

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF NURSING HOME ADMINISTRATORS

BOARD MEETING

Friday, November 16, 2018

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

MINUTES

Board Members Present: William 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
Mary Ellen Coyne, Office of Long Term Services and Supports at MassHealth
Daniel Gebremedhin, Physician
Patrick J Stapleton, Nursing Home Administrator 5 (Non-Proprietary Nursing Home)

Board Members Not Present: Mary McKenna, Executive Office of Elder Affairs

Staff Present: Roberlyne Cherfils, Executive Director, Multi-Boards, BHPL
Mary Strachan, Board Counsel, Office of the General Counsel, DPH
Lisa Seeley-Murphy, Board Investigator, BHPL
Jonane Nicolas, Office Support Specialist, Multi-Board, BHPL
Celia Thomas, Office Support Specialist, Multi-Boards, BHPL

Staff Not Present: Vita Berg, Chief Board Counsel, Office of the General Counsel, DPH

Guests: None

I. Call to Order - Determination of Quorum

A quorum of the Board was present. Mr. Graves, Board Chair, called the meeting to order at 10:35. He also gave the notice of electronic recording.

II. Approval of Agenda

DISCUSSION: Ms. Cherfils suggested an edit to the General Session Agenda with reference to Item V A for Barbacar Diop on account of the fact that a Board Member disclosed a conflict of interest which would affect quorum. Ms. Cherfils suggested that the request to credit education and work experience was deferred to when more Board Members were present in order to maintain quorum, while moving forward with the approval of the AIT so that the applicant would be able to start.

ACTION: Mr. Lohnes motion to approve recommendation. Ms. Prendergast seconded the motion. All Board Members present voted in favor unanimously.

Document: Application

III. Conflict of Interest

Mary K. Moscato with reference to Item V.

IV. Approval of Minutes

A. Minutes of the Regularly Scheduled Board Meeting: September 21, 2018

DISCUSSION: None

ACTION: Mr. Lohnes made the motion to approve the minutes. Ms. Moscato seconded the motion. All Board Members present voted in favor unanimously.

Documents: September 21, 2018 Regularly Scheduled Board Meeting Minutes

V. Licensing Applications

A. AIT with Credits (Education & Work Experience)
Application No. 861268 Barbacar Diop

DISCUSSION: Deferred

RECOMMENDATION:

ACTION: None

Documents: Application

B. Change of Preceptor

A. Jennifer Shaw (NHT14500001)
Current Preceptor: Tara Verge, NH5347
New Preceptor: Paul Mahoney, NH2364

DISCUSSION:

Ms. Moscato discussed the reason for the request: Tara Verge stated that she was moving on to a new position. Paul Mahoney will be the new administrator beginning October 15th.

RECOMMENDATION: Mrs. Strachan recommended change of preceptor.

ACTION: Ms. Webster made a motion to approve recommendation. Ms. Lordan seconded the motion. All Board members present voted in favor unanimously.

Documents: Application

B. Michael Joy (NHT14499908)
Old Preceptor: Jeffery Crowley, NH5174
New Preceptor: Christine Marek, NH5070

DISCUSSION: Ms. Moscato discussed the reason for the request: Due to having a child, Michael Joy took a break in the AIT after having completed 100 hours, with 480 remaining. Mr. Joy has requested to continue with his AIT and Christine Marek of Gloucester Healthcare has agreed to be his preceptor. Mr. Joy will complete the additional 480 hours.

RECOMMENDATION: Ms. Strachan recommended change of preceptor.

ACTION: Ms. Prendergast made motion to approve recommendation. Ms. Webster seconded the motion. All Board members present voted in favor unanimously.

Documents: Application

VI. Educational Approval

A. Course Credit

a. Linda Sutter, NH 2984
1-Course #6204 & #6206: 90 Credit Hours

DISCUSSION: Ms. Cherfils previously reviewed all the documentation for the requested course credit. Linda Sutter was previously approved by board, and has been taking curriculum courses as well as additional courses for which she provided transcripts.

