (1) year prior to closing the program and shall include:

1. Closing date; and
2. Plans for completion of program for currently enrolled students.

(B) The plan for closure must be approved by the board prior to implementation.

(C) Date of completion on the diploma or degree shall be on or before the official closing date of the program.

(D) Application for registration with the required fee shall be submitted annually to the board as long as there are students in the program.

(E) Classroom and clinical instruction approved by the board shall be provided until the designated date of closing. The sponsoring institution shall be responsible for providing a complete educational

program for the currently enrolled students or shall provide a mechanism for transfer.

(F) Records for all graduates and for all students who attended the program shall be filed in the manner used by the institution conducting the program.

1. Transcripts of all courses attempted or completed by each student attending the program shall be maintained by the designated custodian. Provisions for obtaining copies of transcripts shall be maintained.

2. If the program closes but the sponsoring institution continues, that institution shall assume the responsibility for the records and notify the board, in writing, of the location of the storage of the records.

3. If both the program and the sponsoring institution close, the transcripts shall be given permanent custodial care and the board shall be notified in writing of the name and address of the custodian.

(2) Program Reopening. The procedure for reopening a program is the same as for initial approval in 20 CSR 2200-2.010(4)(A).

*AUTHORITY:* sections 335.036 and 335.071, RSMo 2000. This rule originally filed as 4 CSR 200-2.020. This version of rule filed April 20, 1973, effective May 1, 1973. For intervening history, please consult the *Code of State Regulations*. Rescinded and readopted: Filed April 17, 2007.

*PUBLIC COST:* This proposed rule will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.

*PRIVATE COST:* This proposed rule will not cost private entities more than five hundred dollars (\$500) in the aggregate.

*NOTICE TO SUBMIT COMMENTS:* Anyone may file a statement in support of or in opposition to this proposed rule with the State Board of Nursing, Lori Scheidt, Executive Director, PO Box 656, Jefferson City, MO 65102, by fax at (573) 751-0075 or via email at nursing@pr.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the *Missouri Register*. No public hearing is scheduled.

**Title 20—DEPARTMENT OF INSURANCE,  
FINANCIAL INSTITUTIONS AND PROFESSIONAL  
REGISTRATION**

**Division 2200—State Board of Nursing  
Chapter 2—Minimum Standards for Approved  
Programs of Professional Nursing**

**PROPOSED RESCISSION**

**20 CSR 200-2.030 Change of Sponsorship.** This rule defined the procedure for a change of sponsorship of a professional nursing program.

*PURPOSE:* This rule is being rescinded and readopted to remove extraneous wording.

*AUTHORITY:* sections 335.036 and 335.071, RSMo 2000. This rule originally filed as 4 CSR 200-2.030. This version of rule filed April 20, 1973, effective May 1, 1973. For intervening history, please consult the *Code of State Regulations*. Rescinded: Filed April 17, 2007.

*PUBLIC COST:* This proposed rescission will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.

*PRIVATE COST:* This proposed rescission will not cost private entities more than five hundred dollars (\$500) in the aggregate.

*NOTICE TO SUBMIT COMMENTS:* Anyone may file a statement in support of or in opposition to this proposed rescission with the State Board of Nursing, Lori Scheidt, Executive Director, PO Box 656, Jefferson City, MO 65102, by fax at (573) 751-0075 or via email at nursing@pr.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the *Missouri Register*. No public hearing is scheduled.

**Title 20—DEPARTMENT OF INSURANCE,  
FINANCIAL INSTITUTIONS AND PROFESSIONAL  
REGISTRATION  
Division 2200—State Board of Nursing  
Chapter 2—Minimum Standards for Approved  
Programs of Professional Nursing**

**PROPOSED RULE**

**20 CSR 2200-2.030 Change of Sponsorship**

*PURPOSE:* This rule defines the procedure for a change of sponsorship of a professional nursing program.

(1) The institution assuming the sponsorship of an approved program shall notify the board in writing within ten (10) working days after the change of sponsorship.

(2) A change in sponsorship form provided by the board shall be completed and returned within thirty (30) days of receipt of the form.

(3) Any proposed changes that affect the criteria included in 20 CSR 2200-2.010(4)(A)1.-4. must be approved by the board prior to implementation.

(4) Program documents shall be changed to indicate the appropriate sponsor.

*AUTHORITY:* sections 335.036 and 335.071, RSMo 2000. This rule originally filed as 4 CSR 200-2.030. This version filed April 20, 1973, effective May 1, 1973. For intervening history, please consult the *Code of State Regulations*. Rescinded and readopted: Filed April 17, 2007.

