

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 18, 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		Board Chair
	II	Approval of Agenda	Draft Agenda	Board
	III	Conflict of Interest		RC
	IV	Approval of Minutes of Regularly Scheduled Meeting A. October 21, 2016 Board Meeting	Draft Minutes	Board
	V	Administrator in Training A. <u>Request for Administrator in Training Approval</u> 1. <u>Nicholas Pappalardo</u> <u>Facility:</u> Masconomet Healthcare Center <u>Preceptor:</u> Kim Grasson, NH3521 2. <u>Augustine O. Aiguyosatile</u> <u>Facility:</u> Williamansett Center East Chicopee <u>Preceptor:</u> Mary Uschmann, NH933 B. <u>Request for Administrator in Training Credit</u> 1. <u>Richard J. Barry</u> <u>Facility:</u> Sachem Center for Health & Rehabilitation <u>Preceptor:</u> Paul Marchwat NH5060	Applications and related documents	Board Member

		<p>Administrator in Training</p> <p>C. <u>Request for Administrator in Training Change of Preceptor</u></p> <p>1. <u>Jacque Camy</u> <u>Facility:</u> Marina Bay Skilled Nursing & Rehabilitation Center <u>Old Preceptor:</u> Geoffrey Rauch, NH5022 <u>New Preceptor:</u> Mary Kilcommonns, NH2534</p> <p>D. <u>Administrator in Training Mid-Point Review</u></p> <p>1. <u>Nita Aines</u> <u>Facility:</u> Hebrew Rehabilitation Center <u>Preceptor:</u> Scott Ariel, NH5328</p> <p>2. <u>Stephen Fortin</u> <u>Facility:</u> Southeast Health Care Center <u>Preceptor:</u> Paul Topjan, NH5244</p> <p>E. <u>Administrator in Training Completion Review</u></p> <p>1. <u>Teresa Hodge</u> <u>Facility:</u> Bethany Health Care Center <u>Preceptor:</u> Sister Jacquelyn McCarthy, NH2258</p> <p>2. <u>Jennifer Keddy</u> <u>Facility:</u> Holden Rehabilitation & Skilled Nursing Center <u>Preceptor:</u> Tara D’Andrea, NH5049</p> <p>3. <u>Rosilene Coelho</u> <u>Facility:</u> Mary Ann Morse Healthcare Center <u>Preceptor:</u> Lisa Kubiak, NH3466</p> <p>4. <u>Rosalee Lampro</u> <u>Facility:</u> Mt. Greylock Extended Care Facility <u>Preceptor:</u> Maria Craft, NH3351</p>	Applications and related documents	Board Member
	VI	Review of Applications for Licensure by Reciprocity None	Applications and related documents	Board Member
	VII	CEU Request A. <u>Kathlene Salmon-Robinson, NHA2659</u> <u>2.75 Credits</u>	Letter & Supporting Materials	Board

	VIII	Open Investigations <i>Triage(s)</i> A. TRG 9323, Jeffrey Crowley-NH5174 <i>Staff Assignment(s)</i> A. SA-INV-7331, Linea McQuay-NH305	Investigative Report	PB
	IX	Staff Action Policy A. Proposed Staff Action on Nursing Home Survey Reports B. Proposed Staff Action on the Processing of Approved Status Organizations	Draft Policies	MS & RC
	X	Flex Session A. Topics for the next Agenda		Board
	XI	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 executive session.	Closed Session	
2:00 p.m.	XII	Adjournment-next Board meeting scheduled for December 16, 2016		Board

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS

BOARD MEETING

Friday, November 18, 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
Sherman Lohnes, Department of Public Health
Mary McKenna, Executive Office of Elder Affairs
James Divver, Nursing Home Administrator 4
Michael Baldassarre, Nursing Home Administrator 2
MaryEllen Coyne, Office of Long Term Services and Supports at
MassHealth
Patrick J Stapleton, Nursing Home Administrator 5 (Non-Proprietary
Nursing Home)
Aaron Tobey, Public Member 2

Board Members

not Present:

Roxanne Webster, Registered Nurse, Secretary
Jeannette Sheehan, Public Member 1
Mary K. Moscato, Hospital Administrator

Staff Present:

