

WEST VIRGINIA
STATE BOARD OF EXAMINERS
FOR LICENSED PRACTICAL NURSES

NANCY R. WILSON, R.N.
EXECUTIVE SECRETARY



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March 21, 2000

Ms. Judy Cooper, Director
Administrative Law Division
Office of the Secretary of State
Building 1 Suite 157-K
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305

Dear Ms. Cooper:

Enclosed please find the appropriate documentation required in the filing of an approved Rule with the Secretary of State.

These proposed amendments to Legislative Rules, 10 C.S.R. 1, Policies and Procedures for Development and Maintenance of Educational Programs in Practical Nursing, were previously filed with your office on November 29, 1999. The comment period on said rules ended on January 7, 2000. The proposed Rules were approved as revised by the Board during its regular meeting on February 17, 2000.

If any irregularities exist with what is submitted herein, please advise. Your assistance in this matter is appreciated.

Very truly yours,

Nancy R. Wilson, R.N.
Executive Secretary

NRW/a

Enclosures:

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March 21, 2000

Legislative Rule-Making Review Committee
Building 1, Suite 152
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305

To All Interested Persons:

The enclosed documentation is hereby respectfully submitted in accordance with the requirements for Notice of Agency Approval of a Proposed Rule and Filing with the Legislative Rule-Making Review Committee.

These proposed amendments to Legislative Rules 10 C.S.R. 1, Policies and Procedures for Development and Maintenance of Educational Programs in Practical Nursing, were previously filed with the Office of the Secretary of State on November 29, 1999. The comment period on said Rules ended January 7, 2000. The proposed Rules were approved as revised by the Board during its regular meeting on February 17, 2000.

If any irregularities exist with what is submitted herein, please advise. Your assistance in this matter is appreciated.

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Executive Secretary

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Enclosures:

- e. Date you filed in State Register the agency approved proposed Legislative Rule following public hearing: (be exact)

March 21, 2000

- f. **Name, title, address and phone/fax/e-mail numbers** of agency person(s) to receive all *written correspondence* regarding this rule: (Please type)

Nancy R. Wilson, R.N., Executive Secretary

101 Dee Drive, Charleston, West Virginia 25311-1688

(304) 558-3572 Fax (304) 558-4367 e-mail lpnboard@state.wv.us

- g. **IF DIFFERENT FROM ITEM 'f',** please give **Name, title, address and phone number(s)** of agency person(s) who wrote and/or has responsibility for the contents of this rule: (Please type)

3. If the statute under which you promulgated the submitted rules requires certain findings and determinations to be made as a condition precedent to their promulgation:

- a. Give the date upon which you filed in the State Register a notice of the time and place of a hearing for the taking of evidence and a general description of the issues to be decided.

N/A

b. Date of hearing or comment period.

c. On what date did you file in the State Register the findings and determinations required together with the reasons therefor?

d. Attach findings and determinations and reasons:

Attached _____

**TITLE 10
LEGISLATIVE RULES
WEST VIRGINIA STATE BOARD OF
EXAMINERS FOR LICENSED PRACTICAL NURSES**

**SERIES 1 - POLICIES AND PROCEDURES FOR DEVELOPMENT AND
MAINTENANCE OF EDUCATIONAL PROGRAMS IN PRACTICAL NURSING**

SUMMARY OF PROPOSAL

Proposed changes are primarily editorial in nature with the exception of the addition of stated goals of accreditation, curriculum evaluation by the faculty of the educational program, and notification to the Board of results of criminal history records checks of applicants to the Board for the licensure examination.

**TITLE 10
LEGISLATIVE RULES
WEST VIRGINIA STATE BOARD OF
EXAMINERS FOR LICENSED PRACTICAL NURSES**

**SERIES 1 - POLICIES AND PROCEDURES FOR DEVELOPMENT AND
MAINTENANCE OF EDUCATIONAL PROGRAMS IN PRACTICAL NURSING**

STATEMENT OF CIRCUMSTANCES REQUIRING RULE

Proposed changes to this Rule reflect requirements for educational programs in practical nursing. Goals of accreditation by the Board are clearly stated. Action taken by the Board for an educational programs with a high failure rate on the licensure examination is clarified. Suggested subject matter is suggested for the social science course in the practical nursing programs. In response to an increasing number of applicants to the Board who have had criminal convictions, results of criminal history records checks are reported to the Board by the nurse coordinator of the educational program.

APPENDIX B

FISCAL NOTE FOR PROPOSED RULES
 Policies and Procedures for Development and Maintenance
 of Educational Programs in Practical Nursing

Rule Title: _____

Type of Rule: **Legislative** **Interpretive** **Procedural**

Agency: _____
 West Virginia State Board of Examiners for LPNs

Address: _____
 101 Deé Drive

 Charleston, WV 25311-1688

1. Effect of Proposed Rule

	ANNUAL FISCAL YEAR				
	INCREASE	DECREASE	CURRENT	NEXT	THIRDAFTER
ESTIMATED TOTAL COST	\$ NONE	\$ NONE	\$ NONE	\$ NONE	\$ NONE
PERSONAL SERVICES					
CURRENT EXPENSE					
REPAIRS & ALTERATIONS					
EQUIPMENT					
OTHER					

2. Explanation of above estimates:

3. Objectives of these rules:

Primarily editorial changes in rules for schools of practical nursing

Rule Title: Policies and Procedures for Development and Maintenance of Educational Programs in Practical Nursing

4. Explanation of Overall Economic Impact of Proposed Rule.

A. Economic Impact on State Government.

None

B. Economic Impact on Political Subdivisions; Specific Industries; Specific groups of Citizens.

None

C. Economic Impact on Citizens/Public at Large.

None

Date:

3/21/2000

Signature of Agency Head or Authorized Representative

J. Nancy K. Wilson

FILED

MAR 21 2 21 PM '00

TITLE 10
LEGISLATIVE RULES
WEST VIRGINIA STATE BOARD OF
EXAMINERS FOR LICENSED PRACTICAL NURSES
SERIES 1
POLICIES AND PROCEDURES FOR DEVELOPMENT AND MAINTENANCE
OF EDUCATIONAL PROGRAMS IN PRACTICAL NURSING

OFFICE OF WEST VIRGINIA
SECRETARY OF STATE

§10-1-1. General.

1.1. Scope. --These legislative rules establish the administrative Rules and Regulations for development and maintenance of educational programs in practical nursing.

1.2. Authority. -- WV Code §30-7A-5 & §64-9-17(d)

1.3. Filing Date. --

1.4. Effective Date. --

§10-1-2. Definition of Terms.

2.1. "Practical Nursing" means the performance for compensation of selected nursing acts in the care of the ill, injured or infirm under the direction of a registered professional nurse or a licensed physician or a licensed dentist, and not requiring the substantial specialized skill, judgment and knowledge required in professional nursing.

2.2. "Practical Nurse" means a person who has met all the requirements for licensure as a practical nurse and who engages in practical nursing as defined in this section.

2.3. "Board" means the West Virginia State Board of Examiners for Licensed Practical Nurses.

2.4. "Program" means an accredited program of practical nursing that has met the requirements of WV Code §30-7A-8, and of the Board as specified in this rule.

2.5. "Curriculum" means a total written plan of learning activities included during the program of practical nursing.

2.6. "Sponsoring Agency" refers to those agencies providing financial and administrative support for an accredited program in practical nursing.

2.7. ~~An~~ "Affiliating agency" refers to a health care agency used by a sponsoring agency for clinical experience for students enrolled in the accredited program.

2.8. "Licensure examination" refers to the written examination provided to qualified applicants, as required in 10 CSR 2, Policies Regulating Licensure of the Licensed Practical Nurse.

RULES AND REGULATIONS - BPN - EDUCATION

§10-1-3. Accreditation

The Board shall issue a certificate of accreditation to the each accredited program of a sponsoring agency which meets the requirements of WV Code §30-7A-8 and this rule. The sponsoring agency shall display the certificate of accreditation at the program site.

3.1. Goals of Accreditation

3.1.a. Primary Goal: Graduate safe, competent practitioners of practical nursing with a skill mix adequate to meet employer demands.

3.1.b. Contributing Goals:

1. Administration, faculty and the professional community understand and support the philosophy, goals and objectives of practical nursing.

2. Faculty maintain current curricular concepts.

3. Faculty and clinical facilities staff partner to develop client care experiences which enhance student competence in the clinical area.

4. Faculty utilize varied and effective mechanisms for evaluating student knowledge base in practical nursing.

5. Administration and faculty maintain a positive learning environment for students.

6. Graduates successfully complete the licensure examination at a rate at least equal to the national passing standard.

7. Health care agencies hire program graduates.

3.1-2. Minimum requirements for accreditation

~~In order for a~~ The sponsoring agency to establish or maintain a program in practical nursing it must:

3.1-2.a. establish maintains a practical nursing program advisory committee as required in section 5 of this rule,

3.1-2.b. provides classroom and clinical facilities as required by section 6 of this rule,

3.1-2.c. employs qualified faculty as required by section 7 of this rule,

3.1-2.d. provides a program of instruction as required by section 8 of this rule,

3.1-2.e. selects students and develop student policies as required by section 9 of this rule, and

3.1-2.f. maintains records, reports and bulletins as required by section 10 of this rule.

3.2-3. Types of Accreditation

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All programs shall have tentative, provisional or full accreditation by the Board for graduates of the program to be eligible to take the licensure examination for practical nurses.

3.2-3.a. Tentative state accreditation

A new program for which the sponsoring agency requires time to demonstrate its eligibility for accreditation ~~shall be~~ is known as a "State Tentatively Accredited Program." Tentative accreditation is valid for operation of the program until after the first meeting of the Board following ~~its~~ receipt of the licensure examination results ~~for the first examination following for~~ graduates of the first class.

3.2-3.b. Full state accreditation

A program which ~~has~~ meets the requirements set forth in this rule, and ~~has~~ demonstrated the ability to provide an adequate educational program which reflects current educational trends and current concepts in the delivery of health services, is known as a "State Accredited Program."

3.4. National accreditation

All programs are urged to seek accreditation through appropriate national organizations authorized to grant such accreditation.

3.3-5. Accreditation site visits

A representative of the board ~~shall~~ visits each program once every three (3) years to evaluate compliance with minimum requirements for maintaining an accredited program in practical nursing. A representative of the board ~~may~~ makes additional visits ~~at any time depending upon the~~ based on needs of the program as determined by the board, the sponsoring agency or faculty of the program. Additional visits may be announced or unannounced. Following a visit, the board representative ~~shall~~ sends a report to the nurse coordinator and agency administrator stating the findings and recommendations. The board representative ~~shall~~ provides copies of visitation reports to the Board ~~for approval and to continue the program's full state accreditation.~~ to be utilized in determining accreditation status.

A representative of the board contacts the coordinator of a program that has a failure rate on the licensure examination which exceeds the national failure rate. The board representative may ask that the coordinator develop and present to the board a plan for corrective action. The board may accept the plan devised by the coordinator or offer alternative suggestions for corrective action.

