

**BOARD OF EXAMINERS FOR NURSING HOME ADMINISTRATORS
MINUTES**

DATE: November 3, 2014

TIME: 9:00 a.m. C.S.T

LOCATION: 665 Mainstream Drive
Ground Floor, Poplar Conference Room
Nashville, TN 37243

MEMBERS PRESENT: Craig Laman, NHA
Stephen J. D'Amico, MD
Russell Caughron, NHA
Juanita Honeycutt, NHA
Florence Weierbach, PhD
Kathryn Wilhoit, RN, PhD, NHA, Vice Chair
Vincent Davis, Director Health Care Facilities

MEMBERS ABSENT: Harold Walker, Board Chair
Barbara Trautman, Consumer Member

STAFF PRESENT: Michael Sobowale, Unit Director
Lakita Taylor, Board Manager
Mary V. Webb, Board Administrator
Mollie Gass, Assistant General Counsel
Nichelle Dorroh, Disciplinary Coordinator

With a quorum being present, Dr. Wilhoit, Vice Chair called the meeting to order at 9:05 a.m.

Office of General Counsel Report

Mollie Gass, Assistant General Counsel, presented the OGC report. There were no open cases to be presented to the Board.

Ms. Gass presented an Order of Compliance for the Board's consideration.

Mr. Marvin Frey, license number 868, petitioned the Board for an Order of Compliance, pursuant to a Consent Order that was issued on August 5, 2013, which placed his license on probation.

The Board found that Mr. Frey had satisfactorily complied with the requirements of the Consent Order and that his license should be lifted and placed back into an unencumbered status.

A motion was made by Dr. D'Amico, and seconded by Mr. Laman, to approve the Order of Compliance. The motion carried.

Rules

Ms. Gass reported that the proposed language for amending Tenn. Comp. R. & Regs. 1020-01-.06 and other amendments pertaining to the Administrator in Training (AIT) program will be presented in a Rulemaking Hearing at the March 2, 2015 board meeting.

Other Board Business

Discuss Healthcare Facilities Waiver for Administrators

Mollie Gass, Assistant General Counsel, and Healthcare Facilities Board Advisory Attorney, Kyonzte` Hughes-Toombs, discussed Healthcare Facilities Waiver for Administrators. Ms. Hughes-Toombs stated that the reason waivers are being issued to individuals is because there is such a large gap before the next board meeting for Nursing Home Administrators. Dr. Wilhoit stated that the concern for board members was that some of the individuals with waivers continue to practice with them for three to five years without ever appearing before the Board of Examiners for Nursing Home Administrators. Vincent Davis, Director of Health Care Facilities, stated that each individual had to come before their board to be approved for a waiver and that Healthcare Facilities could provide Ms. Gass with a list of names of those individuals.

Report on NAB webinar conference call held on 9/30/2014

Dr. Wilhoit participated in this webinar and explained to the board that there was discussion suggesting that all state boards consider a consolidation of home health, nursing homes, and assisted living facilities together under one board and that the license holder would be able to utilize just one license for all of the boards instead of obtaining separate licenses from each one these boards. The advantages were to better serve the current health care needs for improved continuity and communication. This is also a more economic approach for states to take.

Dr. Wilhoit also told the Board that if they were ever interested in participating in any of the webinar conference calls to contact the Board Administrator so she can make proper arrangements through the NAB.

Discuss and approve Administrative Staff and Board Members to attend 2015 NAB conferences

A motion was made by Ms. Honeycutt, and seconded by Mr. Laman, to approve Mary V. Webb and a board member to travel to the annual and mid annual conferences. The motion carried.

Minutes

Dr. D'Amico made a motion, seconded by Mr. Laman, to approve the minutes of the August 4, 2014 meeting amending the title of Ms. Wilhoit to Dr. Wilhoit. The motion carried.

Investigative/Disciplinary Reports

Nichelle Dorroh, Office of Investigations Disciplinary Coordinator, reported that there are no recent complaints but, there is one complaint that is in the field being investigated. The practitioners currently being monitored will be audited and one of them will be removed from the list.

Applicant Interviews/File Reviews

AIT Applicants

- A. **Cheryl Pendergrass**— A motion was made by Ms. Honeycutt, and seconded by Mr. Laman, to approve Ms. Pendergrass for the full six month AIT program. The motion carried.
- B. **Jaclynn Olden** — A motion was made by Mr. Caughron, and seconded by Mr. Laman, to approve Ms. Olden for an AIT. The motion carried
- C. **Steven Lawson** – A motion was made by Mr. Caughron, and seconded by Mr. Laman, to approve Mr. Lawson for an AIT. The motion carried.
- D. **Chelsey Foster**— A motion was made by Dr. D'Amico, and seconded by Mr. Laman, to approve Ms. Foster for an AIT. The motion carried.

