

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

MINUTES

WEDNESDAY, SEPTEMBER 5, 2007

9:00 AM

Dan McLeod, Jr., chairman, of Greenville, called the regular meeting of the Board of Long Term Health Care Administrators to order at 9:06 a.m. Other members present for the meeting included: David Buckshorn, vice chairman, of Greenwood; Pam Dukes, of Columbia; and Brown McCallum, of Summerville.

Melvin Hiatt, of Fairfax and Julius Kenney, Jr., of Anderson were excused from the meeting.

Staff members participating in the meeting included: Lee Ann Bundrick, RPh, Administrator; Sandra Dickert, Administrative Assistant; P. C. Faglie, Investigator, Office of Investigations and Enforcement; Yolanda Rodgers, Investigator; Sheridan Spoon, General Counsel; and Shunna Vance, Attorney, Office of General Counsel.

WELCOME AND CALL TO ORDER

Mr. McLeod 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

June 6, 2007

Mr. McCallum noted Mr. Brown should be Mr. McCallum on page two.

Mr. McLeod noted that Mr. Buckshorn is from Greenwood.

MOTION

Mr. McCallum moved the minutes of the June 6, 2007 meeting be approved as amended. Mr. Buckshorn seconded the motion, which carried unanimously.

COMMITTEE REPORTS

Investigative Review Committee

Mrs. Bundrick introduced Mr. P. C. Faglie of the Office of Investigations and Enforcement.

Mr. Faglie stated he would be overseeing the investigations of the Board of Long Term Health Care Administrators, along with ten other Boards.

Ms. Yolanda Rogers briefed the Board on the cases discussed during the August 29, 2007 IRC meeting.

Cases for Dismissal

MOTION

Mr. McCallum made a motion, seconded by Mr. Buckshorn and unanimously carried, that the Board accept the IRC's recommendation for dismissal in regard to the following cases.

2006-33 2006-48 2006-60 2006-74 2006-83 2006-86
2006-88 2006-89 2006-92 2006-97 2006-99 2007-18

Formal Complaints

MOTION

Mr. Buckshorn made a motion the Board accept the IRC's recommendation for formal complaint in regard to the following cases.

2006-84 2006-94 2007-2 2007-26

Mrs. Bundrick presented the members with proposed disciplinary actions for consent agreements. She stated staff met with Ms. Jan Benson during the IRC meeting to discuss the proposed disciplinary actions. She asked the Board members to review the proposed actions and make modifications or vote to approve the proposals as presented.

Mr. McLeod suggested the Board take the documentation for review and have the matter on the agenda for the next meeting.

Credentials Committee

Mr. McCallum stated there were 37 licensees in 2006. He went on to say there are currently 30 licensed nursing home administrators and 39 CRFA licenses.

Education Committee

The Board took this committee report as information as Mr. Hiatt was not present.

AIT Committee

The committee had no report; however, Mr. Buckshorn stated the Board does not have enough preceptors. He further stated he is attempting to train a preceptor on-site to train individuals. He believes the Board needs to support a training program, but does not know if staff could support such a program.

ADMINISTRATOR'S REPORT

AIT Update

Mrs. Bundrick stated one AIT has been added to the list. She further stated Woodruff Manor was added as of July 2, 2007, which bring the total number of AITs to five.

NAB Annual Meeting Highlights

Mrs. Bundrick stated Mrs. Dukes attended the NAB annual meeting. She further stated highlights and topics of interest from the meeting were included with the members' agendas.

Mrs. Dukes stated it was interesting to see how South Carolina was ahead of the other states in continuing education requirements and the general regulation of the assisted living community.

NAB Mid-Year Meeting

Mrs. Bundrick stated the NAB mid year meeting would be held November 14-16, 2007 in Law Vegas, Nevada. She asked that any Board member wishing to attend the meeting contact Ms.

Calhoun no later than October 1, 2007. She said she would not be able to attend that meeting as she has a Board of Pharmacy meeting during those dates.

NAB Board Member Orientation Manual

Mrs. Bundrick stated NAB contacted staff and asked that the Board submit a model of specific areas pertaining to the Board Member Orientation Manual. She went on to say staff was specifically asked to respond to three to six areas of examples pertaining to the state's approach to training. She presented the members with copies of the Board's orientation manual.

MOTION

Mr. Buckshorn made a motion, seconded by Mrs. Dukes and unanimously carried, that the Board approve the Board Member Orientation Manual

Adult Coordinating Council-CRCF Relocation Committee

Mrs. Bundrick stated Ms. Calhoun has been attending meetings of the Adult Coordinating Council. She went on to say the Council has formed a CRCF Relocation Committee. She said the purpose of the committee is have agencies such as the Department of Health and Environmental Control (DHEC), the Department of Social Services (DSS), and other agencies to assist patients relocate to other facilities when their facility closes. She said the role of the Board of Long Term Health Care Administrators is to handle complaints against the administrators and to ensure that they follow the other agencies' guidelines. She presented the members with guidelines. Each agency has been asked to present the guidelines to the administrator or to the Board for approval.

MOTION

Mr. Buckshorn moved the Board approve the guidelines. Mr. McCallum seconded the motion, which carried unanimously.