3.2-6. Provisional state accreditation

A program which fails to maintain the minimum requirements and which the board has duly notified, is known as a "State Provisionally Accredited Program". ~~that it must~~ The program is required to meet the Board recommendations within one (1) year from the date of the notice. Representatives of the sponsoring agency of a program placed on Provisional State Accreditation may request a hearing before the board on behalf of the program.

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3.5-7. Withdrawal of state accreditation

The board ~~shall~~ gives written notice of deficiencies to any program which fails to meet requirements of WV Code §30-7A-1 et seq. and this rule. ~~with a specific date by which the program is to correct deficiencies.~~ The letter is immediate notice that the program's accreditation status is in jeopardy. The board ~~shall~~ maintains the program on the list of accredited programs, as a Provisionally Accredited Program, for ~~the~~ a specified period not to exceed one year, specified to correct deficiencies. A representative of the board ~~shall~~ makes an on site visit at the end of the specified period to determine if the sponsoring agency and faculty have corrected specified deficiencies in the provisionally accredited program. The board reviews findings resulting from the site visit. The board withdraws state accreditation if criteria for Full State Accreditation are not met.

3.7.a. The sponsoring agency of a program that has had its accreditation withdrawn follows established procedures for closing a program.

3.5-7.b. The sponsoring agency of a program that has had its accreditation withdrawn ~~who~~ and desires to reopen a program is required to follow the established procedure for opening a new program.

~~3.5.3. A representative of the board shall contact a program that has a high failure rate on the licensure examination for the purpose of providing guidance in developing an evaluation mechanism to determine probable causes. The board representative may ask that the faculty develop and present to the board a plan for corrective action. The board may accept the plan devised by faculty or offer alternative suggestions for corrective action.~~

3.6-8. Change in control of a program

When a sponsoring agency transfers a program to a new sponsoring agency, the new sponsoring agency ~~shall~~ notifies the Board, in writing, of its intent to sponsor the program and seek Board approval prior to assuming responsibility for the program.

3.7-9. Closing a program

The sponsoring agency of a program of practical nursing scheduled to close ~~shall~~ informs the Board, in writing, of;

- a. the proposed closing date,
- b. plans for students currently enrolled in the program to complete the program, and
- c. provisions for permanent storage of student records.

3.8-10. Reopening a program

3.8-10.a. The sponsoring agency of a previously accredited program in good standing with the board may reopen the program within one (1) year of the date of graduation of the last class. The sponsoring agency ~~shall~~ notifies the board, in writing, no less than eight (8) weeks prior to the proposed reopening date. The Executive Secretary or a member of the board ~~shall~~ visits the program prior to the opening date.

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3.8-10.b. The sponsoring agency of a previously accredited program which has been closed for more than one (1) year from the date of graduation of the last class ~~shall~~ reapplies to the board as a new program.

\$10-1-4. Establishing a New Program

4.1. Contemplation of a program

An agency contemplating sponsoring a new program of practical nursing ~~shall~~ requests a copy of the manual entitled, "Manual of Recommendations and Requirements for Education and Licensure". Sponsoring agencies should consult with board staff throughout the planning process.

4.2. Planning process

The following steps ~~shall be~~ are included in planning a program of practical nursing.

4.2.a. Pre-planning meetings

4.2.a.1. Representatives of a sponsoring agency and the Board ~~shall~~ hold a pre-planning conference to begin preliminary discussions about roles and responsibilities of faculty and administration in practical nursing education.

4.2.a.2. Representatives of the Board, the sponsoring agency, the clinical facilities, potential employers, resource people and interested citizens ~~shall~~ hold a community meeting to discuss;

- A. present and the future need for additional licensed practical nurses,
- B. the implications of the expansion of existing health services,
- C. staffing patterns of local health care facilities, and
- D. the use of clinical facilities for student experience, and
- E. role and function of the licensed practical nurse in that geographic area.

The sponsoring agency ~~shall~~ plans the meeting.

4.2.b. Temporary approval to plan a program of practical nursing

4.2.b.1. The sponsoring agency ~~shall~~ submits ten (10) copies of the application for a new program with resumes' of the potential nurse coordinator and instructors to the Board with the fee required in 10 CSR 4, Fees for Services Rendered by the Board. Prior to or at the time of application the sponsoring agency ~~shall~~ submits;

- A. documentation of need for graduates of the program,
- B. verification that adequate clinical facilities are available for student experience,

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- C. the estimated number of qualified applicants for initial and future classes,
- D. a description of classroom and laboratory facilities, and
- E. the basis for financial support during the planning phase and for initial and future classes.

The sponsoring agency ~~shall~~ submits this material no less than three (3) weeks in advance of the Board meeting during which the program is scheduled to be considered for temporary approval to proceed with the planning process.

4.2.b.2. The sponsoring agency ~~shall~~ employs a nurse coordinator after the board has granted temporary approval to plan a program of practical nursing.

4.2.b.3. The sponsoring agency ~~shall~~ submits a draft copy of the curriculum and supplementary materials to the Board including;

- A. the program philosophy,
- B. the student terminal objectives,
- C. the administrative structure of the sponsoring agency,
- D. the functions and names of advisory committee members,
- E. the faculty qualifications and job descriptions,
- F. the program and student policies,
- G. the rotation schedule, and
- H. the affiliation agreements between clinical facilities and the sponsoring agency.

The sponsoring agency may submit this material all at once or in sections as it is completed. A representative of the board ~~shall~~ reviews the materials and makes recommendations for revision where necessary to meet board requirements.

4.2.b.4. Representatives of the board ~~shall~~ conduct an official visit to review the final draft of program materials and to survey clinical facilities planned for use by the program.

4.2.c. Tentative state accreditation

4.2.c.1. The sponsoring agency ~~shall~~ submits ten (10) copies of the curriculum and supplementary materials identified in subsection 4.2.2.3. of this rule, with necessary revisions, to the board. The sponsoring agency ~~shall~~ submits the materials to the board office no less than three (3) weeks in advance of the date scheduled by the board for consideration of the new program for tentative state accreditation.

4.2.c.2. The Executive Secretary of the board and/or a member of the board ~~shall make~~ conducts a consultations visit to a program with tentative state accreditation when:

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- A. the program has been in operation six (6) months;
- B. the sponsoring agency or faculty of an accredited program requests a visit; or
- C. the board determines the need for a visit.

§10-1-5. Practical Nursing Program Advisory Committee

The sponsoring agency offering a program in practical nursing ~~shall~~ appoints an advisory committee composed of members of the community interested in the education of practical nurses and the health care of individuals.

5.1. The practical nursing program advisory committee ~~shall~~ meets at least twice each year.

5.2. The committee should include at least one (1) of each of the following: a consumer, a director of nursing service, a hospital administrator, a licensed practical nurse, a physician, a registered nurse, and an educator not associated with the program. The committee members represent acute and long term care facilities and community health agencies. The nurse coordinator and sponsoring agency administrator are ex officio members of the advisory committee.

5.3. Functions of the committee

Members ~~should~~:

5.3.a. ~~be~~ are familiar with the relationships between the program and clinical practice areas;

5.3.b. assist in interpreting the program to the community, e.g., function in a liaison capacity;

5.3.c. ~~be~~ are aware of the current concepts in practical nurse education and health trends in the area; and

5.3.d. make recommendations for improvement in the program.

§10-1-6. Classroom and Clinical Facilities

6.1. Classroom and office facilities

The sponsoring agency ~~shall~~ provides:

6.1.a. a nursing laboratory with sufficient numbers of modern patient care units and up-to-date equipment and training aides to meet the objectives of the program and the learning needs of students;

6.1.b. a classroom or a lecture room that is well lighted and well ventilated and contains desk-arm chairs or tables and chairs, a chalkboard, a bulletin board and visual aids;

6.1.c. access to a computer lab for development of computer skills;

6.1.d. a reference library containing the latest editions of practical nursing textbooks, nursing review books and periodicals;

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6.1.4.e. a student lounge, lavatory facilities and space for students' personal belongings;

6.1.5.f. a separate office with a telephone for the nurse coordinator; and,

6.1.6.g. faculty offices adequate in size and number to provide the faculty with privacy for work and for student conferences.

The sponsoring agency should provide an office for the secretary, in close proximity to the nurse coordinator.

6.2. Clinical facilities

Agencies used as clinical facilities ~~shall~~ meet the minimum requirements set forth in this section.

6.2.a. Acute care facilities ~~shall~~:

1. ~~be~~ are licensed by the State Department of Health and Human Services;
2. ~~be~~ are accredited or working toward accreditation by the Joint Commission of Accreditation of Health Care Organizations;
3. have an active in-service education program; and
4. ~~be~~ are staffed by qualified service personnel.

6.2.b. Long-term care facilities ~~shall~~:

1. ~~be~~ are licensed by the State Department of Health and Human Services;
2. have an active in-service education program; and
3. ~~be~~ are staffed by qualified service personnel.

6.2.c. Other inpatient and outpatient facilities and agencies ~~shall~~ meet appropriate state requirements for operation.

§10-1-7. Faculty

The sponsoring agency ~~shall~~ submit evidence that all faculty members meet minimum requirements of the Board as set forth in this section.

7.1. Number of faculty members

The number of faculty members in an accredited program of practical nursing ~~will vary~~ varies according to the size of the class, distribution of students in the clinical facilities and the philosophy of the educational program. The sponsoring agency ~~shall~~ employ part-time instructors to assist faculties numbering less than three (3) and in other instances as considered necessary by the board or the sponsoring agency.

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7.2. Clinical ratio of students to faculty

The ratio of students to faculty in the clinical area ~~shall not exceed~~ is ten (10) students to one (1) instructor. The sponsoring agency ~~shall~~ considers a lower ratio when clinical space and patient census are not sufficient to accommodate the ten (10) to one (1) ratio or when ~~innovation is undertaken~~ the nature of the student assignment requires close individual supervision.

7.3. Nurse coordinator

The sponsoring agency ~~shall~~ designates a nurse coordinator for each practical nursing program. The nurse coordinator ~~shall be~~ is the supervisor of the program of instruction and is responsible for planning, implementing and evaluating the entire program.

7.4. Instructors

Instructors are responsible for the supervision of students within the clinical areas, and for the development and teaching of theory.

7.5. Qualifications of faculty

Each faculty member ~~shall~~:

7.5.a ~~be~~ is a registered professional nurse currently licensed in West Virginia;

7.5.b. ~~hasve~~ or ~~be~~ is working toward a baccalaureate degree, preferably in nursing;

7.5.c. ~~hasve~~ a minimum of three (3) years of professional experience as a registered professional nurse which should includes;

7.5.c.1. one (1) year of patient side nursing care experience in an acute, intermediate or long term care clinical facility; and,

7.5.c.2. have a minimum of three (3) two (2) years experience in one or more of the following areas: teaching, supervision or administration. and,

7.5.d. with the most recent experience as a registered professional nurse is within the three (3) years immediately preceding employment as a faculty member;

7.5.e. ~~show~~ presents evidence of continuing education.

