

LLR - BOARD OF LONG TERM HEALTH CARE ADMINISTRATORS
Synergy Business Park, Kingstree Building
110 Centerview Drive, Kingstree Building, Room 108
Columbia, South Carolina 29210

MINUTES

WEDNESDAY, JUNE 8, 2005 10:00 AM

Merry Ann Gaddy, Chairperson, of Charleston, called the regular meeting of the Long Term Health Care Administrators to order at 10:05 a.m. Other members present for the meeting included: David Buckshorn, of Greenville; Leon Frishman, of Columbia; Melvin Hiatt, of Fairfax; and Brown McCallum, Jr., of Summerville.

Julius Kinney, Jr., of Anderson and Dan McLeod, Jr. were each granted an excused absence.

Staff members participating during the meeting included: Dana Blanton, Administrator; Stephanie Calhoun, Administrative Assistant; Lee Ann Bundrick, Interim Administrator; and Tom Porter. LLR staff members participating during the meeting included: Connie Huffstetler, Administrative Assistant; Rick Wilson, Deputy General Counsel, LLR-Office of General Counsel; Kristen McArthur, Law Clerk, LLR-Office of General Counsel; Sheridan Spoon, LLR-Office of General Counsel; and Sharon Dantzler, Deputy General Counsel, LLR-Office of General Counsel.

WELCOME AND CALL TO ORDER

Ms. Gaddy announced that this meeting was held in accordance with Section 30-4-80 of the S.C. Freedom of Information Act by notice mailed to The State Newspaper, Associated Press, WIS-TV and all other requesting persons, organizations or news media. In addition, notice was posted on the bulletin boards at the main entrance of the Kingstree Building.

APPROVAL OF MINUTES

March 2, 2005

MOTION

Mr. McCallum moved the Board accept the minutes of the March 2, 2005 meeting. Mr. Hiatt seconded the motion, which carried unanimously.

COMMITTEE REPORTS

Investigative Review Committee

EXECUTIVE SESSION

MOTION

Mr. McCallum made a motion, seconded by Mr. Hiatt and unanimously carried, the Board enter executive session to hear the IRC recommendations.

RETURN TO PUBLIC SESSION

MOTION

Mr. McCallum made a motion, seconded by Mr. Buckshorn and carried, that the Board return to public session.

No motions were made and no votes were taken in Executive Session.

Cases for Dismissal

MOTION

Mr. McCallum moved the Board accept the IRC's recommendation regarding the cases for dismissal. The motion was seconded by Mr. Buckshorn and unanimously carried.

Cases for Dismissal with Letter of Concern

MOTION

A motion was made by Mr. McCallum to accept the IRC's recommendation regarding the cases for dismissal with letters of concern. Mr. Buckshorn seconded the motion, which carried unanimously.

Cases Recommended for Formal Charges

MOTION

Mr. McCallum moved the Board accept the IRC's recommendation regarding the cases recommended for formal charges. Mr. Buckshorn seconded the motion, which carried unanimously.

Consent Order, Case # 2004-0005

MOTION

Mr. McCallum moved the Board accept the Consent Order regarding the case. Mr. Buckshorn seconded the motion, which carried unanimously.

Credentials Committee

Mr. McCallum noted that in the report that was presented to the Board, there had been a substantial increase from the previous three years in the number of new licenses issued for nursing home administrators, with an decrease in CRCF.

Education Committee

Mr. Hiatt presented the members with the report from the education committee.

AIT Committee

Ms. Gaddy advised the members that the committee had two meetings since the last Board meeting. On March 2, the committee reviewed the AIT program for nursing homes and agreed that it could be used as a model for the CRCF program. After making a few minor changes, the committee met again on April 14 to review the draft and discuss further changes.

The committee made recommendations regarding updating the nursing home AIT guidelines to make sure that a knowledge of third party funding programs is covered and setting up the training areas for CRCF program. Ms. Gaddy also noted that staff has adapted the nursing home AIT program guidelines to create the guidelines for the CRCF AIT program.

