



Oklahoma State
Department of Health

LONG-TERM CARE FACILITY ADVISORY BOARD

Regular Meeting

January 9, 2008 at 1:30 p.m. in Room 1102

Oklahoma State Department of Health, 1000 NE 10th Street, Oklahoma City, OK

Draft Minutes

1) Call to Order

Wendell short called the meeting to order at 1:35 p.m. Wednesday, January 9, 2008. The 2008 Long-Term Care (LTC) Facility Advisory Board meeting notices were filed and posted with the Secretary of State's office website and the Oklahoma State Department of Health (OSDH) website on November 15, 2007. The January 9, 2008 meeting agenda was posted January 2, 2008 on the OSDH website and at the OSDH building's front entrance.

2) Roll Call

Gayle Freeman called roll. The following members were present: Wendell Short, Chair; Kay Parsons, Vice Chair; Margaret Wallace, Secretary-Treasurer; Donna Bowers; Jane Carlson; Theo Crawley; Esther Houser; Chris Kincaid; Cassell Lawson; Jane Mershon; Dr. Jean Root; Dewey Sherbon; H.F. Timmons; and Dr. Peter Winn.

The following members were absent: Gayla Campbell; Alice Cash; Diane Hambric; Mich Magness, Tracy DeForest and Dawn Mendenhall.

Ginny Bond, Clara Haas and Winston Neal joined the meeting already in progress.

There are currently four vacancies.

Identified OSDH staff present were: Dorya Huser, Chief of LTC; James Joslin, Chief of HRDS; Eleanor Kurtz, LTC; Sue Davis, LTC; Mary Fleming, Director of LTC Survey; Lisa McAlister, Nurse Aide Registry; Leslie Elliott, PHS; Darlene Simmons, HRDS and Gayle Freeman, LTC.

Identified guests present were: Oralene Sherbon; Lynn Taylor, Autry Technology Center; Rebecca Moore, OAHCP; Ned Gray, Career Technology, Penny Rider, OKALA; Gary Brown, CCSC; Mary Brinkley, OKAHSAs; Louise Drake, Okla. Board of Nursing and Shirley Inglis, OSU-Sereteen Wellness.

A quorum was reached. Introduction of LTC Facility Advisory Board members and attendees commenced.

Meetings are posted at:

<http://www.health.ok.gov/calendar/mtngs/index.html>

<http://www.sos.state.ok.us/meetings/agencymeets.asp?intAgency=316>

Approved minutes are posted at <http://www.health.ok.gov/calendar/mtngs/ltcab.html>

3) Review and Action to Approve/Amend the November 14, 2007 Regular Meeting Minutes.

Approval/Amendment of minutes for November 14, 2007 regular meeting.

After brief discussion, including a correction to add Dr. Jean Root to the members in attendance at the November 14, 2007 meeting, Theo Crawley made a motion to approve the November 14, 2007 regular meeting minutes.

Seconded by Jane Mershon. Motion carried.

Aye: 14 Abstain: 0 Nay: 0 Absent: 6

Ginny Bond	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Vacant-Pharmacist	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Donna Bowers	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Vacant	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Gayla Campbell	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Dawn Mendenhall (Exp)	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Jane Carlson	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Jane Mershon (Exp)	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Alice Cash (Exp)	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Winston Neal	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Vacant-NH Adm	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Kay Parsons	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Theo Crawley (Exp)	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Dr. Jean Root	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Tracy DeForest	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Dewey Sherbon	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Clara Haas	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Wendell Short	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Diane Hambric (Exp)	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	H.F. Timmons	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Esther Houser	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Margaret Wallace (exp)	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Chris Kincaid (Exp)	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay	Dr. Peter Winn	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay
Cassell Lawson	<input checked="" type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay		
Mich Magness	<input type="checkbox"/> Aye <input type="checkbox"/> Abstain <input type="checkbox"/> Nay		

Shading = Absent

4) Update concerning Old Business...CEUs for Oklahoma Nurses

Wendell Short advised the Board members a letter had been sent to the Board of Health by Diane Hambric. The letter was sent as a result of a motion that was made by Mich Magness and seconded by Dawn Mendenhall and carried by the LTCFAB to support mandatory Continuing Education for Oklahoma Nurses during the August 8, 2007 LTCFAB meeting.

