



April 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; Rob Hays, NHA; Jim Bagley, Public Member; Dolores Hubert, Public Member; Raissa Moore, Public Member; Stephen Brummer, M.D.; Margaret Clark, RN; George Gerding, R.Ph

Others Present

Janet Bartel, Executive Officer; Carol Parks, Asst. AG; Ronald Petersen, Endorsement Applicant

Approval of April 14, 2004 Agenda

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

Approval of January 14, 2004; February 5, 2004 Minutes

Action: Dolores Hubert moved to accept the January and February 2004 minutes as submitted. Misti Wittenberg seconded and the motion passed unanimously.

Ratification of New Licenses

Licenses Issued From January 2, 2004 To March 31, 2004:

LICENSEE NAME	LIC. NO.	LIC. TYPE	ISSUE DATE
Bacon, Donie	581	Provisional	2/24/2004
Bell, Troy	584	Provisional	3/17/2004
Eubadenuae, Darlene	2346	NHA	3/26/2004
Fiske, Jason	2343	NHA	1/28/2004
Fraser, Robert	580	Provisional	2/23/2004
Hecht, Kathleen	2344	NHA	2/13/2004
McKinney, Kathleen	585	Provisional	3/25/2004
McNamara, Kevin	583	Provisional	3/8/2004

Roskos, Denise	2345	NHA	3/9/2004
Wallace, Miles	582	Provisional	3/8/2004

Mid-Way Interviews

Action: Mid-ways approved with the following recommendations:

Denise Gould (Black) – Facility: Marian Estates; Preceptor: Maurice Reese

Recommendations:

- Become knowledgeable about the following services:
 - Nursing
 - Social services (review admission process and transition of new social services lead)
 - Meet with pharmacist and review services
 - Dietary
 - Rehab
 - Human Resources
- Meet with housekeeping and laundry departments.
- Visit facility(ies) certified for Medicare and Medicaid.
- Visit a non-profit nursing facility (Providence Benedictine Nursing Center) and for-profit nursing facility.
- Review LTC rules, interpretive guidelines and compare to facility procedures.
- Be involved in mock survey or visit another facility to participate in survey.
- Meet with CCMU contact, Bernadette Murphy, to learn about survey process.

Kevin McNamara – Facility: Corvallis Manor Nursing Home & Rehab; Preceptor: Lee Garber

Recommendations:

- Participate in CNA training class or review training materials and shadow a CNA for at least 40 hours.
- Become knowledgeable about consultant pharmacy role.
- Become knowledgeable about psychotropic drugs and effect on geriatric population.
- Become knowledgeable about the following services:
 - Nursing (MDS)
 - Social services (MDS)
 - Dietary
 - Rehab (shadow Director of therapy)
 - Human Resources (continue to experience)
 - Medical records
- Become knowledgeable about role and function of medical director.
- Increase knowledge about Medicare and Medicaid process and forms.
- Visit a non-profit and for-profit nursing facility.
- Be involved in mock survey or visit another facility to participate in survey.
- Meet with CCMU contact, Bernadette Murphy, to learn about survey process or to schedule a pre-survey.
- Spend time with nurse consultant, Demetria Haffenreffer, RN.
- Review LTC rules, interpretive guidelines and compare to facility procedures.

Alcyon Moschogianis – Facility: Rosehaven Nursing Center; Preceptor: Steve Wallace

Recommendations:

- Become knowledgeable about the following services:
 - Nursing (continue to shadow and learn from nursing administration)
 - Pharmacy (medication review)
 - Dietary (learn ordering and attend more food service events)
 - Human Resources (continue to explore)
 - Medical Records
 - Maintenance (oversight and improving communications)
- Increase knowledge about Medicare and Medicaid process and forms.
- Review LTC rules, interpretive guidelines and compare to facility procedures.
- Participate in Quality Assurance meetings.

Beth Nolan – Facility: Rogue Valley Manor; Preceptor: Kevin McLoughlin

Recommendations:

- Participate in CNA training class or review training materials and shadow a CNA for at least 40 hours.
- Become knowledgeable about psychotropic drugs and effect on geriatric population.
- Become knowledgeable about the following services:
 - Nursing (shadow RCM and LPN)
 - Social services (admission process)
 - Pharmacy
 - Dietary
 - Rehab
 - Human Resources (continue to experience)
 - Medical records
- Become knowledgeable about role and function of medical director.
- Increase knowledge about gerontology.
- Increase knowledge about Medicare and Medicaid process and forms.
- Increase financial knowledge (billing, collections, review of financial forms).
- Visit a for-profit nursing facility (Hearthstone Manor and/or Linda Vista Care Center).
- Be involved in mock survey or visit another facility to participate in survey.
- Review LTC rules, interpretive guidelines and compare to facility procedures.

Allison Sansom – Facility: Clatsop Care Center; Preceptor Anita Schacher

Recommendations:

- Become knowledgeable about the following services:
 - Activities (spend more time)
 - Dietary
 - Rehab (reimbursement role)
 - Human Resources (continue to explore labor laws, FMLA and ADA)
 - Environmental Services (laundry and housekeeping)
- Visit a for-profit nursing facility certified for Medicare and Medicaid.
- Review LTC rules, interpretive guidelines and compare to facility procedures.

Deana Wentworth – Facility: Providence Benedictine Nursing Center; Preceptor Emily Dazey

Recommendations:

- Become knowledgeable about the following services:
 - Nursing (shadow RN and RCM's)
 - Pharmacy

- Rehab
- Human Resources (benefits negotiation)
- Increase financial knowledge (billing, collections, review of financial forms and admission packets)
- Visit a for-profit nursing facility certified for Medicare and Medicaid.
- Review LTC rules, interpretive guidelines and compare to facility procedures.