7.6. Part-time and substitute faculty members

Each part-time and substitute faculty ~~shall~~ meets the same criteria as full-time faculty. The board may make exceptions for faculty employed to teach specific subject areas, i.e., nutrition.

7.7. Faculty member responsibilities

Faculty members are responsible for all activities relating to classroom and clinical experience, administration and organization, curriculum development, classroom and clinical instruction, student guidance and for maintaining a learning environment for the student. Faculty ~~shall~~ participate in a minimum of

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fifteen (15) contact hours of continuing education each year relating to their specific employment responsibilities as identified under faculty functions outlined in section 7.8 of this rule. Faculty members ~~shall~~ annually submit evidence of continuing education to the board.

7.8. Faculty functions

7.8.a. The nurse coordinator ~~shall~~:

1. assumes responsibility for organizing and directing the program under the jurisdiction of the sponsoring agency;
2. seeks recommendations from the practical nursing advisory committee for establishing policies for the recruitment, selection, admission, progression, dismissal and counseling of students;
3. schedules regular faculty conferences and maintain a written record of discussions and decisions;
4. establishes a system to maintain essential records that ~~will be~~ is used to evaluate a student progress while the student is enrolled in the program and to follow up on the student after his or her graduation;
5. reports, at least monthly, the status of the program to the sponsoring agency administrator and to the advisory committee as necessary;
6. visits clinical practice areas regularly to evaluate student experience and maintain communications with facility administration and staff;
7. plans and implements, with the sponsoring agency administrator, an annual budget for the program;
8. makes recommendations for faculty appointments and promotions;
9. arranges for activities for selecting students including testing and interviewing;
10. interprets changing practices in the utilization of the graduate practical nurse and adjust the educational program to accommodate these changes;
11. develops short and long range objectives and strategies for strengthening the program;
12. establishes criteria for the ongoing evaluation of the curriculum, the clinical facilities and the faculty; and,
13. evaluates and documents, at least every six (6) months, a new instructor's performance in terms of personal and professional achievement; and evaluate tenured faculty annually.

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- 7.8.b. The nurse coordinator is not expected to carry a teaching load equal to that of other faculty members. The sponsoring agency administrator ~~shall~~ allots adequate time to the nurse coordinator to carry out activities related to coordination of the program.

The nurse coordinator may:

1. develop course outlines and lesson plans for teaching the nursing skills and related courses;
2. direct and supervise student learning in the classroom and clinical areas;
3. evaluate and record student performance;
4. participate in the counseling and guidance of students related to their course of instruction;
5. perform other duties, related to the program of practical nursing, assigned by the sponsoring agency administrator.

- 7.8.c. The instructor/s ~~shall~~:

1. develops course outlines and lesson plans for teaching nursing skills and related courses;
2. directs and supervise student learning in the classroom and clinical areas;
3. evaluates and records student performance;
4. participates in the counseling and guidance of students related to their course of instruction;
5. assists with administrative duties when requested by the nurse coordinator or sponsoring agency administrator including the reviewing, testing and selecting of students; and
6. performs other duties, related to program of practical nursing, assigned by the nurse coordinator.

- 7.8.d. Secretarial assistance

The sponsoring agency ~~shall~~ provides adequate secretarial assistance to the faculty of a program.

§10-1-8. Program of Instruction

- 8.1. Length of program

The program of instruction ~~shall be~~ is twelve (12) months in length unless the sponsoring agency administrator provides written justification to the board and the variance is approved by the board.

- 8.2. Curriculum concepts.

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8.2.a. The faculty ~~should~~ develops the philosophy and student terminal objectives for the program. The faculty shall use these philosophy and objectives as a basis for curriculum development.

8.2.b The faculty ~~should~~ plans the curriculum for the program of practical nursing to meet community nursing needs. The faculty shall consider current concepts in health care and the changing roles of all levels of nursing nurse practitioners in developing and evaluating the curriculum.

8.2.c. The faculty ~~shall~~ places emphasis on development of measurable objectives for the total program rather than number of clock hours. The faculty may adapt and enrich curriculum in accordance with stated objectives, clinical resources and facilities.

8.2.d The faculty ~~shall~~ utilizes current educational concepts and methods of teaching including integration of content, career mobility, open entry and exit, and individualized and competency based instruction where appropriate in the curriculum.

8.2.e. The faculty ~~may~~ makes major curriculum changes only after written consultation with the board's Executive Secretary or the board.

8.3. Curriculum content

8.3.a. The faculty ~~shall~~ develops a master plan of the curriculum and ~~shall~~ makes the master plan available to students. The master plan ~~shall~~ shows length and sequence of courses, areas of content to be covered and classroom and clinical settings to be used.

8.3.b. The master plan ~~shall~~ provides evidence that the curriculum is designed to meet the objectives of the program and shall identify that:

1. classroom and clinical instruction meet the physical and psychosocial needs of all age groups;
2. concurrent learning experiences in theory and clinical practice emphasize basic nursing principles and procedures related to nursing;
3. clinical practice begins the third week of the program to facilitate concurrent learning;
4. basic concepts of nutrition, anatomy, physiology, pharmacology, mental health, communications, history and trends in nursing, vocational responsibilities, computer skills and family living are integrated into the program;
5. learning is arranged to progress from simple procedures to complex procedures; and
6. clinical instruction is included for medical, surgical, geriatric, mental health, maternal infant care, and pediatric areas.

The faculty ~~shall~~ utilizes acute, long-term and community health facilities and agencies in the program if appropriate learning experiences are available. The faculty ~~shall~~ utilizes specialty areas, such as intensive care, coronary care and emergency rooms in the program only with faculty supervision and after providing written justification to the board.

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8.4. The board suggests the following subjects and combined classroom and clinical instructional hours.

Subject	Actual Instructional Time
* Principles and Fundamentals	200
* Social Sciences Integrated	150
Body Structure	60
Nutrition and Diet Therapy	40
Pharmacology	80
** Medical-Surgical	450
Geriatrics	100
Mental Health	100
Obstetrics	60
Pediatrics	60
Total Instructional Hours	1,300

* To include ethical and legal responsibilities such as advance directives, advocacy, professional boundaries, confidentiality, client rights, organ donation, informed consent, incident reporting, resource management, scope of practice, delegation/assignment, leadership, legal standards, endorsement, continuing competence, and grounds for disciplinary action including procedures and penalties.

** To include prevention and early detection of health problems.

The faculty ~~shall~~ devote not less than one fourth (1/4) nor more than one half (1/2) of the actual instructional time to theory unless faculty provide written justification to the board and the variation is approved by the board.

8.5. Rotation plan.

8.5.a. The nurse coordinator ~~shall~~ develops and posts a complete rotation plan for each student showing daily classroom theory content and corresponding clinical practice for all nursing practice experiences.

8.5.b. The nurse coordinator ~~should~~ develops the rotation plan in cooperation with the affiliating facilities and agencies, taking into consideration available clinical services, quantity and quality of supervision for students and requirements of the board.

8.5.c. The nurse coordinator and the affiliating agency may, by mutual agreement, change the established plan for rotation of students through the clinical services.

8.6. Faculty Supervision of Students

8.6.a. The board recommends that both faculty and students carry liability insurance.

8.6.b. The program faculty ~~shall~~ supervise all clinical practice.

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8.6.c. Faculty members ~~shall be~~ are registered professional nurses. A licensed practical nurse may be employed by the sponsoring agency to aid the program faculty in the supervision of the students' laboratory and clinical practice provided that a registered nurse faculty member is immediately available for consultation. The sponsoring agency ~~shall~~ base student-teacher ratio, as specified in subparagraph 7.2. of this rule, on the number of registered nurse faculty members.

8.6.d. The faculty ~~shall~~ select clinical practice areas that offer the student the opportunity to observe and practice good nursing care. Faculties are encouraged to use West Virginia facilities. The faculty ~~shall~~ periodically evaluate clinical practice areas to assure that adequate experiences are available to meet program objectives.

8.6.e. The overall objective of a program is to prepare the student for service, however, the affiliating agency is responsible for the provision of service to patients. The nursing service needs of the patients should not take precedence over the educational needs of the student.

8.6.f. A representative of the board ~~shall~~ reviews a program's clinical facilities when new facilities are added. ~~It is the responsibility of the sponsoring agency is responsible for requesting to request this visitation.~~

8.6.g. Students assigned to community agencies, i.e., clinics, nursery schools, day-care centers, community health agencies, rehabilitation centers, doctors' offices, mental health centers and other available health agencies may be supervised by an employee of that agency in lieu of a faculty member of the program, provided that the students do not provide direct patient care. The faculty ~~shall~~ develop written objectives for the experience. The written objectives shall relate to the overall objectives for the program. The faculty ~~shall~~ hold pre and post clinical conferences.

8.7. Instruction

a. The scheduled instructional time for classroom and clinical experiences ~~shall~~ does not exceed thirty-two (32) hours per week.

b. A final passing score of "C" ~~shall be~~ is set in each course.

8.7.a. Classroom instruction.

The faculty ~~shall~~ develop and utilize a written outline for each course of instruction which includes a plan for each lesson. Each lesson ~~shall~~ contains behavioral objectives, an outline of lesson content, time allotment for the lesson, teaching methods, evaluation methods, visual aids and reference materials.

1. The behavioral objectives and the corresponding outline of lesson content ~~shall be~~ are consistent with and ~~shall~~ contributes to the achievement of the objectives of the program.

2. The scheduled learning experiences for a unit of content ~~shall be~~ are consistent with the master plan and rotation schedule and ~~shall~~ provide for concurrent clinical instruction.

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3. The time allotted to each lesson ~~shall be~~ is consistent with the content to be covered and the learning ~~expected~~ of the students.
4. The content of the program and teaching methods ~~shall~~ reflect current concepts and practices in nursing education.

8.7.b. Clinical instruction

The faculty ~~shall~~ develop written objectives for each area of clinical instruction ~~and shall that~~ contribute to the achievement of the objectives of the program. Clinical learning experiences ~~shall~~:

1. ~~be~~ are concurrent with classroom instruction for a given course;
2. ~~be~~ are of adequate length to permit the instructor to modify the planned assignments to meet the needs of individual students;
3. ~~be~~ are selected by the program's faculty on the basis of their contribution to the objectives of the course and the total program;
4. include instructor-student conferences related to the care of patients;
5. include the opportunity for students to participate in staff conferences and inservice education programs;
6. provide for students to assist with the preparation, implementation and continuing evaluation of the nursing care plan for individual patients; and
7. provide for regular evaluation of the student's achievement utilizing measurable performance objectives.

The sponsoring agency ~~shall~~ requires that a student satisfactorily achieve the clinical performance objectives to progress in the program.

8.8. Affiliation agreements.

When a sponsoring agency that conducts a program of practical nursing enters into any type of cooperative relationship for provision of student experiences with another agency, the sponsoring agency ~~shall~~ executes a written agreement with the other agency.

