

DIVISION OF HEALTH SERVICES REGULATION
NURSING ASSISTANT ADVISORY BOARD

3 CAPITOL HILL
CONFERENCE ROOM 104
PROVIDENCE, RHODE ISLAND

Tuesday, September 13, 2016
9:00 AM

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

Maria Barros, RN
Rose Gardner, CNA, MAD
Michael Garrity, RN, MSN
Donna O'Connor, RN, M.Ed
Susan Von Villas, RN, BS

BOARD MEMBERS NOT IN ATTENDANCE

Teresa Chopoorian, EdD, MS, RN
Denise Duncan, LPN
Jessica Marcaccio, RN, BSN
Dianna Shaw, Asst. Liv. Res. Admin., Nursing Home Admin.

STAFF MEMBERS IN ATTENDANCE

Arlene Hartwell, Board Manager

OTHERS IN ATTENDANCE

Kathleen Kelly, Rhode Island Assisted Living Association

1. Establishment of a quorum

A meeting of the Nursing Assistant Advisory Board was held on Tuesday, September 13, 2016 at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 9:30 AM on a motion by Maria Barros and seconded by Michael Garrity. Motion carried.

2. Presentation of the July 12, 2016 Open Session Meeting Minutes

Motion was made by Susan Von Villas and seconded by Maria Barros to accept the Open Session minutes of July 12, 2016. The Board voted unanimously to approve the Open Session minutes as presented. Motion carried.

3. Board Manager Report

- Board members were requested to update their contact information
- Sarah Harrigan spoke with the board regarding the need to be aware of findings for previous allegations against licensees and the need for consistency with findings so the department is not arbitrary and capricious when sanctioning licensees.

4. Old Business

- Lifetime Medical
 - i. August 12, 2016, Site visit by Donna O'Connor and Arlene Hartwell revealed inadequate space for 25 students. Otherwise, the Nursing Assistant Training program met requirements.
- New England Emergency Medical Training Application
 - i. Board requested and received requested documents.

5. New Business

- Application for Nursing Assistant Training Program
 - i. Medical Skills Training Center

1. The board tabled review of the application as members had not had adequate time to review the document and preferred to have more experienced members present to review the application.
 - The board was made aware of a request by Hope Nursing Assistant Training Program request to DOH licensing to approve ~40 students to test at CCRI as they had been retrained with availability of tutoring in Spanish.
 - ii. The board requested that the owner/administrator of the program appear at the November 15, 2016 meeting.
 - Site visits to training programs were discussed. The board determined that site visits are necessary and should continue. Board members will try to make themselves available when necessary.

6. Motion to adjourn to Closed Session

Motion was made by Michael Garrity and seconded by Rose Gardner to adjourn to Closed Session at 10:07AM. Motion carried. Pursuant to Sections 42-46-4 and 42-46-5(a)(1) of the Rhode Island General Laws, for the purpose of discussing job performance, character, physical or mental health of applicants for licensure. Said individuals have been notified in advance by writing that they may request that the discussion be held at an open meeting. Also, pursuant to Sections 42-46-4 and 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct.

7. Motion to return to Open Session

Motion was made by Maria Barros and seconded by Rose Gardner at 10:38 AM to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.

8. Final Actions on all votes taken in Closed Session

- The board proposed action on 15 cases.

9. Adjournment

The next Nursing Assistant Advisory Board meeting will be held Tuesday, October 18, 2016 at the Rhode Island Department of Health, Conference Room 205, 3 Capitol Hill, Providence, RI 02908. Motion was made by Maria Barros and seconded by Michael Garrity to adjourn at 12:39PM. Motion carried.

Respectfully submitted,



Arlene Hartwell

Board Manager

Center for Professional Boards and Commissions