Roberlyne Cherfils, Executive Director, Multi-Boards, DHPL
Philip Beattie, Deputy Executive Director, Multi-Boards, DHPL
Mary Strachan, Board Counsel, Office of the General Counsel, DPH
Anson Chu, Office Support Specialist, Multi-Boards, DHPL
Clifford V. Pascarella II, JD, Board Investigator, DHPL
Patricia Blackburn, Board Prosecutor, Office of the General Counsel, DPH
Jodi Greenburg, Chief Board Prosecutor, Office of the General Counsel, DPH

Guests:

Matthew Muratore and Attorney Anthony Cichello
Michelle Garrity and Attorney Timothy Ryan
Stacey Brady and Attorney Ellen Jones
Donna Beck

I. Call to Order - Determination of Quorum

A quorum of the Board was present. Ms. Lordan, Board Chair, called the meeting to order at 10:01 a.m.

II. Approval of Agenda

Board members reviewed the meeting Agenda.

DISCUSSION: None

ACTION: Mr. Divver made a motion to approve the agenda as presented; Mr. Baldassarre seconded the motion; Motion passed with Board members present and voting in favor: Ms. Lordan-yes, Mr. Graves-yes, Mr. Lohnes-yes, Ms. McKenna-yes, Mr. Divver-yes, Mr. Baldassarre-yes, Ms. Coyne-yes, Mr. Stapleton– yes; Opposed: None; Abstain: Mr. Tobey; Recused: None.

Document: November 18, 2016 Regularly Scheduled Board Meeting Agenda.

III. Conflict of Interest

DISCUSSION: Ms. Cherfils asked the Board to review the agenda and disclose if there is any conflict of interest regarding the items on the agenda. No member noted any conflict with the agenda items.

IV. Approval of Minutes

A. Minutes of the Regularly Scheduled Board Meeting: October 21, 2016

DISCUSSION: The Board reviewed the October 21, 2016 Regularly Scheduled Board Meeting Minutes.

ACTION: Mr. Baldassarre made a motion to approve the minutes as presented; Mr. Lohnes seconded the motion; Motion passed with Board members present and voting in favor: Ms. Lordan-yes, Mr. Graves-yes, Mr. Lohnes-yes, Ms. McKenna-yes, Mr. Divver-yes, Mr. Baldassarre-yes, Ms. Coyne-yes, Mr. Stapleton– yes; Opposed: None; Abstain: Mr. Tobey; Recused: None.

Documents: October 21, 2016 Regularly Scheduled Board Meeting Minutes

V. Administrator in Training

A. Request for Administrator in Training Approval

Ms. Lordan made the following recommendations:

1. Nicholas Pappalardo
Facility: Masconomet Healthcare Center
Preceptor: Kim Grasso, NH3521

RECOMMENDATION: Approve

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.

2. Augustine O. Aiguyosatile
Facility: Williamansett Center East Chicopee

Preceptor: Mary Uschmann, NH933

RECOMMENDATION: Approve

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.

B. Request for Administrator in Training Credit

Ms. Lordan made the following recommendations:

1. Richard J. Barry

Facility: Sachem Center for Health & Rehabilitation

Preceptor: Paul Marchwat NH5060

RECOMMENDATION: Approve – 3 month

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.

C. Request for Administrator in Training Change of Preceptor

Ms. Lordan made the following recommendations:

1. Jacque Camy

Facility: Marina Bay Skilled Nursing & Rehabilitation Center

Old Preceptor: Geoffrey Rauch, NH5022

New Preceptor: Mary Kilcommonns, NH2534

RECOMMENDATION: Approve

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.

D. Administrator in Training Mid-Point Review

Ms. Lordan made the following recommendations:

1. Nita Aines

Facility: Hebrew Rehabilitation Center

Preceptor: Scott Ariel, NH5328

RECOMMENDATION: Approve

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.

2. Stephen Fortin
Facility: Southeast Health Care Center
Preceptor: Paula Topjian, NH5244

RECOMMENDATION: Approve

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.