Administrative representative(s) of each agency concerned with the program ~~shall~~ meet to establish their respective responsibilities. The responsible persons of each agency ~~shall~~ sign an agreement before the Board may grant final approval for use of the facility. Each agreement ~~shall~~ states clearly the responsibilities of each agency with regard to the educational program and the welfare of the student. The agreement ~~shall be~~ is available for review by the Board.

The agreement ~~shall~~ includes:

- 8.8.a. the names of the respective agencies;

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- 8.8.b. the effective date of agreement;
- 8.8.c. the length of notice required by either party to terminate the agreement;
- 8.8.d. the signature, title and date signed, for the administrative representatives from both agencies involved;
- 8.8.e. provision for coordinated planning between the faculty and agency;
- 8.8.f. the responsibilities of the sponsoring agency to;
 - 1. appoint qualified faculty to teach, supervise and counsel students,
 - 2. provide basic learning experiences related to clinical assignment prior to assignment in the clinical area;
 - 3. arrange for orientation and supplemental teaching by agency personnel;
 - 4. select a student's clinical experiences;
 - 5. maintain student records;
 - 6. notify the affiliating agency of the inclusive dates of the affiliation and the expected numbers of students, in advance;
 - 7. schedule an annual conference for review of the program and its objectives, including the rotation plan; and,
 - 8. prepare a written evaluation of the clinical experiences.

The nurse coordinator ~~shall~~ retains a copy of the evaluation for review during accreditation site visits.

- 8.8.g. the responsibilities of the affiliating agency to;
 - 1. provide specific clinical learning experiences;
 - 2. make available conference areas and reference materials;
 - 3. meet with the program faculty at regular intervals for evaluation of the program and student experiences:

8.9. Curriculum Evaluation

8.9.a. The faculty evaluate the program of instruction at least once every two (2) years.

8.9.b. The faculty utilize a variety of resources when evaluating the program, including, but not limited to textbooks and references used in the program, student evaluations, graduate and graduate employer evaluations, clinical facility evaluations, advisory committee or other recommendations from the local community, student performance on the national licensure examination, and the most current job analysis and test plan used to develop the national licensure examination.

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8.9-10. Student Evaluation

8.9-10.a. The faculty ~~shall~~ evaluate a student's progress in the clinical area at regular intervals. The student ~~shall~~ assist with this evaluation.

8.9-10.b. The faculty ~~shall~~ use standardized achievement tests in addition to the faculty designed testing program.

§10-1-9. Students

9.1. Selection of students

9.1.a. Admission requirements

An Applicant ~~must~~ have completed the tenth grade or its equivalent, as required by WV Code §30-7A-3. Applicants ~~must~~ hold a high school or equivalency diploma if a program wishes to participate in federal student loan programs. The faculty ~~should~~ use standardized tests that measure general intelligence and evaluate academic achievements on high school, college and GED transcripts when considering applicants. The nurse coordinator ~~shall~~ file a copy of the admission criteria, including the pre-entrance test used and the minimum acceptable score for admission, with the board.

9.1.b. Readmission, transfer, withdrawal and advance standing

9.1.b.1. The faculty ~~shall~~ prepare the written policies and evaluation procedures for readmission, transfer, withdrawal and advance standing of students. The nurse coordinator ~~shall~~ decide whether to accept transfer of a student.

9.1.b.2. A minimum of ninety (90) days enrollment is required student shall be enrolled in the program which grants the diploma for a minimum of ninety (90) days in order to allow the faculty sufficient time to evaluate the students achievements in theory and skills before a diploma is granted.

9.1.b.3. The nurse coordinator ~~shall~~ prepares a final transcript of the student's grades showing credits ~~given~~ granted from the original program and credits ~~given~~ granted from the program graduating the student.

9.1.b.4. An applicant shall meet the requirements of the Board to be eligible to take the licensure examination.

9.1.c. Enrollment of students with law violations

The Board may refuse to admit an applicant to the licensure examination who has been convicted of a felony, is habitually intemperate or addicted to the use of habit forming drugs or who is mentally incompetent. 10 CSR 2, Policies Regulating Licensure for the Licensed Practical Nurse. A criminal history records check is recommended as a part of the admission requirements.

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9.2. Student health

The sponsoring agency ~~shall~~ requires that students accepted into the program have a pre-admission physical, a drug screen, a PPD or chest x-ray, immunization for Hepatitis B, as well as other immunizations as recommended by the Centers for Disease Control. The board recommends that a student have a pre-admission dental examination with dental repairs. The program's faculty ~~is responsible for~~ developing policies related to student health services.

9.3. Random drug screening

The sponsoring agency should develop a written policy which provides for random drug screening during the course of the instructional year.

9.3-4. Student sick leave

The faculty ~~shall~~ develops written policies regarding absences due to illness or other causes.

9.4-5. Student vacation and holidays

The sponsoring agency ~~shall~~ determines the number and scheduling of vacation days and holidays. The board recommends a minimum of three (3) weeks vacation and all legal holidays.

9.5-6. Counseling and guidance

The sponsoring agency should provide for qualified counseling services for the students. The faculty ~~should~~ refers students to the qualified counseling service for problems which are not related to the course of instruction.

9.6-7. Graduation

The sponsoring agency ~~shall~~ establishes written policies regarding the scholastic and personal achievement required of students for graduation from the program. Students receiving a diploma indicating satisfactory completion of an accredited program in practical nursing are eligible to apply to take the licensure examination.

§10-1-10. Records Reports and Bulletins

10.1. The program faculty ~~shall~~ maintains a comprehensive record for each student currently enrolled including:

10.1.a. admission records including interview results, the pre-admission test scores, references and transcripts for all previous education;

10.1.b. health records including physical and dental examinations, and records of immunizations;

10.1.c. counseling records;

10.1.d. a record of instruction while in the program; and

10.1.e. an evaluation of the student's progress and grades.

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10.2. The sponsoring agency ~~shall~~ keeps an individual permanent folder for each student who graduated. The graduate's permanent record ~~shall~~ includes:

10.2.a. the high school transcript, GED score or proof of completion of the tenth grade;

10.2.b. a record of the grades on the admission examination and standardized tests administered during the program;

10.2.c. a transcript of grades with an interpretation of each credit or unit; and

10.2.d. licensure examination results.

10.3. The sponsoring agency ~~shall~~ keeps an individual file for students who do not complete the program for five (5) years from the date the student leaves the program. The individual file ~~shall~~ includes:

10.3.a. entrance and departure dates;

10.3.b. the high school transcript, GED score or proof of completion of tenth grade;

10.3.c. a transcript of grades for courses completed; and

10.3.d. brief counseling and anecdotal record.

10.4. The nurse coordinator ~~shall~~ submits a final transcript, including the title of courses taken, clinical and theory grades, and clock hours or an interpretation of credits or units completed, for each graduate practical nurse who applies for the licensure examination.

10.5. The nurse coordinator indicates on the application to the board for examination for each program graduate whether a criminal history records check was conducted upon admission to the program or during the course of the program. The nurse coordinator submits with said application a true copy of all documents received from any law enforcement agency indicating conviction of any crime.

10.5-6. The sponsoring agency is responsible for safeguarding student records so that graduates may obtain copies of their transcripts.

10.6-7. Program brochure

The sponsoring agency offering a program in practical nursing should publish a brochure or bulletin of information for prospective students.

10.7-8. Annual report

The nurse coordinator ~~shall~~ submits an annual report to the board, on forms provided by the board, within thirty (30) days of completion of a program.

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PROFESSIONAL HOME HEALTH
HOME CARE, INC.
559 PENNSYLVANIA AVENUE
EIRTON, WV 26062

