



**Notice of Rechartering
of the National Advisory Council on Nurse Education and Practice**

I determine, after appropriate consultation between this Department and the General Services Administration, that the renewal of the National Advisory Council on Nurse Education and Practice beyond November 30, 2014, is in the public interest in connection with the duties imposed on the Department by law and that such duties can best be performed through the advice and counsel of such a group. The committee is continued until November 30, 2016.

I deem that it is not feasible for the Department or any of its existing committees to perform these duties, and a satisfactory plan for appropriate balance of committee membership has been submitted.

This Advisory Council was established by statute and has functions which are of a continuing nature so that its duration is not governed by section 14(a) of the Federal Advisory Committee Act but is otherwise provided for by law. The Advisory Council is hereby rechartered in accordance with section 14(b)(2) of said Act.

11/19/14
Date


Bahar Niakan
Acting Director, Office of Management



CHARTER

NATIONAL ADVISORY COUNCIL ON NURSE EDUCATION AND PRACTICE

Authority

The Advisory Council on Nurse Education and Practice (Advisory Council) is authorized by section 851 (42 U.S.C. 297t) of the Public Health Service (PHS) Act, as amended and re-designated by section 5310(b) of the Affordable Care Act. The Advisory Council is governed by provisions of the Federal Advisory Committee Act (FACA) of 1972 (5 U.S.C. Appendix 2), as amended, which sets forth standards for the formation and use of advisory committees.

Objectives and Scope of Activities

The Advisory Council provides advice and recommendations on policy and program development to the Secretary of the Department of Health and Human Services (Secretary), and is responsible for submitting an annual report to the Secretary and Congress concerning the activities under Title VIII of the PHS Act, including the range of issues related to the nurse workforce, nursing education and nursing practice improvement. In addition, the Advisory Council provides advice to the Secretary and Congress in the preparation of general regulations and with respect to policy matters arising in the administration of Title VIII of the PHS Act, as amended.

Description of Duties

The Advisory Council shall (1) provide advice and recommendations to the Secretary and Congress concerning policy matters arising in the administration of the activities under title VIII of the PHS Act, including the range of issues related to the nurse workforce, nursing education and nursing practice improvement; (2) provide advice to the Secretary and Congress in the preparation of general regulations and with respect to policy matters arising in the administration of Title VIII of the PHS Act, including the range of issues relating to nurse supply, education and practice improvement; and (3) prepare and submit to the Secretary, the Committee on Health, Education, Labor and Pensions (formerly the Committee on Labor and Human Resources) of the Senate; and the Committee on Energy and Commerce (formerly the Committee on Commerce) of the House of Representatives, an annual report describing the activities of the Advisory Committee, including findings and recommendations made by the Committee concerning the activities under Title VIII of the PHS Act.

Agency or Official to Whom the Council Reports

The Advisory Council provides its advice and recommendations to the Secretary and Congress. The Advisory Council prepares and submits annual reports to the Secretary, the Committee on Health, Education, Labor and Pensions of the Senate, and the Committee on Energy and Commerce of the House of Representatives.

Support

Management and support services shall be provided by the Bureau of Health Workforce of the Health Resources and Services Administration.

Estimated Annual Operating Costs and Staff Years

The estimated annual cost for operating the Advisory Council, including compensation and travel expenses for members but excluding staff support, is \$56,800. The estimate of annual person-years of staff support required is 1.0 at an estimated annual cost of \$158,246.

Designated Federal Officer

HRSA will select a full-time or permanent part-time Federal employee to serve as the Designated Federal Official (DFO) to attend each Advisory Council and subcommittee meeting and ensure that all procedures are within applicable, statutory, regulatory, and HHS General Administration Manual directives. The DFO will approve and prepare all meeting agendas, approve all of the Advisory Council or subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the official to whom the Advisory Council reports. The DFO or his/her designee shall be present at all meetings of the full Advisory Council and subcommittees.

Estimated Number and Frequency of Meetings

Meetings are held not less than two times per year at the call of the DFO. Such meetings shall be held jointly with other related entities established under Title VIII of the PHS Act where appropriate. Meetings shall be open to the public except as determined otherwise by the Secretary or designee in accordance with the Government in the Sunshine Act (5 U.S.C. 522b(c)) and the Federal Advisory Committee Act (FACA) of 1972 (5 U.S.C. Appendix 2). Meetings shall be conducted, and records of the proceedings kept, as required by applicable laws and departmental regulations.

Duration

Continuing.

Termination

Unless renewed by appropriate action prior to its expiration, the Charter for Advisory Council will expire two years from the date this Charter is filed.

Membership and Designation

The Advisory Council consists of not less than twenty-one (21) members, nor more than twenty-three (23) members appointed by the Secretary. Prior to appointment, such individuals shall not be officers or employees of the federal government. Two of the appointed members shall be selected from full-time students enrolled in schools of nursing; two shall be selected from the general public; three shall serve as ex officio liaisons (a non-voting individual who represents a special interest group, an organization, or an affected population); two shall be selected from practicing professional nurses; nine shall be selected from among the leading authorities in the various fields of nursing, higher, secondary education, and associate degree schools of nursing,

and from representatives of advanced education nursing groups (such as nurse practitioners, nurse midwives, and nurse anesthetists), hospitals, and other institutions and organizations which provide nursing services. The Secretary shall appoint members to serve overlapping 4-year terms. Members appointed to fill vacancies occurring prior to the expiration of the term for which their predecessors were appointed shall be appointed only for the remainder of such terms. The ex officio liaisons are non-voting liaisons and do not count towards a quorum. The Secretary or the delegate of the Secretary (who shall be an ex officio member) shall serve as the Chairperson of the Advisory Council.

The Secretary ensures a fair balance between the nursing professions, a broad geographic representation of members, a balance between urban and rural members and the adequate representation of minorities. Members shall be appointed based on their competence, interest, and knowledge of the mission of the profession involved. A majority of the members shall be nurses. A quorum is a majority of the members who have been appointed to the Advisory Council.

Subcommittees

Subcommittees may be established with the approval of the Secretary or designee. Subcommittee members may be members of the parent Advisory Council. The subcommittee shall make recommendations to be deliberated by the parent Advisory Council. The Department's Committee Management Officer will be notified upon the establishment of each subcommittee and will be provided information on the subcommittee's name, membership, function, and estimated frequency of meetings.

Recordkeeping

The records of the Advisory Council, or other subgroups of the Council, are handled in accordance with General Records Schedule 26, Item 2 or other approved agency records disposition schedule. These records are available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

Filing Date

November 30, 2014

Approved:

11/19/14
Date



Bahar Niakan
Acting Director, Office of Management