Proposed DHEC Regulations on Nursing Homes

Mrs. Bundrick stated DHEC is accepting comments on proposed regulations on Provision 61.17 in regard to the standard of licensed nursing homes. She further stated she has a copy of the proposed regulations, which is quite lengthy. She went on to say the date for comment has been extended to September 26, 2007.

Mrs. Dukes stated NHC and Wesley Commons has been working on the proposed regulations. She noted the regulations have not been amended since 1992.

Mr. McCallum nominated Mr. Buckshorn to work on comments for the Board.

LICENSE APPLICATIONS

Cynthia M. Carter

Ms. Carter is appealing the denial of her application. Staff denied the initial application because she does not meet the minimum educational requirements. The Credentials Committee reviewed the application and determined the applicant's education and experience should be reviewed by the full Board.

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

MOTION

Mrs. Dukes moved the Board ask Ms. Carter obtain certification from Horry-Georgetown Technical College that the hours are semester hours as opposed to quarter hours and that the certification be submitted to staff for a decision. Mr. Buckshorn seconded the motion, which carried unanimously.

Joyce J. Donaldson

Ms. Donaldson does not meet the minimum education requirement for the CRCFA license. However, she is requesting the Board consider her diploma in practical nursing in combination with CRCF experience under the Board policy: *“Other certificate programs in combination with CRCF and other health care work experience will be considered on a case-by case basis.”*

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

MOTION

Mr. Buckshorn made a motion, seconded by Mr. McCallum and unanimously carried, that the Board, with regret, deny the ability to sit for the exam due to inadequate information showing she has met the minimum standards of education.

Laura S. Jones

Ms. Jones does not meet the minimum education requirement for the CRCFA license. However, she is requesting the Board consider her diploma in practical nursing in combination with CRCF experience under the Board policy: *“Other certificate programs in combination with CRCF and other health care work experience will be considered on a case-by case basis.”*

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

MOTION

Mr. McCallum moved, on review of Ms. Jones’s transcript from Orangeburg Technical College which indicates she has 67 semester hours, that Ms. Jones be allowed to sit for the test. Mr. Buckshorn seconded the motion, which carried unanimously.

Diane M. Reid

Ms. Reid does not meet the minimum education requirement for the CRCFA license. However, she is requesting the Board consider her diploma in practical nursing in combination with CRCF experience under the Board policy: *“Other certificate programs in combination with CRCF and other health care work experience will be considered on a case-by case basis.”*

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

MOTION

Mr. Buckshorn made a motion, seconded by Mr. McCallum and unanimously carried, it is with regret at this time, that Ms. Reid not be allowed to sit for the exam due to lack of a combination of experience and education.

Freda B. Schroeder

Ms. Schroeder is appealing the denial of her application. The Credentials Committee reviewed the application and determined that the applicant does not have supervisory and direct resident care responsibilities in a licensed CRCF under a licensed administrator.

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

MOTION

Mr. Buckshorn moved, based upon the added information and better clarification of the data provided, that Ms. Schroeder be allowed to sit the exam. Mr. McCallum seconded the motion, which carried unanimously.

Brenda E. Thomas

Ms. Thomas does not meet the minimum education requirement for the CRCFA license. However, she is requesting the Board consider her diploma in practical nursing in combination with CRCF experience under the Board policy: *“Other certificate programs in combination with CRCF and other health care work experience will be considered on a case-by case basis.”*

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

MOTION

Mr. Buckshorn made a motion, seconded by Mr. McCallum and unanimously carried, after much consideration of the Board that Ms. Thomas not be allowed to sit for the exam due to lack of combination of experience, specifically CRCF, as well as the education requirements.

Charlotte Ann Holtry

Ms. Holtry is appealing the denial of her application. Staff originally denied the application because the applicant does not have on-site supervisory and direct resident care responsibilities under a licensed administrator in a licensed CRCF. The Credentials Committee reviewed the application and determined that the applicant’s experience should be reviewed by the full Board.

Ms. Holtry did not appear at this meeting and the Board deferred action on her appeal until such time as she appears.

Hammie Nix

Ms. Nix’s application is before the Board because staff originally denied the application for not meeting the 2000 documented part-time hours of on-site work experience in a licensed CRCF. The Credentials Committee reviewed the application and determined that the application should be reviewed by the full Board.

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

MOTION

Mr. Buckshorn moved, based upon detailed review and discussion by the Board, the Board allow Ms. Nix to sit for the exam for CRCF administrator. Mr. McCallum seconded the motion, which carried unanimously.

COMPLIANCE

Hearing

Case# 2006-29

The respondent in this case signed a consent agreement prior to the meeting. The Board was set to review the consent agreement; however, Ms. Dukes recused herself from participating in the review and vote in approval or disapproval of the agreement. Since Ms. Dukes recused herself from participating there were not enough members present at the meeting to constitute a quorum to vote in approval or disapproval of the agreement.

NEXT MEETING / ADJOURN

December 5-6, 2007, Meeting room 111

The next meeting of the Board is scheduled for December 5-6, 2007 in conference room 111.

Adjournment

Mr. Buckshorn moved the meeting be adjourned. Mr. McCallum seconded the motion, which carried unanimously.

The September 5, 2007 meeting of the SC Board of Long Term Health Care Administrators adjourned at 12:33 p.m.