WV HOME HEALTH SERVICES
300 56TH STREET
CHARLESTON, WV 25304

WETZEL COUNTY HOME CARE
213 MAIN STREET
NEW MARTINSVILLE, WV 26155

DIRECTOR OF NURSING
CAMC - WOMEN/CHILDRENS
800 PENNSYLVANIA AVENUE
CHAS, WV 25302

WETZEL-TYLER HOME HEALTH
PO BOX 273
PADEN CITY, WV 26155

DIRECTOR OF NURSING
CABELL HUNTINGTON
1340 HAL GREER BLVD
HUNTINGTON, WV 25701

DIRECTOR OF NURSING
BECKLEY APP REG HOSP
306 STANAFORD RD
BECKLEY, WV 25801

DIRECTOR OF NURSING
CALHOUN GEN HOSP
P O BOX 490
GRANTSVILLE, WV 26147

DIRECTOR OF NURSING
BLUEFIELD REGIONAL MED CTR
500 CHERRY ST
BLUEFIELD, WV 24701

DIRECTOR OF NURSING
CAMDEN CLARK MEM HOSP
800 GARFIELD AVE
PARKERSBURG, WV 26102

DIRECTOR OF NURSING
BOONE MEMORIAL HOSPITAL
701 MADISON AVE
MADISON, WV 25130

DIRECTOR OF NURSING
CHESTNUT RDG HOSP
930 CHESTNUT RDG RD
MORGANTOWN, WV 26506

DIRECTOR OF NURSING
BRAXTON CO MEM HOSP
100 HOYLMAN DR
BASSAWAY, WV 26624

DIRECTOR OF NURSING
CITY HOSPITAL, INC.
P O BOX 1418, DRY RUN ROAD
MARTINSBURG, WV 25401

DIRECTOR OF NURSING
BROADDUS HOSPITAL
COLLEGE HILL
PHILIPPI, WV 26416

DIRECTOR OF NURSING
DAVIS MEM HOSP
GORMAN AVE & REED STS
ELKINS, WV 26241

DIRECTOR OF NURSING
CAMC - GENERAL
501 MORRIS STREET
CHAS, WV 25325

DIRECTOR OF NURSING
EYE & EAR CLINIC OF CHAS
1306 KANAWHA BLVD E
CHAS, WV 25301

DIRECTOR OF NURSING
CAMC - MEMORIAL
200 MCCORKLE AVE SE
CHAS, WV 25304

DIRECTOR OF NURSING
FAIRMONT GEN HOSP
1325 LOCUST AVE
FAIRMONT, WV 26554

GRAFTON CITY HOSPITAL
DON - ACUTE HOSPITAL
500 MARKET ST
GRAFTON, WV 26354

DIRECTOR OF NURSING
GRNBRIER VLY MED CTR
P O BOX 497, 202 MAPLEWOOD AVE
RONCEVERTE, WV 24970

GRAFTON CITY HOSPITAL
LONG TERM CARE DON
500 MARKET ST
GRAFTON, WV 26354

DIRECTOR OF NURSING
ST LUKE'S HOSPITAL
1333 SO VIEW DR
BLUEFIELD, WV 24701

DIRECTOR OF NURSING
GRANT MEM HOSP
PO BOX 1029
PETERSBURG, WV 26847

DIRECTOR OF NURSING
JACKSON GEN HOSP
PO BOX 720, PINNELL STREET
RIPLEY, WV 25271

DIRECTOR OF NURSING
GUYAN VALLEY HOSP
396 DINGESS ST
LOGAN, WV 25601

DIRECTOR OF NURSING
JEFFERSON MEM HOSP
300 SO PRESTON ST
RANSON, WV 25438

DIRECTOR OF NURSING
HCA RIVER PK HOSP
1230 6TH AVE
HGTN, WV 25701

DIRECTOR OF NURSING
LAKIN HOSPITAL
WV DEPT OF HEALTH
LAKIN, WV 25250

CHESTNUT RDG BEHAVIORIAL
930 CHESTNUT RIDGE RD
MORGANTOWN, WV 26505

DIRECTOR OF NURSING
LOGAN GEN HOSP
20 HOSPITAL DR
LOGAN, WV 25601

MINNIE HAMILTON HEALTH CARE
CENTER, INC.
RT 1, BOX 1A
BRANTSVILLE, WV 26147

DIRECTOR OF NURSING
MAN APP REG HOSP
700 E MCDONALD AVE
MAN, WV 25635

DIRECTOR OF NURSING
HAMPSHIRE MEM HOSP
549 CENTER AVE
ROMNEY, WV 26757

DIRECTOR OF NURSING
MONONGALIA GEN HOSP
1200 J D ANDERSON DRIVE
MORGANTOWN, WV 26505

DIRECTOR OF NURSING
HIGHLAND HOSP
300 56TH ST SE
CHAS, WV 25304

DIRECTOR OF NURSING
MONTGOMERY GEN HOSP
401 SIXTH AVE, PO BOX 270
MONTGOMERY, WV 25136

DIRECTOR OF NURSING
MORGAN CO WAR MEM HOSP
1124 FAIRFAX ST
BERKELEY SPGS.WV 25411

DIRECTOR OF NURSING
PUTNAM GEN HOSP
1400 HOSPITAL DR
HURRICANE,WV 25526

DIRECTOR OF NURSING
OHIO VALLEY MED CTR
200 EOFF ST
WHEELING,WV 26003

DIRECTOR OF NURSING
RALEIGH GEN HOSP
1710 HARPER RD
BECKLEY,WV 25801

DIRECTOR OF NURSING
PETERSON HOSP
HOMESTEAD AVE
WHEELING, WV 26003

DIRECTOR OF NURSING
REYNOLDS MEM HOSP
800 WHEELING AVE
GLEN DALE, WV 26038

DIRECTOR OF NURSING
PLATEAU MED CTR
430 MAIN ST
OAK HILL, WV 25901

DIRECTOR OF NURSING
RICHWOOD AREA MED CTR
RIVERSIDE ADDITION
RICHWOOD, WV 26261

DIRECTOR OF NURSING
PLEASANT VALLEY HOSP
2520 VALLEY DRIVE
POINT PLEASANT, WV 25550

DIRECTOR OF NURSING
ROANE GEN HOSP
200 HOSPITAL DR
SPENCER, WV 25276

DIRECTOR OF NURSING
POCAHONTAS MEM HOSP
RR 2, BOX 52W
BUCKEYE, WV 24924

DIRECTOR OF NURSING
ST FRANCIS HOSP
333 LAIDLEY STREET
CHAS, WV 25322

DIRECTOR OF NURSING
POTOMAC VALLEY HOSP
167 SOUTH MINERAL ST
KEYSER, WV 26726

DIRECTOR OF NURSING
ST JOSEPHS HOSPITAL
18 24 MURDOCK AVENUE
PARKERSBURG, WV 26101

DIRECTOR OF NURSING
PRESTON MEM HOSP
600 SO PRICE ST
WINGWOOD,WV 26537

DIRECTOR OF NURSING
ST JOSEPHS HOSP
AMALIA DR
BUCKHANNON, WV 26201

DIRECTOR OF NURSING
PRINCETON COM HOSP
12TH STREET, PO BOX 1369
PRINCETON,WV 24740

DIRECTOR OF NURSING
ST MARYS HOSP
2900 1ST AVE
HGTN,WV 25702

DIRECTOR OF NURSING
SISTERSVILLE GEN HOSP
314 S WELLS ST
SISTERSVILLE, WV 26175

DIRECTOR OF NURSING
SHARPE HOSPITAL
RT 33 W, DRAWER 1127
WESTON, WV 26452

DIRECTOR OF NURSING
STONEWALL JACKSON HOSP
ROUTE 4, BOX 10
WESTON, WV 26452

DIRECTOR OF NURSING
WV UNIVERSITY HOSP
MEDICAL CENTER DRIVE
MORGANTOWN, WV 26506

DIRECTOR OF NURSING
SUMMERS CO HOSP
TERRANCE ST, PO BOX 940
HINTON, WV 25951

DIRECTOR OF NURSING
WETZEL CO HOSPITAL
3 E BENJAMIN DR
NEW MARTISVILLE, WV 26155

DIRECTOR OF NURSING
SUMMERSVILLE MEM HOSP
400 FAIRVW HGTS RD
SUMMERSVILLE, WV 26651

DIRECTOR OF NURSING
WHEELING HOSP, INC.
1 MEDICAL PARK
WHEELING, WV 26003

DIRECTOR OF NURSING
THOMAS MEM HOSP
4605 MCCORKLE AVE SW
SO CHARLESTON, WV 25309

DIRECTOR OF NURSING
WILLIAMSON MEM HOSP
859 ALDERSON STREET
WILLIAMSON, WV 25661

DIRECTOR OF NURSING
UNITED HOSP CTR
PO BOX 1680
CLARKSBURG, WV 26301

HEALTH SOUTH MT VW REG REHAB
1160 VAN VOORHIS ROAD
MORGANTOWN, WV 26505

DIRECTOR OF NURSING
WEBSTER CO MEM HOSP
324 MILLER MT DR
WEBSTER SPNGS, WV 26288

HEALTH SOUTH REHAB HOSPITAL
6900 W COUNTRY CLUB DRIVE
HUNTINGTON, WV 25713

DIRECTOR OF NURSING
WELCH EMERGENCY HOSP
454 MCDOWELL ST
WELCH, WV 24801

HEALTH SOUTH SOUTHERN HLS REHAB
120-12TH STREET
PRINCETON, WV 24740

DIRECTOR OF NURSING
WEIRTON MED CTR
601 COLLIERS WY
WEIRTON, WV 26062

HEALTH SOUTH WESTERN HLS REG REHAB
#3 WESTERN HILLS DRIVE
PARKERSBURG, WV 26101

WV REHABILITATION HOSPITAL
PO BOX 1004
INSTITUTE, WV 25112

B-U GROUP HOME AT TENNERTON
ROUTE 6, BOX 454
BUCKHANNON, WV 26201

HUNTINGTON STATE HOSPITAL
1530 NORWAY AVENUE
HUNTINGTON, WV 25709

BARBOUR STREET GROUP HOME
140 BARBOUR STREET
BUCKHANNON, WV 26201

VOCA CORPORATION OF WV
1204 S KANAWHA STREET
BECKLEY, WV 25801

BIRCH LANE GROUP HOME
347 W BIRCH LANE
ROMNEY, WV 26757

WESTBROOK HEALTH SERVICES
16TH STREET GROUP HOME
2126 16TH STREET
PARKERSBURG, WV 26101

CHURCH LANE GROUP HOME
226 CHURCH LANE
PRINCETON, WV 24740

VOCA CORPORATION OF WV
811 S KANAWHA STREET
BECKLEY, WV 25801

COLIN ANDERSON CENTER
PO BOX 106
ST MARYS, WV 26170

ARC GROUP HOME
523 24TH STREET
DUNBAR, WV 25064

CORNELL STREET GROUP HOME
1600 CORNELL STREET
KEYSER, WV 26726

ACCOVILLE GROUP HOME
PO BOX 300
ACCOVILLE, WV 25606

CROSS LANES GROUP HOME
5202 LINDA VISTA DRIVE
CROSS LANES, WV 25313

VOCA CORPORATION OF WV
1325 W PIKE STREET
CLARKSBURG, WV 26301

CURTIS AVENUE GROUP HOME
904 CURTIS AVENUE
MORGANTOWN, WV 26505

AMHERSTDALE GROUP HOME
165 PROCTOR BOTTOM
AMHERSTDALE, WV 25607

DAVIS STREET GROUP HOME
26 DAVIS STREET
PETERSBURG, WV 26847

EIGHTH AVENUE GROUP HOME
1519 8TH AVENUE
HUNTINGTON, WV 25701

HUDSON STREET GROUP HOME
222 HUDSON STREET
ST ALBANS, WV 25177

FAIRMONT GROUP HOME
1542 MARY LOU RETTON DR
FAIRMONT, WV 26554

JACKSON AVENUE GROUP HOME
330 JACKSON AVENUE
MADISON, WV 25130

FOWLER GROUP HOME
408 FOWLER AVENUE
CLARKSBURG, WV 26301

JUDYVILLE GROUP HOME
308 JUDYVILLE ROAD
LEWISBURG, WV 24901

FRANKLIN GROUP HOME
300 OLD PIKE ROAD
FRANKLIN, WV 26807

KENOVA GROUP HOME
1802 BEECH STREET
KENOVA, WV 25530

GABOYA PLACE GROUP HOME
201 S WATER STREET
MARTINSBURG, WV 25401

LAKEVIEW GROUP HOME
826 LAKEVIEW DRIVE
PARKERSBURG, WV 26101

GIHON ROAD GROUP HOME
