

GEORGIA STATE BOARD OF NURSING HOME ADMINISTRATORS
Meeting Minutes – April 28, 2016

The Georgia State Board of Nursing Home Administrators met on Thursday, April 28, 2016 in the Board office at 237 Coliseum Drive, Macon, Georgia 31217.

Members Present:

Barbara Baxter, NHA, Chair
Barbara Mitchell, NHA, Vice-Chair
Donna Huffstutler, NHA
Dianne Patterson, NHA
Dare Domico, Educator
Terrell Cook, NHA
Scott Kroell, Hospital Administrator
Kay Watkins, Public at Large

Board Members Absent:

Dennis Taylor, Jr., M.D
Kerry Smith, NHA
Carolyn Hill, RN

Others Present:

Brig Zimmerman, Executive Director, HC-1
Hope Harrison, Licensure Analyst
Amanda Allen, Licensing Supervisor
Linsey Brookins, Board Support Specialist

Attorney General's Office:

Janet Jackson, Assistant Attorney General

Ms. Baxter, Board Chair, established that a quorum was present and called for a meeting of the Board to order at 10:05 a.m.

Agenda: Approved with the following late agenda items:

- Senate Bill 367
- Due to delays in starting the Board meeting @ 9:00 a.m., the Board moved the CE Broker presentation up on the agenda)

Board Chair Report: Barbara Baxter, NHA

Ms. Baxter reported she will attend the upcoming June 2016 meeting of NAB, reporting back to the Board next scheduled meeting of the events and discussion of the conference.

Board Presentation: CE Broker

- Marcia Mann and Hana Chandler presented the board with their CE Broker program. The board will table any further discussion of the program for its licensees until future Board meetings.

Petitions for Waiver/Variance:

- Robinson, K. Rule 393-4-.02

Mr. Kroell motioned, Ms. Huffstutler seconded, and the Board voted to grant the Petition for Rule Waiver for K. Robinson with the condition of a maximum of fifty (50) hours per week of training only. None opposed, motion carried.

- Burns, Jr., R. – Palemon Gaskins N.H. Correspondence regarding Board decision for denial of The original Petition submitted.

The Board's initial decision of denial stands. Petitioner may file a new petition, or for a Judicial Review of the Board's decision pursuant to O.C.G.A. § 50-13-9.1(f).

Mr. Kroell motioned, Ms. Huffstutler seconded, and the Board voted that the initial decision of the Board to deny the Petitions for Rule Waiver for R. Burns and Palemon Gaskins N.H. stands. . None opposed, motion carried.

Minutes:

- January 28, 2016
- March 03, 2016
- March 24, 2016 Conference Call

Ms. Huffstutler motioned, Ms. Watkins seconded and the Board voted to approve the January 28, 2016 meeting minutes as presented. None opposed, motion carried.

Mr. Kroell motioned, Ms. Huffstutler seconded and the Board voted to approve the March 3, 2016 meeting minutes as presented. None opposed, motion carried.

Mr. Cook motioned, Ms. Watkins seconded and the Board voted to approve the March 24, 2016 Conference Call meeting minutes as presented. None opposed, motion carried.

Public Rules Hearing:

- **393-3-.02 Licensure Requirements. Amended.**

A person who seeks licensure by examination as a nursing home administrator must show the following:

- (a) Be at least 21 years of age;
- (b) Be of reputable and responsible character;
- (c) Be a citizen of the United States or have a registration card indicating valid residency and work status in the United States; all applicants must submit a secure and verifiable document, as defined in Code Section 50-36-2;
- (d) Be qualified to work in a skilled nursing home as outlined in state and federal guidelines and Board rules. The following are the education requirements accepted by the Georgia Nursing Home Administrators Board:
 1. A doctorate or master's degree in health administration, health services administration, health care administration, or nursing, or other related healthcare degrees, and a 500 hour Georgia AIT program; or
 2. A baccalaureate degree in health administration, health services administration, health care administration, or nursing, or other healthcare related degree, and a 1000 hour Georgia AIT program, or
 3. An associate degree in nursing or licensed practical nursing certification with four years of full time work in any skilled nursing facility with the last two years being in management, and a 1500 hour Georgia AIT program; or
 - 3 4. Six years of full-time work in any skilled nursing facility with the last three years being in management and no less than 48 semester units or 90 quarter units of college, plus a 2000 hour Georgia AIT program, or
 - 4 5. Eight years full time experience in a skilled nursing facility with the last five years being in management, a High School Diploma, and a 2000 hour Georgia AIT program.

