

STATE OF MAINE
NURSING HOME ADMINISTRATORS LICENSING BOARD

Minutes of April 25, 2007 Board Meeting

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

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

Members Absent: Barbara Steller

CALL TO ORDER

Mark Lowell, Acting Chair, called the meeting to order at 9:00 a.m.

APPROVAL OF MINUTES

In a motion made by Mary Jane Richards and seconded by Tamra Deering, the Board voted unanimously to approve the March 28, 2007 minutes as written.

Vote: 4 in favor (1 abstained – Margot Russell)

APPLICATION REVIEW

Keith Moon – Mr. Moon's application for licensure as a Residential Care Administrator was reviewed. In a motion by Mary Jane Richards, and seconded by Margaret Copelin, the board voted unanimously to deny Mr. Moon's application for licensure.

Jane Morrison – Ms. Morrison's application for the Administrator-In-Training Program was reviewed and approved in a motion made by Margaret Copelin and seconded by Margot Russell.

Vote: 4 in favor (1 recusal – Mary Jane Richards)

Ms. Morrison's full-time Administrator-In-Training Program will be conducted at Orchard Park Rehabilitation & Living Center with Carol Timberlake, license #MLA621, as Preceptor. The commencement date of this program will be May 10, 2007 unless otherwise indicated.

Betty Pomeroy – Ms. Pomeroy's application for the Administrator-In-Training Program was reviewed and approved in a motion made by Margaret Copelin and seconded by Margot Russell.

Vote: 4 in favor (1 recusal – Mary Jane Richards)

Ms. Pomeroy's full-time Administrator-In-Training Program will be conducted at Maplecrest Rehabilitation & Living Center with Michael McDougall, license #MLA720, as Preceptor and she will be applying for a MLA license once she has completed the program. The commencement date of this program will be April 30, 2007 unless otherwise indicated.

COMPLAINT PRESENTATION – 2006-NHA-2664

A complaint was filed against a licensee by a family member of a resident because the family was not notified of a room change in a timely manner. After a full review and discussion of the materials, a motion was made by Margot Russell and seconded by Tamra Deering to dismiss this complaint due to lack of violation of the board's statute and rules.

Vote: 4 in favor (1 recusal– Mary Jane Richard)

COMPLAINT PRESENTATION – 2006-NHA-2834

A complaint was filed against a licensee as a result of a DHHS survey. After a full review and discussion of the materials, a motion was made by Margot Russell and seconded by Mark Lowell to offer the licensee a consent agreement to include the following: admission to violating the board's code of ethics and a formal warning.

Vote: 2 in favor (3 recusals – Mary Jane Richards, Margaret Copelin and Tamra Deering)

COMPLAINT PRESENTATION – 2006-NHA-2905

A complaint was filed against a licensee as a result of a DHHS survey. After a full review and discussion of the materials, a motion was made by Margaret Copelin and seconded by Tamra Deering to hold an informal conference regarding this complaint.

Vote: 4 in favor (1 recusal – Mary Jane Richards)

COMPLAINT PRESENTATION – 2006-NHA-2917

A complaint was filed against a licensee by a former employee alleging unprofessional conduct in the workplace. After a full review and discussion of the materials, a motion was made by Tamra Deering and seconded by Margot Russell to dismiss this complaint due to lack of evidence.

Vote: 4 in favor (1 recusal – Margaret Copelin)

COMPLAINT PRESENTATION – 2006-NHA-2989

A complaint was filed against a licensee by a consumer alleging unprofessional conduct with residents and staff. After a full review and discussion of the materials, a motion was made by Margaret Copelin and seconded by Margot Russell to dismiss this complaint due to lack of a violation.

Vote: 4 in favor (1 recusal – Mary Jane Richards)

COMPLAINT PRESENTATION – 2007-NHA-3251

A complaint was filed against a licensee as a result of a DHHS survey. After a full review and discussion of the materials, a motion was made by Margaret Copelin and seconded by Margot Russell to dismiss this complaint with a letter of guidance to be sent to the licensee and to stay in their file for a period of three years.

The letter of guidance will include that the licensee must promptly notify physicians regarding lab tests, lab tests are to be completed according to physician orders and communicated with the physician in a timely manner, and that medications are administered to residents in accordance with prescription requirements.

Vote: 4 in favor (1 recusal – Mary Jane Richards)

COMPLAINT PRESENTATION – 2007-NHA-3261

A complaint was filed against a licensee as a result of a DHHS survey. After a full review and discussion of the materials, a motion was made by Margot Russell and seconded by Mark Lowell to dismiss the complaint for lack of a violation of the board's rules.

Vote: 2 in favor (3 recusals – Mary Jane Richards, Margaret Copelin and Tamra Deering)

COMPLAINT PRESENTATION – 2007-NHA-3301

A complaint was filed against a licensee as a result of a DHHS survey. After a full review and discussion of the materials, a motion was made by Tamra Deering and seconded by Margot Russell to dismiss this complaint with a letter of guidance to stay in the licensee's file for a period of three years.

Vote: 4 in favor (1 recusal – Mary Jane Richards)

The letter of guidance will include that the licensee is expected to follow the current standards of care as it relates to pressure ulcers.

COMMITTEE REPORTS

Examination Committee – Margot Russell reported that 5 licensees passed the April exam.

Education Committee – The board reviewed current requests.

Complaint Committee – Mary Jane Richards reported there are 11 open complaints.

AIT Committee – Mark Lowell reported there are 6 AITs.

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 Margot Russell, the board voted unanimously to adjourn at 10:23 a.m.

Respectfully submitted,
Jennifer Mooney, Board Clerk