*PUBLIC COST:* This proposed rule will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.

*PRIVATE COST:* This proposed rule will not cost private entities more than five hundred dollars (\$500) in the aggregate.

*NOTICE TO SUBMIT COMMENTS:* Anyone may file a statement in support of or in opposition to this proposed rule with the State Board of Nursing, Lori Scheidt, Executive Director, PO Box 656, Jefferson City, MO 65102, by fax at (573) 751-0075 or via email at nursing@pr.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the *Missouri Register*. No public hearing is scheduled.

**Title 20—DEPARTMENT OF INSURANCE,  
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Division 2200—State Board of Nursing  
Chapter 2—Minimum Standards for Approved  
Programs of Professional Nursing**

**PROPOSED RESCISSION**

**20 CSR 2200-2.035 Multiple Campuses.** This rule defined the procedure for multiple campuses.

*PURPOSE:* This rule is being rescinded and readopted to better distinguish the difference between multiple campuses and satellite locations and emphasize that each campus must have a designated full-time coordinator.

*AUTHORITY:* sections 335.036(2), (3), (4), (5), and (6), RSMo Supp. 1997 and 335.071, RSMo 1994. This rule originally filed as 4 CSR 200-2.035. Original rule filed Aug. 6, 1998, effective Feb. 28, 1999. Moved to 20 CSR 2200-2.035, effective Aug. 28, 2006. Rescinded: Filed April 17, 2007.

*PUBLIC COST:* This proposed rescission will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.

*PRIVATE COST:* This proposed rescission will not cost private entities more than five hundred dollars (\$500) in the aggregate.

*NOTICE TO SUBMIT COMMENTS:* Anyone may file a statement in support of or in opposition to this proposed rescission with the State Board of Nursing, Lori Scheidt, Executive Director, PO Box 656, Jefferson City, MO 65102, by fax at (573) 751-0075 or via email at nursing@pr.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the *Missouri Register*. No public hearing is scheduled.

**Title 20—DEPARTMENT OF INSURANCE,  
FINANCIAL INSTITUTIONS AND PROFESSIONAL  
REGISTRATION  
Division 2200—State Board of Nursing  
Chapter 2—Minimum Standards for Approved  
Programs of Professional Nursing**

**PROPOSED RULE**

**20 CSR 2200-2.035 Multiple Campuses**

*PURPOSE:* This rule defines the procedures for multiple campuses.

(1) Each campus of a program will be treated independently for purposes of compliance with the minimum standards set forth by the board.

(2) Each campus is required to submit a separate annual survey, five (5)-year survey, annual registration and annual registration fee.

(3) The sponsoring institution must submit a proposal as indicated in 20 CSR 2200-2.010(4)(A) and receive approval from the board before opening an additional campus. Each additional campus shall be surveyed.

(4) Each campus shall have a full-time faculty person designated as the coordinator who reports to the program administrator.

(5) Discipline of one (1) campus will not automatically result in discipline of other campuses of the same program.

(6) Each campus will be evaluated individually concerning licensure examination results.

(7) Satellite locations do not qualify as multiple campuses.

*AUTHORITY:* sections 335.036(2), (3), (4), (5) and (6) and 335.071, RSMo 2000. This rule originally filed as 4 CSR 200-2.035.

*Original rule filed Aug. 6, 1998, effective Feb. 28, 1999. Moved to 20 CSR 2200-2.035, effective Aug. 28, 2006. Rescinded and readopted: Filed April 17, 2007.*

*PUBLIC COST: This proposed rule will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.*

*PRIVATE COST: This proposed rule will not cost private entities more than five hundred dollars (\$500) in the aggregate.*

*NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of or in opposition to this proposed rule with the State Board of Nursing, Lori Scheidt, Executive Director, PO Box 656, Jefferson City, MO 65102, by fax at (573) 751-0075 or via email at nursing@pr.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the Missouri Register. No public hearing is scheduled.*

**Title 20—DEPARTMENT OF INSURANCE,  
FINANCIAL INSTITUTIONS AND PROFESSIONAL  
REGISTRATION  
Division 2200—State Board of Nursing  
Chapter 2—Minimum Standards for Approved  
Programs of Professional Nursing**

**PROPOSED RESCISSION**

**20 CSR 2200-2.040 Program Changes Requiring Board Approval, Notification, or Both.** This rule defined program changes which require board approval, notification, or both.

