

State Board of Examiners of Nursing Home Administrators

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AIT Preceptor Courses

There are two course options currently available for preceptor certification:

1. NAB has a new online preceptor course, available through www.nabweb.org
2. Correspondence Program - Open and Continuous "Preceptor Certification Program"
Sponsored by American Solutions for Business (Previously Professional Printing and Publishing)
Contact: Judy Moore, [\(318\) 795-2331](tel:(318)795-2331)
Judy.moore@bnbsystems.net

Message from the Board Chair

I would like to extend a sincere "Thank You" to the Board members who recently completed their terms on the Board. Their dedication and commitment assisted the Board in working towards the Mission of the Board: "To protect the citizens of Maryland and to promote quality health care in the field of long term care." There were many accomplishments made during their tenure, and you can find some that were achieved during their final year of service included in this newsletter. These Board members are:

TIM BERRY, LNHA Member

Tim was appointed as a Nursing Home Administrator member of the Board in 2013. During his tenure, he was the Credentials Committee Chair, a Board Liaison to AIT's, conducted AIT site monitoring visits, and was an active member of the Legislative Committee.

BERNADINE LAWRENCE-GREGORY, Consumer Member

Bernadine was appointed to the Board in 2013 as a Consumer member. During her tenure, she was an active and valued Board member and served on the Disciplinary Committee.

JOHN WHITE, LNHA Member

John was appointed as a Nursing Home Administrator member of the Board in 2010. During his tenure, he was a member of the Disciplinary Committee, Examination Committee, NHA Rehabilitation Committee, a Board Liaison to AIT's, and conducted AIT site monitoring visits.

I would also like to extend a warm welcome to the newly-appointed Board members. They are:

STEVANNE A. ELLIS, LBSW, State Long Term Care Ombudsman
LUIS NAVAS-MIGUELOA, MS, LNHA, Nursing Home Administrator
PHILLIP J. PAWLKOVICH, LNHA, Nursing Home Administrator
ROY J. SAVOIE, Consumer
CALVIN E. VAIN, JR., LNHA, Nursing Home Administrator

As the Board reconvenes this fall, we will continue to focus on the Board's Vision of being "A state that provides citizens qualified nursing home administrators to further the good health and well-being of the citizens of Maryland."

With my best regards,

Felicia

Felicia W. Anthony, MPA, LNHA

Legislative and Regulatory Changes

The Board has been very busy with promoting the promulgation of new and/or amended laws and regulations that will directly impact the LNHA Community and better serve and protect the public. Following are some important changes to be aware of:

Criminal History Records Checks

Senate Bill 109, Health Occupations Boards

- Criminal History Records Checks - Required, was passed by the Senate on February 12, 2016 and by the House on March 28, 2016. It was signed into law by Governor Hogan on April 12, 2016 and officially became effective as State Law on October 1, 2016. You may access all details on this legislation at the following link: [GAM-HB0145 Summary](#)

This new legislation (and all references to it) can be found at Health Occupations Article §§ 9-301(b)(3) through (6); 9-302(a)(1) and (2); 9-302.1; 9-303(3); 9-308(b)(1)(i) through (vii); 9-308(b)(2); 9-311(f)(1)(i) and (ii); 9-311(f)(2)(i) through (vii); 9-311(f)(3) and (4); 9-312.1(e)(5); and 9-314(b)(13).

The Board voted to implement this criminal history records checks process beginning on Tuesday, January 3, 2017. **This law applies to all Administrator-in-Training applicants, new license applicants (i.e., endorsement applicants), provisional license applicants, and existing licensees** (who will need to undergo the criminal history process upon their **first** license renewal).

If a licensee or applicant is currently licensed by another State of Maryland Health Occupations board, and has previously completed a criminal history records check with that board, he/she will not be required to do another criminal history records check. However, he/she is responsible for providing this Board with a verifiable copy of the criminal history records check.

When you are preparing to have your criminal background check processed, please e-mail the Licensing Coordinator andrea.hill@maryland.gov or the Executive Director at ronda.washington@maryland.gov to request the Board's authorization number and its "Originating Agency Identifier" number ("ORI" number). **You will need these two numbers to proceed with your background check being processed.** The Department of Public Safety and Correctional Services website (which contains a detailed list of various processing locations throughout the state) is as follows: [Fingerprint Services](#)

For your convenience, the Criminal History Livescan Pre-Registration Application will be available on the Board's website at the "Forms" link for you to print out to take with you for processing.