(e) Management experience is defined as full-time employment as a department manager or licensed professional supervising a staff of two or more employees in a skilled nursing facility or skilled nursing hospital unit.

(f) Education is defined as one year of college with 45 quarter hours or 24 semester hours of course work at an educational institution accredited by a regional body recognized by the Council of Post-Secondary Accreditation (like SACCS).

(g) If an applicant does not meet these requirements but does have a doctorate, masters or baccalaureate degree in a field outside of healthcare, the applicant would be required to complete a 2000 hour AIT program in Georgia to qualify for licensure.

Authority: O.C.G.A. §§ 43-1-25, 43-27-4, 43-27-5(9), 43-27-6, 50-36-1 and 50-36-2

Ms. Mitchell motioned, Mr. Kroell seconded and the Board voted to adopt the proposed rule amendments to Board rule 393-3-.02 as presented. None opposed, motion carried.

- **393-3-.04 Examination. Amended.**

(1) Upon the Board's approval of the completion of an AIT program, An applicant must take and pass a Board shall be approved to take the national exam. No applicant shall be approved to register and sit for the national exam prior to the Board approval of the AIT program.

(2) Following the Board approval of the completion of the AIT program, An applicant must shall complete all requirements for licensure as a Nursing Home Administrator within one year six (6) months of the date of Board approval of the AIT program's completion application.

(3) If the applicant fails to complete all requirements for licensure as a Nursing Home Administrator the application process including passing of the national exam, within that year's the six (6) month timeframe, the application will be withdrawn and the applicant must submit a new application, current documentation and fee.

Authority: O.C.G.A. §§ 43-1-24, 43-1-25, 43-27-4, 43-27-5 and 43-27-6

Mr. Kroell motioned, Patterson seconded and the Board voted to adopt the proposed rule amendments to Board rule 393-3-.04 as presented. None opposed, motion carried.

- **393-5-.01 Renewal of License. Amended.**

(1) Nursing Home Administrator licenses shall expire on December 31st of ~~the~~ each odd-numbered years.

~~(a) Renewal fee is due by December 31st of the odd year.~~

(2) 40 hours of CE must be obtained within the current ~~biennial renewal period~~ two year active licensure cycle (i.e. between January 1st of every even numbered year after the expiration date, through December 31st of the subsequent odd numbered year/next expiration date), except as indicated below.

~~(a 3) Unless the licensee is audited by the Board, i~~ It is the responsibility of the licensee to keep maintain records of the 40 hours of CE hours obtained per renewal for a period of three years.

(4) The continuing education requirement for the first renewal of a license which was issued in even numbered years shall be twenty (20) hours in any combination of the categories set out in Rule Chapter 393-13.

(5) Licensees obtaining initial licensure in odd numbered years shall not be required to obtain any continuing education hours prior to the first renewal cycle. The passing of the national examination at any time during the biennium shall be equal to twenty (20) hours of continuing education.

Authority: O.C.G.A. §§ 43-1-24, 43-1-25, 43-27-4, 43-27-5(9) and 43-27-8

Ms. Mitchell motioned, Mr. Cook seconded and the Board voted to adopt the proposed rule amendments to Board rule 393-5-.01 as presented. None opposed, motion carried.

• **393-5-.03 License Reinstatement. Amended.**

(1) Failure to renew a license within three (3) months of its expiration date shall have the same effect as a surrender or revocation.

(2) Reinstatement shall be at the discretion of the Board.

(3) In order to be considered for the reinstatement of a surrendered or revoked license, the applicant must submit a completed reinstatement application, pay the required fee and meet one of the following criteria:

(a) If the license has been lapsed for two (2) years or less from the date of expiration, the applicant for reinstatement must provide certificates of completion of forty (40) contact hours or 4.0 CEUs directly related to the practice of Nursing Home Administrator obtained within two years preceding the date of the application as outlined in ~~Board~~ Rule # Chapter 393-13.

