



**Board of Nursing Home Administrators
Meeting Notice
November 4, 2016**

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
Keith Fauerso, NHA, Vice Chair
Carl Christensen, RN
Marlita Basada, RN
Ann Zell, NHA
Diana Miller, Public Member
Angela Cerna, NHA
Catherine Van Son, Ph.D., RN ANEF
Mary Kangas, RN

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

- 2. Consent Agenda—Harry Auber, Chair, DISCUSSION/ACTION**

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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 November 4, 2016 agenda.
 - B. Approval of August 5, 2016 minutes.
- 3. Discussion of Items Removed from the Consent Agenda—DISCUSSION/ACTION.** *The Board will discuss items removed from the Consent agenda.*
 - 4. FBI Criminal Background Checks/Rap Back Legislation –Catherine Woodard – DISCUSSION/ACTION.** *Currently, the Uniform Disciplinary Act requires all applicants with out of state addresses to complete an FBI Criminal Background Check. The Nursing Commission and Department of Health are seeking request legislation to expand and use the FBI Rap Back program. The concepts of the legislation, fiscal impact will be presented. The Board of Nursing Home Administrators will be asked if they will support the legislation and commit to adopting rules.*
 - 5. Meeting Updates.**
 - A. CLEAR and CAC meetings in September, 2016 – Kendra Pitzler, Carl Christensen and Annie Zell.
 - B. Upcoming NAB meeting, November 8-11, 2016 – Kendra Pitzler.
 - 6. Continuum of Care Sub-committee – Annie Zell, Harry Aubert and Marlita Basada – DISCUSSION/ACTION.** *The continuum of care sub-committee was created to review documents relating to the continuum of care, including home care, assisted living facilities and nursing homes and their administrators. The sub-committee will bring recommendations for board discussion and action.*
 - 7. Action Options for Case Management Meetings – Carl Christensen – DISCUSSION/ACTION.** *Carl Christensen worked on a document to assist board members with case management decisions. This document has been revised and is being shared with the board for approval.*
 - 8. Presentation on Case Management Process – Marlee O’Neill and Kendra Pitzler.** *Presentation on disciplinary process focusing on case management meetings.*
 - 9. Discipline Data – DISCUSSION/ACTION – Blake Maresh and Kendra Pitzler – DISCUSSION/ACTION.** *The board will review documentation relating to complaints received and action taken on complaints for the past few years and will discuss needs for future data collection.*
 - 10. Executive Director Report – Blake Maresh – DISCUSSION/ACTION.** *Mr. Maresh will provide an update on department issues, including the board budget.*
 - 11. Ethics List – Kendra Pitzler – DISCUSSION/ACTION.** *The board will review a list of ethics classes that can be used to make determinations for informal or formal disciplinary actions.*

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- 12. Credentialing Statistics/Updates – Joanne Miller and Shamim Bachelani - DISCUSSION/ACTION.** *The Board will review data relating to issuance of nursing home administrator licenses.*
- 13. Board Newsletter – Kendra Pitzler – DISCUSSION/ACTION.** *Ms. Pitzler will share ideas for the board’s on-line newsletter.*
- 14. Board/Staff Presentations to New Licensees and Stakeholders – Kendra Pitzler – DISCUSSION/ACTION.** *New Board Orientation and WHCA/Leading Age Presentations.*
- 15. Program Manager Report – Kendra Pitzler, DISCUSSION/ACTION.** *Ms. Pitzler will provide an update on board projects*
- 16. 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 October 28, 2016. 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:

Point Plaza East:

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