



January 14, 2004 Quarterly Meeting

MINUTES

Convened

The meeting convened at 8:35 a.m. in room 445 of the State Office Building.

Board Members Present

Present: Rene' Dumas, NHA, Chair; Misti Wittenberg, NHA, Vice Chair (via telephone); Rob Hays, NHA; Jim Bagley, Public Member; Dolores Hubert, Public Member; Raissa Moore, Public Member; Stephen Brummer, M.D.; Margaret Clark, RN

Others Present

Janet Bartel, Executive Officer; Carol Parks, AAG

Recognition of Former Executive Officer Barbara Orazio

The board recognized Barbara Orazio for her years of dedicated service. Mrs. Orazio served as Executive Officer for the board for 19 years, from 1984 until 2003. She officially retired in May 2003, but remained with the board through the recruitment and training of her successor.

Approval of October 8, 2003; December 11, 2003 Minutes

Action: Rob Hays moved to accept the October and December 2003 minutes as submitted. Margaret Clark seconded and the motion passed unanimously.

Approval of January 14, 2004 Agenda

Action: Jim Bagley moved to accept the agenda as submitted. Margaret Clark seconded and the motion passed unanimously.

Ratification of New Licenses

Licenses Issued From September 25, 2003 To December 17, 2003

LICENSEE NAME	LIC. TYPE	ISSUE DATE
BARTA, JAMES W.	NHA	11/24/2003
D'ORAZIO, MARY M.	PROVISIONAL	12/10/2003
JONES, STACY L.	NHA	11/21/2003
KRESL, JULIE B.	PROVISIONAL	12/10/2003
LOOPER, DAVID L	PROVISIONAL	10/1/2003
MARIANO, NORMA L	NHA	9/25/2003

MAXON, JESSIE C	PROVISIONAL	10/6/2003
MCGEE II, CHARLES A	PROVISIONAL	9/10/2003
ROSKOS, DENISE J.	PROVISIONAL	11/26/2003
SHIPLEY-KLEIN, THERESA	PROVISIONAL	12/5/2003
TUCKER, MARGARET M	NHA	10/13/2003
WILKES, ROBERT P	PROVISIONAL	12/1/2003
WILSON, BRENDA P	NHA	11/5/2003
WOHLWEND, ALICE A	NHA	9/30/2003
YOUNG, BENJUIMAN H.	NHA	11/21/2003

Action: Dr. Brummer moved to approve the ratification of new licenses as submitted. Dolores Hubert seconded and the motion passed unanimously.

Mid-Way Interviews

Action: Mid-ways approved with the following recommendations:

Shannon Dickerson – Facility: Marquis Care at Centennial, Preceptor: Amy Carlton
Recommendations:

- Participate in CNA training class or review training materials.
- Become knowledgeable in the following areas:
 - Nursing
 - Pharmacy (consultant contact)
 - Dietary consultant
 - Rehabilitation
 - Medical records
- Become knowledgeable about the role and function of the Medical Director.
- Increase knowledge about Medicare and Medicaid process and forms.
- Increase financial knowledge (i.e., billing, collections, financial forms).
- Visit a non- and for-profit nursing facility (possibly assisted living?).
- Be involved in mock survey or visit another facility to participate in its survey.
- Review LTC rules, interpretive guidelines and compare to facility procedures; read LTC survey panel's reviews.
- Meet with the local Ombudsman to learn more about the program.

Jeremy Pantovich – Facility: Marquis Care at Oregon City, Preceptor: Sharon Stafford
Recommendations:

- Become knowledgeable about consultant pharmacy role.
- Become knowledgeable about the following services:
 - Nursing
 - Pharmacy consultant
 - Dietary consultant
 - Rehabilitation
 - Medical records
- Become knowledgeable about the role and function of the Medical Director.
- Increase knowledge about the Medicaid process and forms.
- Increase financial knowledge (i.e., billing, collections, review of financial forms).
- Visit facility(ies) certified for Medicare and Medicaid.

- Visit non- and for-profit nursing facilities.
- Be involved in survey or visit another facility to participate in its survey.
- Meet with the local Ombudsman and learn more about the program.
- Review LTC guide survey guidelines.

Robert Barry – Facility: Marquis Care at Wilsonville, Preceptor: Amy Bucher

Recommendations:

- Become knowledgeable about consultant pharmacy role.
- Become knowledgeable in the following areas:
 - Nursing and nursing administration
 - Social services
 - Pharmacy consultant
 - Human Resources
 - Medical records
- Increase knowledge about the Medicare and Medicaid process and forms.
- Increase financial knowledge (i.e., billing, collections, review of financial forms).
- Visit a non-profit nursing facility.
- Be involved in mock survey or visit another facility to participate in survey and participate in survey revisit.
- Review LTC rules, interpretive guidelines and compare to facility procedures (LTC guideline book).
- Meet with the local Ombudsman to learn more about the program.

