

**BOARD OF EXAMINERS FOR NURSING HOME ADMINISTRATORS  
MINUTES OF MEETING  
OPEN SESSION**

**June 2, 2009**

**The Open Session of the Board of Examiners for Nursing Home Administrators was called to order at 12:55 p.m. on the above date in Room 104, Rhode Island Department of Health, 3 Capitol Hill, Providence, Rhode Island, pursuant to the applicable provisions of the Open Meetings Law, so called, and other applicable sections of the General Laws of the State of Rhode Island as amended.**

**BOARD MEMBERS IN ATTENDANCE**

**Orlando Bisbano, Jr.**

**Hugh Hall**

**Simone Lacroix**

**Abe Williams, Jr.**

**BOARD MEMBERS NOT IN ATTENDANCE**

**Dr. Aman Nanda**

**STAFF MEMBERS IN ATTENDANCE**

**Donna Valletta, Board Administrator**

**Pamela L. McCue, RN, MS, Director, Nurse Registration & Nursing Education**

## **OTHERS IN ATTENDANCE**

**None**

### **1. ESTABLISHMENT OF A QUORUM**

**Mr. Bisbano called the meeting to order at 12:55 p.m. A quorum was established at this time. Mr. Bisbano commented that it is essential that Board members participate to the fullest extent possible so as to meet our goals of ensuring a safe and competent nursing home administrator workforce.**

### **2. REVIEW OF MINUTES OF OPEN SESSION OF February 3, 2009**

**Mr. Bisbano presented the Minutes of the Open Session of February 3, 2009. A motion to accept was made by Simone Lacroix and seconded by Hugh Hall. It was unanimously voted to accept the minutes as presented.**

### **3. BOARD ADMINISTRATOR REPORT**

**Donna Valletta distributed a copy of the Department's internal**

**Checklist for Nursing Home Administrator Application forms, for applicants By Examination, By Endorsement and By Endorsement with ACHCA Certification, which were sent previously via e-mail, for the Department to use during application reviews to ensure completeness and consistency. The Board discussed each checklist.**

**After discussion, it was agreed that the Board would require a criminal background check (BCI) from the RI Attorney General's Office. If the applicant has a positive BCI, a detailed explanation would be required. For the By Endorsement checklists, the Board agreed to remove the requirement for a copy of the most recent state survey in a facility, within the most recent 3 years. When the application checklists are reviewed and finalized by the Department's management and legal staff, they will be incorporated into a revised application form. A motion to accept was made by Hugh Hall and seconded by Simone Lacroix. It was unanimously voted to accept the checklists as presented with the modifications noted.**

#### **4. ADJOURNMENT TO EXECUTIVE SESSION**

**A motion was made by Hugh Hall and seconded by Simone Lacroix. It was unanimously voted to move into Executive Session pursuant to 42-46-4 and 42-46-5(1) of the Rhode Island General Laws for discussion of job performance, character, physical or mental health of applicants for licensure and licensees and for discussion of investigatory proceedings relating to misconduct by applicants licensure and licensees, and investigatory proceedings regarding**

**allegations of civil or criminal misconduct. The Open Session adjourned at 1:20 p.m.**

## **5. RETURN TO OPEN SESSION FOR PRESENTATION OF RECOMMENDATIONS**

**The Board reviewed and voted to approve six Nursing Home Administrator applications and deny one Nursing Home Administrator application.**

**The Board reviewed one case and voted the following action:  
Case C07-494 – Relief from Probation**

## **6. ANNOUNCEMENTS**

**Pam McCue informed the Board of vacancies on the Nursing Assistant Advisory Board and solicited Board recommendations of individuals interested in serving on the Board.**

**Ms. McCue informed the Board of current legislation, 2009 - H 5556, introduced by Representatives Sullivan, Corvese, JP O'Neill, Kilmartin, and Loughlin, which will require nursing facilities to centrally store prescription drugs.**

## **7. ADJOURNMENT**

**A motion to adjourn was made by Hugh Hall and seconded by Simone Lacroix. It was unanimously voted to adjourn at 2:05 p.m.**

**Respectfully submitted by**

**Donna Valletta**

**Board Administrator**