



**Board of Nursing Home Administrators  
Minutes  
February 6, 2015**

**Time:** 9:00 a.m.

**Location:** **Department of Health**  
Point Plaza East, Room 153  
310 Israel Road SE  
Tumwater, WA 98501

**Board Members Present:** Harry Aubert, NHA, Chair,  
Keith Fauerso, NHA, By Phone  
Ann Zell, NHA,  
Carl Christensen, RN, PHD,  
Marlita Basada, RN  
Buffy Howard, NHA  
Diana Miller, Public Member

**Not Present:** Donette Parry, PTA  
Linda McKinney, RN,

**Staff Present:** Blake Maresh, Executive Director  
Kendra Pitzler, Program Manager  
Joanne Miller, Credentialing Manager  
Cece Zenker, Program Support  
Gail Yu, Assistant Attorney General

**Guests Present:** Gary Condra, Deputy Director, Washington State  
Department of Veterans Affairs  
Mark Thompson, Kindred Health Care  
Mary Sue Gorski, PhD, RN, Nursing Consultant Advisor,  
Nursing Care Quality Assurance Commission

**Open Session:**

- 1. Opening – Harry Aubert, Chair – DISCUSSION/ACTION**
  - A. Call to Order – Mr. Aubert called the meeting to order at 9:08 a.m.
  - B. Introductions – Board members and staff introduced themselves.
  - C. Order of Agenda - The Board added an agenda item after item 11 entitled, “Eastern Washington University Request to the Board.”
  - D. Correspondence - There was no correspondence at this time.
  - E. Announcements – There were no announcements at this time.
  - F. Other – There were no other items discussed at this time.

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2. **Consent Agenda—Harry Aubert, DISCUSSION/ACTION**
  - A. Approval of February 6, 2015 agenda – The agenda was approved as amended.
  - B. Approval of December 5, 2014 minutes – The minutes were approved as written.
3. **Discussion of Items Removed from the Consent Agenda—DISCUSSION/ACTION.**

There were no items removed from the consent agenda.
4. **Building Opportunities for Transitioning Veterans to Licensed Nursing Home Administrators – Gary Condra, Deputy Director, Washington State Department of Veterans Affairs -DISCUSSION/ACTION.**

Gary Condra talked to the board about the challenge the Department of Veteran Affairs has obtaining qualified nursing home administrators because the administrator must be a licensee who is also a veteran. Washington State currently has three veteran homes, with a fourth ready to open in 2016. They currently have two administrators who have been practicing for over three years so they can pursue the Administrator-in-Training process. Mr. Condra explained that the military doesn't have a need for long-term care administrators but that they do have personnel working in health care with tremendous skills available. He asked the board if they recognize military experience such as a hospital administrator for an exemption to AIT. He was told that this would qualify for an exemption depending on the nature of the experience and the number of years in that position.

Further conversation centered on pathways to benefit those coming from the military, such as reduced AIT programs depending on training and experience and participation in apprenticeships as an AIT while still in the military. There is a program that allows those who will be transitioning to be paid for an apprenticeship while still in the military. The Board can work on reviewing the military experience as part of the rules process.

5. **Proposal for Administrator-in-Training Preceptor Program submitted by the Washington Health Care Association - DISCUSSION/ACTION.**

The Board considered recommendations from the Preceptor Training sub-committee regarding the preceptor training program submitted from the Washington Health Care Association (WHCA.) The sub-committee recommended that the proposal not be accepted as written because it depends on department staff for some web-based portions of the training. The sub-committee indicated it could be acceptable if WHCA were to use their own personnel to develop the web-based training or if they have required reading that is tested.

The sub-committee also made further recommendations not to make the preceptor training a requirement for approval of a preceptor for an AIT program but that there should still be a policy to approve preceptor programs and place those approved on the nursing home administrator web-site, that the board should work to change the requirements for approval of the preceptor program and that there should be a link for preceptors that can link them to resources.

In addition to the above, the Board discussed potential changes to the full administrator-in-training process such as having a board member review documents up-front rather than waiting for the AIT site visit.

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A motion was made not to approve the WHCA preceptor training program as currently proposed and to send a letter to WHCA indicating that the reason is because the proposal includes the web-based sessions that require Department of Health staff to present. The motion was seconded and passed unanimously.

In relation to the potential changes to the Administrator-in-Training and preceptor training program, a motion was made to have the sub-committee continue to meet and work on the AIT process as well as the preceptor training program policy. The motion was seconded and passed unanimously.