MOTION

A motion was made by Mr. McCallum to accept the committee's recommendation for updates to the nursing home AIT program guidelines. Mr. Buckshorn seconded the motion, which carried unanimously.

MOTION

Mr. Hiatt moved that the Board accept the committee's recommendation regarding the CRCF AIT Training Areas in Program. The motion was seconded by Mr. McCallum and carried unanimously.

MOTION

Mr. Buckshorn moved to accept the committee's recommendation for the guidelines for the CRCF AIT program. Mr. Hiatt seconded the motion, which carried unanimously.

Ms. Blanton noted that the next step would be to get all the documents published and invite CRCF administrators to participate in a preceptors training program.

Ms. Gaddy turned the floor over to Mr. Wilson, who introduced Kristin McArthur, a law clerk who may be assisting from time to time in Board meetings.

ADMINISTRATOR'S REPORT

Nursing Home AIT Program Update

Ms. Blanton advised the Board that John T. Spires has withdrawn from the program. Mandy Browning has completed the program and passed both exams.

Legislation Update

H.2951 - Ms. Blanton advised the members that the bill regarding retired status passed and is now law.

H.4092 - Ms. Blanton stated that the bill to amend Section 45-10 to make the DHEC member a voting member of the Board was introduced at the end of the session and carried over to the next session.

H.3960 - This bill would prohibit state employees from serving on a state board that regulates an industry in which the employee is involved in his position. Ms. Blanton noted that this could have a direct impact on the LTHCA Board.

H.3781 - Ms. Blanton stated that this bill would amend the Engine Act. Mr. Wilson

explained to the members that the copy presented to them shows a side-by-side comparison of the Engine Act as it stands, and with the proposed changes. He noted that much of the language is simply moved to another part of the bill, in order to make it more organized and easier to read and understand. Mr. Wilson said that in some cases the Board's power has been enhanced in order to address challenges raised by the administrative law judges in some cases. He asked the members to review the proposed changes and be prepared to take a position on the bill at the next meeting.

Resignation and Transition

Ms. Blanton noted that her resignation would be effective June 16 due to her upcoming marriage and move to another state. She remarked that it had been a pleasure working with the Board. Lee Ann Bundrick will serve as Interim Administrator.

Ms. Blanton shared with the members recommendations for ongoing issues. She noted that the CRCF AIT Program is well under way with the committee's recommendations that were approved by the Board at today's meeting.

Ms. Blanton suggested that further OSHA training be offered later in the year.

Ms. Blanton said she feels very comfortable with the status of disciplinary cases being handled by OGC.

Ms. Blanton encouraged the Board members and Ms. Bundrick to continue being involved with NAB.

She noted that the meeting would be in Charleston in November, which would be a good opportunity for the members to attend.

Ms. Blanton made three recommendations regarding Board committees. The first is that the Education Committee begins reviewing administrator applications, which she had been reviewing. The second is that the Credentials Committee begins reviewing all the applications. She suggested that this could be done on a monthly basis in Columbia with Ms. Calhoun and Ms. Bundrick assisting. The third recommendation is that the AIT Committee remains very involved with the implementation of that program.

UNFINISHED BUSINESS

There was no unfinished business to be discussed.

The order of the Agenda was changed to allow the presentation of the Recovering Professionals Program at this time.

RECOVERING PROFESSIONALS PROGRAM

Mr. Frank Sheheen, Program Director, and Dr. Hugh Coleman, Medical Director, made a presentation to the Board on the Recovering Professionals Program. The program currently has contractual agreements with other LLR boards and would like to provide services to licensees of the LTHCA Board.

After the presentation and a discussion among the Board members, Ms. Gaddy thanked Mr. Sheheen and Dr. Coleman for their time and advised that the Board would take the program under consideration.

NEW BUSINESS

LICENSE APPLICATIONS

Katherine Amerson

Ms. Amerson appeared before the Board in the matter of her application for Community Residential Care Facility administrator's license. Ms. Amerson does not meet the requirement of an associate degree but is a licensed practical nurse.

