

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, DECEMBER 6, 2006

9:00 AM

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.

Dan McLeod, Jr., chairman, of Greenville, called the regular meeting of the Long Term Health Care Administrators to order at 9:05 a.m. Other members present for the meeting included: David Buckshorn, vice chairman, of Greenville; Pam Dukes, of Columbia; Julius Kinney, Jr., of Anderson; and Brown McCallum, of Summerville.

Melvin Hiatt, of Fairfax, was granted an excused absence.

Staff members participating during the meeting included: Lee Ann Bundrick, Administrator and Stephanie Calhoun, Administrative Assistant. LLR employees participating during the meeting included: Rion Alvey, Administrator, Office of Investigations and Enforcement; Larry Atkins, Office of Investigations and Enforcement; Sharon Dantzler, Deputy General Counsel, Office of General Counsel; Everett Dargan, MD., Office of Legal Services; Sandra Dickert, Administrative Assistant; and Yolanda Rogers, Office of Investigations and Enforcement.

APPROVAL OF MINUTES

September 6, 2006

Ms. Dukes stated she had one correction to page four. She further stated in case #2003-52 she recused herself and that the word 'voted' should be 'vote'.

MOTION

Mr. Kinney moved the Board approve the September 6, 2006 meeting minutes with the noted correction. Mr. McCallum seconded the motion, which carried unanimously.

COMMITTEE REPORTS

Executive Committee

Mr. McLeod stated this committee had no report.

Mr. Buckshorn arrived at this time.

NEW BUSINESS

Rion Alvey and Yolanda Rogers/Investigative Process

Mr. Alvey briefed the Board in regard to the Office of Investigations and Enforcement and the investigative process.

Mr. Kinney stated he would like to serve on a committee learn more about the investigative process. Mrs. Dantzler stated she believes an agreement with DHEC with the kinds of issues appropriately referred to the Board of Long Term Health Care Administrators. She believes the committee should have discussions with DHEC. Mr. Buckshorn stated he would also like to serve on the committee as well as Ms. Dukes. The committee would set screening criteria for complaints from DHEC.

MOTION

Mr. Kinney moved the Board form a committee consisting of Mr. Kinney, Mr. Buckshorn, Ms. Dukes and Mrs. Bundrick to set screening criteria to open complaints referred from DHEC. Mr. Buckshorn seconded the motion, which carried unanimously.

MOTION

Mr. Kinney made a motion, seconded by Mr. Buckshorn and unanimously carried, that Mr. Atkins or his designee also be appointed to the committee.

Investigative Review Committee

Mr. Atkins briefed the Board on the cases from the IRC meeting.

Cases for Dismissal

2006-36
2005-45
2006-12
2006-13
2006-14
2006-15
2006-16
2006-17
2006-18
2006-19

MOTION

Mr. Kinney made a motion, seconded by Mr. McCallum and unanimously carried, the Board approve the IRCs recommendations regarding the noted cases for dismissal.

Formal Complaints

2005-35
2005-50
2006-10
2006-25
2006-49
2006-6

MOTION

Mr. Kinney moved the Board approve the IRCs recommendation regarding the above cases for formal complaints. Mr. McCallum seconded the motion, which carried unanimously.

Cases for Dismissal with Letters of Caution

2006-9
2005-60

2006-5
2006-59
2006-8

Mr. McCallum recommended the committee give proper direction to the IRC in case of suspending a license, such as in the cases of abandoning and abusing residents.

Mrs. Dantzler stated Dr. Dargan is a retired physician who serves as an expert witness in cases where a temporary suspension is necessary.

MOTION

Mr. Kinney made a motion, seconded by Mr. Buckshorn and unanimously carried, the Board approve the IRCs recommendations regarding the noted cases for dismissal with letters of caution.

Credentials Committee

Mr. McCallum presented the Board with the Credentials Committee report. He noted there are fewer CRCFA licensees this year.

Education Committee

The Education Committee's report was presented for the Board's information.