### **6. Licensing Issues – Kendra Pitzler – DISCUSSION/ACTION.**

Board members reviewed credentialing updates from Kendra Pitzler and Joanne Miller. This included the number of applications that are open and reasons that they are still in process. The board also reviewed documents intended for the nursing home administrator web-site that give an overview of the administrator-in-training process as well as an overview of the endorsement process. Ms. Pitzler will continue to work on the web-site updates and will update the board at the next meeting.

### **7. Medication Assistants in Nursing Homes – Mary Sue Gorski, PHd, RN, Nursing Consultant Advisor, Nursing Care Quality Assurance Commission – DISCUSSION/ACTION.**

Mary Sue Gorski presented via video conference from Department of Health in Spokane regarding medication assistants in the nursing home setting. In 2012, the legislature passed a law allowing a medication assistant endorsement for a nursing assistant working in the nursing home setting. The Nursing Care Quality Assurance was required to enact rules to allow the Department of Health to issue the credential. The commission finalized the rules in July, 2013. There are now three programs that have applied and been approved to provide training.

However, it does not appear that nursing homes are using medication assistants. Ms. Gorski stated that she is researching this issue. She asked commission members if they use medication assistants and, if not, if there are specific concerns that make them reluctant to do so.

Members indicated that nurses are reluctant to delegate to medication assistants because they worry that if the medication assistant makes a mistake, it could harm their nursing license. They also fear that they may have to explain their decision to use a medication assistant to a surveyor. There is also a fear that nursing jobs will go away if medication assistants are hired. In addition, an LPN may be the only supervising nurse during evening hours. LPN's are not allowed to supervise medication assistants.

Keith Fauerso noted that there is an on-going survey about medication assistants happening in Spokane. There are currently no training programs in that area. Mr. Fauerso stated that he would support having medication assistants if the nursing assistant are able to obtain the training. He stated that this would provide a career ladder and allow nurses to focus more on their clinical tasks. Ann Zell indicated that she is also having trouble finding this training for her nursing assistants.

Ms. Gorski thanked board members for their input. She stated that she will be presenting her findings to the Nursing commission in May and would be happy to also share those results with the Board.

**8. Executive Director Report – Blake Maresh – DISCUSSION/ACTION.**

The board reviewed the budget, as well as statistical information relating to time-frames around the licensing and discipline process. Blake Maresh also talked about bills currently being considered by the legislature. While some bills may have an affect on all professions, including nursing home administrators, there are not bills specific only to this profession. Mr. Maresh will update the board at their next meeting.

**9. Program Manager Report – Kendra Pitzler – DISCUSSION/ACTION.**

Kendra Pitzler, program manager, had no new information to present at this time.

**10. Update on Rules – Kendra Pitzler – DISCUSSION/ACTION.**

Ms. Pitzler indicated that the board's rules for a temporary practice permit for endorsement applicants who meet all requirements except for the FBI background check were filed on December 30, 2014 and is effective as of January 30, 2015.

Ms. Pitzler has been working with the Health Systems Quality Assurance policy analyst to complete the CR 101 to open all the rules. She will be contacting board members soon with potential workshop dates.

**11. Continuity of Care Discussion – Harry Aubert – DISCUSSION/ACTION.** The board discussed the history of nursing home and assisted living facilities and how the number of beds in assisted living facilities has grown exponentially since the 1990's. The board also discussed the changes implemented in Ohio and Oklahoma. Board members indicated that there are currently a lot of questions, such as who deals with complaints against administrators of assisted living facilities, whether the public understands the difference between the two types of facilities and what type of skills are needed to oversee the different types of facilities. However, the board is not clear yet how to approach the issue.

Blake Maresh suggested that the board put aside a couple hours at a future board meeting to look more closely at the issues and determine how they want to approach this issue. Board members agreed that this is a good idea.

**12. Eastern Washington University Request – DISCUSSION/ACTION.**

The board reviewed an e-mail from Eastern Washington University (EWU) asking the board to submit a letter requesting that Eastern Washington University Health Services Administration program develop a program that would meet the accreditation standards of the National Association of Long Term Care Administrator Boards (NAB.) Keith Fauerso had previously approached EWU on the board's behalf to see if they would be interested in offering a program that would meet NAB standards.

After discussion, a motion was made to draft and send a letter indicating that it would be a benefit to the State of Washington to have a NAB approved program and to send the letter as soon as possible. The motion was seconded and passed unanimously.

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**13. Presentation on the Disciplinary Process – Gail Yu.**

Gail Yu, AAG made a presentation regarding the disciplinary process and answered board member questions relating to this issue.

**14. Election of Officers – DISCUSSION/ACTION.**

The Board elected the following officers for the next year:

Chair: Harry Aubert

Vice-Chair: Buffy Howard

**15. Adjournment**

The meeting was adjourned at 2:10 p.m.