

STATE OF MAINE
NURSING HOME ADMINISTRATORS LICENSING BOARD

Minutes of June 22, 2005 Board Meeting

Members Present: Marie Fisher, Chair; Mary Jane Richards, Complaint Officer; Margot Russell and Barbara Steller

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

Members Absent: Mark Lowell

CALL TO ORDER

Marie Fisher, Chair, called the meeting to order at 9:00 a.m.

APPROVAL OF MINUTES

In a motion by Margot Russell, seconded by Barbara Steller, the Board voted unanimously to approve the May 25, 2005 minutes as written.

APPLICATION REVIEW

David Morse – Mr. Morse's application for a Residential Care Facility Administrator's license was reviewed and approved unanimously in a motion by Mary Jane Richards, seconded by Margot Russell

Diane Libby-Gilbert – Ms. Libby-Gilbert's application for licensure as a temporary nursing home administrator was reviewed and approved unanimously in a motion by Mary Jane Richards, seconded by Barbara Steller.

Ms. Libby-Gilbert will be temporary administrator at MaineGeneral Rehabilitation and Nursing Care at Glenridge in Augusta with Connie McDonald, license #MLA 597, as Consultant. The effective date of this license will be June 22, 2005.

COMPLAINT PRESENTATION – NHA-081

In a motion by Margot Russell, seconded by Barbara Steller, the board voted unanimously to invite the licensee to an informal conference. All in favor with Mary Jane Richards recused.

APPROVAL OF DEEMED STATUS REQUESTS

Maine Hospital Association – In a motion by Mary Jane Richards, seconded by Margot Russell, the Board voted unanimously to approve Maine Hospital Association's request for deemed status for the licensure year of July 1, 2005 to June 30, 2006.

Medical Care Development – In a motion by Mary Jane Richards, seconded by Barbara Steller, the Board voted unanimously to approve Medical Care Development's request for deemed status for the licensure year of July 1, 2005 to June 30, 2006.

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REQUEST FOR WAIVER OF CONTINUING EDUCATION

In a motion by Mary Jane Richards, seconded by Margot Russell, the board voted unanimously to approve Donna L. Johnson's request for the renewal of her license as a nursing home administrator and for a waiver of the continuing education requirements for her 2005 licensing cycle due to medical hardship.

COMMITTEE REPORTS

Examination Committee – No report

Complaint Committee – Mary Jane Richards reported that there are currently three (3) active complaints.

Education Committee – Barbara Steller reported that some individuals are submitting requests for continuing education approval from sponsors that currently have deemed status with the board. Also, some requests are not accompanied by the "Request for Continuing Education Approval forms".

AIT Committee – No report

DISCUSSION REGARDING PROPOSED RULEMAKING

The Board reviewed and discussed the draft of the proposed changes to the rules as prepared by Penny Vaillancourt, Administrator. Further changes were suggested and a new draft will be prepared for review at the July meeting.

ADMINISTRATOR'S REPORT

Penny Vaillancourt provided the following information:

- The board will be doing a continuing education audit for the 2004 and 2005 licensing cycles.
- The Division will be working on marketing the availability of the on-line renewal process as most licensees are not aware that this is an option.
- A financial update was provided and there was a discussion regarding the possibility of a fee increase.
- The board has been given the go-ahead to start looking for a vendor to develop a new state examination.

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ADJOURNMENT

There being no further business, in a motion by Margot Russell, seconded by Barbara Steller, the Board voted unanimously to adjourn at 11:30 a.m.

Respectfully submitted,

Diane J. Bradstreet
Board Clerk