

LLR - BOASRD OF LONG TERM HEALTH CARE ADMINISTRATORS
Synergy Business Park, Kingstree Building
110 Centerview Drive, Kingstree Building, Room 111
Columbia, South Carolina 29210

MINUTES

WEDNESDAY, JUNE 7, 2006

9:00 AM

Julius Kinney, Jr., of Anderson, called the regular meeting of the Long Term Health Care Administrators to order at 9:17 a.m. Other members present for the meeting included: David Buckshorn, of Greenville; Melvin Hiatt, of Fairfax; and Brown McCallum, of Summerville.

Merry Ann Gaddy, Chairperson, of Charleston, and Dan McLeod, Jr., Vice Chairman, of Greenville, were granted an excused absences.

Staff members participating during the meeting included: Lee Ann Bundrick, Administrator. LLR employees participating during the meeting included: Sharon Dantzler, Deputy General Counsel, Office of General Counsel; Sandra Dickert, Administrative Assistant; Shirley Robinson, Hearing Attorney; and Sheridan Spoon, LLR-Office of General Counsel.

WELCOME AND CALL TO ORDER

Mr. Kenney 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

MOTION

Mr. McCallum moved the Board approve the minutes of the March 8, 2006 meeting as written. Mr. Buckshorn seconded the motion, which carried unanimously.

COMMITTEE REPORTS

Executive Committee

This committee had no report

Investigative Review Committee

Ms. Bundrick stated the agency's computer system, RELAES, indicates there are currently 73 open cases relating to the Board of Long Term Health Care Administrators. She further stated 41 cases have been closed.

Dismissals

The Board reviewed the following cases the IRC is recommending for dismissal.

2006-1

2005-16

MOTION

Mr. McCallum made a motion, seconded by Mr. Buckshorn and unanimously carried, that the Board accept the IRCs recommendation regarding the cases for dismissal.

Formal Complaints

The Board reviewed the following cases the IRC is recommending for formal complaints.

Mr. Kinney asked that the cases be identified as a nursing home facility or a community residential care facility. It was noted the cases involved the in the formal complaints and the letters of caution were community residential care facilities.

2005-18
2005-47

2005-22
2005-51

2005-32
2005-52

2005-43
2005-56

MOTION

Mr. McCallum moved the Board accept the IRCs recommendation regarding the formal complaints. Mr. Buckshorn seconded the motion, which carried unanimously.

Letters of Caution

The Board reviewed the following cases in regard to sending a letter of caution.

2005-28

2005-25

MOTION

Mr. Hiatt moved the Board accept the IRCs recommendation in regard to the cases for letters of caution. Mr. McCallum seconded the motion, which carried unanimously.

Credentials Committee

Mr. McCallum presented the Credentials Committee Report. He noted the number of applications is up from the previous year, especially relating to the nursing home administrator's exam.

Education Committee

Mr. Hiatt presented the Board with the Education Committee Report, which included a list with the upcoming courses and the approved courses since January 1, 2006. He indicated there are a good number of programs, however, the committee does not see an increase in the usage of Internet courses. He noted the Internet courses must first obtain NAB approval.

AIT Committee

Mr. Buckshorn stated the committee had discussed those administrators working in a non-certified facility who are willing to serve as preceptors but do not currently accept Medicare and Medicaid. Those preceptors would train the AIT in all other pertinent areas, excluding the certification sections of training. Since the AIT would only be two to three weeks out of the entire programs that trains primarily in certification and business operations in regard to Medicare and Medicaid the AITs would move to another facility that has a Memorandum of Agreement (MOA) with the Board and the non-certified facility. He noted the training would not be limited to non-certified facilities, but would also include corporations that bill Medicare/Medicaid for nursing homes. He noted the Board must first ensure the agreement is approved.

Following a discussion regarding this matter Mr. Kinney recommended referring the matter back to AIT Committee to develop a Board procedure and for clarification on requirements to be included in such a MOA for submittal for the Board's approval during the next meeting.

ADMINISTRATOR'S REPORT

Nursing Home AIT Update

Ms. Bundrick presented the members with a report in regard to the Nursing Home AIT Update. She noted the report reflects there are currently three AIT training sites with preceptors and AITs and that the report indicates the training dates.

NPDB-HIPDB-Data Bank

Ms. Bundrick presented the members with a report on the NPDB-HIPBD data bank. She noted there is no registration fee, however, the cost for each licensee report is \$4.75.

MOTION

Mr. McCallum made a motion, seconded by Mr. Buckshorn and unanimously carried, the Board participate in the NPDB-HIPDB data bank and should the Board have any question on an applicant reciprocating to South Carolina, the Board submit a query before the applicant is allowed to submit an application.

Mr. Buckshorn questioned staff if the Board would assume the cost or if that cost would be placed on the applicant. Ms. Dantzler stated the Board would monitor the budget and the fees are reviewed every two years. She indicated the fee structure would be changed to reflect an increase if necessary.

The Board asked that Board review the budget and fee structure during December 2006 meeting.

Website Established for Board Members

Staff briefed the Board and demonstrated the board member website.

On-Line Renewals Update

The members reviewed the on-line renewals update.

