

NURSING ASSISTANT ADVISORY BOARD

MINUTES OF MEETING

OPEN SESSION

January 13, 2009

The Open Session of the Nursing Assistant Advisory Board was called to order at 9:15 a.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

Mary Ann Altrui

Michele Carignan

Catherine Mainville

M. Jeanne Mason

Caroline Naughton Rumowicz

Marilyn O'Connor

Pattie Petracca

BOARD MEMBERS NOT IN ATTENDANCE

Alice Frezza

STAFF MEMBERS IN ATTENDANCE

Donna Valletta, Board Administrator

OTHERS IN ATTENDANCE

None

1. ESTABLISHMENT OF A QUORUM

Donna Valletta called the meeting to order at 9:15 a.m. A quorum was established at this time.

2. REVIEW OF MINUTES OF OPEN SESSION OF DECEMBER 9, 2008

Donna Valletta presented the Minutes of the Open Session of December 9, 2008. On motion of Mary Ann Altrui, seconded by Pattie Petracca, it was unanimously voted to accept the minutes as presented.

3. BOARD ADMINISTRATOR'S REPORT

Donna Valletta distributed a copy of the application for License As A Nursing Assistant form and accompanying cover letter to Training Program Coordinators. Donna Valletta advised the Board that the Nursing Assistant application has been consolidated to one application form in an effort to streamline the application completion and review process. Donna Valletta reiterated the Department's requirements for a passport-type photo and an original BCI from the Attorney General's office, with stamp and seal. The website will include the updated application form. The packet will be mailed on January 14, 2009.

A concern was expressed regarding the start of the 120-day temporary license. It was suggested that the date begin with the date the application is received by the Department rather than the date that the training program was completed, which is the Department's policy. The Department will continue with its current policy.

A suggestion was made to add the required continuing education requirements in the rules and regulations. Upon legislative changes, Donna Valletta will take this under advisement.

Donna Valletta distributed a copy of the Department's internal

Investigating Committee and Pre-Hearing Committee forms for the Board to use during case reviews and interviews with Nursing Assistants.

5. ADJOURNMENT

On motion of Mary Ann Altrui, seconded by Catherine Mainville, 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 12:20 p.m.

Respectfully submitted by

Donna Valletta

Board Administrator