Mary Pipkins

Ms. Pipkins was not present at this time, so the Board moved to the next item on the agenda.

Diana Barfield

Ms. Barfield appeared before the Board in the matter of her application for Community Residential Care Facility administrator's license. Ms. Blanton explained that Ms. Barfield does not meet the requirement of 48 college credit hours and is asking that the Board accept a 120 hour assisted living management course that she completed in combination with 42 hours of college credit and her many years of work experience.

Mary Pipkins

Ms. Pipkins appeared before the Board in the matter of her application for Community Residential Care Facility administrator's license. Ms. Blanton advised the Board that Ms. Pipkins did not meet the requirement of six months of work experience in combination with her bachelors degree in social work.

CONSENT ORDERS

Mr. Spoon presented to the Board two consent orders for their consideration

Consent Order, Case # 2004057C

MOTION

Mr. McCallum moved to approve the consent order in the case. The motion was seconded by Mr. Buckshorn and carried unanimously.

Consent Order, Case # 2004025C

MOTION

Mr. McCallum moved to approve the consent order in the case. Mr. McCallum seconded the motion and it carried unanimously.

LICENSE APPLICATION

Debra Reigle

Ms. Reigle appeared before the Board in the matter of her application for Community Residential Care Facility administrator's license. Ms. Blanton advised the Board that Ms. Reigle does not meet the requirement of an associate degree but is a licensed practical nurse.

EXECUTIVE SESSION

MOTION

Mr. McCallum moved the Board enter Executive Session to deliberate on the matters presented by the applicants. Mr. Hiatt seconded the motion and it carried.

RETURN TO PUBLIC SESSION

MOTION

Mr. Hiatt moved the Board return to Public Session. The motion was seconded by Mr. McCallum and carried.

No motions were made and no votes were taken in Executive Session.

Katherine Amerson

MOTION

Mr. McCallum moved to accept the application and allow Ms. Amerson to take the exam. Mr. Buckshorn seconded the motion, which carried.

Diana Barfield

MOTION

Mr. Hiatt made a motion to accept Ms. Barfield's application and allow her to take the exam. The motion was seconded by Mr. McCallum and carried.

EXECUTIVE SESSION

MOTION

Mr. McCallum moved the Board enter Executive Session to deliberate on Ms. Pipkins application. The motion, seconded by Mr. Hiatt, carried.

RETURN TO PUBLIC SESSION

MOTION

Mr. McCallum made a motion to return to Public Session. The motion was seconded by Mr. Buckshorn, and carried.

No motions were made and no votes were taken in Executive Session.

Mary Pipkins

MOTION

Mr. Buckshorn moved to deny Ms. Pipkins application until such time as the applicant can demonstrate six months of on-site work experience with supervisory and direct resident care responsibilities under the supervision of a licensed CRCF administrator. The motion was seconded by Mr. Hiatt and carried.

EXECUTIVE SESSION

MOTION

Mr. McCallum moved to enter Executive Session to deliberate on Ms. Reigle's application. Mr. Buckshorn seconded the motion, which carried.

RETURN TO PUBLIC SESSION

MOTION

Mr. McCallum made a motion to return to Public Session. The motion was seconded by Mr. Buckshorn and carried.

No motions were made and no votes were taken in Executive Session.

Debra Reigle

MOTION

Mr. McCallum made a motion to accept Ms. Reigle's application and allow her to take the exam after the completion of her two years of work experience on July 23. Mr. Buckshorn seconded the motion, which carried.

NEW BUSINESS

Policy on Education

Ms. Blanton pointed out to the Board, for their information, that the educational requirements are not the same for nursing home administrators and CRCF administrators. After discussion among the members, Ms. Gaddy referred the matter to the Education Committee and Credentials Committee to study and report back to the Board

Policy on Work Experience

The Board took no action on the Policy on Work Experience

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