

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS

**THIS AGENDA CONSTITUTES NOTICE OF THE REGULARLY SCHEDULED MEETING OF THE
BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS
IN COMPLIANCE WITH THE OPEN MEETING LAW, M.G.L. c. 30A, § 20**

**Friday, January 15, 2016
10:00 a.m. to 2:00 p.m.**

**239 Causeway Street ~ 4th Floor ~ Room 417A
Boston, Massachusetts 02114**

Agenda

Time	Item #	Item	Exhibits	Staff Contact
10:00 a.m.	I.	Call to Order Determination of Quorum Notice of electronic recording		
	II.	Approval of Agenda	Draft Agenda	
	III.	Approval of Minutes of Regularly Scheduled Meeting A. December 18, 2015 Board Meeting	Draft Minutes	
	IV.	Administrator in Training A. <u>Request for Administrator in Training Approval</u> 1. <u>Kopecki, Erin</u> <u>Facility:</u> Liberty Commons <u>Preceptor:</u> Pamela Meriam, NH3161 B. <u>Request for Administrator in Training Credit</u> 1. <u>Stewart, Christine</u> <u>Facility:</u> Kindred Transitional Care & Rehabilitation – Forestview <u>Preceptor:</u> Michael Gagnon, NH5134	Applications and related documents	

	<p>Administrator in Training</p> <p>C. <u>Request for Administrator in Training Change of Preceptor</u></p> <ol style="list-style-type: none"> <u>Reis, Andrea</u> <u>Facility:</u> Kindred Nursing & Rehabilitation Tower Hill - Canton <u>Preceptor:</u> Michael Gagnon, NH5134 <u>Proposed Preceptor:</u> Danielle Fusco, NH3261 <p>D. <u>Administrator in Training Mid-Point Review</u></p> <ol style="list-style-type: none"> <u>Smith, Peter</u> <u>Facility:</u> Braintree Manor Rehabilitation & Nursing Center - Braintree <u>Preceptor:</u> Sami Almadi, NH5206 <u>McPherson, Stephanie</u> <u>Facility:</u> Neville Center – Cambridge <u>Preceptor:</u> Katherine Norfleet, NH5099 <u>Cooper, Julianne</u> <u>Facility:</u> Bay Path Nursing & Rehabilitation Center <u>Preceptor:</u> Marianne Martinez, NH1732 <p>E. <u>Administrator in Training Completion Review</u></p> <ol style="list-style-type: none"> <u>Mercado, Michelle</u> <u>Facility:</u> Taunton Nursing Home <u>Preceptor:</u> John Brennan, NH2921 <u>Michael, Mandee</u> <u>Facility:</u> Aberjona Nursing Center - Winchester <u>Preceptor:</u> Stephen Buckley, NH5092 	Applications and related documents	
	<p>V. Review of Applications for Licensure by Reciprocity</p> <ol style="list-style-type: none"> <u>Maureen Weiss</u> (Licensed in: PA) <u>Michah McKenzie</u> (Licensed in: CT) 	Reciprocity applications and related documents	
	<p>VI. Review of Applications for License Reactivation (within/Over 3 years of license expiration)</p> <p>None</p>	None	

	VII.	Triage A. <u>TRG-8660</u> Vero Health & Rehabilitation of West Roxbury B. <u>TRG-8687</u> Blaire House of Tewksbury C. <u>TRG-8689</u> Rosewood Nursing & Rehabilitation Center D. <u>TRG-8559</u> Parkwell E. <u>TRG-8560</u> The Highlands	Statement of Deficiencies	MC
	VIII.	Staff Assignments None	None	
	IX.	Docketed Complaints None	None	
	X.	Continuing Education A. "Investing in Seniors Housing and Care" <u>Requested by:</u> Kathleen Salmon-Robinson, NH2659	Documents related to requests for CEU	
	XI.	Requests for Approved Status None		
	XII.	Other Business/Announcements A. Review Triage Process B. Regulatory Review	Draft Regulations	PB MS/VB
	XIII.	Flex Session A. Topics for the next Agenda		

