

LLR - BOARD OF LONG TERM HEALTH CARE ADMINISTRATORS
Synergy Business Park, Kingtree Building
110 Centerview Drive, Kingtree Building, Conference Room 202
Columbia, South Carolina 29210

MINUTES

WEDNESDAY, SEPTEMBER 8, 2004

9:30 AM

Merry Anne Gaddy, Chairperson, called the regular meeting of the Board of Long Term Health Care Administrators to order at 9:40 a.m. Other members present for the meeting included: Daniel McLeod, Jr., Vice Chairperson, David Buckshorn, Brown McCallum, Jr., and Betty Tolbert.

Leon Frishman, Melvin Hiatt, and Julius Kinney, Jr. were granted excused absences.

Staff members participating during the meeting included: Dana Blanton, Administrator, Stephanie Calhoun, Administrative Assistant, and Wayne Whitworth, Investigator. LLR staff members participating during the meeting included: Sandra Dickert, Administrative Assistant and Lynne Rogers, 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 Kingtree Building.

APPROVAL OF MINUTES

June 1, 2004

MOTION

Mr. McCallum moved the Board accept the minutes of the June 1, 2004 meeting. Mr. McLeod seconded the motion, which carried unanimously.

COMMITTEE REPORTS

Investigative Review Committee

MOTION

Mr. McLeod made a motion for the Board to enter executive session to hear the IRC recommendations. The motion was seconded by Mr. McCallum and carried unanimously.

RETURN TO PUBLIC SESSION

MOTION

Mr. McCallum made a motion for the Board to return to public session. The motion was seconded by Mr. McLeod and carried unanimously.

Cases for Dismissal

MOTION

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

Cases for Dismissal with Letter of Caution

MOTION

A motion was made by Mr. McLeod to accept the IRC's recommendation regarding the cases for dismissal with letters of caution. Ms. Tolbert 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. McLeod seconded the motion, which carried unanimously.

Credentials Committee

Ms. Tolbert presented the members with the report from the Credentials Committee. She noted that during the period of June 1, 2004 and August 31, 2004 there have been 15 licenses issued to nursing home administrators and 25 NHA licenses have been issued to date in 2004. She indicated there seemed to be an influx of administrators during that time period.

Ms. Blanton stated these were good numbers for nursing home administrators so far this year, especially in comparison to previous years.

Education Committee

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

A brief discussion ensued on Board vacancies.

Ms. Gaddy recommended Mr. Hiatt as chairman of this committee.

Legislative Committee

Ms. Gaddy stated the committee held a conference call meeting as a result of a request from Jeff Skinner, NHA in regards to drafting language in the regulations concerning retired license status. She further stated the committee discussed the language drafted. She indicated the main change to the regulations is under Section (E), the change of hours needed prior to the license becoming active after being retired. She noted only six hours of continuing education must be obtained because of the normal rush to get an individual hired; however, the remaining 14 hours must be obtained within ninety days. She indicated the draft language is being presented to the Board for acceptance.

Ms. Blanton stated the changes were being made with the advice of counsel.

MOTION

Mr. McLeod made a motion, seconded by Mr. McCallum and unanimously carried, that the Board accept the committee's recommendation.

ADMINISTRATOR'S REPORT

AIT Program Update

Ms. Blanton stated there are currently three nine-month AIT programs ongoing. She further stated one program will complete December 31, 2004 and the other two programs will complete in 2005. She continued by saying one program, at NHC Health Care in Anderson, was completed since the last Board meeting and one preceptor has been added since the June meeting.

Ms. Tolbert recommended Mr. Buckshorn be added to this committee.

Legislation Update

Ms. Blanton stated the Board's bill passed and has been signed by the Governor. She further stated it is now Act #293. She indicated the statute has been officially amended and would be noted in the next newsletter.

NAB Mid-Year Meeting

Ms. Blanton stated the next NAB meeting would be held in Scottsdale, Arizona, November 3-5, 2004. She further stated the agency has approved two slots for members to attend this meeting. She went on to say since she is the co-chair of the Residential Care/Assisted Living Administrator Exam Committee, NAB would pay for her lodging and flight, which frees a slot for a Board member to attend the meeting. She asked the members to contact her by early October if they wished to attend the meeting.

2004 NHA Licensing Criteria Study

Ms. Blanton stated the University of Albany conducted a licensing criteria study for nursing home administrators based on all 50 states and the District of Columbia. She noted the report contained an error in reporting on continuing education for South Carolina. She went on to say that the report indicates South Carolina did not have a continuing education requirement in 1996; however, the Board did have continuing education at that time. She further stated that the study indicates South Carolina has the ideal number of required continuing education hours, which is 20 hours.

