

STATE OF MAINE
NURSING HOME ADMINISTRATORS LICENSING BOARD

Minutes of February 28, 2007 Board Meeting

Members Present: Barbara Steller, Chair; Mary Jane Richards, Complaint Officer; Margot Russell, Mark Lowell, Tamra Deering, and Margaret Copelin

Others Present: Jack Richards, AAG; Penny Vaillancourt, Board Administrator and Jennifer Mooney, Board Clerk

Members Absent:

CALL TO ORDER

Barbara Steller, Chair, called the meeting to order at 9:07 a.m.

APPROVAL OF MINUTES

In a motion made by Mark Lowell and seconded by Margot Russell, the Board voted unanimously to approve the January 31, 2007 minutes as written.

Vote: 5 in favor (1 recusal – Barbara Steller)

APPLICATION REVIEW

George Friou – Mr. Friou's application for the Administrator-In-Training Program was reviewed and approved unanimously in a motion made by Mary-Jane Richards and seconded by Margaret Copelin.

Mr. Friou's full-time Administrator-In-Training Program will be conducted at Southridge Rehabilitation & Living Center with Philip Jean, license #MLA679, as Preceptor. The commencement date of this program will be March 5, 2007 unless otherwise indicated.

COMPLAINT PRESENTATION – 2006-NHA-2829

A complaint was filed against the licensee as a result of the continuing education audit which was performed for the 03-04 renewal cycle. On the renewal application, the licensee answered "yes" to meeting the continuing education. However, upon audit the licensee failed to submit documentation of completing the required 24 ceu hours. After a full review and discussion of the issues involved, a motion was made by Mark Lowell and seconded by Margaret Copelin to dismiss this complaint with a letter of guidance regarding the board's rules outlining the continuing education requirements for renewal of licensure to be placed in the licensee's file for a period of 10 years.

Vote: 3 in favor, 1 not in favor – 1 recusal (Mary-Jane Richards)

Nursing Home Administrators Licensing Board Minutes

COMPLAINT PRESENTATION – 2006-NHA-2830

A complaint was filed against the licensee as a result of the continuing education audit which was performed for the 03-04 renewal cycle. The licensee completed the required number of continuing education activities, however he failed to have the board post-approve his continuing education programs. After a full review and discussion of the issues involved, a motion was made by Tamra Deering and seconded by Margot Russell to unanimously dismiss this complaint.

Vote: 5 in favor – 1 recusal (Mary-Jane Richards)

COMPLAINT PRESENTATION – 2006-NHA-2845

A complaint was filed as a result of a DHHS survey which was conducted on May 11, 2006. After a review and discussion of the issues involved, a motion was made by Mark Lowell and seconded by Tamra Deering, to dismiss the complaint with a letter of guidance to be placed in the licensee's file for a period of 4 years outlining the board's code of ethics regarding practice standards. Specifically, as it relates to more frequent communications with medical staff regarding skin care issues, and to seek best practices on CMS issues.

Vote: 5 in favor – 1 recusal (Mary-Jane Richards)

COMPLAINT PRESENTATION – 2006-NHA-3018

A complaint was filed as a result of a DHHS survey which was conducted on May 10, 2006. After a review and discussion of the issues involved a motion was made by Barbara Steller and seconded by Margaret Copelin, to dismiss the complaint with a letter of guidance to be placed in the licensee's file for a period of 2 years regarding the proper use of the lift machines and ensuring staff communication and training.

Vote: 5 in favor – 1 recusal (Mary-Jane Richards)

COMPLAINT PRESENTATION – 2006-NHA-3019

A complaint was filed as a result of a DHHS survey which was conducted on March 3, 2006. After a review and discussion of the issues involved, a motion was made by Margaret Copelin and seconded by Tamra Deering to dismiss the complaint with a letter of guidance to be placed in the licensee's file for a period of 2 years regarding the rights of the residents.

Vote: 5 in favor – 1 recusal (Mary-Jane Richards)

COMPLAINT PRESENTATION – 2006-NHA-3016

A complaint was filed as a result of a DHHS which was conducted on May 11, 2006. After a review and discussion of the issues involved, a motion was made by Tamra Deering and seconded by Margot Russell to dismiss the complaint with a letter of guidance to be placed in the licensee's file for a period of 2 years regarding the practice guidelines of proper use of siderails.

Vote: 5 in favor – 1 recusal (Mary-Jane Richards)

COMPLAINT ITEM – 2005-NHA-084

After a full review and discussion of the quarterly report, a motion was made by Mark Lowell and seconded by Margot Russell to accept the first quarterly reports as submitted.

Vote: 5 in favor – 1 recusal (Mary-Jane Richards)

CORRESPONDENCE

Kerry Sirois – Ms. Sirois wrote to the board regarding her upcoming AIT program completion. Specifically Ms. Sirois was concerned that she would not be able to sit for the April exam given that the board would need to formally approve her AIT program completion. The board will allow her to take the April examination so long as the AIT completion report is approved and applicable fees paid to take the state examination.

Lynnette Young – Ms. Young wrote to the board regarding her need for special accommodations for the upcoming state exam in April. The board voted to approve her request for test accommodations pending receipt of physician documentation outlining the accommodation request.

COMMITTEE REPORTS

Examination Committee – Five candidates took the examination in January – 4 passed and 1 failed.

Education Committee – The board reviewed current requests.

Complaint Committee – Mary Jane Richards reported there are 24 open complaints.

AIT Committee – Mark Lowell reported there are 8 AITs in the process of completing the training program.

ADMINISTRATOR'S REPORT

The Administrator provided an update to the board regarding the legislative session, a financial update, and a report on the current number of licensees.

AJOURNMENT

There being no further business, in a motion made by Mary-Jane Richards and seconded by Tamra Deering, the board voted unanimously to adjourn at 10:53 a.m.

Respectfully submitted,

Jennifer Mooney
Board Clerk