(b) If the license has been lapsed for more than two (2) years, but less than five (5) years from the date of expiration, the applicant must provide certificates of completion of eighty (80) contact hours or 8.0 CEUs directly related to the practice of Nursing Home Administrator obtained within two years preceding the date of the application as outlined in ~~Board~~ Rule Chapter 393-13.

(c) If the license has been lapsed for five (5) or more years from date of expiration, the applicant must provide verification of having retaken and passed the NAB exam within one year of the date of the application.

(d) If an applicant for reinstatement has been practicing as a Nursing Home Administrator in an approved state or jurisdiction, and holds a current unencumbered license, for a period of at least two (2) years preceding the date of the reinstatement application, the applicant must provide a current, official verification of licensure from the state or jurisdictions licensing authority, and certificates of completion of forty (40) contact hours or 4.0 CEUs directly related to the practice of Nursing Home Administrator within two (2) years preceding the date of the application as outlined in ~~Board~~ Rule Chapter 393-13.

(4) The continuing education requirement for the first renewal of licenses which were reinstated in even numbered years shall be twenty (20) hours in any combination of the categories set out in Rule Chapter 393-13.

(5) Reinstated licenses issued in odd numbered years shall not be required to obtain any continuing education hours prior to the first renewal cycle.

(4) (6) A surrendered or revoked license, due to other factors not related to allowing a license to expire, is subject to reinstatement at the discretion of the Board. The Board may restore or reissue a license and as a condition thereof may impose any disciplinary action.

Authority: O.C.G.A. §§ 43-1-24, 43-1-25, 43-27-4, 43-27-5(9), 43-27-8 and 43-27-9

Ms. Domico motioned, Mr. Kroell seconded and the Board voted to adopt the proposed rule amendments to Board rule 393-5-.03 as presented. None opposed, motion carried.

- **393-9-.01 Application by Endorsement Reciprocity. Amended.**

(1) Licensure by reciprocity endorsement refers to licensure for applicants who hold a current ~~valid~~ Nursing Home Administrators license in other states and are applying for license consideration of licensure in Georgia as a Nursing Home Administrator.

(2) ~~The~~ Endorsement Reciprocity applications, other Board forms and ~~the~~ a current listing for of the Board approved and disnon-approved states for endorsement reciprocity are available at the following on the Board web site: www.sos.state.ga.us/plb/nursinghome www.sos.ga.gov/plb/nursinghome.

(3) The Board may in its discretion deny licensure to an applicant who has had disciplinary action taken against him or her by any licensing authority or professional organization, or whose record reflects any other matter that puts in question his or her competency to be a Nursing Home Administrator.

Authority: O.C.G.A. §§ 43-1-10, 43-1-19, 43-1-25, 43-27-4, 43-27-5 and 43-27-7

Ms. Patterson motioned, Ms. Patterson seconded and the Board voted to adopt the proposed rule amendments to Board rule 393-9-.01 as presented. None opposed, motion carried.

- **393-9-.02 Qualifications of Applicants by Reciprocity. Amended.**

(1) Licensure in Georgia by Endorsement Reciprocity may be granted to a Nursing Home Administrator who is at least 21 years of age, of reputable and responsible character, and a citizen of the United States or ~~have a registration card indicating valid residency and work status in the United States~~ a qualified alien under the Federal Immigration and Naturalization Act, and be lawfully present in the United States, and must satisfy one of the alternatives delineated below.

(a) Applicants from the approved states list must ~~send~~ submit to the Board an the aApplication by Reciprocity, the fee, aAffidavit of Applicant and shall cause a verification of licensure be sent directly to the Georgia Board from every state licensed or jurisdiction in which the licensee has ever held a license. The application must be received 14 days prior to the next Board meeting.

(b) Applicants from the ~~dis-non~~-approved states list must ~~send~~ submit to the Board an the aApplication by Reciprocity, the fee, Affidavit of Experience for one year as a licensed administrator, Affidavit of Applicant, evidence of twenty (20) hours of CEUs obtained within one year of prior to the date on of application, official NAB score, and shall cause a verification of licensure be sent directly to the Georgia Board from every state ever licensed or jurisdiction in which the licensee has ever held a license.