UNFINISHED BUSINESS

There was no unfinished business to be discussed.

NEW BUSINESS

2005 Board meeting dates

Ms. Blanton presented the members with meeting dates for 2005. Ms. Gaddy stated she has a conflict with the June 2005 meeting. Ms. Blanton stated she would review the dates for the NAB meeting and would notify the members to reschedule the June 2005 meeting.

Election of officers

MOTION

Mr. McCallum moved the current officers be re-elected. The motion was seconded by Ms. Tolbert and unanimously carried.

LICENSE APPLICATIONS

David Baker

Mr. Baker, Executive Director of the Clarendon County Disabilities and Special Needs Board, appeared before the Board to request an alternate work schedule for the administrator of two community residential care facilities operated by the DSN Board.

Executive Session

MOTION

After hearing Mr. Baker's testimony, a motion was made for the Board to enter executive session to discuss the request. The motion was seconded and carried unanimously.

Return to Public Session

MOTION

A motion was made to return to public session. The motion was seconded and carried unanimously.

MOTION

Mr. McLeod made a motion for Ms. Blanton to send Mr. Baker a letter indicating that the Administrator's work schedule would have to be in compliance with the Board's definition of normal working hours. Mr. McCallum seconded the motion, which carried unanimously.

Sandy Burgess

Ms. Burgess petitioned the Board to allow her to take the national residential care/assisted living administrator licensing examination a fourth time.

Executive Session

MOTION

After hearing Ms. Burgess' testimony, a motion was made for the Board to enter executive session to discuss the application. The motion was seconded and carried unanimously.

Return to Public Session

MOTION

A motion was made to return to public session. The motion was seconded and carried unanimously.

MOTION

Mr. McLeod made a motion to approve the applicant to take the national examination a fourth time. Mr. McCallum seconded the motion, which carried unanimously.

Anthony Fields

Mr. Fields petitioned the Board to allow him to take the national nursing home administrator licensing examination a fifth time.

Executive Session

MOTION

After hearing Mr. Fields' testimony, a motion was made for the Board to enter executive session to discuss the application. The motion was seconded and carried unanimously.

Return to Public Session

MOTION

A motion was made to return to public session. The motion was seconded and carried unanimously.

MOTION

Mr. McCallum made a motion to approve the applicant to take the national examination a fourth time. Mr. McLeod seconded the motion, which carried unanimously.

James Mack

Mr. Mack appeared before the Board in the matter of his nursing home administrator license application. Mr. Mack was appealing the denial of his application. He gave an explanation of his employment history in health care administration and requested the Board to approve his application.

Executive Session

MOTION

After hearing Mr. Mack's testimony, a motion was made for the Board to enter executive session to discuss the application. The motion was seconded and carried unanimously.

Return to Public Session

MOTION

A motion was made to return to public session. The motion was seconded and carried unanimously.

MOTION

Mr. McCallum made a motion to approve the application. Mr. McLeod seconded the motion, which carried unanimously.

Stephanie Isable

Ms. Isable appeared before the Board in the matter of her community residential care facility administrator license application. She gave an explanation of her healthcare work experience, including in residential care. Ms. Isable's education is a diploma in practical nursing and college credit hours (non-degree).

Executive Session

MOTION

After hearing Ms. Isable's testimony, a motion was made for the Board to enter executive session to discuss the application. The motion was seconded and carried unanimously.

Return to Public Session

MOTION

A motion was made to return to public session. The motion was seconded and carried unanimously.

MOTION

Mr. Buckshorn made a motion to approve the application. Mr. McLeod seconded the motion, which carried unanimously.

David Jones

Mr. Jones appeared before the Board in the matter of his community residential care facility administrator license application. Mr. Jones was appealing the denial of his application. He gave an explanation of his employment history and training in assisted living administration.

Executive Session

MOTION

After hearing Mr. Jones' testimony, a motion was made for the Board to enter executive session to discuss the application. The motion was seconded and carried unanimously.

Return to Public Session

MOTION

A motion was made to return to public session. The motion was seconded and carried unanimously.

MOTION

Mr. McLeod made a motion to approve the application. Mr. McCallum seconded the motion, which carried unanimously.

NEXT MEETING

The next meeting of the SC Board of Long Term Health Care Administrators is scheduled for March 2-3, 2005 at the office of the SC Department of Labor, Licensing and Regulation, Room 108, 110 Centerview Drive, Columbia, SC.

ADJOURN

The meeting was adjourned at 1:00 p.m.