

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, November 16, 2018
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 | | Chair |
| | II | Approval of Agenda | Draft Agenda | Board |
| | III | Conflict of Interest | | Board |
| | IV | Approval of Minutes of Regularly Scheduled Meeting A. September 21, 2018 Board Meeting | Draft Minutes | Board |

| | | | | |
|--|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------|
| | <p>V</p> | <p>Licensing Applications:</p> <ul style="list-style-type: none"> A. AIT with Credits (Education & Work Experience) <ul style="list-style-type: none"> a. Application No. 861268 Barbacar Diop B. Change of Preceptor <ul style="list-style-type: none"> a. Jennifer Shaw (NHT14500001) Current Preceptor: Tara Verge, NH5347 New Preceptor: Paul Mahoney, NH2364 b. Michael Joy (NHT14499908) Old Preceptor: Jeffery Crowley, NH5174 New Preceptor: Christine Marek, NH5070 | <p>Applications</p> | <p>Board</p> |
|--|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------|

| | | | | |
|--|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------|
| | VI | Educational Approval: A. Course Credit a. Linda Sutter, NH2984 1-Course #6204 & #6206: 90 Credit Hours b. Terri Wade, NH2116 1-Reducing Overlapping Claims (Part A): 6 Credit Hours 2-SNF Consolidated Billing: 6 Credit Hours B. Conference Approval Status a. St. Patrick’s Manor Compassion Amid the Confusion Alzheimer’s, Dementia, And Memory Care Conference: 6 Contact Hours b. Massachusetts Guardianship Policy Institute Decision Making: Balancing Autonomy and Risk: 6 Contact Hours C. Approve Status Organization: New Course a. Leading Age Massachusetts 1-Be on the Winning Side! A Strategic Approach to PDPM: 2 CE Credits 2-Navigating Conflict: 3 CE Credits | Submissions | Board |
| | VII | Staff Action Policy A. Web Posting | Draft Policy | MM |
| | VIII | Open Investigations: N/A <i>Triage(s): N/A</i> <i>Staff Assignment(s): N/A</i> <i>Complaint(s): N/A</i> | Investigative Report | LS |

| | | | | |
|-----------|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------|
| | IX | Flex Session A. Announcements/Discussions 1-Staff Action Policy Report 2-Governor & Commission Citation: Michael Baldassarre (6 Years of Service) B. Topics for the next Agenda | N/A | RC |
| | X | 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. 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. The Board will not reconvene in open session subsequent to the closed session(s). | Closed Session | Board Chair |
| | XI | 65C Session: N/A | | Board Counsel |
| | XII | Adjudicatory Session: N/A | | Board Counsel |
| 2:00 p.m. | XIII | Adjournment -next Board meeting scheduled for December 21, 2018. | | Board |

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS

BOARD MEETING

Friday, September 21, 2018

239 Causeway Street - 4th floor, Room 417A/B
Boston, MA 02114

Minutes

Board Members Present: William J. Graves, Nursing Home Administrator 1, Chair
Sherman Lohnes, Department of Public Health, Vice-Chair
Mary K. Moscato, Hospital Administrator, Secretary
Nancy Lordan, Nursing Home Administrator 3
Roxanne Webster, Registered Nurse
Naomi M. Prendergast, Nursing Home Administrator 4
Patrick J. Stapleton, Nursing Home Administrator 5
Daniel Gebremedhin, Physician
Mary McKenna, Executive Office of Elder Affairs
Mary Ellen Coyne, Mass Health Office of Long Term Services & Supports

Board Members Not Present: None

Staff Present: Roberlyne Cherfils, Executive Director, Multi-Boards, BHPL
Vita Berg, Chief Board Counsel, Office of the General Counsel,
DPH Lisa Seeley-Murphey, Compliance Officer, Multi-Boards, BHPL
Mary Strachan, Board Counsel, Office of General Counsel, DPH
Celia Thomas, Office Support Specialist, Multi-Boards, BHPL

I. Call to Order – Determination of Quorum

After calling the meeting to order at 10:01 a.m., Mr. Graves, the Chair, determined the quorum by roll-call. He also gave the notice of electronic recording.

II. Approval of the Agenda

The Chair asked the Board members if the agenda should be approved.

Action: Mr. Lohnes made the motion to approve the agenda. Ms. Lordan seconded the motion. All Board members unanimously voted in favor.

Document: Agenda for Regularly Scheduled Meeting, September 21, 2018

III. Conflict of interest

Ms. Cherfils asked the Board members if there was any conflict of interest with the agenda. No conflict of interest was disclosed.

IV. Approval of Minutes

A. Minutes of Regularly Scheduled Meeting, July 20, 2018

The Chair asked the Board members if they approve the minutes.

Action: Ms. Coyne made the motion to approve the minutes. Ms. Prendergast seconded the motion. All Board members unanimously voted to approve the minutes.