(e2) ~~ALL endorsement applicants must NOT have any Board sanctions~~ The Board may in its discretion deny licensure to an applicant who has had disciplinary action taken against him or her by any licensing authority or professional organization, or whose record reflects any other matter that puts in question his or her competency to be a Nursing Home Administrator.

Authority: O.C.G.A. §§ 43-1-10, 43-1-24, 43-1-25, 43-27-4, 43-27-5, 43-27-6, 43-27-7 and 50-36-1

Mr. Cook motioned, Ms. Watkins seconded and the Board voted to adopt the proposed rule amendments to Board rule 393-9-.02 as presented. None opposed, motion carried.

In addition, Mr. Cook motioned, Ms. Watkins seconded the Board voted that the formulation of the adopted rule amendments to 393-3-.02, 393-3-.04, 393-5-.01, 393-5-.03, 393-9-.01 and 393-9-.02 do not impose excessive regulatory cost on any licensee and any cost to comply with the proposed chapter cannot be reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A. Additionally, the Board voted that it is not legal or feasible to meet the objectives of O.C.G.A. to adopt or implement

differing actions for businesses as listed in O.C.G.A. § 50-13-4(a)(3)(A), (B), (C) and (D). The formulation and adoption of this chapter will impact every licensee in the same manner and each licensee is independently licensed, owned and operated in the field of nursing home administration. None opposed, motion carried.

Application Ratify List: 01/27/2016-04/28/2016

License No.	Licensee
NHA005676	Francine Walker
NHA005677	Michael E Dykes
NHA005678	Thomas E Lowenkamp
NHA005679	Natalie Renee Slocumb
NHA005680	Ashton Whittley Bone
NHA005681	Michael Eugene Hambley
NHA005682	Tiffany Marie Peavy
NHA005683	Kimberley Marie Hunter
NHA005684	John Wayne Wilson
NHA005685	Shawna Lynn Smith
NHA005686	Kristy Ann Morgan
NHA005687	Marian Morales-Nazario
NHA005688	Brandon Clark Radford
NHA005689	Tina S Larose
NHA005690	Brandon R O'Ree
NHAP000205	William J Tyson
NHAP000206	Frances Ann Smallen
NHAP000207	Laralee Cay Danforth
NHAP000208	Marcy Hikes Mathews
NHAP000209	Mary Frances Faulk
NHAP000210	Mary Katherine Gibbs
NHAP000211	Helen Elizabeth Smith
NHAS000223	Church Home Rehabilitation and Healthcare, LLC
NHAS000224	Zebulon Park Health & Rehabilitation
NHAS000225	New London Health Center
NHAS000226	Delmar Gardens of Gwinnett
NHAT000302	Diane Michelle Brown
NHAT000303	Sasha Bonita Evans
NHAT000304	Lesly Gervil
NHAT000305	John Henry Dalton

Ms. Huffstutler motioned, Ms. Watkins seconded, and the Board voted to approve the Application Ratify List as presented. None opposed, motion carried

Board Rules Discussion – Proposed Amendments 393-4-.02 AIT Program Requirements:

The Board discussed the public release and discussion of the Attorney General’s office Memo of Statutory Authority for previously proposed amendments and new additions/changes to the following rule.

Mr. Kroell motioned, Ms. Huffstutler seconded, and the Board voted to release the AG’s memo for statutory authority for the rules to the public. None opposed, motion carried.

- **393-4-.02 Administrator In Training (AIT) Program Requirements. Amended.**

(1) ~~All~~ **ALL** applicants for initial licensure in Georgia as a Nursing Home Administrator must complete an Administrator in Training program as determined by the Board (excluding applicants by ~~endorsement reciprocity~~).

(2) A person who intends to qualify for a **Nursing Home Administrators** license and admission to the licensure examination by use of an Administrator In Training (A.I.T.) program must first receive approval to begin the program by meeting the requirements of ~~Rule~~ **Chapter 393-3** and successfully completing the AIT program in a Board approved Nursing Home Training Site facility under the coordination, supervision and teaching of a Georgia Nursing Home Administrator Preceptor who has obtained approval from the Board pursuant to and who continues to meet the qualifications of this rule.