5) Update ON CMAs with Advanced Certification

Lisa McAlister from the Nurse Aide Registry provided two very informative and vital handouts. The first document reviewed by Lisa was the report on CMAs with Advanced Training and the numbers of persons receiving the training during each month of 2007 and 2006. She explained there is no particular pattern or theme that can be detected from the report. She explained that there is a definite need for CMAs to be able to administer medication and feeding solution through G tubes/feeding tubes and administer respiratory medications via hand held nebulizers and dose inhalers due to the numbers of CMA's that have received that training. There is presently only one program approved for glucose monitoring training. Lisa advised the only way a consumer would know a CMA has completed advance training is to look at their CMA training documentation, if the advanced certification is not entered on the Registry. Entry on the Registry is not required for CMA's with advanced training. If not on the

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Registry, the CMAs have no other identifying factor indicating additional training. The advanced certification for CMAs remains current or in effect as long as the basic CMA certification is current and in good standing, i.e. if the basic certification expires so does the advanced certification. Lisa shared with the Board concerning the backlog that H.B. 1804 has caused, which requires attestation of legal status, prior to entry on the Nurse Aide Registry or renewal on the Nurse Aide Registry. She also explained that the legal department has allowed them to go ahead and process applications and then obtain the Affidavit of Legal Status later. Lisa felt that by the end of January the Nurse Aide Registry should be caught up. It was suggested that keeping a copy of the CNA/CMA's renewal application in the employee's personnel file would be an excellent idea. Lisa referred the Board and those in attendance to check the Nurse Aide Registry website for vital and pertinent information pertaining to approved training programs that is updated on a monthly basis. The web address is WWW.Health.OK.gov.

Wendell Short thanked Ms. McAlister and expressed his appreciation.

6) Update from Long Term Care

Dorya Huser said she wanted to give the facilities a "pat on the back" for the job they did during the Ice Storm of December 2007. Long Term Care contacted about 500 facilities by phone, fax or on-site visits. There were a lot of facilities affected and there were some re-locations, but not a lot. For the safety of the residents, moving them was discouraged unless there was no other alternative due to the instability of power in the subsequent locations. Dorya explained about 100,000 customers a day were losing power due to the ice storm. For future purposes, Long Term Care is in the process of sending a letter to the facilities addressing some of the lessons learned from this event and also gathering information for reference in the event of another emergency situation. Some of the information requested is; facility name and contact person, emergency mobile phone number, utility company, does the facility have a generator etc. To ensure better communication in the future we are asking that all facilities cooperate in providing Long Term Care with this critical information on a quarterly basis or as information changes. Dorya emphasized that all of the information received would remain completely confidential. Dorya also said that as far as she was aware of there was not a single death or accident that occurred in a Assisted Living, Residential Care or Nursing Home during the storm.

Dorya advised that in these types of emergency situations we do have to be self-sufficient, that Nursing Home Facilities do not have priority in Oklahoma when it comes to restoring electrical service. Air Quality is also a major concern due to carbon monoxide; the Fire Department will send someone to the facility to check the air quality. We don't have a requirement for carbon monoxide detectors or alarms but it is something that every facility should probably think about. Dorya acknowledged the work of Esther Houser and the Ombudsmen in their effort to calm the fears of family that were afraid of what was happening or not happening with their loved ones in facilities.

Dorya noted that Long Term Care is in the process of finalizing this years upcoming provider training, the information is:

February 21, 2008 – Assisted Living @ Moore Norman Technology Center (OKC)

June 17 & 18, 2008 – Nursing Home – OKC- Location still to be determined. (Date is tentative)

July 15 & 16, 2008 – Nursing Home – Tulsa – Location still to be determined. (Date is tentative)

October 21 & 22, 2008 – Nursing Home – OKC – Location still to be determined. (Date is tentative)

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ICF/MR is still undecided as of this date.

Wendell Short thanked Dorya for the report.