*PURPOSE: This rule is being rescinded and readopted to specifically delineate items needing board approval and/or notification and the procedure to submit changes.*

*AUTHORITY: section 335.036, RSMo Supp. 1997. This rule originally filed as 4 CSR 200-2.040. This version of rule filed April 20, 1973, effective May 1, 1973. For intervening history, please consult the Code of State Regulations. Rescinded: Filed April 17, 2007.*

*PUBLIC COST: This proposed rescission will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.*

*PRIVATE COST: This proposed rescission will not cost private entities more than five hundred dollars (\$500) in the aggregate.*

*NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of or in opposition to this proposed rescission with the State Board of Nursing, Lori Scheidt, Executive Director, PO Box 656, Jefferson City, MO 65102, by fax at (573) 751-0075 or via email at nursing@pr.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the Missouri Register. No public hearing is scheduled.*

**Title 20—DEPARTMENT OF INSURANCE,  
FINANCIAL INSTITUTIONS AND PROFESSIONAL  
REGISTRATION  
Division 2200—State Board of Nursing  
Chapter 2—Minimum Standards for Approved  
Programs of Professional Nursing**

**PROPOSED RULE**

**20 CSR 2200-2.040 Program Changes Requiring Board Approval, Notification, or Both**

*PURPOSE: This rule defines program changes which require board approval, notification, or both.*

- (1) Board approval is required for changes of the following:
  - (A) Curriculum;
  - (B) Length of program;
  - (C) Increase number of students by admission or transfer, by more than one (1) beyond the number approved by the board;
  - (D) Pilot program/project; and
  - (E) Relocation of the program or any of its components.
- (2) The request for board approval of program changes shall include:
  - (A) Narrative description of proposed change(s);
  - (B) Rationale for proposed changes including consistency with the program's philosophy/mission and graduate competencies;
  - (C) Side by side comparison of proposed changes and current practice when applicable;
  - (D) Timetable for implementation;
  - (E) Narrative of the impact of proposed changes on the program;
  - (F) Explanation of the impact of the proposed changes on currently enrolled students, faculty, graduates or resources; and
  - (G) Methods of evaluation to be used to determine the effect of the change.
- (3) The request shall be submitted by a deadline established by the board.

(4) A change in name and/or address of the program shall be submitted in writing to the board within thirty (30) days of the change.

(5) A change in a program's accreditation status by any accrediting body shall be submitted in writing to the board within thirty (30) days of the program's notification of such.

*AUTHORITY: section 335.036, RSMo 2000. This rule originally filed as 4 CSR 200-2.040. This version of rule filed April 20, 1973, effective May 1, 1973. For intervening history, please consult the Code of State Regulations. Rescinded and readopted: Filed April 17, 2007.*

*PUBLIC COST: This proposed rule will cost state agencies or political subdivisions approximately sixty-one dollars and thirty cents (\$61.30) to five hundred twenty-nine dollars (\$529) per program revision for the life of the rule. It is anticipated that the costs will recur for the life of the rule, may vary with inflation and are expected to increase at the rate projected by the Legislative Oversight Committee.*

*PRIVATE COST: This proposed rule will cost private entities approximately twenty-seven dollars (\$27) to one hundred thirty-four dollars (\$134) per program revision for the life of the rule. It is anticipated that the costs will recur for the life of the rule, may vary with inflation and are expected to increase at the rate projected by the Legislative Oversight Committee.*

*NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of or in opposition to this proposed rule with the State Board of Nursing, Lori Scheidt, Executive Director, PO Box 656, Jefferson City, MO 65102, by fax at (573) 751-0075 or via email at nursing@pr.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the Missouri Register. No public hearing is scheduled.*

**PUBLIC ENTITY FISCAL NOTE**

**I. RULE NUMBER**

**Title 20 - Department of Insurance, Financial Institutions and Professional Registration**

**Division 2200 - State Board of Nursing**

**Chapter 2 - Approved Programs of Professional Nursing**

**Proposed Rule - 20 CSR 2200-2.040 Program Changes Requiring Board Approval, Notification or Both**

Prepared December 28, 2006

**II. SUMMARY OF FISCAL IMPACT**

Affected Agency or Political Subdivision	Estimated Cost of Compliance	
State Board of Nursing	Cost of Compliance for the Life of the Rule	\$61.30 - \$529 per program revision

**III. WORKSHEET**

The following is a summary of the time the Education Administrator/RN VI will spend with various revision changes. Due to the unknown number and degree of revisions a program may make in a year, the board is estimating a range of costs in this fiscal note.