(3) ~~Board Approved Nursing Home Training Site.~~ **Board Approved Nursing Home Training Site**

(a) In order to be the site of an AIT program, the nursing home must have a minimum of sixty (60) licensed beds.

(b) The Board may limit the number of AITs the nursing home trains at one time as follows:

1. a A nursing home with sixty (60) to one hundred (100) licensed beds may be approved for a maximum of one (1) AIT;

2. a A nursing home with one hundred and one (101) or more licensed beds may be approved for a maximum of two (2) AITs;

(c) The licensed Georgia Nursing Home Administrator of record of the proposed AIT site must submit:

1. An application and non-refundable administrative fee for consideration as a Board approved Nursing Home Training Site;

2. Copies of all surveys received in the last eighteen (18) months.

(d) A nursing home which otherwise qualifies for approval, but is deficient in one or more of the above listed criteria, may seek approval based upon the establishment of affiliations with other nursing homes.

(e) Once approved, a Nursing Home Training Site term of approval shall coincide with the Nursing Home Administrators license expiration date of December 31st of every odd numbered year and will be subject to re-approval and a new administrative fee every two years. ~~Approved training sites will be able to complete this re-approval process online (NOTE: NO continuing education hours required for re-approval of a Nursing Home Training Site).~~

(f) The Board may withdraw approval of an AIT training site based upon changes in the nursing home surveys, preceptor or for reasons stated in these rules including Rule Chapters 393-4 and 393-6.

(4) ~~Nursing Home Administrator Preceptor~~ **Nursing Home Administrator Preceptor**

(a) The preceptor is solely responsible for ensuring that the AIT complies with the laws and rules of the Board, and must attest to such compliance on monthly reports as well as upon a final completion report of the AIT program.

1. It is the responsibility of the preceptor to assure each monthly and final completion report is completed correctly, completely and accurately.

2. Each monthly report shall only contain AIT hours accrued within the calendar month, regardless of the dates or number of hours. Do not combine calendar months into one report.

(b) The preceptor must ensure that the AIT is not over-burdened with routine job responsibilities that may be detrimental to his or her training, and must ensure that the AIT is afforded a broad and comprehensive experience.

(c) To be approved as a Nursing Home Administrator Preceptor, the applicant must submit the application, non-refundable administrative fee and:

1. Be currently licensed in Georgia as a Nursing Home Administrator with no disciplinary actions taken against the applicant's license which the Board deems to be of such a nature as to prevent the applicant from providing services as a Preceptor;
2. ~~Be Currently have been~~ employed as a licensed Nursing Home Administrator for five (5) years with the final year of practice being in Georgia;
3. Be employed and working full time at the Georgia Board approved AIT Training Site;
4. ~~Have Notify the Board of~~ successfully completing completed the "Nursing Home Administrator Preceptor" course through the Georgia Health Care Association (GHCA) ~~within eighteen (18) months of the Board's initial preceptor status approval.~~

(d) Once approved, a Nursing Home Administrator Preceptor term of approval shall coincide with the Nursing Home Administrators license expiration date of December 31st of every odd numbered year and will be subject to re-approval and a new administrative fee every two years. ~~Approved preceptors will be able to complete this re-approval process online (NOTE: NO continuing education hours required for re-approval of a Nursing Home Administrator Preceptor).~~

~~(e) The Board may withdraw approval of a preceptor at its discretion.~~

~~(f e)~~ A nursing home administrator who becomes unable to continue to serve as a preceptor, or leaves the AIT site as the Administrator of Record for any reason must notify the Board of same by registered mail no later than ten (10) business days after their last date of service as a preceptor. If the nursing home administrator fails to notify the Board as outlined in this rule in a timely manner, the Board reserves the right to sanction or discipline the Preceptor approval, and/or to withdraw or restrict the preceptor's approval.

~~(5) The starting date of an AIT program will be determined upon receipt of completed application, the non-refundable fee, and a currently approved Preceptor and AIT Site by the Board (refer to current listing of approved sites/preceptors on the Board website www.sos.ga.gov/plb/nursinghome). If the Training Site and Preceptor have not been pre-approved, the application must go to the next Board meeting for approval. The AIT program will not begin until approval is granted and any training completed prior to the authorized start date will be considered invalid. The Preceptor must attest on the application that it is complete and meets all qualifications.~~

(5) Preceptor and Training Site Re-Approval Process

(a) Failure to obtain re-approval of a Preceptor or Training Site within three (3) months from its expiration date will require new applications, fees and all supporting documents to be submitted.

