

STATE OF MAINE
NURSING HOME ADMINISTRATORS LICENSING BOARD

Minutes of July 16, 2003 Board Meeting

Members Present: Barbara Steller, Chair; Catherine Saltz, Margot Russell and Marie Fisher

Others Present: Penny Vaillancourt, Administrator; Jack Richards, Assistant Attorney General and Diane Bradstreet, Board Clerk

Members Absent: Mary Jane Richards, Complaint Officer and Stephen Garde

CALL TO ORDER

Barbara Steller, Chair, called the meeting to order at 9:30 a.m.

APPROVAL OF MINUTES

In a motion by Catherine Saltz, seconded by Margot Russell, the Board voted unanimously to approve the June 18, 2003 minutes as written.

APPLICATION REVIEW

Paul A. Knutsen – Mr. Knutsen, who currently holds licenses in the State of Connecticut and Rhode Island, is requesting licensure by endorsement. After reviewing Connecticut's Rules, it was determined that Connecticut's requirements are substantially equivalent to those of the State of Maine. In a motion by Marie Fisher, seconded by Margot Russell, the Board voted unanimously to approve Mr. Knutsen's application for licensure in the State of Maine upon passage of the State Examination.

REQUESTS FOR WAIVER OF CONTINUING EDUCATION REQUIREMENTS

Deborah Fitzpatrick – In a motion by Catherine Saltz, seconded by Marie Fisher, the Board voted unanimously to grant Ms. Fitzpatrick's request for a waiver of the continuing education requirement for this licensure year which runs from July 1, 2003 to June 30, 2004.

DISCUSSION REGARDING THE STATE EXAMINATION

The Board discussed the need to review state examination test questions and it was decided that the members would try to do this after each board meeting. At the suggestion of Ms. Vaillancourt, the state examination will also include some test questions from its own rules. Currently all questions are taken from the regulations pertaining to the licensing of nursing home facilities.

DISCUSSION REGARDING L.D. 1607

According to L.D. 1607, An Act to Implement Regulatory Reforms and To Address Staffing Issues in Long-term Care Facilities, the Board is required to study the educational requirements for nursing home administrators and submit a report with recommendation by January 15, 2004 to the Joint Standing Committee on Health and Human Services. The Board discussed ways in

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which to proceed with this task. It was decided that interested parties would be invited to the Board's next meeting for discussion.

COMMITTEE REPORTS

Examination Committee: Margot Russell reported that five applicants sat for the State Examination on July 10, 2003 and that all applicants received a passing score.

Complaint Committee: No report.

Education Committee: No report.

AIT Committee: Marie Fisher reported that there are eight AIT programs currently in progress.

ADMINISTRATOR'S REPORT

Penny Vaillancourt provided the Board with a budget update and also informed them that a public hearing will be held on July 31, 2003 on the Office of Licensing and Registrations' proposed rule, "Uniform Rule for the Substantiation of Continuing Education Requirements."

ADJOURNMENT

There being no further business, in a motion by Catherine Saltz, seconded by Margot Russell, the Board voted unanimously to adjourn at 12:00 p.m.

Respectfully submitted,

Diane J. Bradstreet
Board Clerk