7) New Business.

Oralene Sherbon, Volunteer Ombudsman, asked if the board would consider putting on there to do list another try at the statewide Family and Resident Council, which is provided for by the Nursing Home Care Act.

Dr. Winn, announced that a location and time had been set for the sub-committee, Medical Director Best Practices, formed during the November 14, 2007 LTCFAB meeting. The date is February 20, 2008 from 2:30 to 4:30 in room 307 at the OSDH.

Wendell Short advised the board had received a letter of resignation from Juana Meadows. The resignation letter has been sent to the Governor's office.

8) Public Comment

Public comments were made throughout the meeting.

Ned Gray, Oklahoma Department of Career and Technology Education, stated he is strongly in favor of the development of a career ladder for CNAs, one of the features of a career ladder is that it reduces turnover. We are hoping through the development of a Career Ladder, which recognizes the CNA's and rewards them for the additional training with pay, turnover will be reduced.

Dorya stated, that we are going to get that off the ground, she was in the process of drafting the contract. She related there is a lot of interest and once we get this launched we are going to be able to offer this throughout the state.

Esther Houser brought to the attention of the board a concern that she as an Ombudsman has seen in some Nursing Home Facilities. That concern is in regard to the problem of teenagers and children as residents in Long Term Care facilities.

Discussion followed.

9) Adjournment

The meeting was adjourned at 3:30

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**Long Term Care Facility Advisory Board
April 9, 2008**

**Agenda Item 5
Rules for Activity Directory Training**

**NURSING HOME CARE ACT
TITLE 63 OF THE OKLAHOMA STATUTES
§63-1-1925. Minimum standards for facilities.**

The State Department of Health shall prescribe minimum standards for facilities. These standards shall regulate:

2. Number and qualifications of all personnel, including management and nursing personnel, having responsibility for any part of the care given to residents; specifically, the Department shall establish staffing ratios for facilities which shall specify the number of staff hours per resident of care that are needed for professional nursing care for various types of facilities or areas within facilities;

**TITLE 310. OKLAHOMA STATE DEPARTMENT OF HEALTH
CHAPTER 675. NURSING AND SPECIALIZED FACILITIES**

310:675-13-8 (b) The activities director shall be qualified by training, or experience, under one of the following:

- (1) An associate degree or a baccalaureate from an accredited university or college in art, music, physical education, recreational therapy, education, or similar program.
- (2) A licensed occupational therapist or an occupational therapy assistant.
- (3) Successful completion of a Department approved training course.
- (4) One year experience in a recreational activity or long term care environment, and is enrolled within 180 days of employment, in a Department approved course for activities directors.

310:675-13-9(b) (b) The social services director shall be qualified by training, or experience, under one of the following:

- (1) A baccalaureate, from an accredited college or university, in social work or in a human services field including, but not limited to, sociology, special education, rehabilitation, counseling or psychology.
- (2) Successful completion of the Department approved training course.
- (3) One year experience in social work or long term care environment, and is enrolled within 180 days of employment, in a course approved by the Department.

**STATE OPERATIONS MANUAL
APPENDIX PP - GUIDANCE TO SURVEYORS FOR
LONG TERM CARE FACILITIES**

F248

§483.15(f) Activities

§483.15(f)(1) The facility must provide for an ongoing program of activities designed to meet, in accordance with the comprehensive assessment, the interests and the physical, mental, and psychosocial well-being of each resident.

INTENT: §483.15(f)(1) Activities

The intent of this requirement is that:

- The facility identifies each resident's interests and needs; and
- The facility involves the resident in an ongoing program of activities that is designed to appeal to his or her interests and to enhance the resident's highest practicable level of physical, mental, and psychosocial well-being.

§483.15(g) Social Services

F250

§483.15(g)(1) The facility must provide medically-related social services to attain or maintain the highest practicable physical, mental, and psychosocial well-being of each resident.

Intent §483.15(g)

To assure that sufficient and appropriate social service are provided to meet the resident's needs.



