

STATE OF MAINE
NURSING HOME ADMINISTRATORS LICENSING BOARD

Minutes of June 23, 2010 Board Meeting

Members Present: Margot Russell, Lynn Beaulieu, Tamra Deering and Margaret Copelin.

Others Present: Torrey Gray, Board Administrator; Merica Tripp, P&RA; Jack Richards, AAG; and Jennifer Hawk, Board Clerk

Members Absent: Gail Winchell

CALL TO ORDER

Margaret Copelin, board chair, called the meeting to order at 9:04 a.m.

OLD BUSINESS

APPROVAL OF MINUTES

In a motion made by Margot Russell and seconded by Tamra Deering, the Board voted unanimously to approve the May 26, 2010 minutes as written.

Vote: 4 in favor

NEW BUSINESS

COMPLAINT PRESENTATION(S)

2010-NHA-6146

A complaint was filed against a nursing home administrator alleging the billing forms for the nursing home did not clearly state what the charges are for and were incomplete. After a full review and discussion, a motion was made by Lynn Beaulieu and seconded by Margot Russell to dismiss this complaint due to lack of violation of board's rules.

Vote: 3 in favor (1 recused – Tamra Deering)

2010-NHA-6228

A complaint was filed against a nursing home administrator for non-compliance with a board ordered consent agreement. Specifically, the licensee failed to meet the terms and complete the CMS guidelines education as required by the terms of the consent agreement dated July 31, 2006.

A motion was made by Margot Russell and seconded by Tamra Deering to offer a second consent agreement with the following terms: admission to failing to meet the terms of the first consent agreement, the licensee must complete the CMS guidelines within 90 days of signing the consent agreement and the licensee will be audited for the next license cycle. If the licensee is unable to complete the education within 90 days of the consent agreement, then he must contact the Board Administrator. If the consent agreement is not accepted or the licensee fails to complete the terms, then this matter will be set for an adjudicatory hearing.

Vote: in favor (1 recused – Margaret Copelin)

JULY AGENDA DISCUSSION

The board discussed the upcoming July meeting agenda for DHHS.

RULEMAKING DISCUSSION W/ JEFFREY FRANKEL

Jeffrey Frankel presented the board with the proposed rules.

RENEWAL APPLICATION REVIEW

Pamela Capelle – Residential Care Administrator

Ms. Capelle submitted a timely renewal application and answered no to meeting the continuing education requirements. She was not able to complete the entire twelve hours due to medical issues.

After a full review and discussion a motion was made by Tamra Deering and seconded by Margot Russell to approve Ms. Capelle's renewal application and to waive the continuing education requirements based upon a prolonged illness pursuant to Chapter 8, Section 6 of the board's rules.

Vote: 4 in favor

Edison Bennett – Nursing Home Administrator

Mr. Bennett submitted a timely renewal application. After a full review and discussion, a motion was made by Margot Russell and seconded by Tamra Deering to table Mr. Bennett's renewal application pending his acceptance of the consent agreement.

Vote: 4 in favor

RESIDENTIAL CARE PROGRAM APPROVAL REQUEST(S)

St. Joseph's College

The board reviewed the additional course curriculum for the Residential Care Administrator training submitted by St. Joseph's College. After discussion a motion was made by Lynn Beaulieu and seconded by Tamra Deering to table this item pending review.

Vote: 4 in favor

2008-2009 CEU AUDIT REVIEW

Merica Tripp presented the board with the results of the 2008-2009 ceu audit conducted. After review a motion was made by Lynn Beaulieu to approve 18 audits. The motion was seconded by Margot Russell.

Vote: 4 in favor

OTHER BUSINESS

COMMITTEE REPORTS

Nothing to report.

CHAIR'S REPORT

Nothing to report.

ADMINISTRATOR'S REPORT

Torrey Gray provided the board with an update regarding the upcoming state examinations.

AJOURNMENT

There being no further business, in a motion made by Margot Russell and seconded by Tamra Deering, the board voted unanimously to adjourn at 11:00 a.m.

Respectfully submitted, Jennifer Hawk, Board Clerk