MINNESOTA
BOARD OF NURSING

Agreement for Corrective Actions Explained

A resource to help nurses review and understand the requirements of their Agreements

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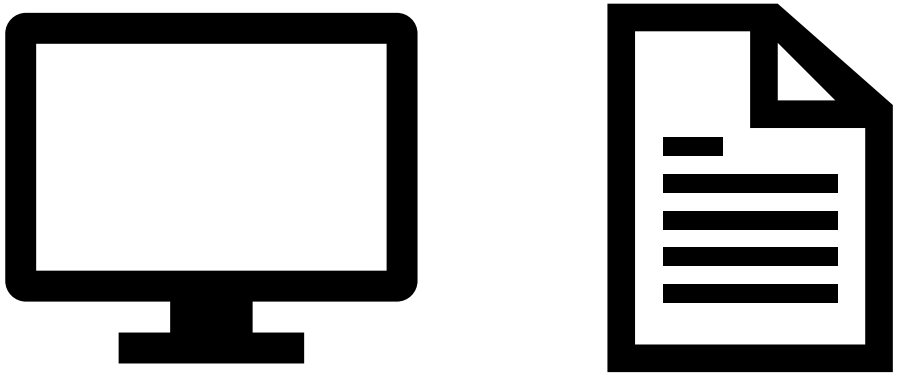
Using this Resource



Review your Agreement side by side with this slide deck.

MINNESOTA BOARD OF NURSING

For Reference: Board Actions are Public Data

The Minnesota Board of Nursing is authorized to impose several actions on a nurse's license(s) when it has been determined that the nurse has violated the Minnesota Nurse Practice Act, and the Board has concluded such an action is necessary to protect the public.

Board actions include **Agreement for Corrective Actions**, Findings of Fact, Conclusions, and Final Orders, Stipulation and Consent Orders, Stipulations to Cease Practicing Nursing, Orders for Automatic Suspension, Orders of Suspension, Orders for Temporary Suspension.

State law requires that all Board actions are publicly available.

- State statute 13.41, subdivision 5 is linked here.
- All actions are publicly available on the Minnesota Board of Nursing website here.
- Actions remain associated with a nurse's Minnesota licensure, even after all requirements have been completed.

Federal law requires that all Board actions be reported to National Practitioner Data Bank.

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This resource has FOUR sections:
Click on any number to go to that section.