Oklahoma State Department of Health

Nurse Aide Registry

Statistics

Prepared for

Long Term Care Advisory Board

Wednesday, April 9, 2008

**Lisa McAlister, BSN, RN
Director, Nurse Aide Registry**

**For Questions Regarding:
Nurse Aide Registry, Call (405) 271-4085**

Oklahoma State Department of Health - Nurse Aide Registry

Number of Individuals on the Nurse Aide Registry as of April 8, 2008
85,367

Total Nurse Aide Certifications on the Registry as of April 8, 2008

Date	Adult Day Care	Certified Medication Aide	Home Health Aide	Developmentally Disabled Care Aide	Long Term Care Aide	Residential Care Aide	CMA GM	CMA IA	CMA R	CMA G	Total Certifications & Registrations
4/08/08	194	14,794	30,934	8,097	75,429	989	239	219	1,216	1,216	131,773*

Total Registered Feeding Assistants - 445 - Nontechnical Service Worker - 1

Initial Nurse Aide Certifications by Quarter FY 2008

Per Quarter	Adult Day Care	Certified Medication Aide	Home Health Aide	Developmentally Disabled Care Aide	Long Term Care Aide	Residential Care Aide	CMA GM	CMA IA	CMA R	CMA G	Total Certifications & Registrations
1 st	7	226	621	110	1,587	7	32	30	239	239	3,159*
2 nd	0	275	560	102	1,401	15	15	15	96	96	2,610*
3 rd	0	229	598	75	1,445	13	1	2	2	2	2,499*
4 th											

Registered Feeding Assistants: First Quarter 61 Second Quarter 35 Third Quarter 36 Fourth Quarter 0 TOTAL: 132

Initial Nurse Aide Certifications for FY 2007

Annual	Adult Day Care	Certified Medication Aide	Home Health Aide	Developmentally Disabled Care Aide	Long Term Care Aide	Residential Care Aide	CMA GM	CMA IA	CMA RG	Total Certifications & Registrations
FY 2007	12	973	2,865	470	6,819	51	181	166	742	12,573*

Total Registered Feeding Assistants - 294

Initial Nurse Aide Certifications for FY 2006

Annual	Adult Day Care	Certified Medication Aide	Home Health Aide	Developmentally Disabled Care Aide	Long Term Care Aide	Residential Care Aide	CMA RG	Total Certifications & Registrations
FY 2006	35	1,330	2,995	549	6,641	70	111	11,750*

Total Registered Feeding Assistants - 19

Oklahoma State Department of Health - Nurse Aide Registry

Certifications for Fiscal Years 2005 through 2001

Certifications for FY 2005

Annual	Adult Day Care	Certified Medication Aide	Home Health Aide	Developmentally Disabled Direct Care Aide	Long Term Care Aide	Residential Care Aide	Total Certifications
FY 2005	13	1,446	3,272	614	6,748	38	12,131*

Certifications for FY 2004

Annual	Adult Day Care	Certified Medication Aide	Home Health Aide	Developmentally Disabled Direct Care Aide	Long Term Care Aide	Residential Care Aide	Total Certifications
FY 2004	8	1,398	3,385	661	6,997	15	12,464*

Certifications for FY 2003

Annual	Adult Day Care	Certified Medication Aide	Home Health Aide	Developmentally Disabled Direct Care Aide	Long Term Care Aide	Residential Care Aide	Total Certifications
FY 2003	13	1,428	3,123	647	7,478	52	12,741*

Certifications for FY 2002

Annual	Adult Day Care	Certified Medication Aide	Home Health Aide	Developmentally Disabled Direct Care Aide	Long Term Care Aide	Residential Care Aide	Total Certifications
FY 2002	22	1,378	2,076	692	6,900	36	11,104

Certifications for FY 2001

Annual	Adult Day Care	Certified Medication Aide	Home Health Aide	Developmentally Disabled Direct Care Aide	Long Term Care Aide	Residential Care Aide	Total Certifications
FY 2001	6	1,054	1,523	561	6,088	26	9,258*

*Total Nurse Aide certifications added to the registry by the following:

1. Trained and Tested or Re-Tested
2. Reciprocity from Another State
3. Added to Registry by Waiver
 1. Deemed to Test Without Training