



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

P.O. BOX 522

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MEETING MINUTES

August 22, 2024

11 a.m.

- (1) **Call to Order:** The meeting of the NHAL Board was called to order at 11:04 a.m. by Rodney L. Hannah, Board Chair.
- (2) **Members Present:** M. Raymond Alvarez, James A. Harris, Stefanie Compton, Shannon Schultheis, Nathan Hanshew, (by phone), Gregory K. Stephens,
- (3) **Others Present:** Veronica Cummings, Executive Director
- (4) **Meeting Minutes:** The minutes of the May 16, 2024 meeting were approved, with a motion being made by James A. Harris and seconded by Dr. Alvarez. Motion carried.
- (5) **Financial Statement-P-Card Purchases:** Financial statement from July 1, 2023 thru June 30, 2024, had a beginning balance of \$85,004.03 with expenditures of \$104,306.90 and deposits of \$88,750.00, leaving an account balance of \$69,447.13. Greg Stephens made motion to accept the financial statement with a second by Shannon Schultheis. Motion carried. Projected impact of fee increases on revenue for license renewals and permits should increase \$29, 900 for FY2025.
- (6) **Reciprocity Applicants:** Motion was made by Nathan Hanshew for Kenneth Bevins to sit for the State exam, with motion seconded by Shannon Schultheis. Motion carried.
- Andrew LeRoy was approved to sit for the State exam, with motion by James A. Harris and seconded by Greg Stephens. Motion carried.
- Mark Smeltzer was approved to sit for the State exam, with a motion by Greg Stephens and seconded by Stefanie Compton. Motion carried.
- (7) **Application by Exams:** Nathan Brown was approved to sit for exams with motion being made by James A. Harris and seconded by Stefanie Compton. Motion carried.
- Brandi Coleman was approved to sit for exams with motion being made by Greg Stephens, and seconded by Shannon Schultheis. Motion carried.

(7) cont.

Amanda Dunford was approved to sit for exams with motion being made by James A. Harris and seconded by Greg Stephens. Motion carried.

Morgan Robinson was approved to sit for exams with motion being made by Shannon Schultheis and seconded by Greg Stephens. Motion carried.

Brittany Salmons was approved to sit for exams with motion being made by James A. Harris and seconded by Stefanie Compton. Motion carried.

(8) Administrative Resident (AIT):

Toni Shingleton was approved to participate in the AIT Program at Pine View Center with Julie Brenneman, NHA as Preceptor. Ms. Shingleton was approved for 320 hr., with her current position being considered as administrative, with motion being made by Shannon Schultheis and seconded by James A. Harris. Motion carried.

Bayley Watson was approved to participate in the AIT Program through Fairmont State University at Hilltop Center, with Brian Chapman, NHA, serving as Preceptor. Dr. Alvarez left the room prior to the discussion and vote, with the motion being made by James A. Harris and seconded by Greg Stephens. Motion carried, with Dr. Alvarez returning to the room.

(9) FY2024 #4C:

Trinity Health Care of Mingo received a complaint regarding the transfer of a resident to an out-of-state facility. The review committee recommended no further action was needed, with the review committee not voting. Motion was made by James A. Harris and seconded by Shannon Schultheis. Motion carried with the complainant to be notified by letter.

FY2024 #5C:

Morgantown Healthcare Center received a complaint concerning a previous patient. It was recommended by the review committee upon reviewing the letter of response and additional circumstances, the complaint was unfounded, with no further action needed as there was no violation of the WV 21 CSR Rule or the ACHCA Code of Ethics. Motion was made by Dr. Alvarez, and seconded by Stefanie Compton. Motion carried with the review committee not voting. Shannon Schultheis and Nathan Hanshew recused themselves and left the room prior to the discussion and vote. The complainant was notified by letter.

