201 KAR 20:610. Approval process for training programs for licensed certified professional midwives.

RELATES TO: KRS 314.400 – 314.414
STATUTORY AUTHORITY: KRS 314.131(1), 314.404
NECESSITY, FUNCTION, AND CONFORMITY: KRS 314.131(1) authorizes the Board of Nursing to promulgate administrative regulations as may be necessary to enable it to carry into effect the provisions of KRS Chapter 314. KRS 314.404(1) requires the board to promulgate an administrative regulation to establish required standards for training programs for licensed certified professional midwives. This administrative regulation establishes the approval process for training programs for licensed certified professional midwives.

Section 1. Definitions.

(1) "Board" means the Kentucky Board of Nursing.

(2) "Program for licensed certified professional midwives" means the educational unit that prepares a person for licensure as a certified professional midwife.

Section 2. Establishment of a Training Programs for Licensed Certified Professional Midwives.

(1) The governing institution that establishes and conducts a training programs for licensed certified professional midwives shall hold accreditation as a postsecondary institution, college, or university by an accrediting body recognized by the U.S. Department of Education.

(2) The governing institution shall assume full legal responsibility for the overall conduct of the training program for licensed certified professional midwives.

(3) The governing institution may receive consultation from the board prior to establishing a training program.

Section 3. Letter of Intent.

(1) The governing institution shall submit to the board a letter of intent to establish a training program for licensed certified professional midwives.

(2) The letter of intent shall be completed under the direction or consultation of a program administrator who shall have the following qualifications:

(a) A minimum of a master's or higher degree from an accredited college or university;

(b) A minimum of at least two (2) years of experience in the independent practice of midwifery, nurse-midwifery, or obstetrics in the past five (5) years;

(c) Have been the primary care giver for at least seventy-five (75) births including provision of prenatal, intrapartum, and postpartum care;

(d) Hold a license as:

1. An LCPM
2. An APRN designated Certified Nurse Midwife; or
3. A physician; and

(e) Demonstrated experience or preparation in education that includes teaching adults, adult learning theory teaching methods, curriculum development, and curriculum evaluation. A program administrator without previous program administrator experience shall have a mentor assigned by the governing institution and an educational development plan implemented. The mentor shall have documented experience in program administration.

(3) The letter of intent shall include:

(a) Approval from the governing body of the institution proposing the training program for licensed certified professional midwives or other empowered approval bodies as applicable;

(b) The results of a feasibility study that includes the following information related to the need for a training program for licensed certified professional midwives:

1. Projected workforce demand; and

2. A description of the applicant pool that is being targeted and how this population will be reached;

(c) Evidence of support from the community of interest including how support for the creation of and training for students enrolled in a program for licensed certified professional midwives will occur. This documentation shall include evidence of the community of interest's intention to contribute to the achievement of the clinical objectives of the program;

(d) General information about the governing institution including the mission, ownership, method of financing, accreditation, enrollment, area served, and institutional faculty qualifications and resources;

(e) Admission of students, and projected graduation of the first class;

(f) Evidence of a sound financial base and demonstrated financial stability available for planning, implementing, and maintaining the training programs for licensed certified professional midwives;

(g) A copy of the curriculum vitae of the program administrator involved in the planning; and

(h) The maximum number of new students that the program is able to enroll in one (1) academic year. This number shall be referred to as the program's enrollment baseline.

(4)

(a) If concerns are raised about the need for the program or about the ability of the program to obtain appropriate clinical sites, a hearing shall be held before the board's education committee to act upon the letter of intent.

(b) At the conclusion of the hearing, the committee shall recommend to the board whether or not to approve the letter of intent.

(c) If the letter of intent is approved by the board, the governing institution shall be notified in writing that it may move to the proposal phase. The proposal shall be submitted within one (1) year of the date of the approval of the letter of intent or the letter of intent shall expire.

(5) The letter of intent shall be accompanied by a fee of $1,000 which is non-refundable.

(6) When the letter of intent is submitted to the board, the institution shall begin the accreditation process with the Midwifery Education Accreditation Council (MEAC) and the Council on Postsecondary Education, if applicable.

