



**Board of Nursing Home Administrators
Amended Special Meeting Notice
December 5, 2014**

- Time:** 9:00 a.m.
- Location:** **Department of Health**
Point Plaza East, Room 153
310 Israel Road SE
Tumwater, WA 98501
(Directions to the facility are at the bottom of this agenda)
- Contact Person:** Kendra Pitzler, Program Manager
(360) 236-4723
- Board Members:** Harry Aubert, NHA, Chair
Buffy Howard, NHA, Vice Chair
Donette Parry, PTA
Keith Fauerso, NHA
Linda McKinney, RN
Carl Christensen, RN
Marlita Basada, RN
Ann Zell, NHA
Diana Miller, Public Member
- Assistant Attorney General:** Gail Yu, Assistant Attorney General
- Staff:** Blake Maresh, Executive Director
Kendra Pitzler, Program Manager
Cece Zenker, Program Support

Open Session:

- 1. Opening – Harry Aubert, Chair – DISCUSSION/ACTION**
 - A. Call to Order
 - B. Introductions
 - C. Order of Agenda
 - D. Correspondence
 - E. Announcements
 - F. Other

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2. **Consent Agenda—Harry Aubert, DISCUSSION/ACTION**
Items listed under the consent agenda are considered to be routine agency matters and will be approved by a single motion of the Board without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.
 - A. Approval of December 5, 2014 agenda.
 - B. Approval of August 1, 2014 minutes
3. **Discussion of Items Removed from the Consent Agenda—DISCUSSION/ACTION.**
The Board will discuss items removed from the Consent agenda.
4. **Rules Hearing – WAC 246-843-231 - Temporary Practice Permits 9:30 a.m.**
The Board will have a hearing on a proposal to revise the current rule to (1) update requirements for issuance of a temporary practice permit to applicants who want an interim placement only at a specific facility and (2) create a new category of temporary practice permit for applicants for the nursing home administrator permanent licensure who have met all license requirements but are waiting for completion of a fingerprint-based background check.
5. **Proposal for Administrator-in-Training Preceptor Program – Brenda Orffer, Washington Health Care Association - DISCUSSION/ACTION.** *The Washington Health Care Association (WHCA), using the policy developed and adopted by the Board, has developed a proposal for training programs for preceptors of an administrator-in-training program. Ms. Orffer will present the curriculum developed for the WHCA preceptor training program and answer any questions the board has.*
6. **Presentation on Continuity in Long-Term Care – Michael Hickey, Executive Director, Edmonds Landing – DISCUSSION/ACTION.**
The National Association of Long Term Care Administrator Boards (NAB) is developing examinations that will cover the full spectrum of long-term care from home health to assisted living facilities and nursing home administrators. Michael Hickey, an executive director for an assisted living facility, is also a member of NAB. He will talk about continuity in long-term care. Mr. Hickey spoke to the Board in May, 2014 and will be updating information as well as informing newer members about this issue. In addition, the Board invites professional associations and the public to join in this discussion with the Board.
7. **Credentialing Process – Jennifer Herbrand and Joanne Miller, Health Systems Quality Assurance Credentialing Unit– DISCUSSION/ ACTION** –*The Board discussed the credentialing process for Nursing Home Administrators at the May, 2014 meeting. This presentation will give the Board more details about the credentialing process.*
8. **Request for List and Labels – Health Market Science, Inc. – DISCUSSION/ACTION.** – *The Board will review a request for lists and labels from Health Market Science.*
9. **Date for 2015 Board Meetings – Kendra Pitzler– DISCUSSION/ACTION.**

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Several new members were appointed to the Board since the August, 2014 board meeting. The Board will review the meeting dates for 2015 to assure these dates work for the majority of current Board members.

10. Program Manager Report – Kendra Pitzler – DISCUSSION/ACTION.

Ms. Pitzler will provide an update on issues relating to the Board of Nursing Home Administrators, including board budget, on-line licensure and renewals, progress on board rules as well as department rules that affect administrators and statistics relating to licensure and discipline. Other items may also be included in this report.

11. Adjournment

If you need general information about this meeting, please call the program at (360) 236-4723. Items on the agenda may be taken out of order. If you wish to attend the meeting for a single item, you may contact Kendra Pitzler at the number listed above and request that a specific time be scheduled for that item.

This meeting is accessible to persons with disabilities. Special aids and services can be made available upon advance request. Advance request for special aids and services must be made no later than December 1, 2014. If you need assistance with special needs and services, you may leave a message with that request at 1-800-525-0127 or, if calling from outside Washington State, call (360) 236-4052. TDD may also be accessed by calling the TDD relay service at 1-800-833-6388. If you need assistance due to a speech disability, Speech to Speech provides human voices for people with difficulty being understood. The Washington State Speech to Speech toll free access number is 1-877-833-6341. Smoking is prohibited at this meeting.

Link for directions to the meeting:

Tumwater:

<http://www.doh.wa.gov/AboutUs/DepartmentofHealth/OfficeHoursandLocations/TumwaterPointPlazaEast.aspx>