(b) After April 1st of every EVEN numbered year, in order to be considered for the re-approval of a Preceptor or Training Site approval, the Preceptor of Record for the Training Site must submit a completed Preceptor Re-Approval application, and a Training Site Re-Approval application, pay the required fees and provide any supporting documentation required on the application forms.

(c) Any AIT training conducted on or after January 1st of every EVEN numbered year without the Board's re-approval of the current Preceptor and Training Site shall not be accepted by the Board towards the required hours of the AIT program being conducted.

~~(6) Administrator In Training (AIT) Program.~~ **Administrator In Training (AIT) Program**

- (a) An AIT program is approved for a specific Georgia Nursing Home as the Training Site, and, for an approved Georgia Nursing Home Administrator Preceptor at the approved Training Site.
- (b) An AIT program occurs from a minimum of 500 clock hours to a maximum of 2000 clock hours, earned in consecutive months from three (3) months to twelve (12) months, with an average per calendar week of twenty-four (24) hours worked for part time candidates to forty (40) hours worked for full time candidates as defined by Board rules.
- (c) Schedules for the AIT must include, at a minimum, the following:
1. Allotted time for various functions of the nursing home such as nursing, dietary, housekeeping/laundry, business office, leadership, quality improvement, disaster preparedness and supervisory management techniques;
 2. Allotted time for participation in professional meetings and staff meetings, but cannot dominate training hours each week;
- (d) ~~A~~ Monthly reports are to be submitted to the Board beginning no later than thirty (30) days from the starting date of the AIT last day of the training month completed. This report must follow the individualized schedule and describe the activities of the month and should be signed and notarized by both the Preceptor and AIT. Any denied hours/reports by the Board must be addressed by the Preceptor and the AIT in a timely manner and no additional monthly reports will be reviewed/approved until the denied hours/reports are resolved.
- (e) The Board may request the ~~AIT and/or the preceptor~~ Preceptor and/or AIT to meet with the Board to discuss the AIT's progress if monthly reports are denied or other concerns are raised.
- (f) If the preceptor is no longer able to supervise the AIT, the AIT will be afforded up to 12 months' time to find another Preceptor to oversee his/her program at the current site or seek placement at another approved site. The ~~"interim"~~ new Preceptor and the AIT must notify the Board in writing (submit the "Change of Preceptor" Form) of the changes in circumstances prior to any training being provided by the ~~"interim"~~ new Preceptor. The Board will review the circumstances and determine if the AIT can proceed under the ~~"interim"~~ new Preceptor. Once approved by the Board, the AIT may continue his/her program.
- (g) An individual shall receive no credit for ~~time served~~ training hours at an unapproved Nursing Home Training Site; for ~~time served~~ training hours under the supervision of a nursing home administrator who has not been approved as a preceptor for that particular AIT; or for ~~time served~~ training hours prior to the Board's approval of the AIT's application.
- (h) An Administrator in Training program which has been discontinued by a period of military service (the AIT or affected immediate family member of an AIT) shall be allowed to be completed within a year after the completion of the military service. The Board must receive notice in the event of discontinuance of training for military service and for any other reason as well.
- (i) An AIT ~~applicant may take the national examination prior to completion of the AIT program.~~ must submit a completed application for consideration of licensure as a Nursing Home Administrator (NHA) within thirty (30) days of the completion, and approval, by the Board of their completed AIT program. Applicants then must take and pass the exam within a period of up to six months from the date of receipt of the completed application for licensure as a Nursing Home Administrator by the Board. However, the NHA license shall not be issued until the AIT program is completed satisfactorily.
- (j) The starting date of an AIT training program will be determined by the Board after the Board's receipt of a complete AIT program application, a non-refundable administration fee, and the Board's approval of the program Preceptor and AIT training site.
1. The AIT program application will not be approved by the Board until both the Preceptor and the Training Site for the program have been approved.
 2. The AIT program application must be signed and attested by the program Preceptor.

Before the Preceptor signs the AIT program application, the Preceptor is responsible for assuring that the application meets all board requirements prior to Board consideration and approval.