Document: July 20, 2018 Regularly Scheduled Board Meeting Minutes

V. Licensing Application

A. AIT with Credits

a. Application No. 856021 (Marta Subira)

Ms. Moscato, the Secretary, informed the Board about the applicant's credentials based on her resume. The applicant was an accounting associate and a nursing associate. She also had experience as a Nursing Assistant for 10 years. Ms. Cherfils informed the Board that the applicant had already been approved to start her AIT program. She was only waiting to hear about the status of work credit request. Ms. Cherfils stated that the general consensus among the Board members seemed to be that the work credit request should not be granted. She asked the Board members to make the motion.

Action: Mr. Lohnes made the motion to deny the work credit request. Mr. Graves seconded the motion. All Board members present voted in favor unanimously.

Document: Application No. 856021

B. Change of AIT Location

a. Judith Nazaire (NHT14500002)

Ms. Moscato, the Secretary, informed the Board about the licensee's request to complete her remaining AIT hours under the new preceptor, Edward Herrmann, at the new facility, Royal Norwell Nursing and Rehabilitation Center. Ms. Cherfils informed the Board that the facility meets the 50 beds requirement.

Action: Ms. Webster made the motion to grant the AIT preceptor and location change request. Ms. Lordan seconded the motion. All Board members present voted in favor unanimously.

Document: AIT Preceptor and Location Change Letter

VI. Educational Approval: Approved Status

A. Leading Age of Massachusetts (NH-09015-006)

Course: (Course Thoughtful Design for Mitigating the Challenges of Low Vision (2 CEUs)

Ms. McKenna recommended the approval of CEUs. The Chair asked for the motion to approve the CEUs.

Action: Mr. Lohnes made the motion to approve the course for 2 CEUs. Ms. Coyne seconded the motion. All Board members present voted in favor unanimously.

Document: Application for Approval of CEUs.

B. My Generation Media: South Shore Senior News

Course(s): Creating Positive Outcomes through Purpose, Passion, and Fun (2 CEUs)

Generations: Making Connections (1 CEU)

Just Sing It! The Positive Impact of Music Therapy for those living with Alzheimer's (1 CEU)

Ignite Sparks for Today's Dementia with Dementia Live™ ,
Compassionate Touch®, and Flashback (1 CEU)

Embracing the Journey: Know Your Inner Hippie (1 CEU)

Ms. McKenna informed the Board members that My Generation Media was requesting a deemed status. However, the company did not provide all the required documents. They provided the course outlines but they did not include the description of the training manuals or other such materials. They gave a summary of the background of the instructors, but they did not provide their resumes. Ms. McKenna also added that they did not need to apply for the deemed status since they were requesting CEUs associated with a one day conference. Ms. McKenna recommended the approval of 6 CEUs since the sessions were all good and all the speakers seemed appropriate. The only session that she didn't really understand was "Know Your Inner Hippie." However, she did not object to it since it's open to interpretation. She also recommended the denial of deemed status. The Chair observed that the agenda only noted 5 CEUs. Ms. McKenna clarified that the application asked for 6 CEUs. The Chair asked the Board members to make a motion based on Ms. McKenna's recommendation.

Action: Ms. Coyne made the motion to approve the 6 CEUs but deny the deemed status. Ms. Prendergast seconded the motion. All Board members present voted unanimously in favor.

Document: Application for Approval of CEUs.

VII. Staff Action Policy

A. License Retirement

Ms. Berg inquired how this draft was different than the one previously discussed at the Board meeting. Ms. Cherfils explained that this staff action policy would allow the staff to retire the licenses without having to go through the Board. Previously, the Board adopted the regulations to allow license retirement, but no policy was in place

to allow the staff to automatically retire the licenses. Ms. Berg noted the change in the last paragraph. The Board members reviewed the policy. The Chair asked for the motion to approve the policy with the amendment.

Action: Ms. Coyne made the motion to approve the staff action policy. Ms. Webster seconded the motion. All Board members present voted in favor unanimously.

Document: Staff Action Policy Draft

VIII. Open Investigations

The Chair noted that there were no open investigations.

IX. Flex Session

A. Announcements/Discussions

1. Ms. Cherfils announced that effective September 5th, Michael Baldassarre resigned from the board. So, a vacant seat is available, and the Board members can refer any suitable candidate for the vacant seat. The Board members suggested Sr. Jaqueline McCarthy.
2. Phil Beattie has accepted a new position and has transitioned into another role and is no longer with BHPL.

B. Topics for Next Agenda

Ms. Cherfils stated that the annual reporting of cases closed due to the staff action policy will be presented at the next meeting.

X. Executive Session (Roll Call Vote)

The Chair announced, “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 any individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.

1. Specifically, the Board will discuss and evaluate the Good Moral Character 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.

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

Action: All Board members present unanimously voted in favor to go into the Executive Session.

XI. Adjournment

The meeting adjourned at 11:43 a.m. as a result of the adjournment of the Executive Session.

Respectfully submitted

Name

Position

Date