

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 4, 2008

9:00 AM

WELCOME AND CALL TO ORDER

Dan McLeod, Jr., chairman, of Greenville, called the regular meeting of the Board of Long Term Health Care Administrators to order at 9:00 a.m. Other members present for the meeting included: David Buckshorn, vice chairman, of Greenwood; Julius Kinney, Jr., of Anderson and Brown McCallum, of Summerville.

Pam Dukes, of Columbia, and Melvin Hiatt, of Fairfax, were granted excused absences.

Staff members participating in the meeting included: Lee Ann Bundrick, RPh, Administrator; Stephanie Calhoun, Administrative Assistant, Sharon Dantzler, Associate General Counsel; Sandra Dickert, Administrative Assistant; Yolanda Rodgers, Investigator, Office of Investigations and Enforcement; and Ernest Spong, Attorney, Office of General Counsel.

Mr. McLeod announced that this meeting was being 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 5, 2008

MOTION

Mr. Kinney moved the Board approve the minutes of the March 5, 2008 Board meeting. Mr. McCallum seconded the motion, which carried unanimously,

April 3, 2008 Conference Call Meeting

MOTION

Mr. Kinney made a motion seconded by Mr. Buckshorn and unanimously carried, that the Board approve the minutes of the April 3, 2008 conference call meeting.

April 8, 2008 Conference Call Meeting

MOTION

Mr. McCallum moved the Board approve the minutes of the April 8, 2008 conference call meeting.

COMMITTEE REPORTS

Investigative Review Committee

The Investigative Review Committee did not have a report for this meeting.

Credentials Committee

Mr. McCallum stated the Board is maintaining the same number of licensee renewals as in previous years and that there has not been a big change.

Education Committee

The Education Committee report was received as information.

AIT Committee

Mr. Buckshorn noted that one preceptor has now been added to the list. The Board now has thirty-two active preceptors.

ADMINISTRATOR'S REPORT

AIT Update

There are currently three AIT programs, Oakmont of West and West Ashley, NHC Anderson, and Laurel Hill Living Center.

NAB Conference Call

Mrs. Bundrick stated Mr. Buckshorn participated in the NAB conference call held on April 8, 2008 and asked that he brief the Board on the call.

Mr. Buckshorn stated the call included discussion on the Advancing Excellent Campaign and quality initiatives. He went on to say there was also discussion on a longer licensure period. He asked if changing the length of licensure would require a statute change. Staff responded affirmatively. Mrs. Dantzler stated the agency encourages the Boards to move toward biennial licensure but does not encourage licensure for a longer period.

Mrs. Bundrick stated South Carolina would not have representation at this year's national conference, which is scheduled to be held June 11 – 13, 2008. She further stated she has a conflict with another Board meeting and none of the Board members are able to attend.

Board Policy

Mrs. Bundrick presented the Board members with a policy regarding CRCF administrators. She asked the Board to review and approve the policy which would bring the CRCR administrators in line with the nursing home administrators.

The nursing home administrator policy states that nursing home administrators, who have allowed their license to expire up to five years, may not have to retake the NAB exam, but must complete a full application for approval and retake the state examination.

MOTION

Mr. McCallum made a motion, seconded by Mr. Buckshorn and unanimously carried, that the Board approve the new policy.

Provider Management L. L. C.

Provider Management Education Services has submitted a letter regarding study guide materials for the Assisted Living AIT program. The letter states that the material is up to date, relevant and meets the requirement for the five domains of practice for the national exam. The American College of Healthcare Administrators and St. Josephs College of Main have recommended the Assisted Living Introductory Program as an entrance to practice curriculum for assisted living. The program is approved by the National Continuing Educational Review Service (NCERS) for 50 continuing education credits and for three academic credit hours. In a conversation with Randy Lindner, this program would not take the place of the national exam but can be used as a study tool. The company is requesting the Board review the information and use it as a study guide for the AIT training program.

The Board determined it would use this information as a study guide only but that the information would not be used in place of the AIT program.

NEW BUSINESS

Applicant Appearance(s)-Qualification Approval

Clifford A. Counts

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

Mr. Counts appearing before the Board because he does not meet the minimum educational and experience requirements and is requesting the board consider allowing him to sit for the community residential care facility licensure examination.

MOTION

Mr. Kinney moved the Board enter executive session to seek legal advice on this matter. Mr. Buckshorn seconded the motion, which carried unanimously.

MOTION

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

MOTION

Mr. McCallum moved the Board accept Mr. Counts' education experience and that the Board direct staff, as soon as a letter is received from Ms. Carson stating Mr. Counts has completed six months of training under her preceptor, allow Mr. Counts to sit for the exam.

Renee R. Ellinger

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

Ms. Ellinger is appearing before the Board because she does not meet the minimum educational requirement for CRCF licensure and is requesting the board consider her diploma in practical nursing in combination with her CRCF experience.

MOTION

Mr. Kinney moved the Board enter executive session to seek legal advice in this matter. Mr. McCallum seconded the motion, which carried unanimously.

MOTION

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

MOTION

Mr. Buckshorn moved the Board allow Ms. Ellinger the opportunity to sit for the exam. Mr. McCallum seconded the motion, which carried unanimously.

Angela Gist

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

The Credentials Committee reviewed Ms. Gist's application and determined it could not be handled in a routine manner due to her experience and has referred the application to the full Board for consideration.

MOTION

Mr. McCallum made a motion, seconded by Mr. Buckshorn and unanimously carried, that the Board enter executive session to seek legal advice on this matter.

MOTION

Mr. McCallum moved the Board return to public session. Mr. Buckshorn seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion, seconded by Mr. McCallum and unanimously carried, that the Board allow Mrs. Gist to sit for the exam.

Everard O. Rutledge

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

The Credentials Committee reviewed Mr. Rutledge's application and determined it could not be handled in a routine manner due to his experience and referred the application to the Board for review and consideration.

MOTION

Mr. McCallum moved the Board enter executive session to seek legal advice. Mr. Buckshorn seconded the motion, which carried unanimously.

MOTION

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

MOTION

Mr. Kinney made a motion, seconded by Mr. McCallum and unanimously carried, that the Board allow Mr. Rutledge the opportunity to sit for the exam.

UNFINISHED BUSINESS

Examination Tracking Table

Mrs. Bundrick stated during the March 5, 2008 meeting the Board requested staff to track individuals who could not be approved on staff level because of not meeting the education or experience requirements, but reviewed by the full Board to show that they failed the exam three times. Ms. Calhoun's research revealed that only a small number of applicants were approved by the Board and reappeared before the Board due to failing the exam three times. She further stated Ms. Calhoun has created a spreadsheet to track the information and to see if this may become a potential program.

COMPLIANCE

Hearings

Case # 2006-37

This case was continued to the next meeting.

Case# 2006-96

This case has been continued to the next meeting.

Case # 2007-10

MOTION

Mr. McCallum moved the Board continue this case to the September 2008 meeting. Mr. Kinney seconded the motion, which carried unanimously.

Case # 2005-30

This matter has been continued.

Approval of Consent Agreements

NEXT MEETING

September 3-4, 2008, 9:00 AM, Room 108

Mr. McCallum made a motion, seconded by Mr. McLeod and unanimously carried, that the Board hold its quarterly meetings on Thursday.

ADJOURNMENT

MOTION

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

The June 4, 2008 meeting of the SC Board of Long Term Health Care Administrators adjourned at 11:24 a.m.