If you live outside of Maryland and need to have a criminal history records check done:

Posting LNHA Jobs and AIT Openings on the Board's Website

We are happy to assist you in posting any LNHA job openings and AIT openings that you are looking to fill.

Please send all pertinent details to Andrea Hill at andrea.hill@maryland.gov

Congratulations and Welcome to our Fiscal Year 2017 (7/1/2016—6/30/2017) New Licensees

Mark Atwood
Tammy Clabaugh
Kevin D'Alesandro
Jessica Dukes
Phyllis Eiring
Ahron Eisenreich
Rob Hays
Jodi Johnson
Alphonson Jones
Russell Keogler
Alonzo Kieffer
Thomas Longobardi
John Loop
Rusty Mitchell
Delphis Nevins
Janine Norris
Stephen Oberle
Santiago Oquendo Toro
John Ottena
Edward Owen, Jr.
Meir Preis
Aaron Smith
Chelsea Snowberger
Cassandra Weaver

You may write CJIS-Central Repository P.O. Box 32708, Pikesville, MD 21282-2708, or call the Central Repository in Baltimore City at [410-764-4501](tel:410-764-4501) or toll free number [1-888-795-0011](tel:1-888-795-0011) to request a fingerprint card. You may mail the fingerprint card and associated fee to CJIS-Central Repository P.O. Box 32708 Pikesville Maryland 21282-2708, or overnight the fingerprint card to 6776 Reisterstown Road, Suite 102, Baltimore Maryland 21215. Please include a check (money orders are not accepted for out of state processing) payable to "CJIS Central Repository". You can expect a response in 10 - 15 business days.

Amended Regulation: COMAR 10.33.01.14- Certification of Preceptor

On October 20, 2016, the Board formally submitted a proposed amendment to this existing regulation. It was signed and adopted by Secretary Dennis Schrader on January 26, 2017, was published in its final form in the Maryland Register, Volume 44, Issue 4 on February 17, 2017, and became effective on February 27, 2017. This entire amended regulation may be accessed at <http://www.dsd.state.md.us/comar/comarhtml/10/10.33.01.14.htm>. The Board, in consultation with several members of the LNHA Community, voted to amend its existing regulation. Many thanks to Glenn Scherer, Garret Falcone, and Merian Ritacco, who had a desire to serve as preceptors, but due to working as executive directors no longer met the regulatory criteria to serve. Additionally, special thanks go to Danna Kauffman of the LifeSpan Network for her input and work on this amendment, on behalf of her organization, in support of this regulatory change. The intent was to clarify and strengthen part of the existing regulation by adding the words "**of record**" to the standing requirement that a preceptor must have practiced as a nursing home administrator for two of the past three years immediately before submitting an application to serve as a preceptor.

The new language added to the regulation will allow many LNHA's, who have not served as administrators of record for many years and are currently serving in positions such as executive directors, to qualify to precept. The new language is as follows:

“...or (b) Meets the following qualifications:

- (i) Works on the same property as the nursing home where the AIT program will be conducted and meets the standard in Regulation .02B(7)(b) of this chapter;
- (ii) Is able to demonstrate to the Board the proposed preceptor's active, direct, and material management and daily operations of the nursing home; and
- (iii) Has been actively licensed as a nursing home administrator for a minimum of 5 years immediately before application to precept.”

Provisional Licenses for Non-licensed Persons

House Bill 145, Board of Examiners of Nursing Home Administrators—Non-licensed Persons— Provisional Licensure, was passed by the House on February 24, 2017 and was passed by the Senate on March 29, 2017. It was signed into law by Governor Hogan on April 11, 2017 and **will officially become effective as State Law on October 1, 2017**. You may access all details on this legislation at the following link:

[Provisional License](#)

This amended legislation can be found at Health Occupations Article § 9-301 “License required; exception.” This is the statutory provision that allows a nursing home facility to appoint an interim administrator who is not an LNHA (e.g., the facility's DON). **This provision is for “unexpected cause” only**, meaning it will be approved by the Board in emergent and other situations in which there is no way for the facility to plan ahead to appoint an interim administrator of record who is an LNHA . Examples of unexpected cause are: death; sudden termination of employment; or a severe and sudden medical situation or accident that immediately incapacitates and thereby prevents the facility's LNHA of record from functioning in his/her role (as opposed to a planned maternity leave, a planned scheduled surgery, or a resignation with notice).