AIT Committee

Mr. Buckshorn stated the Board has discussed the need to have a Memorandum of Agreement between either facilities or the Board and a facility for a non-certified facility wishing to have an individual move through the AIT program. He went on to say the Board needed assurance that the AIT had background that met the Board's standards in certified areas. He presented the Board with a revised model agreement.

Ms. Calhoun stated the agreement would be between the certified and non-certified facilities; however, the Board would monitor the agreements.

MOTION

Mr. McCallum made a motion, seconded, by Ms. Dukes and unanimously carried, that the Board approve the model Memorandum of Agreement. She noted the Board would not be held to the agreement.

ADMINISTRATOR'S REPORT

NAB Mid-Year Meeting

Mrs. Bundrick stated the Board did not have representation at the November 2006 meeting and encouraged the Board's attendance at the June 2007 meeting. She believes the meeting would be held in San Francisco, California. She hopes staff would have the information on the June 2007 meeting for the Board during the March 2007 meeting.

NAB Fiscal Year 2007 Proposed Budget

Mrs. Bundrick stated the NAB proposed budget was being presented for the Board's information. She noted there were no fee increases.

NAB Conference call

Mrs. Bundrick stated Mr. Buckshorn participated in this conference call. Mr. Buckshorn stated there are now 20 states represented in the NAB meetings that share similar structures to South Carolina, although there are a few states which are unique in their own right. He noted issues such as standard of ethics and reciprocity have caused some difficulty. He went on to say education is a concern in many states. He went on to say South Carolina received accolades from NAB members. He continued by saying some states want to defer back to high school diplomas CRCFA licensure and some states are having problems with individuals crossing state lines to receive licensure under one state and then reciprocate to another state with higher standards. He said the NHA job analysis would be sending a survey to administrators within the state seeking nominations for a task force.

Mrs. Bundrick stated Mr. Buckshorn and Mr. Richard Sellers have been chosen to serve on the task force.

NHA Job Analysis Task Force

Mrs. Bundrick stated the task force is conducting an update of the nursing home administrators' job analysis. She further stated the purpose of the study is to update the domains and tasks performed in practice, associated knowledge and skill base. She said the update would serve as a blueprint for the exam for the next five year period. She went on to say staff and Board members have chosen two administrators, Mr. Buckshorn and Mr. Richard Sellers, to serve on this task force.

Mr. Kinney stated Mr. Sellers is one of his administrators.

LICENSE APPLICATIONS

James Broadfoot

The Credentials Committee reviewed Mr. Broadfoot's application and determined it could not be handled in a routine manner. The proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

MOTION

Mr. Kinney moved that Mr. James Broadfoot be allowed to sit for the licensure examination. Mr. McCallum seconded the motion, which carried unanimously.

Jacqueline R. Euland

Ms. Euland does not meet the requirements for CRCF licensure and is requesting consideration for licensure from the Board. The proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

MOTION

Mr. McCallum made a motion, seconded by Mr. Buckshorn and unanimously carried, the Board allow Ms. Euland to sit for the exam.

Felicia H. Gainey

Ms. Gainey does not meet the minimum requirements for CRCF administrator licensure and is requesting consideration of her practical nursing degree in lieu of the requirements. The

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 the Board deny Ms. Gainey's application at this time. Mr. McCallum seconded the motion, which carried unanimously.

Wayne H. Mayo

The Credentials Committee reviewed Mr. Mayo's application and determined it could not be handled in a routine manner. The proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

MOTION

Mr. Kinney made a motion, seconded by Mr. Buckshorn and unanimously carried, the Board allow Mr. Mayo sit for the exam.

Lillian E. Williams

Ms. Williams is petitioning the Board to take the exam for the third time. The 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 the Board allow Ms. Williams take the exam. Mr. McCallum seconded the motion, which carried unanimously.

NEXT MEETING

March 7-8, 2007, Room 111

The next meeting of the SC Board of Long Term Health Care Administrators is scheduled for March 7-8, 2007.

The Board briefly reviewed a letter received by the Board in regard to complaints and investigations.

ADJOURN

MOTION

Mr. Kinney moved to adjourn. McCallum seconded, carried.

The December 6, 2006 meeting of the SC Board of Long Term Health Care Administrators adjourned at 12:09 p.m.