(7) All communication between the certified professional midwives training program and MEAC shall be forwarded to the board by the program administrator at the time of receipt from or submission to the accrediting body, but no later than thirty (30) days of receipt by the program.

(8) The program administrator shall notify the board of pending site visits by MEAC and shall provide to the board copies of any formal communication submitted to MEAC at the time of submission.

Section 4. Proposal Phase.

(1) A completed program proposal shall be submitted to the board by the governing institution for approval.

(2) The program shall not be announced, advertised, or students admitted to the training program for licensed certified professional midwives until the proposal has been approved and developmental status has been granted by the board.

(3) The program proposal shall include:

(a) Philosophy, mission, and learning outcomes of the governing institution;

(b) An organizational chart of the governing institution and written plan, which describes the organization of the training program and its relationship to the institution;
(c) Proposed philosophy, mission, and learning outcomes for the proposed program;
(d) Curriculum design including proposed courses, description, sequence, and credit hours delineating those credits assigned to theory and clinical;
(e) Student recruitment plan and the enrollment baseline;
(f) A five (5) year plan for recruiting and retaining qualified faculty;
(g) A proposed job description for the program administrator reflecting authority and responsibility;
(h) A description of faculty offices, classrooms, clinical skills laboratory, library facilities, conference rooms, and learning resources;
(i) A description of support services for students, to include provision of health services or evidence of an emergency plan for care, academic advisement, student services, mechanism for obtaining learning resources, and financial aid;
(j) Availability and willingness of the community, including accredited agencies, to provide clinical experiences;
(k) Policies and procedures for student admission to program for licensed certified professional midwives and progression;
(l) Availability of clerical assistance and support staff;
(m) A general plan for systematic review of the program that results in continuing improvement; and
(n) A description of financial resources to support the program including a budget for the first three (3) years with projected revenues and expenditures and the amount of resources going to institutions or organizations for contractual or support services.

(4) The training program may meet with the board staff to clarify, verify, and amplify materials included in the program proposal.

(5) The governing institution shall be notified in writing of action taken by the board on the proposal.

(a) If the board determines that all requirements have been met, the program shall be granted developmental status.

(b) The board, in collaboration with the program, shall determine an opening date.

Section 5. Developmental Status.

(1) Students may be admitted after developmental status is granted.

(2) Employment of program administrator and faculty.

(a) The program administrator shall be the first faculty member employed, and shall have assumed full time responsibilities for the program prior to opening.

(b) The faculty shall be employed in sufficient numbers to prepare for the development of the curriculum component of the program.

(3) Any deviation from the initial curriculum plan approved within the proposal shall be approved by the board before the first class begins course requirements.

(4) Any written contracts for use of clinical facilities shall be executed and available for review by the board prior to admission to the certified professional midwife program.

(5) The certified professional midwife program shall submit semi-annual progress and evaluation reports or other reports as requested by the board to demonstrate implementation of the approved proposal until the first class graduates.

(6) Site visits shall be conducted by the board as necessary.

(7) Developmental status may be withdrawn if:

(a) A class is not enrolled within eighteen (18) months of the date the board granted developmental status; or

(b) The governing institution fails to submit board required reports within the designated time period.

(8) The governing institution shall be notified in writing of the intent to withdraw developmental status. The governing institution may request reconsideration by the board. The request shall be in writing and sent no more than thirty (30) days from the date of the notification.

Section 6. Initial Status and Program Approval.

(1) The status of the program shall move automatically from developmental status to initial status upon admission of the first class.

(2) It shall be the responsibility of the certified professional midwife program to notify the board of the admission of the first class.

(3) The program shall notify the board in writing thirty (30) days prior to the graduation of the first class.

(4) The decision to grant program approval by the board shall be based on review of the following:

(a) Achievement and continued approval by a MEAC and

(b) Reports of site visits conducted by a board representative to evaluate program compliance with 201 KAR 20:600 and this administrative regulation.

(5) The board may grant program approval for a period of time not to exceed the approval period granted by MEAC.

(6) If program approval is denied, the applicant may request a hearing pursuant to KRS Chapter 13B.

(46 Ky.R. 2164, 2897; eff. 7-29-2020)