2240 GIHON ROAD
PARKERSBURG, WV 26101

MCMECHEN GROUP HOME
102 12TH STREET
MCMECHEN, WV 26040

GREEN ACRES REGIONAL CENTER
PO BOX 240, ROUTE 2
LESAGE, WV 25537

VOCA CORPORATION OF WV
MONTICELLO APARTMENTS
281 MONTICELLO AVENUE
CLARKSBURG, WV 26301

GUYANDOTTE GROUP HOME
209 RICHMOND STREET
HUNTINGTON, WV 25702

MONTVUE GROUP HOME
205 MONTVUE DRIVE
LEWISBURG, WV 24901

HANSFORD STREET GROUP HOME
537 HANSFORD STREET
ST ALBANS, WV 25177

NORTHSIDE GROUP HOME
1200 THIRD STREET
MARTINSBURG, WV 25401

NUTTER FORT GROUP HOME
218 INDIANA AVENUE
NUTTER FORT, WV 26301

REM-WV, INC
170 PADUCAH DRIVE
NEW MARTINSVILLE, WV 26155

OAK HILL GROUP HOME
134 BEECH AVENUE
OAK HILL, WV 25901

REM-WV, INC
131 ROCKDALE ROAD
FOLLANSBEE, WV 26037

OLD BLUEFIELD GROUP HOME
216 OLD BLUEFIELD ROAD
PRINCETON, WV 24740

REM-WV, INC
1040 WHITE AVENUE
MORGANTOWN, WV 26505

PIETRO STREET GROUP HOME
10 PIETRO STREET
MORGANTOWN, WV 26505

REM-WV, INC
201 WOODCREST DRIVE
FOLLANSBEE, WV 26037

POTOMAC CENTER
ONE BLUE STREET
ROMNEY, WV 26757

RAVEN AVENUE GROUP HOME
26 RAVEN AVENUE
WHEELING, WV 26003

REM-WV, INC
843 BROOKHAVEN ROAD
MORGANTOWN, WV 26505

RITZ AVENUE GROUP HOME
2302 RITZ AVENUE
WHEELING, WV 26003

REM-WV, INC
1501 FLYNN AVENUE
WHEELING, WV 26003

NORTHWOOD HEALTH SYSTEMS
RUSSELL NESBITT APARTMENTS
501 N MAIN STREET
WHEELING, WV 26003

REM-WV, INC
147 G. C. & P. ROAD
WHEELING, WV 26003

SALEM GROUP HOME
272 W MAIN STREET
SALEM, WV 26426

REM-WV, INC
115 ARLINGTON AVENUE
MOUNDSVILLE, WV 26041

SIXTH AVENUE GROUP HOME
1625 SIXTH AVENUE
HUNTINGTON, WV 25701

SOUTHSIDE GROUP HOME
1207 WEST VIRGINIA AVENUE
MARTINSBURG, WV 25401

ACTION YOUTH CARE
PO BOX 510
RIPLEY, WV 25271

SPRING STREET GROUP HOME
1615 SPRING STREET
PARKERSBURG, WV 26101

APPALACHIAN COMMUNITY MENTAL
HEALTH CENTER
725 YOKUM ST, PO BOX 1170
ELKINS, WV 26241

STONEWOOD GROUP HOME
314 SECOND STREET
STONEWOOD, WV 26301

ARC IN KANAWHA-PUTNAM COUNTIES
MEDICAL ARTS BUILDING
1021 QUARRIER ST., SUITE 200
CHARLESTON, WV 25301

SUMMERSVILLE GROUP HOME
509 DUFFY STREET
SUMMERSVILLE, WV 26651

ARC OF HARRISON COUNTY
179 HICKMAN STREET
PO BOX 764
CLARKSBURG, WV 26302-0764

TEMPLE STREET GROUP HOME
510 TEMPLE STREET
BECKLEY, WV 25801

AUTISM SERVICES CENTER
605 9TH STREET, PO BOX 507
HUNTINGTON, WV 25710-0507

THOMPSON GROUP HOME
ROUTE 6, BOX 365
PRINCETON, WV 24740

C/O COMMUNITY ALTERNATIVES
PO BOX 8239
NUTTER FORT, WV 26302

VALLEY VIEW GROUP HOME
129 VALLEY VIEW DRIVE
PRINCETON, WV 24740

BARBOUR COUNTY HEALTH DEPARTMENT
CIRCLE OF CARING
23 WABASH AVENUE
PHILIPPI, WV 26416

VIRGINIA AVENUE GROUP HOME
321 VIRGINIA AVENUE
HUNTINGTON, WV 25701

BRALEY & THOMPSON
PO BOX 1396
ST ALBANS, WV 25177

WASHINGTON STREET GROUP HOME
400 WASHINGTON STREET
ROMNEY, WV 26757

BRAXTON CO SCHOOL HEALTH SERVICES
411 NORTH HILL ROAD
SUTTON, WV 26601

BURLINGTON UNITED METHODIST HOMES
ONE RAINBOW LANE
PO BOX 96
BURLINGTON, WV 26710

DAVIS-STUART
ROUTE 2, BOX 188A
LEWISBURG, WV 24901

CHARLES W. CAMMACK CHILDREN'S CTR
64 WEST 6TH AVENUE
HUNTINGTON, WV 25701

DAYMARK
1598-C WASHINGTON STREET, E.
CHARLESTON, WV 25311

CHESTNUT RIDGE DAY HOSPITAL
900 CHESTNUT RIDGE ROAD
MORGANTOWN, WV 26505

DEAF OF WV, INC.
PO BOX 157
DUNBAR, WV 25064-0157

CHILDREN AND YOUTH BEHAVIORAL
HEALTH CENTER
PROFESSIONAL ARTS PLAZA, PQ BOX 498
BUCKHANNON, WV 26201

DEVELOPMENT CENTER & WORKSHOP
50 CLARY STREET
KEYSER, WV 26726

CHILDREN'S HOME SOCIETY OF WV
1422 KANAWHA BLVD., EAST
PO BOX 2942
CHARLESTON, WV 25330

DODDRIDGE COUNTY DAY TREATMENT CTR
PO BOX 33
WEST UNION, WV 26456

CHILDREN'S HOME OF WHEELING
14 ORCHARD ROAD
WHEELING, WV 26003

EASTRIDGE HEALTH SYSTEMS
235 S. WATER STREET
MARTINSBURG, WV 25401

CHILDREN'S THERAPY CLINIC
2345 CHESTERFIELD AVENUE
CHARLESTON, WV 25304

EASTER SEAL REHAB CENTER
1305 NATIONAL ROAD
WHEELING, WV 26003

COLIN ANDERSON CENTER
PO BOX 106
ST. MARYS, WV 26170

EASTERN PANHANDLE TRAINING CTR
2000 AIKENS CENTER
MARTINSBURG, WV 25401

COORDINATING COUNCIL FOR INDEPENDENT
LIVING
1130 GREENBAG ROAD
MORGANTOWN, WV 26505

ELKINS FAMILY COUNSELING CTR
PO BOX 2016
ELKINS, WV 26241

ELKINS MOUNTAIN SCHOOL
100 BELL STREET
ELKINS, WV 26241

GREEN ACRES REGIONAL CTR
PO BOX 240, ROUTE 2
LESAGE, WV 25537-0240

EVERGREEN BEHAVIORAL HEALTH CTR
PO BOX 247
NEW MARTINSVILLE, WV 26155

HAMPSHIRE COUNTY SPECIAL SERVICES CTR
9 INDUSTRIAL PARK
ROMNEY, WV 26757-1101

EXODUS HOUSE
ROUTE 1, BOX 602
HIGHVIEW, WV 26808

HANCOCK-BROOKE BEHAVIORAL HEALTH
SERVICE
501 COLLIERS WAY
WEIRTON, WV 26062

FMRS MENTAL HEALTH COUNCIL
101 S. EISENHOWER DRIVE
BECKLEY, WV 25801

HORIZONS CTR FOR INDEPENDENT LIVING
934 WILLIAMS STREET
PARKERSBURG, WV 26101

FAMILY SERVIES-UPPER OHIO VLY
51 11TH STREET
WHEELING, WV 26003

KANAWHA VALLEY SENIOR SERVICES
600 CLENDENIN STREET
CHARLESTON, WV 25301

FAMILY SERVICE ASSOC, INC.
OF MORGANTOWN
1431 UNIVERSITY AVENUE
MORGANTOWN, WV 26505

LOGAN-MINGO AREA MENTAL HEALTH
ROUTE 10, THREE MILE CURVE
PO BOX 176
LOGAN, WV 25601

FLORENCE CRITTENTON HOME OF WV
2606 NATIONAL ROAD, PO BOX 7061
WHEELING, WV 26003

MONONGALIA CO YOUTH SERVICES CTR
440 ELMER PRINCE DRIVE
MORGANTOWN, WV 26505

GENESIS YOUTH CENTER
PO BOX 546
CLARKSBURG, WV 26302

NEW RIVER RANCH
SUGAR CREEK RD, PO BOX 178
FAYETTEVILLE, WV 25840

GOLDEN GIRL
999 B STREET, PO BOX 876
CEREDO, WV 25507

NORTHERN TIER YOUTH SERVICES
706 CENTRAL AVENUE
CHARLESTON, WV 25302

NORTHWOOD HEALTH SYSTEMS
111 9TH STREET
WHEELING, WV 26003

RSCR WEST VIRGINIA
ROUTE 259, PO BOX 130
YELLOW SPRING, WV 26865

OLYMPIC CENTER
PO BOX 158
KINGWOOD, WV 26537

RIVER VLY CHILD DEVELOPMENT
SERVICES
1448 TENTH AVENUE
HUNTINGTON, WV 25701

OPEN DOORS FOR THE DEVELOPMENTALLY
CHALLENGED
111 EAST WASHINGTON STREET
LEWISBURG, WV 24901

RUSSELL NESBITT SERVICES
519 FULTON STREET
WHEELING, WV 26003

SPACE TRAINING & EVALUATION CTR
PO BOX 4241
STAR CITY, WV 26504-4241

SENECA MENTAL HEALTH
MENTAL RETARDATION COUNCIL
1305 WEBSTER ROAD
SUMMERSVILLE, WV 26651

POTOMAC HIGHLANDS GUILD
PO BOX 1119
PETERSBURG, WV 26847

SHAWNEE HILLS
PO BOX 3698
CHARLESTON, WV 25336-3698

PRESTERA CENTER FOR MENTAL
HEALTH SERVICES
1375 U.S. ROUTE 60, EAST
HUNTINGTON, WV 25705

SOUTHERN HIGHLANDS COMMUNITY
MENTAL HEALTH CENTER
200 12TH STREET EXTENSION
PRINCETON, WV 24740

PSYCHIATRIC DAY PROGRAM
OF APPALACHIAN - REG HEALTHCARE
1306 STANAFORD ROAD
BECKLEY, WV 25801-3186

SOUTHWAY
1097 FLEDDERJOHN ROAD
CHARLESTON, WV 25314

REM-WEST VIRGINIA
203 S. FRONT STREET
WHEELING, WV 26003

SOUTHWESTERN COMMUNITY
ACTION COUNCIL
540 5TH AVENUE
HUNTINGTON, WV 25701

RESA VIII - CHILD DEVELOPMENT
SERVICES
109 S. COLLEGE STREET
MARTINSBURG, WV 25401

ST. JOHN'S HOME FOR CHILDREN
141 KEY AVENUE
WHEELING, WV 26003

STEPPING STONES
PO BOX 539
LAVALETTE, WV 25535

WESTBROOK HEALTH SERVICES
2121 SEVENTH STREET
PARKERSBURG, WV 26101

STONEBROOK
PO BOX 388
HEDGESVILLE, WV 25427

WORTHINGTON CENTER
3199 CORE ROAD
PARKERSBURG, WV 26104

SUGAR CREEK CHILDREN'S CENTER
ROUTE 2, BOX 127A
PHILIPPI, WV 26416

YOUTH HEALTH SERVICE
971 HARRISON AVENUE
ELKINS, WV 26241

TIMBERLINE HEALTH GROUP
PO DRAWER 871
LEWISBURG, WV 24901

YOUTH SERVICES SYSTEM
LINCOLN CENTER
1000 CHAPLINE STREET
WHEELING, WV 26003

TRY-AGAIN HOMES
1800 LOCUST AVENUE, SUITE 1
FAIRMONT, WV 26554-1294

Director of Nursing
MonPointe Continuous Care
995 Maple Drive
Morgantown, WV 26505