11:00 a.m.	XIV.	<p>Executive Session (Roll call vote) The Board will meet in Executive Session as authorized pursuant to M.G.L. c.30A, § 21(a)(1) for the purpose of discussing the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.</p> <ol style="list-style-type: none"> 1. Specifically, the Board will discuss and evaluate the <u>Good Moral Character</u> provision of a pending application. 2. In addition, the Board will discuss and evaluate the reputation, character, physical condition or mental health, rather than professional competence, of licensees relevant to their petitions for license status change. 3. Finally, the Board will consider approval of prior executive session minutes in accordance with M.G.L. ch.30A, § 22(f) for sessions held during the September 18, 2014 meetings. <p>The Board will not reconvene in open session subsequent to the executive session.</p>	Closed Session	
	XV.	<p>Adjudicatory Session None</p>		
	XVI.	<p>M.G.L. c. 112, § 65C Session</p>		
2:00 p.m.	XVII.	<p>Adjournment-next Board meeting scheduled for [February 19, 2016]</p>		

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS

BOARD MEETING

Friday, January 15 2016

239 Causeway Street - 4th floor, Room 417A/B

Boston, MA 02114

MINUTES

Board Members

Present:

Nancy Lordan, Nursing Home Administrator 3, Chair
William Graves, Nursing Home Administrator 1, Vice-Chair
Roxanne Webster, Registered Nurse, Secretary
Sherman Lohnes, Department of Public Health
Mary McKenna, Executive Office of Elder Affairs
James Divver, Nursing Home Administrator 4
Patrick J Stapleton, Nursing Home Administrator 5 (Non-Proprietary
Nursing Home)
Aaron Tobey, Public Member 2
Wayne S Saltsman, MD, PhD, Physician
MaryEllen Coyne, Division Long-Executive Office of Public Welfare
Jeannette Sheehan, Public Member 1

Board Members

not Present:

Michael Baldassarre, Nursing Home Administrator 2

Staff Present:

Philip Beattie, Interim Executive Director, Multi-Boards, DHPL
Anson Chu, Office Support Specialist, Multi-Boards, DHPL
Mary Strachan, Board Counsel, Office of the General Counsel, DPH
Marjorie Campbell, Investigator, Supervisor, Office of Public
Protection, DHPL

Guests:

None

I. Call to Order - Determination of Quorum

A quorum of the Board was present. Ms. Lordan, Board Chair, called the meeting to order at 10:05 a.m.

II. Approval of Agenda

Board members reviewed the meeting Agenda.

DISCUSSION: None

ACTION: Mr. Stapleton made motion to approve the agenda as presented; Mr. Divver seconded the motion; Motion passed with Board members present and voting in favor unanimously.

III. Approval of Minutes

A. Minutes of the Regularly Scheduled Board Meeting: December 18, 2015

The Board reviewed the December 18, 2015 Regularly Scheduled Board Meeting Minutes.

ACTION: Mr. Graves made a motion to approve the minutes as presented; Mr. Divver seconded the motion; Dr. Saltsman abstained from voting. Motion passed with Board members present and voting in favor unanimously with the exception of Dr. Saltsman.

Documents: December 18, 2015 Regularly Scheduled Board Meeting Minutes

IV. Administrator in Training

F. Request for Administrator in Training Approval

Ms. Webster explained to other Board members that this situation is somewhat complicated as it involves Nantucket Island. The prospective Preceptor wrote a letter of explanation to the Board that explained that she would like to share responsibilities with another NHA in order to provide the applicant with the best possible AIT experience. Both NHAs recommend that the applicant complete a six month AIT program, despite her Master's Degree in order to remain compliant with existing NHA regulations. The prospective preceptor, was NHA at Our Island Home which is a 45-bed municipal facility on the Island and therefore too small to be in compliance with NHA regulations at 245 CMR 2.05(3)(b). Another licensed NHA is employed there. The other facility, Liberty Commons appears to meet the regulatory requirement but members cannot determine its location from the information provided. The NHA noted that she works "per diem" at her current facility but did not define this term. She provided other information that was somewhat unclear, therefore, Board members instructed Board staff to contact the prospective preceptor for additional information.

1. Kopecki, Erin

Facility: Liberty Commons

Preceptor: Pamela Meriam, NH3161

RECOMMENDATION: Deferred for more information

ACTION: Mr. Divver made a motion to accept the recommendation; Mr. Graves seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents.