Reciprocity Applicants

- A. **Brian Rector** – A motion was made by Mr. Laman, and seconded by Ms. Honeycutt, to approve Mr. Rector for a license. The motion carried.
- B. **Monika Peters** – A motion was made by Mr. Laman, and seconded by Mr. Caughron, to approve Ms. Peters for a license. The motion carried.

- C. **Janet Aiken** – A motion was made by Mr. Laman, and seconded by Dr. D’Amico, to approve Ms. Aiken for a license. The motion carried.

NAB Examination Applicant(s)

- A. **Jamie Guin** – A motion was made by Mr. Laman, and seconded Mr. Caughron, to approve Mr. Guin to sit for the NAB exam. The motion carried.
- B. **John Harbor** – A motion was made by Mr. Laman, and seconded by Ms. Honeycutt, to approve Mr. Harbor to sit for the NAB exam. The motion carried.

Denied NAB Applicants

- A. **Tracy Byers** – Dr. Wilhoit recused herself from the discussion. A motion was made by Dr. D’Amico, and seconded by Ms. Honeycutt, to deny the request for Mr. Byers to sit for the NAB exam because proof of his experience as a Hospital Administrator was not substantiated on his resume and letters of recommendations. The Board waived the cost for Mr. Byers to reapply to go through an AIT program. The motion carried.
- B. **Vicky Groce** – A motion was made by Ms. Honeycutt, and seconded by Mr. Laman, to deny the application request for Ms. Groce to sit for the NAB exam because she has more than two thirds of management experience in only one field of work. Motion was moved pursuant Rule 1020-01-.07 (1) under the acceptable management experience rule, which states that no more than two-thirds (2/3) of the required management experience can be obtained in any one area of a facility. The motion carried.

Other applicant requests

- A. **John Davis** – Mr. Davis submitted a request to change his preceptor from Shirley Williams to Jerry Park because Ms. Williams terminated her employment with the facility. Mr. Davis and Mr. Park also requested that the AIT continue without any interruption in dates. Ms. Honeycutt, made the motion to approve and it was seconded by Mr. Caughron. Mr. Laman abstained from the vote. The motion carried.
- B. **Susan Pittman** – Present - Ms. Pittman requested to change her preceptor from Holly Hopkins at Whitehaven Nursing Home to Doug Dailey at Lauderdale Nursing Home because the Director of Nursing changed at Whitehaven. Ms. Pittman states that the Director of Nursing is not as experienced at Whitehaven and that the Director of Nursing at Lauderdale Nursing Home is tenured and has more experience and that is why she would like to change facilities and the preceptor. Ms. Pittman also requested that the last five (5) weeks of her training be waived because she says that she feels that she is ready to sit for the NAB exam. A motion was made Ms. Honeycutt, and seconded by Mr. Laman, to approve Ms. Pittman to change preceptors and for her to continue on with the AIT program as scheduled for the entire six months and to sit for the NAB exam. The motion carried.

Administrator's Report

Mary Webb reported that there are 822 active nursing home administrators as of July 31, 2014.

She also provided an account of Board licensure activities from August 01, 2014 through May 29, 2014, as follows:

- New licenses—14
- Retired licenses—4
- Renewals—96 (60 renewed online)

2015 Board Meeting dates

Future dates of March 2nd and June 1st, 2015, August 3rd, and November 2nd were accepted by the full board.

Ratifications

Dr. Wilhoit made a motion, seconded by Mr. Caughron, to approve the following list of new licensees. The motion carried:

NEW LICENSEES

Amanda Elaine Baller
Emma Kate Bowers
Anna Johnson Bradford
Linda Marie Byrd
Dyne P. Denizard
Christopher Michael Green
Natasha Cherrelle McNeely

Hannah Demetric Mosby
Jacque Ray Moss
George Scott Norton
Bob Edward Shelly
Samuel Louis Tate, Jr.
Perry William Tidwell

Mr. Laman made a motion, seconded by Dr. D'Amico, to approve the following reinstated licensee. The motion carried:

REINSTATEMENTS

Markesta K. Winters

Mr. Caughron made a motion, seconded by Mr. Laman, to approve the following preceptors. The motion carried:

PRECEPTOR ENDORSEMENTS

Douglas Eric Clanton
Christopher Sean Dozier
Cassandra L. Callahan

Adjournment

There being no further business, the meeting adjourned at 11:28 a.m.

These minutes were ratified by the Board at the March 2, 2015 meeting.