Don Wessels – Consideration of AIT Hours

The board discussed Don Wessels' petition for acceptance of 200 hours completed during his AIT program from August 2003 through December 2003. Additionally, Mr. Wessels petitioned for acceptance of 270 hours completed prior to entering the AIT program. Mr. Wessels' AIT program was suspended during the January 14, 2004 meeting for lack of an on-site preceptor. During discussion, the board agreed that Mr. Wessels should be required to complete the full 960 hour program.

Rene' Dumas believed that the true spirit of the AIT program is to have an on-site administrator who is available on a daily basis; however, he acknowledged the challenges facing AIT's and preceptors located in rural geographic areas. Also, concern was expressed with Mr. Wessels dividing his time between a skilled facility and assisted living facility. Janet Bartel stated that during a recent discussion with Mr. Wessels, he indicated that he may have found a preceptor at a qualifying facility.

The board discussed the practice of AIT program approvals at the mid-way point. Janet Bartel expressed concern with the practice of registering AIT's prior to the board's approval, and questioned whether the procedure should be changed. Following discussion, the board agreed to authorize the Executive Officer to approve AIT programs and refer unusual programs to the Board Chair for direction. The board will develop screening criteria for the Executive Officer to use in evaluating AIT programs.

The board discussed the issue of lack of certified preceptors. Janet Bartel will forward a letter to administrators encouraging them to seek preceptor certification when they have been licensed for the requisite three years.

Action: Dr. Brummer moved to grant Mr. Wessels the 200 hours completed in the AIT program and stipulated that he must complete the remainder of his AIT program in a qualifying facility and under the guidance of a certified preceptor. George Gerding seconded and the motion passed unanimously.

Action: Dr. Brummer moved to deny Mr. Wessels' request for the 270 hours completed prior to entering the AIT program. Jim Bagely seconded and the motion passed unanimously.

Endorsement Applications

1. Troy V. **Bell**
2. Robert J. **Fraser**
3. David L. **Looper**
4. Kathleen S. **McKinney**
5. Ronald W. **Petersen**
6. Robert Paul **Wilkes**

Ronald Petersen appeared before the board to petition acceptance of his education (MA in Theology) received through the California Graduate School of Theology. The institution is not accredited by an accreditation body; however, it is licensed and recognized by the state of California. Like Oregon, California has an accreditation requirement and his California NHA license was granted on his degree in Theology. Rene' Dumas invited Ronald Petersen to address the board's questions of why he is seeking licensure in Oregon and the justification for issuance. Ronald Petersen explained that he worked over 16 years for Horizon West and a recent sale motivated his departure. He was approached by a Prestige Care recruiter and encouraged to seek licensure in Oregon. Mr. Petersen explained that at forty-three, he transitioned into the field of nursing home administration primarily because he believed that his background in Theology was germane. He clarified that he holds a Bachelor's degree in Theology and a Master's degree in counseling. He further explained the licensure process in California related to post-secondary schools. The state of California has a law establishing standards similar to an accreditation bureau. California Graduate School of Theology elected to choose the state of California's process over private accreditation.

Action: After careful consideration of Ronald Petersen's application and background, Jim Bagely moved to approve Ronald Petersen's endorsement application. Dolores Hubert seconded and the motion passed with Raissa Moore abstaining.

Action: Dr. Brummer moved to approve the remaining endorsement applications, with David Looper's approval contingent upon receipt of a reciprocal questionnaire indicating his Washington license is current and in good standing and without adverse disciplinary history. Misti Wittenberg seconded and the motion passed unanimously.

New Business – Incorporate CNA Requirement into Sample AIT Training Plan

The board briefly discussed incorporating the CNA requirement into the Sample AIT Training Plan.

Action: After discussion, the board directed Janet Bartel to incorporate the requirement under Method 5 of the Resident Care area in the training plan.

New Business – BENHA Application Revisions

Janet Bartel proposed revising the board's applications both in format and to include questions from the NAB Model Application. She emphasized that she did not, however, include all the questions from the Model Application, because they appeared superfluous. She expressed her desire to create a universal application for the various methods of licensure and to incorporate the endorsement and provisional applications into a single application where the applicant would indicate the licenses applied for and submit the requisite fees and documentation. During discussion, the board agreed that the proposed application would streamline the process, which would be more efficient and less confusing.

Action: The board approved the proposed application format and directed Ms. Bartel to implement the necessary changes.

Recognition of Departing Board Members' Service

The board recognized departing members Rene' Dumas and Dr. Stephen Brummer. Both members have served two full terms, which end June 30, 2004. The board discussed

recruitment of a replacement physician member, and Dr. Brummer indicated that he would promote the vacancy at an upcoming medical conference.

Election of 2004-2005 Officers

Action: Jim Bagely nominated Misti Wittenberg for Board Chair. Dolores Hubert seconded and the nomination passed unanimously.

Action: Margaret Clark nominated Rob Hays for Vice Chair. Raissa Moore seconded and the nomination passed unanimously.

Final Interviews (Exam Candidates)

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

1. Jason **Arakaki** – Willamette View Health Center
2. Robert **Barry** – Marquis Care at Wilsonville
3. Chad **DeBruin** – Evergreen Karrington
4. Shannon **Dickerson** – Marquis Care at Centennial
5. Catherine **Johnson** – Rogue Valley Manor
6. Jeremy **Pantovich** – Marquis Care at Oregon City

Adjournment

The meeting adjourned at 2:15 p.m. The next quarterly meeting is scheduled for Wednesday, July 14, 2004 at 8:30 a.m. in room 445 of the State Office Building.

Respectfully Submitted:

Janet Bartel, Executive Officer