LICENSE APPLICATIONS

Rebecca Band

Ms. Band appeared before the Board in the matter of her community residential care facility administrator license application. Ms. Band gave an explanation of her employment history as well as her education.

MOTION

Mr. McCallum moved at such time Ms. Band certifies by letter from her administrator to the Board that she has spent a minimum of six months on these other duties, such as housekeeping supervision, rotation through the business office and so forth, that she be allowed to sit for the exam. He stated that she is to spend at least six months in two areas and that the Board would accept a combination of areas for the second six months since she is a social worker. Mr. Buckshorn seconded the motion, which carried unanimously.

Larinda P. Cooley

Ms. Cooley appeared before the Board in the matter of her community residential care facility administrator license application. Ms. Cooley gave an explanation of her employment.

MOTION

Mr. Buckshorn made a motion, seconded by Mr. Hiatt and unanimously carried, that with the information provided and the discussion which followed, that the Board allow Ms. Cooley to sit before the Board and take the exam. Mr. Hiatt seconded the motion, which carried unanimously.

Ida M. Golden

Ms. Golden appeared before the Board in the matter of her nursing home administrator license application. Ms. Golden gave an explanation of her employment.

Mr. Kinney recused himself from participating and voting in this matter, as he knows the applicant.

MOTION

Mr. Buckshorn moved, after discussion and consideration of information provided, that the Board accept and approve Mrs. Golden to move forward and be allowed to take the exam. Mr. McCallum seconded the motion, which carried unanimously.

Sharon F. Hicks

Ms. Hicks did not appear before the Board at this meeting.

Michelle M. Nelson

Ms. Nelson appeared before the Board in the matter of her community residential care facility administrator license application. Ms. Nelson gave an explanation of her employment history in the residential care environment and indicated that she had a diploma in practical nursing.

MOTION

Mr. McCallum moved the Board allow Ms. Nelson to sit for exam for CRCF license. Mr. Buckshorn seconded the motion, which carried unanimously.

Kevin R. Vacher

Mr. Vacher appeared before the Board in the matter of his community residential care facility administrator license application. Mr. Vacher gave an explanation of his employment history in the residential care environment.

MOTION

Mr. Buckshorn moved Mr. Vacher resubmit an application upon his completion of 28 hours more credit hours of his program before he can sit for the Board exam. Mr. Hiatt seconded the motion, which carried unanimously.

Ramona Smith

Ms. Smith appeared before the Board in the matter of her community residential care facility administrator license application. She briefed the Board in regard to the matters pertaining to the convictions noted on the SLED Report.

MOTION

Mr. McCallum made a motion, seconded by Mr. Buckshorn and unanimously carried, based on the statute and consultation with counsel, the State of South Carolina will not allow a person

with a felony conviction to work in any skilled care facility, therefore the Board cannot allow her to sit for the exam.

Sylvia A. Rigsbee Woods

Ms. Rigsbee appeared before the Board in the matter of her community residential care facility administrator license application. She gave the Board an explanation of her employment history and placed emphasis on her community residential care experience.

MOTION

Mr. Hiatt moved the Board allow Ms. Rigsbee Woods to sit for the examination, given her extensive training and education and her further extensive experience in community residential care facilities. Mr. Buckshorn seconded the motion, which carried unanimously.

Kathy A. White

Ms. White appeared before the Board in the matter of her nursing home administrator license application. She gave the Board an explanation of her qualifications.

MOTION

Mr. Buckshorn moved that regrettably Ms. White is unable to sit before the Board to take the exam due to the requirement of documented forty-eight hours of education requirements. Mr. Hiatt seconded the motion, which carried unanimously.

COMPLIANCE

Consent Agreements

Mr. Sheridan Spoon, Attorney with the Office of General Counsel, briefed the Board regarding the consent agreement for case #2005-10.

Case #2005-10

MOTION

Mr. McCallum made a motion, seconded by Mr. Buckshorn and unanimously carried, to accept the consent agreement as presented.

Mr. Sheridan Spoon, Attorney with the Office of General Counsel, briefed the Board regarding the consent agreement for case #2005-20.

Case #2005-20

MOTION

Mr. Hiatt moved the Board accept the consent agreement as presented. Mr. McCallum seconded the motion, which carried unanimously.

Mr. Sheridan Spoon, Attorney with the Office of General Counsel, briefed the Board regarding the consent agreement for case #2005-24.

Case #2005-24

MOTION

Mr. McCallum made a motion, seconded by Mr. Hiatt and unanimously carried, that the Board accept the consent agreement as presented.

Mr. Sheridan Spoon, Attorney with the Office of General Counsel, briefed the Board regarding the consent agreement for case #2005-31.

Case #2005-31

MOTION

Mr. Buckshorn made a motion, seconded by Mr. McCallum and unanimously carried, that the Board accept the consent agreement.

NEXT MEETING

The next meeting of the Board is scheduled for September 6-7, 2006.

ADJOURNMENT

MOTION

There being no further business to be brought before the Board at this time Mr. McCallum moved the meeting be adjourned. Mr. Hiatt seconded the motion, which carried unanimously.

The June 7, 2006 meeting of the SC Board of Long Term Health Care Administrators adjourned at 1:15 p.m.