

APPROVED

**Virginia Board of Long-Term Care Administrators
CREDENTIALS COMMITTEE MEETING
Meeting Minutes**

Tuesday, February 14, 2006

**Department of Health Professions
6603 West Broad Street
Richmond, Virginia 23230-1712
Conference Room 1**

CALL TO ORDER: The meeting was called to order at 1:18 p.m.

PRESIDING: Mary M. Smith, NHA, Chairperson

MEMBERS PRESENT: Kathleen R. Fletcher, RN

STAFF PRESENT: Sandra K. Reen, Executive Director
LaFonda D. Parham, Administrative Assistant

QUORUM: The two members of the Committee were present.

MINUTES: On a properly seconded motion by Ms. Fletcher, the Committee approved the minutes of the Credentials Committee meeting held November 29, 2005.

**D.C. REQUEST FOR
RECIPROCAL
AGREEMENT**

Ms. Reen explained that the Board asked the Credentials Committee to discuss the District of Columbia Board of Nursing Home Administration's interest in entering into a reciprocal agreement for licensure. Ms. Smith summarized the information provided in their letters dated December 13, 2005 and the December 20, 2005, stating that the District of Columbia Board accepts applicants whose original state of licensure was Virginia, and who are:

- currently licensed in good standing
- are educated at the baccalaureate level
- have at least three years of current practice as a nursing home administrator
- have passed the District examination
- submission of three letters of recommendation from past or current employers, and
- meet any other requirements set by the Board.

She stated their requirements are more stringent than Virginia's.

Ms. Reen provided copies of the licensing policies from D.C. and the states of AL, AZ, CO, DE, FL, GA, ID, IL, IA, KS, KY, ME, MD, MA, MN, MS, MO, MT, NE, NJ, NC, ND, OH, PA, RI, SC, SD, UT, VT, WA, and WY. The Committee reviewed each state board's reciprocity, endorsement and equivalency

provisions.

The Committee considered having staff identify what states actually have reciprocal agreements then concluded they saw no benefit to pursuing more information. Ms. Fletcher stated that our endorsement option enables a D.C. licensee to obtain a Virginia license and she did not think an agreement was needed.

Ms. Fletcher moved that the Committee recommendation be not to pursue a reciprocal agreement with any state or territory at the present time. The motion passed.

ADJOURNMENT:

With all business concluded, the committee adjourned at 1:59 p.m.

Mary M. Smith, NHA, Chairperson

Sandra K. Reen, Executive Director

Date

Date