E. Administrator in Training-Final Completion Review

Ms. Lordan made the following recommendations:

1. Teresa Hodge
Facility: Bethany Health Care Center
Preceptor: Sister Jacquelyn McCarthy, NH2258

RECOMMENDATION: Approve

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

2. Jennifer Keddy
Facility: Holden Rehabilitation & Skilled Nursing Center
Preceptor: Tara D'Andrea, NH5049

RECOMMENDATION: Approve

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

3. Rosilene Coelho

Facility: Mary Ann Morse Healthcare Center
Preceptor: Lisa Kubiak, NH3466

RECOMMENDATION: Approve

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

4. Rosalee Lampro
Facility: Mt. Greylock Extended Care Facility
Preceptor: Maria Craft, NH3351

RECOMMENDATION: Approve

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

- VI. Review of Applications for Licensure by Reciprocity
None

- VII. CEU Request
Ms. McKenna made the following recommendations:

- B. Kathlene Salmon-Robinson, NHA2659, 2.75 Credits

RECOMMENDATION: Approve – 2.25 CEU

DISCUSSION: Ms. McKenna informed the Board that the Licensee is requesting CEUs for the three sessions she attended. After the review, Ms. McKenna informed the Board that only the Morning Keynote Session requested by the Licensee was not approved.

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: Letter & Supporting Materials

- VIII. Open Investigations
Triage(s)
B. TRG 9323, Jeffrey Crowley-NH5174

Triage 9323 was opened on June 30, 2016 based on a February 22, 2016 survey that found deficiencies that constituted actual harm but not immediate jeopardy. After a follow up survey on May 10, 2016, DHCFLC found all deficiencies associated with the February 22 survey to have been corrected.

DISCUSSION: Mr. Beattie presented this triage case to the Board. This triage case was heard by the Board in the past. The facility has finally cleared all the deficiencies on the follow up survey. Mr. Lohnes said the Licensee should get some sort of cautionary letter because of the F167 tag.

ACTION: Mr. Lohnes made a motion to close the triage case with an advisory letter; Mr. Divver seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: Investigative Report

Staff Assignment(s)

C. SA-INV-7331, Linea McQuay-NH305

On March 16, 2015, the Licensee notified the Board via email stating that she had just discovered that her Nursing Home Administrator license had expired on June 30, 2014. She filed a detailed explanation describing the steps she had taken once she learned the license was lapsed. At its April 16, 2015 meeting, the Board voted to open a Staff Assignment against the Licensee and requested that she provide copies of surveys conducted at the facility while she was administrator.

DISCUSSION: Mr. Beattie presented this Staff Assignment to the Board and presented information as requested by the Board. The Board decided to offer a Reprimand based on the Board policy on working with an expired license.

ACTION: Mr. Lohnes made a motion to open a complaint against the Licensee and offer a Consent Agreement for a Reprimand to resolve the complaint; Mr. Graves seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: Investigative Report

IX. Staff Action Policy

A. Proposed Staff Action on Nursing Home Survey Reports

DISCUSSION: Ms. Cherfils informed the Board that this proposed Staff Action policy is brought back for their review after the revision made on the last scheduled Board meeting.

ACTION: Mr. Divver made a motion to adopt the revised policy; Mr. Lohnes seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: Draft Policies

B. Proposed Staff Action on the Processing of Approved Status Organizations

DISCUSSION: Ms. Cherfils informed the Board that she did some research on past procedure and policy on Approved Status Organizations. Ms. Cherfils also informed the Board that NAB can offer services to review evaluate and approve for programs that request approval for their courses. Ms. Cherfils distributed a document from NAB on instructions on that procedure and will bring a proposed policy on the next schedule Board meeting.

ACTION: None

Documents: Draft Policies

X. Flex Session
None

XI. Executive Session (Roll call vote)

At 10:18 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.

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

The Board adjourned the Executive Session at 12:13 p.m.

At 12:14 p.m., Mr. Divver made a motion to enter the 65C Session; Mr. Stapleton seconded the motion. Motion passed with Board members present and voting in favor.

XII. Adjourn

There being no other business before the Board, Mr. Divver made a motion to adjourn the Board meeting; Mr. Stapleton seconded the motion. Motion passed with Board members present and voting in favor unanimously. The meeting was adjourned at 12:38 p.m.

The next meeting of the Board of Registration of Nursing Home Administrators will be held on Friday, December 16, 2016. The Board meeting begins at 10:00 a.m.

Respectfully submitted:

William Graves, NHA
Vice-Chair

Date