Section 1 – Sections of an Agreement for Corrective Action

Section 2 – Requirements of an Agreement for Corrective Action

Section 3 – Submitting Requirements for an Agreement for Corrective Action

Section 4 – Expectations of a Nurse under Board Action

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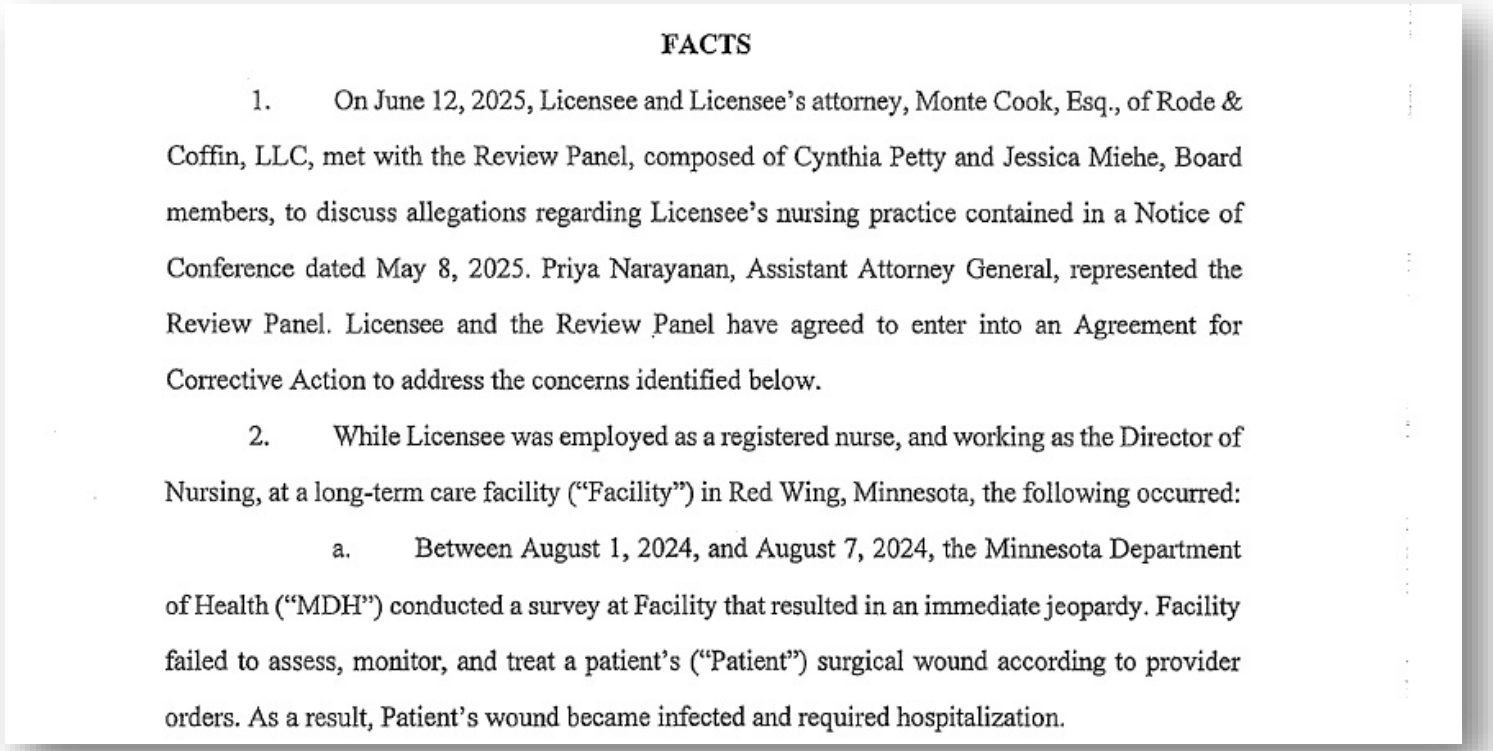
Section 1 – Sections of an Agreement for Corrective Action

Facts – This section explains the incidents where the nurse violated the Minnesota Nurse Practice Act.

Review the example below and find the **Facts** section in your Agreement.



FACTS

1. On June 12, 2025, Licensee and Licensee's attorney, Monte Cook, Esq., of Rode & Coffin, LLC, met with the Review Panel, composed of Cynthia Petty and Jessica Miehe, Board members, to discuss allegations regarding Licensee's nursing practice contained in a Notice of Conference dated May 8, 2025. Priya Narayanan, Assistant Attorney General, represented the Review Panel. Licensee and the Review Panel have agreed to enter into an Agreement for Corrective Action to address the concerns identified below.

2. While Licensee was employed as a registered nurse, and working as the Director of Nursing, at a long-term care facility ("Facility") in Red Wing, Minnesota, the following occurred:

a. Between August 1, 2024, and August 7, 2024, the Minnesota Department of Health ("MDH") conducted a survey at Facility that resulted in an immediate jeopardy. Facility failed to assess, monitor, and treat a patient's ("Patient") surgical wound according to provider orders. As a result, Patient's wound became infected and required hospitalization.

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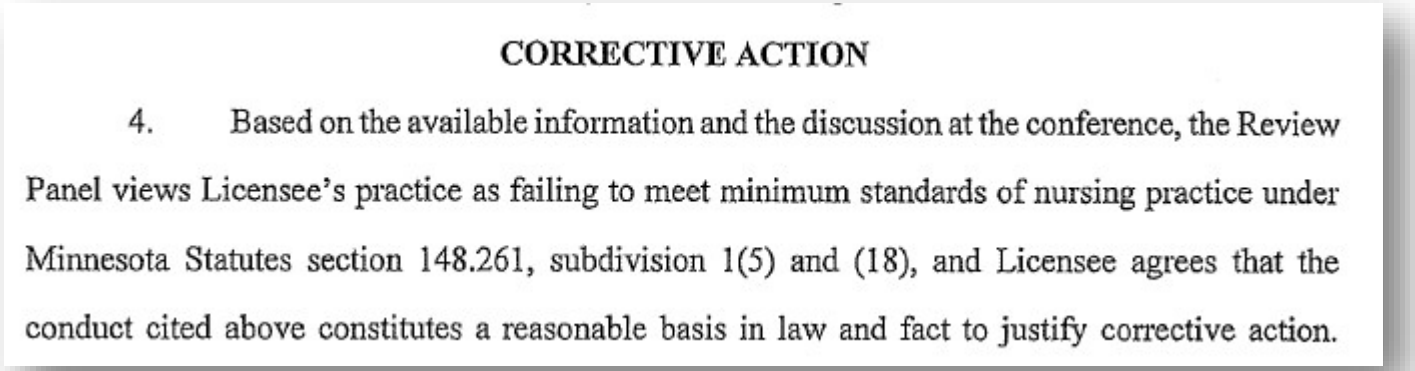
Section 1 – Sections of an Agreement for Corrective Action