G. Request for Administrator in Training Credit

Ms. Webster made the following recommendations:

1. Stewart, Christine

Facility: Kindred Transitional Care & Rehabilitation – Forestview

Preceptor: Michael Gagnon, NH5134

RECOMMENDATION: Approve – 2 week credits

ACTION: Mr. Graves made a motion to accept the recommendation; Mr. Divver seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents.

H. Request for Administrator in Training Change of Preceptor

Ms. Webster made the following recommendations:

1. Reis, Andrea
Facility: Kindred Nursing & Rehabilitation Tower Hill - Canton
Preceptor: Michael Gagnon, NH5134
Proposed Preceptor: Danielle Fusco, NH3261

RECOMMENDATION: Approve

ACTION: Mr. Graves made a motion to accept the recommendation; Mr. Divver seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents.

I. Administrator in Training Mid-Point Review

Ms. Webster made the following recommendations:

1. Smith, Peter
Facility: Braintree Manor Rehabilitation & Nursing Center - Braintree
Preceptor: Sami Almadi, NH5206

RECOMMENDATION: Approve

ACTION: Mr. Graves made a motion to accept the recommendation; Mr. Divver seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents.

2. McPherson, Stephanie
Facility: Neville Center – Cambridge
Preceptor: Katherine Norfleet, NH5099

RECOMMENDATION: Approve

ACTION: Mr. Graves made a motion to accept the recommendation; Mr. Divver seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents.

3. Cooper, Julianne
Facility: Bay Path Nursing & Rehabilitation Center
Preceptor: Marianne Martinez, NH1732

RECOMMENDATION: Approve

ACTION: Mr. Graves made a motion to accept the recommendation; Mr. Divver seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents.

- J. Administrator in Training-Final Completion Review
Ms. Webster made the following recommendations:

3. Mercado, Michelle
Facility: Taunton Nursing Home
Preceptor: John Brennan, NH2921

RECOMMENDATION: Approve

ACTION: Mr. Graves made a motion to accept the recommendation; Mr. Divver seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents.

4. Michael, Mandee
Facility: Aberjona Nursing Center - Winchester
Preceptor: Stephen Buckley, NH5092

RECOMMENDATION: Approve

ACTION: Mr. Graves made a motion to accept the recommendation; Mr. Divver seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents.

- V. Review of Applications for Licensure by Reciprocity
Ms. Webster made the following recommendations:

A. Maureen Weiss (Licensed in: PA)

RECOMMENDATION: Approve pending of the hard copies of the RN verifications

ACTION: Mr. Graves made a motion to accept the recommendation; Mr. Divver seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents.

B. Michah McKenzie (Licensed in: CT)

RECOMMENDATION: Approve

ACTION: Mr. Graves made a motion to accept the recommendation; Mr. Divver seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: AIT Application and related documents.

VI. Review of Applications for License Reactivation (within/Over 3 years of license expiration)
None

VII. Triage

[Mr. Divver recused himself and left the room at 10:19 a.m.]

F. TRG-8660 Vero Health & Rehabilitation of West Roxbury

DISCUSSION: Ms. Campbell gave a brief overview on this triage case to the Board. Vero Health & Rehabilitation of West Roxbury received an Immediate Jeopardy from a survey and was later corrected. However, there were still some concerns left. The Board reviewed the Statement of Deficiency and requested for the 11-20 survey.

ACTION: Mr. Graves made a motion to open a Staff Assignment against the Administrator for more information; Ms. Webster seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: Statement of Deficiencies

[Mr. Divver returned to the room at 10:27 a.m.]

G. TRG-8687 Blaire House of Tewksbury

DISCUSSION: Ms. Campbell gave a brief overview on this triage case to the Board. Blaire House of Tewksbury did not receive an Immediate Jeopardy but the Board thinks they should further investigate this facility. The Board also wants to see the written response from the Licensee.