Authority: O.C.G.A. §§ 43-1-24, 43-1-15, 43-27-4, 43-27-5, 43-27-6 and 50-13-3.

Mr. Cook motioned, Ms. Watkins seconded, and the Board voted to post the proposed newly revised amendments to Board Rule 393-4-.02 upon receipt of the AG's office memo of statutory authority for the required minimum of thirty days for public view and comment, with a public rules hearing to follow as soon as possible. None opposed, motion carried.

The Board discussed the potential economic impact of this rules amendments upon their licensees. Mr. Kroell motioned and Ms. Patterson seconded, and the Board voted that the formulation and adoption of this proposed rule amendment does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed chapter cannot be reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A. §§ 43-1-24, 43-1-15, 43-27-4, 43-27-5, 43-27-6 and 50-13-3.

Additionally, Mr. Cook motioned, Ms. Watkins seconded and the Board voted that it is not legal or feasible to meet the objectives of O.C.G.A. §§ 43-1-24, 43-1-15, 43-27-4, 43-27-5, 43-27-6 and 50-13-3 to adopt or implement differing actions for businesses as listed in O.C.G.A. § 50-13-4(a)(3)(A), (B), (C) and (D). The formulation and adoption of this chapter will impact every licensee in the same manner and each licensee is independently licensed, owned and operated in the field of nursing home administration. None opposed, motion carried.

Ms. Mitchell motioned, Mr. Kroell seconded, and the Board voted to enter into Executive Session in accordance with O. C. G. A. §43-1-2(k) (1) (2), § 50-14-2 (1), and 43-1-19(h) (2) &(4), to deliberate on the applications, the Professional Practices Committee and Attorney Generals reports. Voting in favor of the motion were Baxter, Mitchell, Kroell, Domico, Patterson, Watkins, Huffstutler, and Cook.

At the conclusion of Executive Session on Thursday, April, 28 2016, Ms. Baxter declared the meeting to be "open" pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq.

Applications:

Recommendation:

- | | |
|--------|---|
| • M.S. | Approved for 2000 hour AIT program |
| • R.C. | Pending receipt of additional information |
| • R.W. | Approved to take NAB exam |

Ms. Huffstutler motioned, Ms. Watkins seconded and the Board voted to accept the recommendations made on the applications as presented. None opposed, motion carried.

Professional Practice Committee Report:

Complaints:

- | | |
|-------------|---------------------------------|
| • NHA160005 | Recommend Closure |
| • NHA160009 | Recommend Closure; Refer to DCH |
| • NHA160010 | Pending |

*The Committee reported they have not been receiving any new surveys from DCH.

Ms. Mitchell motioned, Mr. Kroell seconded and the Board voted to accept the Professional Practices Committee recommendations on the above named complaints/surveys. None opposed, motion carried.

Attorney General's Report:

Ms. Janet Jackson, Assistant Attorney General provided a status report to the Board, which included information on any cases referred for action, requests for advice and/or requests for authority for proposed rules.

Mr. Kroell motioned, Ms. Huffstutler seconded and the Board voted to accept the Attorney General's report as presented. None opposed, motion carried.

Executive Session Minutes:

- January 28, 2016
- March 03, 2016
- March 24, 2016 Conference Call

Mr. Kroell motioned, Ms. Mitchell seconded and the Board voted to approve the January 28, 2016 Executive Session meeting minutes as amended. None opposed, motion carried.

Ms. Watkins motioned, Ms. Huffstutler seconded and the Board voted to approve the March 3, 2016 Executive Session meeting minutes as amended. None opposed, motion carried.

Mr. Cook motioned, Ms. Watkins seconded and the Board voted to approve the March 24, 2016 Conference Call Executive Session meeting minutes as presented. None opposed, motion carried.

Ms. Huffstutler motioned, Ms. Watkins seconded and the Board meeting was adjourned at 12:56 p.m.

Minutes Recorded By:

Linsey Brookins, Board Support Specialist

Minutes Reviewed and Edited by:

Brig Zimmerman, Executive Director

BARBARA BAXTER

Chair

BRIG ZIMMERMAN,

Executive Director, Healthcare 1

These minutes were approved: **July 28, 2016**