

**DEPARTMENT OF HEALTH
NURSING CARE QUALITY ASSURANCE COMMISSION**

WHPS Procedure Summary 16.01: Graduation

This procedure outlines the requirements for program graduation.

SUMMARY

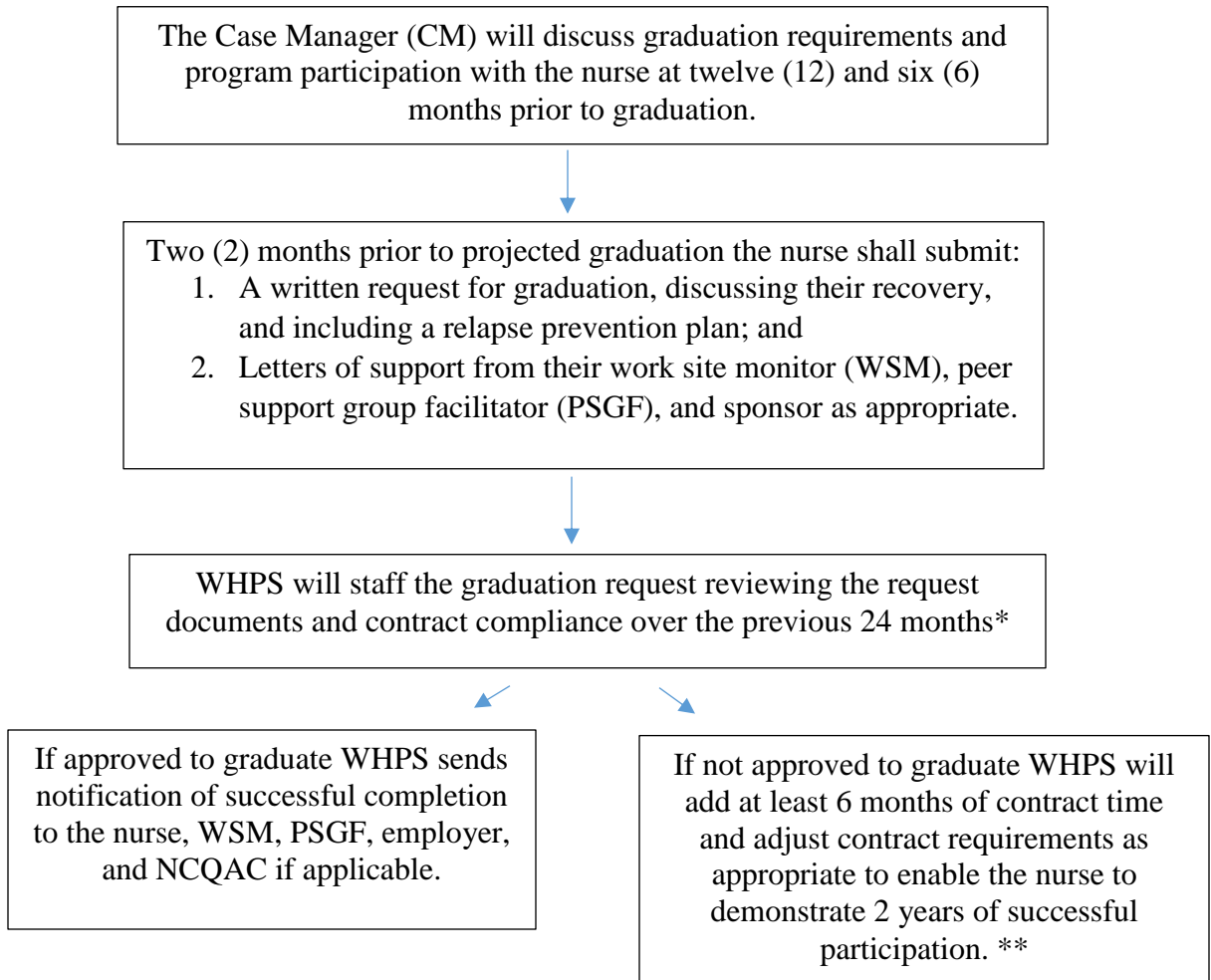
1. Graduation:

In order to successfully graduate from the Washington Health Professional Services (WHPS) program, the nurse must:

- A. Demonstrate compliance with their monitoring contract for the previous two years.
- B. Complete the Transition Contract with good compliance.
- C. Submit a written request for graduation to include: Discussion of their recovery, including a relapse prevention plan for their own benefit and use after discharge. The nurse should begin discussion with their case manager at least six (6) months before projected graduation
- D. Submit letters of support for graduation from their Work Site Monitor (WSM) and Professional Peer Support Group (PSG) facilitator, and if applicable, their sponsor and counselor.
- E. Case staffing is completed to verify eligibility to graduate to include, but not limited to, treatment completion, practice performance, peer support group attendance, report currency, and drug testing profile.
- F. WHPS sends written notification of the nurse's successful graduation to:
 - The nurse with a certificate of completion
 - The WSM
 - The PSG Facilitator
 - If applicable, NCQAC and legal authorities
- G. The nurse will be sent the Program Participation Survey prior to graduation.
- H. Outside of significantly compelling circumstances (e.g., relocation to another state with only a few months left on a contract) early graduation requests will not be granted.
- I. WHPS reserves the right to extend a nurse's contract when Case Staffing review identifies concerns such as, but not limited to; recent contract non-compliance, relapse behaviors, the worksite monitor, and/or peer support group facilitator report concerns about the nurse's competency.

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Process Chart



*Outside of significantly compelling circumstances (e.g., relocation to another state with only a few months left on a contract) early graduation requests will not be granted.

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