The Board promoted this amended legislation, because it corrects an inconsistency between its statute and the Code of Federal Regulations (42 CFR 431.710), which requires that all nursing homes be administered by a licensed nursing home administrator. The new law authorizes the Board to issue a provisional nursing home administrator license to an individual who the Board, in its discretion, determines to be of good moral character and capable of adequately administering the nursing home during the provisional period.

If the Board denies an application for a provisional license, the non-licensed person shall immediately cease acting as interim administrator and, if a licensed nursing home administrator remains unavailable, appoint another non-licensed person to act as interim administrator.

This law and new process will become effective as of October 1, 2017. The application for the provisional license will be available on the Board's website at the "Forms" link. There is no application fee or licensing fee for provisional licenses.

All applicants for provisional licensure must undergo a criminal history records check, unless they are currently licensed by another State of Maryland Health Occupations board and have previously undergone a criminal history records check with that board. If so, he/she is responsible for providing this Board with a verifiable copy of this criminal history records check.

Message from the Executive Director

As the Board re-convenes for the fall session, I wanted to send warm greetings to all members of our licensed nursing home administrator ("LNHA") community! I am delighted to work for the Board in its vital mission of protecting the citizens of Maryland. I joined the Board as Executive Director in January of 2015. Our Licensing Coordinator, Andrea L. Hill, joined us in July of 2015 and has truly made herself an invaluable asset to the Board.

I continue to be humbled to be a small part of the work that you all do to ensure for the proper protection and care of the seniors in our state's nursing facilities. While visiting the facilities, I have been so impressed with this profession and the sheer gravity of the work that LNHA's accomplish every single day. You all are so appreciated!! Special thanks to those of you who volunteer to serve as preceptors to administrators-in-training ("AIT's"). You are needed, and we are grateful that you continue to pass along your expertise to our next generation of LNHA's.

I hope you find this newsletter helpful and informative. Going forward, we will publish this newsletter annually. We are always open to new ideas and suggestions, so please contact us anytime! Andrea and I are here to support and serve you in any way that we can.

Sincerely,

Ronda

Ronda Butler Washington, MPA

Re-Branding of DHMH

Effective July 1, 2017, the Maryland Department of Health and Mental Hygiene ("DHMH") name was shortened to the Maryland Department of Health ("MDH"). The decision to drop "Mental Hygiene" from the official agency title was made to provide one that reflects the holistic nature of the health services that the department oversees, including behavioral health.

Current Board Members

FELICIA W. ANTHONY, MPA, LNHA, *Board Chair*, Nursing Home Administrator

DEBRA K. BUCKALEW, LNHA, Nursing Home Administrator

PATRICIA A. CASH, Pharm. D., Related Health Professional

THOMAS EDMONDSON, M.D., Physician Specializing in Geriatrics

STEVANNE A. ELLIS, LBSW, State Long Term Care Ombudsman

KELLY SMITH FRIEDMAN, LNHA, Nursing Home Administrator - *Eden Alternative*

JENNIFER L. GOLDSBOROUGH, RN, MSN, CRNP, Related Health Professional

MARGIE HEALD, MS, Deputy Director, Federal Programs—Office of Health Care Quality

CHARELL N. MCFARLAND, LCSW-C, Geriatric Social Worker

LUIS NAVAS-MIGUELOA, MS, LNHA, Nursing Home Administrator

PHILLIP PAWLKOVICH, LNHA, Nursing Home Administrator

ROY J. SAVOIE, Consumer

BELINDA B. STRAYHORN, Consumer

CALVIN E. VAIN, Jr., LNHA, Nursing Home Administrator

**STATISTICAL SNAPSHOT
FISCAL YEAR 2017
(July 1, 2016—June 30, 2017)**

New Licenses Issued	24
Renewals Processed	221
Inactive Statuses Processed	15
Reactivations Processed	3
AIT Applications Processed	18
Active Licensees	540
Inactive Licensees	41
Expired/Non-renewed Licensees	209*

*Annotated Code of Maryland Health Occupations Article § 9-312(b) states:

“The Board may not reinstate the license of a nursing home administrator who fails to apply for reinstatement of the license within 5 years after the license expires. However, the nursing home administrator may become licensed by meeting the current requirements for obtaining a new license under this title.”

MARYLAND STATE BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS

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BOARD STAFF

Executive Director—Ronda Butler Washington, MPA

Licensing Coordinator—Andrea L. Hill

Board Counsel—David Wagner, Esq., Assistant Attorney General

Health Occupations Investigator—Danielle Vallone

Legislation & Regulations Specialist—Kristen Neville, MALA

Fiscal Officer—Linda Beyer