RECOMMENDATION: Ms. Cherfils recommended approving the request for 90 credits.

ACTION: Ms. McKenna motion to approve recommendation. Ms. Webster seconded the motion. All Board members present voted in favor unanimously.

Documents: Application

b. Terri Wade, NH 2116

1-Reducing Overlapping Claims (Part A): 6 Credit Hours

2-SNF Consolidated Billing: 6 Credit Hours

DISCUSSION: Ms. Cherfils reviewed the request.

RECOMMENDATION: Ms. Cherfils recommendation to approve both courses for 6 credits.

ACTION: Ms. Lordan motion to approve recommendation. Mr. Lohnes seconded the motion. All Board members present voted in favor unanimously.

Documents: Application

B. Conference Approval Status

A. St. Patrick's Manor

Compassion Amid the Confusion Alzheimer's, Dementia, and Memory Care Conference:
6 Hours

RECOMMENDATION: Ms. Cherfils recommendation to approve for 6 contact hours. Recommendation amended based on the computation: amended recommendation to approve for 5 contact hours

DISCUSSION: Ms. Cherfils reviewed the request. A course offered was offered at a St. Patrick's Manor conference for a total of 6 contact hours for attendees. All supporting documentation was provided and the course was open to the public.

Ms. Strachan provided a clarification on credit computation; regulation 245CMR was read by Ms. Strachan and dictated that instead 5 contact hours should be approved.

ACTION: Mr. Stapleton motion to approve amended recommendation. Ms. Webster seconded the motion. All Board members present voted in favor unanimously.

Documents: Application

B. Massachusetts Guardianship Policy Institute

Decision Making: Balancing Autonomy and Risk: 6 Contact Hours

DISCUSSION: Ms. Cherfils reviewed the request. A course was offered at the Massachusetts Guardianship Policy Institute for a total of 6 contact hours for attendees.

RECOMMENDATION: Ms. Cherfils recommendation to approve.

ACTION: Ms. Moscato motion to approve recommendation. Ms. Prendergast seconded the motion. All Board members present voted in favor unanimously.

Documents: Application

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

DISCUSSION: Ms. Cherfils review request.

RECOMMENDATION:

ACTION: Ms. Moscato motion to approve recommendation. Ms. Webster seconded the motion. All Board members present voted in favor unanimously.

Documents: Application

VII. Staff Action Policy

A. Web Posting

Ms. Strachan explained to Board members that the policy is proposed to authorize Board staff to post things to the Board website that are relevant to the licensees including, but not limited to:

- a. upcoming continuing education
- b. statutory changes that affect licensees and their practice
- c. regulatory changes
- d. disciplinary actions taken against licensees
- e. revised forms and templates

DISCUSSION: None

ACTION: Ms. Lordan motion to approve recommendation. Mr. Lohnes seconded the motion. All Board members present voted in favor unanimously.

Documents: Draft Policy

IX. Flex Session

A. Announcements/Discussions

- 1-Staff Action Policy Report
- 2-Governor & Commission Citation: Michael Baldassarre (6 Years of Service)
- 3- Introduction of Sister Jackie McCarthy

B. Topics for the next Agenda

None

X. Executive Session (Roll call vote)

At 10:45 a.m., Mr. Graves, 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.

The Board adjourned the Executive Session at 10:50 a.m.

XIII. Adjourn

There being no other business before the Board, Mr. Lohnes made a motion to adjourn the Board meeting; Ms. Prendergast seconded the motion. Motion passed with Board members present and voting in favor unanimously. The meeting was adjourned at 10:50 a.m.

The next meeting of the Board of Registration of Nursing Home Administrators will be held on Friday, January 18, 2019. The Board meeting begins at 10:00 a.m.

Respectfully submitted:

William Graves Board Chair

Date