

UN-APPROVED DRAFT

**BOARD of NURSING HOME ADMINISTRATORS
Joint Meeting of the Credentials and Legislative/Regulatory Committee
Minutes**

Tuesday, November 30, 2004

**Department of Health Professions
6603 West Broad Street
Richmond, Virginia 23230-1712
Conference Room 3**

- CALL TO ORDER:** A joint meeting of the Virginia Board of Nursing Home Administrators Credentials and the Legislative/Regulatory Committees was called to order at 10:03 a.m.
- PRESIDING:** Mary Blunt, NHA, Chair
- MEMBERS PRESENT:** Kathleen R. Fletcher, RN, MSN
Billie Owens
Janice Clark, NHA
- MEMBERS ABSENT:** Ted A. LeNeave, NHA
- STAFF PRESENT:** Sandra K. Reen, Executive Director
Elaine Yeatts, Senior Policy Analyst
Paula Saxby, RN, PhD, Deputy Exec. Dir. Board of Nursing
- QUORUM:** With four of the five members of the Committees present, a quorum was established.
- EMERGENCY
EVACUATION OF BOARD
ROOMS:** Ms. Reen reviewed the evacuation procedure for Board Room 3.
- PUBLIC COMMENT:** **Jason Rachel**, Dept. of Gerontology, VCU – commented on the importance of a nursing home administrator having knowledge of the aging process.
- APPROVAL OF MINUTES:** On a properly seconded motion by Ms. Fletcher, the Committee approved the minutes of the Credentials Committee Meeting of October 5, 2004.
- COMMITTEE
DISCUSSION:** **Approving Degree and Certificate Programs:** Dr. Paula Saxby provided six hand-outs about the education programs the Board of Nursing approves and then discussed the statutory authority unique to the Board of Nursing, their program approval process, staff resources and requirements for annual reporting and monitoring activities.

Ms. Reen provided copies of the NAB Academic Accreditation Workbook and noted that NAB uses a process similar to that described by Dr. Saxby. There are currently 4 NAB accredited programs, none of which are in Virginia.

Following discussion of the information received about the scope of activities inherent to program approval, the costs of undertaking such a program and the need to have a workable process for both in state and out of state programs, the Committee adopted a motion to recommend against pursuing the proposal of the Board approving degree and certificate programs that would qualify a candidate for licensure.

Amendments to Regulations: Ms. Yeatts explained the process for regulatory development, indicating that the Committee could begin discussing language changes but that the Board could only adopt proposed changes following the initial public comment period.

The Committee discussed the need to revise the language about degree programs in 18 VAC 95-20-220 to better convey the expectations for coursework and to eliminate referencing the names of degrees. The language changes of items 1. and 2. of this section agreed to for purposes of discussion were to strike “nursing home administration” and the word “field” and to use “health care administration and management” to describe the content of an acceptable degree program. Also, in item 2, addition of language to require the internship to include training in each of the learning areas set out in the NAB Domains of Practice.

Adding a provision for a 320 hour AIT program for candidates who hold a degree in business administration and a license as a registered nurse was discussed.

Amending the qualifications of preceptors to allow someone with a combination of training facility and corporate experience to be registered was discussed.

Guidance Document on Education Requirements: The draft document was reviewed. Staff was asked to expand

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the descriptions to address resident care and rights, physical environment, service/program policies and quality improvement. Staff was also asked to identify and us long term care industry resources such as the NAB Academic Accreditation Workbook.

NEXT MEETING:

Staff was asked to scheduled the next meeting in conjunction with the January 19, 2005 Board meeting.

ADJOURNMENT

With all business concluded, the Committee adjourned at 2:15 p.m.

Mary Blunt, NHA, Chair
Director

Sandra K. Reen, Executive

Date

Date