UNITED SUMMIT CENTER
PO BOX 1680
CLARKSBURG, WV 26302-1680

Director/Nursing Service
Aivert Nursing Home
953 Airport Road
Ceredo, WV 25507

MOCA CORPORATION OF WV
1206 VIRGINIA STREET, EAST
CHARLESTON, WV 25301

Director/Nursing Service
Sunbridge Arlington Nsg & Rehab
1716 Gihon Road
Parkersburg, WV 26101

VALLEY COMPREHENSIVE COMMUNITY
MENTAL HEALTH CENTER
301 SCOTT AVENUE
MORGANTOWN, WV 26505

Director/Nursing Service
Boone Health Care Center
PO Box 605, Lick Creek Rd
Danville, WV 25053

WEST VIRGINIA YOUTH ADVOCATE
PROGRAM
100 S. FRONT STREET
WHEELING, WV 26003

Director/Nursing Service
Sunbridge Dunbar Nsg Ctr
501 Caldwell Lane
Dunbar, WV 25064

Director/Nursing Service
Sunbridge Glenville Nsg Ctr
46 Fairground Road
Glenville, WV 26351

Director/Nursing Service
Barbour Co Good Sam Ctr
Rt 3, Box 15C
Belington, WV 26250

Director/Nursing Service
Sunbridge Morgantown Nsg Ctr
995 Maple Drive
Morgantown, WV 26505

Director/Nursing Service
Beverly Health Care Ctr
P. O. Box 350 Melrose Dr
Glasgow, WV 25086

Director/Nursing Service
Sunbridge Pine Lodge Nsg Ctr
405 Stanaford Road
Beckley, WV 25801

Director/Nursing Service
Bishop J. Hodges Cont Ctr
Medical Park
Wheeling, WV 26003

Director/Nursing Service
Sunbridge Putnam Nsg Ctr
300 Seville Road
Hurricane, WV 25526

Director/Nursing Service
Braxton Health Care Ctr
200 Days Drive
Sutton, WV 26601

Director/Nursing Service
Sunbridge Salem Nsg Ctr
146 Water Street
Salem, WV 26426

Director/Nursing Service
Brightwood Nsg Home
840 Lee Road
Follansbee, WV 26037

Director/Nursing Service
Ansted Health Care Ctr
P.O. Drawer 400
Ansted, WV 25812

Director/Nursing Service
Cameron Health Care Ctr
P. O. Box 216
Cameron, WV 26033

Appalachian Regional Health Care
306 Stanaford Road
Beckley, WV 25801-3186

Director/Nursing Service
Capitol City Nsg Home
1301 Virginia Street, E
Charleston, WV 25301

Director/Nursing Service
Arbors at Fairmont
130 Kaufman Drive
Fairmont, WV 26554

Director/Nursing Service
Care Haven of Berkeley
Route 5, Box A-167
Martinsburg, WV 25401

Director/Nursing Service
Arthur B. Hodges Ctr
500 Morris Street
Charleston, WV 25301

Director/Nursing Service
Care Haven of Pleasants
P. O. Box 625
Belmont, WV 26134

Director/Nursing Service
Point Pleasant Nursing & Rehab
Route 1, Box 326
Point Pleasant, WV 25550

Director/Nursing Service
Cumberland Care Ctr, Inc.
PO Box 410
Bluefield, WV 24701-0410

Director/Nursing Service
Raleigh Nursing & Rehab Ctr
P. O. Drawer HH
Daniels, WV 25832

Director/Nursing Service
EA Hawes Cont. Care Ctr
P. O. Box 70
Baker, WV 26801-0070

Director/Nursing Service
Sistersville Nursing & Rehab
201 Wood Street
Sistersville, WV 26175

Elder Care of WV
107 Miller Drive
Ripley,
WV 25271

Director/Nursing Service
Teays Valley Nursing & Rehab
590 Poplar Fork Road
Hurricane, WV 25526

Director/Nursing Service
Fairhaven Rest Home
302 Adams Avenue
Huntington, WV 25701

Director/Nursing Service
Cedar Ridge Health Care Ctr
302 Cedar Ridge Road
Sissonville, WV 25360

Director/Nursing Service
Fayette Cont. Care Ctr
100 Bresan Blvd
Fayetteville, WV 25840

Director/Nursing Service
Clarksburg Cont. Care Ctr
Route 5, Box 360
Clarksburg, WV 26301

Director/Nursing Service
Fox Nursing Home
RD 1, Box 2
Chester, WV 26034

Director/Nursing Service
Cortland Acres Nursing Home
P. O. Box 98
Thomas, WV 26292

Director/Nursing Service
Glenwood Park United Meth Home
Route 1, Box 464
Princeton, WV 24740

Director/Nursing Service
Crestview Manor
P. O. Box 40
Jane Lew, WV 26378

Director/Nursing Service
Good Shepard Nursing Home
159 Edgington Lane
Wheeling, WV 26003

Director/Nursing Service
Dawn View Manor
PO BOX 686, Diane Drive
Fort Ashby, WV 26719

Director/Nursing Service
Grant Count Nsg Home
27 Early Avenue
Petersburg, WV 26847

Director/Nursing Service
Greenbrier Manor
RT 2, BOX 15-A
Lewisburg, WV 24901

Kathy Chiovare, Administrator
Heartland of Preston County
300 Miller Road
Kingwood, WV 26537

Director/Nursing Service
Greystone Landing
331 Holt Lane
Lewisburg, WV 24901

Director/Nursing Service
Heartland of Rainelle
606 Pennsylvania Avenue
Rainelle, WV 25962

Director/Nursing Service
HCS Health Care Services
2800 First Ave
Huntington, WV 25702

Director/Nursing Service
Heritage, Inc.
Route 3, Box 17
Bridgeport, WV 26330

Director/Nursing Service
Heartland of Beckley
300 Dry Hill Road
Beckley, WV 25801

Director/Nursing Service
Hilltop Health Care Ctr
P. O. Box 125
Hilltop, WV 25855

Director/Nursing Service
Heartland of Charleston
3819 Chesterfield Avenue
Charleston, WV 25304

Director/Nursing Service
Mariner Health Care #36
1720 17th Street
Huntington, WV 25701

Director/Nursing Service
Heartland of Clarksburg
100 Parkway Drive
Clarksburg, WV 26301

Director/Nursing Service
Holbrook on the Hill
346 S. Florida Street
Buckhannon, WV 26201

Director/Nursing Service
Heartland of Keyser
135 Southern Drive
Keyser, WV 26726

Director/Nursing Service
Jeffersonian Manor
Route 9, Box 220
Charles Town, WV 25414

Director/Nursing Service
Heartland of Martinsburg
210 Clover Street
Martinsburg, WV 25401

Olsten Quality Care
100 Kan. Blvd W
Charleston, WV 25302

Director/Nursing Service
Heartland of Preston County
300 Miller Road
Kingwood, WV 26537

Director/Nursing Service
Lincoln Cont. Care Ctr
200 Monday Drive
Hamlin, WV 25523

Director/Nursing Service
Logan Park Care Ctr
1000 W Park Ave
Logan, WV 25601

Director/Nursing Service
Morgan Manor Conv. Ctr
1379 Van Voorhis Road
Morgantown, WV 26505

Director/Nursing Service
The Maples
1600 Bland Street
Bluefield, WV 24701

Director/Nursing Service
Morris Memorial Nsg & Conv Home
P. O. Box 6
Milton, WV 25541

Director/Nursing Service
Marmet Health Care Center
#1 Sutphin Drive
Marmet, WV 25315

Director/Nursing Service
Mound View Health Care, Inc.
2200 Floral Street
Moundsville, WV 26041

Director/Nursing Service
McDowell Cont. Care Center
P. O. Box 220, Route 103
Gary, WV 24836

Director/Nursing Service
Nella's Nursing Home
PO Box 1399
Elkins, WV 26241

Director/Nursing Service
Meadowbrook Acres
2149 Greenbrier St.
Charleston, WV 25311

Director/Nursing Service
New Martinsville Health Care
225 Russell Avenue
New Martinsville, WV 26155

Director/Nursing Service
Meadowview Manor Health Care
#1 Crestview Terrace
Bridgeport, WV 26330

Director/Nursing Service
Nicholas Co Health Care Ctr
18 Fourth Street
Richwood, WV 26261

Director/Nursing Service
Miletree Health Care Ctr
325 Summit Street
Spencer, WV 25276

Director/Nursing Service
Ohio Valley Health Care
Route 5, Box 146
Parkersburg, WV 26101

Director/Nursing Service
Mingo Manor
100 Hillcrest Drive
Williamson, WV 25661

Director/Nursing Service
Parkview Healthcare, Inc.
1600 - 27th Street
Parkersburg, WV 26101

Director/Nursing Service
Montgomery General Elderly Care
P. O. Box 1010
Montgomery, WV 25136

Director/Nursing Service
Pendleton Nursing Home
P. O. Box 700
Franklin, WV 26807

Director/Nursing Service
Pine View Cont Care Ctr
400 McKinley Street
Harrisville, WV 26362

Director/Nursing Service
Sheppard Health Care, Inc.
Rt 83, Box 10
Ellenboro, WV 26346

Director/Nursing Service
Pocahontas Cont Care Ctr
Rt 1, Box 500
Marlinton, WV 24954

Director/Nursing Service
Springfield Comp Care Ctr
Route 1, Box 101A
Lindside, WV 24951-9617

Director/Nursing Service
Heritage Manor & Rehab Ctr
101 13th Street
Huntington, WV 25716

Director/Nursing Service
St. Barbara's Memorial Nsg
Maple Terrace, Lady Lane
Monongah, WV 26555-9066

Director/Nursing Service
Princeton Health Care Ctr
315 Court House Road
Princeton, WV 24740

Director/Nursing Service
Summers Co Cont Care
P. O. Box 1240
Hinton, WV 25951

Director/Nursing Service
Professional Nursing Service
406 31st St
Huntington, WV 25702

Director/Nursing Service
Sundale
800 J. D. Anderson Drive
Morgantown, WV 26505

Director/Nursing Service
Riverside Nursing Home
6500 Maccorkle Avenue, S. W.
St. Albans, WV 25177

Director/Nursing Service
Valley Haven Geriatric ctr
RR 2, Box 44
Wellsburg, WV 26070

Director/Nursing Service
Rosewood Health Care Ctr
8 Rose Street
Grafton, WV 26354

Director/Nursing Service
Valley Health Village
1000 Lincoln Dr
S Charleston, WV 25309

Director/Nursing Service
Shenandoah Health Vlg Ctr
219 Prospect Ave
Charles Town, WV 25414

Director/Nursing Service
Valley View Nsg Home
Route 3, Box 277A
Berkeley Springs, WV 25411

Director/Nursing Service
Shenandoah Manor of Ronceverte
608 Greenbrier Avenue
Ronceverte, WV 24970

