



CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE

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DIVISION OF PROFESSIONAL REGULATION

PUBLIC MEETING NOTICE:

**BOARD OF EXAMINERS OF NURSING HOME
ADMINISTRATORS**

DATE AND TIME:

Tuesday, November 8, 2011 at 1:00 p.m.

PLACE:

**861 Silver Lake Boulevard, Dover, Delaware
Conference Room B, second floor of the Cannon Building**

AGENDA

(Amended Items Marked by *)

- 1.0 Call to Order
 - 1.1 Introduction of New Public Member, Timothy Bane
 - 1.2 Reappointment of Elizabeth Hague
 - 1.3 Certificate of Appreciation, William Daisey *
- 2.0 Review and Approval of Minutes
 - 2.1 September 13, 2011 Board Meeting
- 3.0 Unfinished Business
 - 3.1 Strategic Plan 2011
 - 3.1.1 Rule 2.0 (Definition of Preceptor) – NAB Guide, Ms. Howard
 - 3.1.2 Rules 10.1 and 10.2 (AIT Program) – NAB Guide, Ms. Howard
 - 3.1.3 Board's Addendum A – NAB Guide, Ms. Howard
 - 3.1.4 CE Credit for Board Meetings – January 2012 Public Hearing
 - 3.1.5 1-Year Late Renewal Period – January 2012 Public Hearing
 - 3.2 Continuing Education Audit of Licensees
 - 3.2.1 Audit Submissions Passed
 - 3.2.1.1 Alfred DiBartolo
 - 3.2.1.2 Kathleen H. Duca
 - 3.2.1.3 Reginald Goring
 - 3.2.1.4 Virginia C. Gray
 - 3.2.1.5 Joseph F. Kauczka
 - 3.2.1.6 Elmyra King
 - 3.2.1.7 Robert E. Lawson
 - 3.2.1.8 Lois Marie Quinlan
 - 3.2.1.9 Thomas G. Sinnott
 - 3.2.1.10 Teruko A. White
 - 3.2.2 Audit Submissions for Review
 - 3.2.2.1 Susan D. Barnes (7.0 CE short)
 - 3.2.2.2 Regina J. Coffey (1.75 CE short)
 - 3.2.2.3 Brenda C. Coley-Moody (no response)
 - 3.2.2.4 Tawnya L. Dennis (5.0 CE short)
 - 3.2.2.5 Cheryl A. Hollis (no response)

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| 3.2.2.6 | John M. Hupp (5.0 CE short) |
| 3.2.2.7 | Gregory O. Mervine (23.5 CE short) |
| 3.2.2.8 | Elmer R. Quillen (0.25 CE short) |
| 3.2.2.9 | Rhonda Dale Quinlan (5.25 CE short) |
| 3.2.2.10 | Michael Albert Sayre (30.5 CE short) |
| 3.2.2.11 | Mark B. Yoder, Jr. (late, 22.0 CE short) |

3.3 CE Extension – Joyce Medkeff

4.0 New Business

4.1 Ratification of Licensure

- 4.1.1 Christopher Adams (NHA Licensure by Reciprocity – MD)
- 4.2.1 Janet Mahoney (NHA Licensure by Reciprocity – NJ)

4.2 Review of Applications for Licensure *

- 4.2.1 Rawlida Alexis Trapp (AIT) *

4.3 Ratify Approval of AIT Documents for Marcella England

- 4.3.1 1st Quarterly Progress Report
- 4.3.2 Request One-Week Extension thru 11/30/11 (vacation)

4.4 Review of AIT Progress Reports

4.4.1 Laura Kasal

- 4.4.1.1 2nd Quarterly Progress Report
- 4.4.1.2 Request One-Week Extension thru 11/27/11 (business trip)

4.4.2 Carol Holzman

- 4.4.2.1 3rd/Final Quarterly Progress Report (needs approval to sit for NAB exam)

4.4.3 Sheila O'Gara

- 4.4.3.1 3rd/Final Quarterly Progress Report (needs approval to sit for NAB exam)

4.5 Review of AIT Report – Ms. Howard

4.6 Review of Continuing Education Approval Requests

4.6.1 Delaware Health & Social Services, Training Unit

- 4.6.1.1 *Leadership and Followership*, 9/16/11, Requesting 6.5 CE

4.6.2 Delaware Health & Social Services, Division of Substance Abuse & Mental Health

- 4.6.2.1 *Addiction Severity Index (ASI)*, 10/19 – 10/20/11, Requesting 11.0 CE

- 4.6.2.2 *Improving Skills in Assessment, Treatment Planning of ASAM*, 11/17/11, Requesting 5.5 CE

- 4.6.2.3 *Client-Centered Recovery Planning*, 11/30/11, Requesting 5.5 CE

- 4.6.2.4 *ASIST (Applied Suicide Intervention Skills Training)*, 12/1 – 12/2/11, Requesting 11.0 CE

- 4.6.2.5 *Community Emergency Response Team (CERT) Training*, 11/17 – 11/18/11, Requesting 11.0 CE

- 4.6.2.6 *Buprenorphine Treatment With a Focus on Young Adults*, 11/18/11, Requesting 5.5 CE

- 4.6.2.7 *HIV, STDs and Hepatitis C 201 – Module 2*, 11/7 – 11/8/11, Requesting 12.0 CE

- 4.6.2.8 *HIV, STDs and Hepatitis C – Module 3*, 11/9 – 11/10/11, Requesting 12.0 CE

- 4.6.2.9 *Smoking Cessation in the Mental Health Community*, 11/16/11,
Requesting 3.25 CE

4.6.2.10 *Partners in Justice: Bridging the Gaps*, 10/27/11, Requesting 5.0 CE

4.6.3 Delaware Health Care Facilities Association

4.6.3.1 *October Educational Seminar*, 10/25/11, Requesting 6.0 CE

4.6.3.2 *November Assisted Living Educational Seminar*, 11/16/11,
Requesting 4.0 CE

4.6.3.3 *December Educational Seminar*, 12/15/11, Requesting 3.0 CE

4.6.4 Delaware Healthcare Association

4.6.4.1 Delaware Healthcare Forum, 10/4/11, Requesting 5.5 CE

5.0 Complaint Status

5.1 Complaint 29-01-10 (Ballas) Dismissed by Attorney General's Office

6.0 Other Business before the Board (for discussion only)

7.0 Public Comment

8.0 Next Meeting – January 10, 2012, 1:00 p.m. 861 Silver Lake Boulevard, Cannon Building, Conference Room B, Dover, Delaware

9.0 Adjournment

Please Take Note: To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
 - Fee payment, and
 - All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

BOARD MEMBERS: PLEASE CONTACT THE BOARD OFFICE IMMEDIATELY AT 302-744-4500 IF YOU CANNOT ATTEND THE MEETING. THANK YOU.