**Education Administrator/RN VI**

The time involved to review a curriculum revision varies with the degree of change requested. A complete revision of the entire curriculum could take 6-8 hours to review whereas, if the request involves only 2-4 courses, the review could be done in 2 hours. Once clarifications are received and acceptable, the request is sent to the Education Committee members for review. The time involved for reviewing requests for a change in the number of students may only take 2 hours if the program has included all the necessary information. If clarification is needed that increases the time and there is letter writing. This request also goes to members of the Education Committee. If the program relocates, it may submit blue prints or a diagram of the new physical layout along with narrative descriptions. This may take 2-3 hours to review. A site visit may be conducted and the geographic location of the program would determine if that means travel, lodging and meals. A report of the relocation visit takes about 2 hours to write and is sent to Education Committee members.

<u>Tasks</u>	<u>Processing Time</u>	<u>Hourly Salary</u>	<u>Cost Per Revision</u>
Complete Revision	8 hours	\$30.65	\$245.20
Review of 2-4 Courses	2 hours	\$30.65	\$61.30
Education Committee Review	2 hours	\$30.65	\$61.30
Program Relocation	3 hours	\$30.65	\$91.95
Program Relocation Report	2 hours	\$30.65	\$61.30

**TRAVEL EXPENSES**

The board is unable to determine the exact amount of travel expenses associated with this rule due to the various geographic locations throughout the state, however, for the purposes of this fiscal note the board estimates the following average travel expenses to conduct one (1) site visit.

Mileage (average 240 miles round trip @ \$0.415)	\$99.60
Lodging (\$96 per night/1 night)	\$96
Meals (\$44 per day/2 days)	\$88
	<b>\$284</b>

**IV. ASSUMPTIONS**

1. All programs are affected by the rule but not all programs submit any sort of change each year and there are some who haven't submitted any change within the last 5 years. Only 2-3 professional nursing programs a year submit curricular revisions while request for a change in number of students that can be enrolled may be about 2 programs a year. Four professional programs have relocated within the last 5 years so that averages to one per year. Two programs have requested to do pilot projects over the past 5 years.
2. It is anticipated that the total cost will recur for the life of the rule, may vary with inflation and is expected to increase at the rate projected by the Legislative Oversight Committee.

**NOTE:** The public fiscal note for this rule only reflects the cost for this particular process. However, private entity fees are set at an amount to cover the total actual cost incurred by the office, which includes personal service, expense and equipment and transfers.

## PRIVATE ENTITY FISCAL NOTE

### I. RULE NUMBER

**Title 20 - Department of Insurance, Financial Institutions and Professional Registration**  
**Division 2200 - State Board of Nursing**  
**Chapter 2 - Approved Programs of Professional Nursing**  
**Proposed Rule - 20 CSR 2200-2.040 Program Changes Requiring Board Approval, Notification or Both**

Prepared December 28, 2006

### II. SUMMARY OF FISCAL IMPACT

Estimate the number of entities by class which would likely be affected by the adoption of the proposed amendment:	Classification by type of the business entities which would likely be affected:	Estimated cost of compliance with the amendment by affected entities during first year of implementation:
30-150	Program (Submission of Request for Revision @ \$.50)	\$15.00-\$75.00
30-150	Program (Postage @ \$.39)	\$12.00-\$59.00
<b>Estimated Cost of Compliance</b>		<b>\$27.00-\$134.00</b>

### III. WORKSHEET

### IV. ASSUMPTIONS

1. The professional nursing programs are located in public and private educational institutions which vary greatly in size. Admissions to the programs varies from 30-150 per year. The cost to the program varies greatly with the size of the program and type of request submitted.
2. A dollar amount for a request is difficult to determine, as it is largely dependent upon the type of request submitted. The process to increase the number of students generally would be less costly than those associated with relocation. The size of the sponsoring institution of the nursing program and the organizational structure via which requests are internally approved prior to submission to the board is another factor that differs from program to program.

3. A curriculum change may vary from altering two courses and/or changing the number of credit hours to a comprehensive revision of the nursing curriculum, including the philosophy/mission and graduate competencies. Thus, the amount of time required of faculty to accomplish the task would greatly differ. A pilot program/project could involve working with another agency so that parties other than program faculty and administration are involved and perhaps contractual agreements are necessary. Relocation may vary from moving within a building or from one location to another on campus to moving to an entire different geographic area in the city in which the program is located.
4. The program will have the expense involved in writing and making copies of the request as well as postage. This will be determined by the specific request and delivery method. The board does provide the program with forms for requests for change in enrollment and relocation but the program may need or choose to provide additional information.
5. It is anticipated that the total cost will recur for the life of the rule, may vary with inflation and is expected to increase at the rate projected by the Legislative Oversight Committee.