Director/Nursing Service
Wayne Cont Care Ctr
Route 1, Box 1372
Wayne, WV 25570

Director/Nursing Service Webster Cont Care Ctr P. O. Box 989 Bowen, WV 26206	ALLIANCE PERSONAL CARE HOME, INC ROUTE 3, BOX 254 GRAFTON, WV 26354
Director/Nursing Service Weirton Geriatric Center 2525 Pennsylvania Avenue Weirton, WV 26062	ALTENHEIM 1387 NATIONAL ROAD WHEELING, WV 26003
Director/Nursing Service White Sulphur Springs Care Ctr PO Box 249 White Sulphur Springs, WV 24986	ARLINGTON PERSONAL CARE HOME 2301 KENNEDY AVENUE PARKERSBURG, WV 26101
Director/Nursing Service Willows 723 Summers St Parkersburg, WV 26103	AUTUMN WAY PERSONAL CARE HOME ROUTE 3, BOX 277B BERKELEY SPRINGS, WV 25411
Director/Nursing Service Wishing Well Health Ctr 1539 Country Club Road Fairmont, WV 26554	CEDAR GROVE PERSONAL CARE HOME ROUTE 5, BOX 146A PARKERSBURG, WV 26101
Director/Nursing Service Northington Manor P. O. Box 4010 Parkersburg, WV 26104	CHATEAU GROVE PERSONAL CARE HOME #6 CHATEAU LANE BARBOURSVILLE, WV 25504
Director/Nursing Service Wyoming Cont Care Ctr P. O. Box 149 New Richmond, WV 24867	CLARKSBURG CONTINUOUS CARE CTR ROUTE 5, BOX 360 CLARKSBURG, WV 25330
Fairmont Clinic P. O. Box 1112 Fairmont, WV 26555-1112	COLONIAL HOUSE 1517 23RD STREET PARKERSBURG, WV 26101
Sandra Martin, DON Laurel Nursing & Rehab MC 75, Box 153 Ivydale, WV 25113	COLONIAL PLACE 301 WILSON LANE ELKINS, WV 26241

COUNTRY COMFORT PERSONAL CARE HOME
PO BOX 250
WOTHINGTON, WV 26591

GOLDEN AGE PARADISE, INC.
609 N TENNESSEE AVE
MARTINSBURG, WV 25401

COUNTY HAVEN REST HOME
ROUTE 2, PO BOX 10
BEECH BOTTOM, WV 26030

GRANT COUNTY NURSING HOME, PCH
27 EARLY AVENUE
PETERSBURG, WV 26847

COUNTRY LIVING OF GRAFTON
205 MCGRAW AVENUE
GRAFTON, WV 26354

GREYSTONE LANDING
HOLT LANE & US RT 219
LEWISBURG, WV 24901

CRESTVIEW MANOR PERSONAL CARE
PO BOX 40
JANE LEW, WV 26378

HALL'S PERSONAL CARE HOME
2910 THIRD AVENUE
HUNTINGTON, WV 25702

ELMHURST, THE HOUSE OF FRIENDSHIP
1228 NATIONAL ROAD
WHEELING, WV 26003

HALSTEAD CARE HOME
LEATHERWOOD ROAD, PO BOX 428
NIMITZ, WV 25978

EVERHART PERSONAL CARE HOME
828 WASHINGTON AVE
HUNTINGTON, WV 25704

HERITAGE MANOR NURSING & REHAB PCH
101 - 13TH STREET
HUNTINGTON, WV 25704

FOSTER MEMORIAL HOME
700 MADISON AVE
HUNTINGTON, WV 25701

KATE BOONE, INC.
113 SHUMATE STREET
OAK HILL, WV 25901

FOXCREST
RD 1, BOX 2
CHESTER, WV 26034

LEWIS WETZEL PERSONAL CARE HOME
PO BOX 428
NEW MARTINSVILLE, WV 26155

GLENWOOD PARK VILLAGE
ROUTE 1, BOX 464
PRINCETON, WV 24740

LIDA CLARK PERSONAL CARE HOME
960 WEST PIKE STREET
CLARKSBURG, WV 26301

LOCUST GROVE REST HOME
RT 3, BOX 136
HARPERS FERRY, WV 25425

QUARRY MANOR
699 SOUTH PARK ROAD
CHARLESTON, WV 25304

LOVE AND CARE, INC
PO BOX 1512, DUPONT RD
PARKERSBURG, WV 26101

RALPH H. BOONE PERSONAL CARE HOME
314 SOUTH WELLS STREET
SISTERSVILLE, WV 26175

LOVING TOUCH PERSONAL CARE HOME
319 SERPELL AVENUE
BELINGTON, WV 26250

RAVENSWOOD CARE CENTER
1113 WASHINGTON STREET
RAVENSWOOD, WV 26164

MAPLES PERSONAL CARE HOME
1600 BLAND STREET
BLUEFIELD, WV 24701

RAVENSWOOD REST HOME
402 SAND STREET
RAVENSWOOD, WV 26164

MULLENS MANOR
1238-A GUYANDOTTE AVE, PO BOX 302
MULLENS, WV 25882

REESE RIVERSIDE MANOR, INC.
3100 STAUNTON ROAD
HUNTINGTON, WV 25701

NEW BEGINNINGS PERSONAL CARE HOME
PO BOX 2284
BECKLEY, WV 25801

REGENCY PLACE
NO. 5, ROLLING MEADOWS DRIVE
SCOTT DEPOT, WV 25560

PHILLIPS PERSONAL CARE HOME
PO BOX 99 BROWNS RIDGE RD
MERONA, WV 25971

RIVENDALE PERSONAL CARE HOME
RD 3, BOX 80-AA
NEW CUMBERLAND, WV 26047

PLEASANT ACRES CHRISTIAN
HAVEN ASSOCIATION
ROUTE 9, BOX 212
FAIRMONT, WV 26554

SERRA RETIREMENT CENTER
100 SERRA DRIVE
WEIRTON, WV 26062

PLEASANT VIEW PERSONAL CARE HOME
PO BOX 188
MILLTOP, WV 25855

SHELTERING ARMS PERSONAL CARE
HOME, INC.
112-2ND AVENUE, PO BOX 37
FAYETTEVILLE, WV 25840

BUCKHANNON BOARD & CARE, INC. 3
12 MARION STREET
BUCKHANNON, WV 26201

GREENVIEW RESIDENTIAL BOARD
AND CARE HOME
122 SCYAMORE DRIVE
SOUTH CHARLESTON, WV 25309

CARRINGTON PLACE RESIDENTIAL
BOARD AND CARE
3793 TEAYS VALLEY ROAD
HURRICANE, WV 25326

GREINICH CARE HOME
1646 GREENWICH AVENUE
BUNKER HILL, WV 25413

COUNTY VIEW HOME CARE
ROUTE 1, BOX 171-S
BEVERLY, WV 26253

HERITAGE PLACE
608 NORTH 10TH
WEIRTON, WV 26062

COUNTY VILLA CARE, INC.
3234 HIGH STREET
BUFFALO, WV 25033

JUDGES PRIVATE CARE
212 FAIR STREET
MIDDLEBOURNE, WV 26149

DECKER'S RESIDENTIAL BOARD &
CARE HOME
ROUTE 9, BOX 181
FAIRMONT, WV 26554

K & B RESIDENTIAL BOARD &
CARE HOME
113 SHURMATE STREET
OAK HILL, WV 25901

DOGWOOD COTTAGE
109 GEORGES DRIVE
MALDEN, WV 25306

NELSON'S BOARD AND CARE, INC.
140 CAMDEN AVENUE
BUCKHANNON, WV 26201

DOVIE'S RETIREMENT HOME
STAR ROUTE 1, BOX 21-A
WALTON, WV 25286

RUBY'S RESIDENTIAL BOARD &
CARE HOME
118 WEST VIRGINIA AVENUE
DUNBAR, WV 25064

EASTSIDE RESIDENTIAL BOARD &
CARE HOME
530 MINDEN AVENUE
OAK HILL, WV 25901

SERGEANTS ADULT CARE
HC 64, BOX 373
RIDGEVIEW, WV 25169

GOLDEN CIRCLE PRIVATE CARE
707 SECOND STREET
STONWOOD, WV 26301

SHAFER'S ROOM AND BOARD
86 ELK RIVER ROAD SOUTH
CLEDENIN, WV 25045

WEST VIRGINIA STATE BOARD OF EXAMINERS FOR
LICENSED PRACTICAL NURSES

COMMENTS - PROPOSED LEGISLATIVE RULES REVISIONS

SERIES 1 - POLICIES AND PROCEDURES FOR DEVELOPMENT AND MAINTENANCE
OF EDUCATIONAL PROGRAMS IN PRACTICAL NURSING

§10-1-3- 3.5. Question "substantially" as defensible, why not a percentage?

3.7. I strongly feel that students should be made aware in writing of changes in accreditation status.

§10-1-7 7.5.b. After or within a time limit require a bachelor's degree after 5-6 years of employment. Raise this standard.

7.5.c.2. Maintain 3 years of bedside nursing - one year is not enough experience.

RATIONALE: If the individual has no experience as a nurse and does not hold a bachelor's degree, we have a teacher with little background knowledge to teach. Please raise the standard. Require this teacher to challenge themselves to maintain their position. Teaching should require more education in the field they are teaching in. The frightening possibility is a person teaching for 30 years who does not further their education or experience.

§10-1-9 9.5. As an employer, I believe that 2 weeks of vacation is reasonable. Students need to be mindful of the workforce regulations.

WEST VIRGINIA STATE BOARD OF EXAMINERS
FOR LICENSED PRACTICAL NURSES

RESPONSE TO COMMENTS RECEIVED FROM COMMENT PERIOD
FOR PROPOSED RULES REVISIONS

AMENDMENTS MADE TO RULES AS A RESULT OF COMMENTS
AND REASON FOR THE AMENDMENTS

SERIES 1 - POLICIES AND PROCEDURES FOR DEVELOPMENT AND MAINTENANCE
OF EDUCATIONAL PROGRAMS IN PRACTICAL NURSING

10-1-3 3.5 Following the Board's review of the comment, the word "substantially" was removed from this portion of the Rule. It was the determination of the Board that this did not change the intent of the Rule. In practice the Board currently does contact the coordinator of any program which experiences a failure rate higher than the national average.

3.7. No amendments were made following comment. Each practical nursing program in this state is required to display in a prominent place the certificate of accreditation status issued by the Board. The Board has no jurisdiction over students until such time as they apply to the Board for the licensure examination at the completion of their course of study. The Board does not know the identity of students until that time.

10-1-7 7.5.b. No amendments were made following comment. Requirements as currently revised are deemed by the Board to be appropriate and adequate. Further, these requirements for practical nursing educators also meet the requirements set forth by the West Virginia Department of Vocational Education.

7.5.c.2. No amendments were made following comment. Requirements as currently revised are deemed by the Board to be appropriate and adequate. Further, these requirements for practical nursing educators also meet the requirements set forth by the West Virginia Department of Vocational Education.

10-1-9 9.5. No amendments were made following comment. Rules as currently revised propose only recommended vacation, and are deemed by the Board to be appropriate for the educational setting.