Corrective Action – This section outlines the nurse's specific practice act violation(s).

Review the example below and find the **Corrective Action** section in your Agreement.



CORRECTIVE ACTION

4. Based on the available information and the discussion at the conference, the Review Panel views Licensee's practice as failing to meet minimum standards of nursing practice under Minnesota Statutes section 148.261, subdivision 1(5) and (18), and Licensee agrees that the conduct cited above constitutes a reasonable basis in law and fact to justify corrective action.

For reference – Grounds for Disciplinary Action under the MN Nurse Practice Act

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Section 1 – Sections of an Agreement for Corrective Action

Other Information – This section outlines next steps when the Agreement requirements are or are not completed.

Find the **Other Information** section in your Agreement.

Failure to complete the requirements of the Agreement constitutes failure to cooperate with the Board and is a violation of the Minnesota Nurse Practice Act.

If a nurse does not complete the requirements of their Agreement or the Board receives additional complaints about a nurse's practice while under an Agreement, the Board may pursue disciplinary action against the nurse's license.

For reference – Forms of Disciplinary Action

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Section 2 – Agreement Requirements

Continuing Education – The nurse must complete courses on specific practice topics.

- Courses must be approved by Board staff before the nurse completes any courses.

One-on-One Nurse Consultation – The nurse must meet with a nurse consultant for instruction on specific practice topics. If a nurse is required to complete a consultation, the nurse will be provided a Board resource for locating a nurse consultant.

- A nurse consultant is different from a nursing supervisor. A nurse consultant is a nurse who specializes in educating nurses or employers on standards of nursing care and healthcare operations.
- All nurse consultants must be approved by Board staff before a nurse completes a consultation. This ensures the instruction addresses the nurse's concerning nursing practice.

Typed Report – The nurse must type a report on their learning from the continuing education or consultation, reflecting on the deficient practice outlined in the Facts section of their Agreement.

Find the requirements of your Agreement.

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Section 3 – Submitting Requirements

All information, reports, or documents should be sent directly by email to the Compliance Specialist for the Minnesota Board of Nursing.

Kate Reimers' email address is kate.reimers@state.mn.us.

For questions about your Agreement for Corrective Action, Kate Reimers can be reached at (612) 317-3034 or kate.reimers@state.mn.us.

Compliance Specialist Role:

- The Compliance Specialist for the Minnesota Board of Nursing monitors the nurse's completion of and compliance with the requirements of actions issued by the Board.
- The Compliance Specialist will provide verification when information has been received and when a requirement has been completed.
- The Compliance Specialist will alert the Board when the nurse fails to complete a requirement or is in violation of a Board action.

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Section 4 – Expectations of a Nurse Under Action

Read the Agreement, and if needed, ask questions to ensure you can complete the requirements.

Complete requirements by the due dates.

- It is your responsibility the Agreement requirements are met.
- If you are struggling to complete a requirement by the due date, please contact the Compliance Specialist about an extension.
- Again, the consequences for not completing Agreement requirements can be severe. The Board may reopen the investigation and assign discipline to your licensure, which may affect your ability to practice nursing.

Update your contact information within ten days of a change to ensure the Board can reach you.

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Click on any number to review any section again.

Section 1 – Sections of an Agreement for Corrective Action

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Section 4 – Expectations of a Nurse under Board Action