ACTION: Ms. Webster made a motion to open a Staff Assignment; Mr. Divver seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: Statement of Deficiencies

H. TRG-8689 Rosewood Nursing & Rehabilitation Center

DISCUSSION: Ms. Campbell gave a brief overview on this triage case to the Board. There were various concerns from the survey such as hot water issue- the survey found the temp too hot, but no complaints from residents or staff-, not addressing situations in a timely manner, etc. Most of these concerns have been fixed but the Administrator did not address them in their meeting. At this stage of investigation, there is no information on the Administrator identity.

ACTION: Ms. McKenna made a motion to keep it as a Triage case for now and that if the Plan of Correction addressed all the concerns and if the Administrator has no past disciplined history, then the case does not need to go back before the Board; Mr. Graves seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: Statement of Deficiencies

I. TRG-8559 Parkwell

DISCUSSION: Ms. Campbell gave a brief overview on this triage case to the Board. The survey was quite lengthy which the Board showed concerns for and for on all the issues on the survey.

ACTION: Ms. Webster made a motion to open a Staff Assignment; Dr. Saltsman seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: Statement of Deficiencies

J. TRG-8560 The Highlands

DISCUSSION: Ms. Campbell gave a brief overview on this triage case to the Board. There were multiple issues based on the follow-up survey. Two of the deficiencies were not corrected.

ACTION: Mr. Graves made a motion to close the Triage case; Ms. Coyne seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: Statement of Deficiencies

VIII. Staff Assignments
None

IX. Docketed Complaints
None

X. Continuing Education

Ms. McKenna made the following recommendations:

A. “Investing in Seniors Housing and Care”

Requested by: Kathleen Salmon-Robinson, NH2659

RECOMMENDATION: Approve – 5.25 CEU

DISCUSSION: Ms. McKenna informed the Board that this CEU request was presented at the last Board meeting. It is now back before the Board with more information and Ms. Strachan looked up the regulation in regards to the lack of certification of completion. Based on the regulation, you need a certification of completion or other written evidence of completion. The Licensee provided a letter from the program on their official letterhead and the letter stated her attendance.

ACTION: Mr. Stapleton made a motion to accept the recommendation; Mr. Lohnes seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: Approved Status documents

XI. Requests for Approved Status
None

XII. Other Business/Announcements

A. Review Triage Process

DISCUSSION: Mr. Beattie educated the Board on the procedure in the Office of Public Protection regarding the surveys they receive except for ones that are labelled immediate jeopardy. One of the Board members, Mr. Lohnes, who works for the Health Care Facility Licensure and Certification, further explained the process of conducting survey as well.

ACTION: None

Documents: None

B. Regulatory Review

ACTION: None

Documents: None

XIII. Flex Session
None

XIV. Executive Session (Roll call vote)

At 10:59 a.m., Ms. Lordan, Board Chair, announced that the Board will meet in Executive Session as authorized pursuant to M.G.L. c.30A, § 21(a)(1) for the purpose of consider the

Board will consider approving prior executive session minutes in accordance with M.G.L. ch.30A, § 22(a) for previous executive sessions of the Board.

The Board will not reconvene in open session subsequent to the executive session.

Ms. Webster made a motion to enter the Executive Session; Mr. Divver seconded the motion. Motion passed with Board members present and voting in favor: Ms. Lordan-yes, Mr. Graves-yes, Ms. Webster- yes, Mr. Lohnes-yes, Ms. McKenna-yes, Mr. Divver-yes, Mr. Stapleton-yes, Mr. Tobey-yes, Dr. Saltsman-yes, Ms. Coyne – yes, Ms. Sheehan-yes ; Opposed: None; Abstain: None; Recused: None.

The Board adjourned the Executive Session at 11:01 a.m.

XV. Adjudicatory Session
None

XVI. M.G.L. c. 112, § 65C Session
At 11:01 a.m., Mr. Divver made a motion to enter the 65C Session; Ms. Webster seconded the motion. Motion passed with Board members present and voting in favor.

XVII. Adjourn
There being no other business before the Board, Mr. Divver made a motion to adjourn the Board meeting; Mr. Graves seconded the motion. Motion passed with Board members present and voting in favor unanimously. The meeting was adjourned at 11:23 a.m.

The next meeting of the Board of Registration of Nursing Home Administrators will be held on Friday, February 19, 2016. The Board meeting begins at 10:00 a.m.

Respectfully submitted:

Nancy Lordan, NHA
Chair

Date