Theresa Shipley-Klein – Facility: Umpqua Valley Nursing & Rehab. Center, Preceptor: Steve Wallace

Recommendations:

- Become knowledgeable about the following services:
 - Quality Indicators and Quality Assurance
 - Medical records and physicians services as it pertains to visits
- Increase knowledge about Medicare and Medicaid process and forms.
- Increase financial knowledge (i.e., billing, collections, review of financial forms).
- Increase knowledge in the following areas:
 - Physical plant
 - Environmental services
 - Life safety rules (OAR's)
 - Fire Marshall expectations
- Utilize department heads to assist in accomplishing objectives and goals in AIT program.

Action: The board considered Ms. Shipley-Klein's request for a revised supervision schedule, due to geographic location. Dolores Hubert moved to approve a revised supervision schedule. Dr. Brummer seconded and the motion passed unanimously.

Catherine Johnson – Facility: Rogue Valley Manor, Preceptor: Patricia Kauffman

Recommendations:

- Participate in CNA training class or review CNA training materials.
- Become knowledgeable about the consultant pharmacy role.
- Become knowledgeable in the following areas:
 - Nursing (shadow nurses)
 - Human Resources
- Become knowledgeable about the role and function of the Medical Director.

- Increase knowledge of gerontology.
- Increase knowledge about the Medicare and Medicaid process and forms; visit facility(ies) certified for Medicaid.
- Increase financial knowledge (i.e., billing, collections, review of financial forms).
- Visit a for-profit nursing facility.
- Review LTC rules, interpretive guidelines and compare to facility procedures.
- Meet with the local Ombudsman to learn more about the program.
- Meet with the Medford CCMU.

Don Wessels (via telephone) – Facility: Evergreen Milton-Freewater, Preceptor: Troy Anderson

Recommendations:

- Participate in CNA training class or review training materials.
- Become knowledgeable about the following services:
 - Nursing
 - Quality Indicators and Quality Assurance
 - Rehabilitation with contract review
- Increase knowledge about the Medicare and Medicaid process and forms.
- Increase financial knowledge (i.e., billing, collections, review of financial forms).
- Visit a non- and for-profit nursing facility.
- Be involved in a mock survey or visit another facility to participate in its survey.
- Review LTC rules, interpretive guidelines and compare to facility procedures.
- Meet with the local Ombudsman to learn more about the program.

The board discussed Mr. Wessels AIT training program, preceptor supervision issues and training within a qualifying facility. Mr. Wessels shared the issues of transitioning between an assisted living facility environment and a nursing home environment. He further requested credit for previous training. The board considered Mr. Wessels' time dedicated to hands-on experience and expressed concern with his hands-on tasks—tasks typically required of AIT candidates. After discussion, the board asked Mr. Wessels to provide a written request for a revised AIT program explaining how he would balance his time between an assisted-living facility, nursing home environment and AIT program.

Final Interviews (Exam Candidates)

Action: The following candidates were interviewed and approved for the NAB and State NHA examinations:

Wendy Shoufler – Friendship Health Center, Portland

Denise Roskos (via telephone) – Klamath Regional Rehab., Klamath Falls

Endorsement Application- Cheryl Randolph

Action: Jim Bagley moved to approve Cheryl Randolph's endorsement application. Raissa Moore seconded and the motion passed unanimously.

Reactivation of License

1. Julie Kresl
2. Dennis Russell

The board considered the applicants' professional background and continuing education credits on record.

Action: Dolores Hubert moved to reactivate Dennis Russell's license and to reactivate Julie Kresl's license upon receipt of 30 hours of continuing education. Jim Bagley Seconded and the motion passed unanimously.

The board briefly discussed active versus inactive license status and agreed to revisit the subject at a later time.

Executive Session – Case NHA-17-00

Public session was closed and executive session convened at 12:10 p.m. to discuss the licensee's response to its December 12, 2003 stipulated agreement letter. The letter offered conditions that the licensee could accept as an alternative to board action. The conditions were as follows:

1. That a qualified NHA be hired, contingent on the board's approval, to operate the facility.
3. That the current consulting company continues to provide management oversight on a monthly basis, coinciding with the facility's QA meetings, for a minimum of one year.

After careful deliberation, the board agreed that the licensee had failed to sufficiently respond to the conditions of the stipulated agreement.

Executive session was closed at 12:35 p.m. and public session reconvened at 12:36 p.m.

Case NHA-17-00

Action: Misti Wittenberg moved that, per ORS 678.780(1)(h) relating to violation of consent orders, the board proceed to revoke the licensee's NHA license and impose a \$5,000 civil penalt. As an alternative, the board will waive the \$5,000 civil penalty if the licensee voluntarily surrenders her NHA license. Raissa Moore seconded and the motion passed unanimously.

Discussion of 2005 Legislation

The board acknowledged the April 15 deadline for submitting legislative concepts. Janet Bartel explained the proposed semi-independent Legislative Concept for the forthcoming legislative session. She provided background on the legislation and identified some of the most notable pros and cons related to semi-independence. She believed that the initial transitioning process to be the most difficult task facing agencies moving to semi-independence. After discussion, Janet Bartel invited the board to contact her before the April 15 deadline if they were interested in pursuing semi-independence status.

Adjournment

The meeting adjourned at 1:10 p.m. The next meeting is scheduled for Wednesday, April 14, 2004 at 8:30 a.m. in room 445 of the State Office Building.

Respectfully Submitted:

Janet Bartel, Executive Officer