SQC#8 FY2024:

A complaint survey was conducted at Hopemont Hospital with an exit date of 2/9/24 and received from OHFLAC, 3/29/24

Upon review of the CMS Form 2657 Deficiency Report, response from the nursing home administrator, with the plan of correction; the review committee did not find any violation of WV 21 CSR Rule or the ACHCA Code of Ethics. James A. Harris made motion to accept the committee's recommendation, seconded by Shannon Schultheis. Motion carried. The NHA will be contacted of the outcome. The review committee did not vote.

(10) SQC#10 FY2024:

A complaint investigation survey was conducted at Sistersville Center with an exit date of 2/14/24 and received from OHFLAC 5/31/24. Upon review of the CMS Form 2657 Deficiency Report, with the Plan of Correction Report, and response from the nursing home administrator, the committee did not find any violations of WV 21 CSR rules or the ACHCA Code of Ethics. The committee did not vote but with additional discussion by the members of the Board, James A. Harris made motion to require the nursing home administrator complete 6 hours of continuing education, specifically on sexual abuse and State Reportables, prior to October 1, 2024. He stated, additionally, failure to comply, further discussion and review, with an appearance before the Board, would be required at the November meeting. The motion was seconded by Shannon Schultheis, motion carried. The nursing home administrator will be notified.

(11) SQC#11 FY2024:

A complaint survey was conducted at Worthington Healthcare Center with an exit date of 2/21/24 and received from OHFLAC 5/31/24. Nathan Hanshew and Shannon Schultheis recused themselves and left the room. The review committee felt further discussion was needed by the Board, with the committee not voting. Upon further discussion by the Board, with the response from the nursing home administrator, the POC, with the review of the CMS Form 2657, the Board did not find any violation of WV 21 CSR rules or the ACHCA Code of Ethics. A motion was made by James A. Harris, based upon the investigation, no action was needed by the Board at this time. The motion was seconded by Stefanie Compton, motion carried. The nursing home administrator will be notified.

(12) SQC#12 FY2024:

An unannounced complaint investigation survey was conducted at Beckley Healthcare Center with an exit date of 2/28/24 and received from OHFLAC 6/14/24. The review committee felt further discussion was needed by the Board. Shannon Schultheis and Nathan Hanshew recused themselves and left the room. Upon discussion by the Board, reviewing the response from the nursing home administrator, the POC, and the CMS Form 2657 deficiency report, the Board did not find a violation of the WV 21 CSR rules or the ACHCA Code of Ethics. James A. Harris made motion that no further action was needed at this time, seconded by Dr. Alvarez. Motion carried. The nursing home administrator will be notified by letter.

- (13) SQC#13FY2024:** An annual recertification, relicensure and complaint survey was conducted at Heritage Center with an exit date of 3/26/24 and received from OHFLAC 6/26/24.

Upon review of the CMS Form 2657 Deficiency Report, with the POC, and response from the nursing home administrator, the committee recommended no action be taken at this time. Shannon Schultheis made motion to follow the committee's recommendation, with a second by Dr. Alvarez. Motion carried with the committee not voting. The nursing home administrator will be notified by letter.

- (14) SQC #14FY2024:** An annual recertification survey was conducted at Wyoming Healthcare Center with an exit date of 3/27/24 and received from OHFLAC 6/28/24. Nathan Hanshew and Shannon Schultheis recused themselves and left the room.

Upon review of the CMS Form 2657 Deficiency Report, with POC, and response from the nursing home administrator, the committee recommended further discussion from the Board. Upon further discussion by the Board, motion was made by James A. Harris, requiring the NHA take an additional 6 hours of continuing education on sexual abuse and State Reportables by October 1, 2024. Further action by the Board, with the NHA to appear before the Board, if the requirement is not met. Motion seconded by Dr. Alvarez, motion carried with the review committee not voting. The NHA will be notified.

- (15) CEU Request:** Christopher Marshall, NHA, requested continuing education credit in lieu of college courses at Fairmont State University for an advanced degree in HCA, as outlined in the WV 21-01 Nursing Home Administrator's Rule, of 1 hr. of college credit is equivalent to 10 hrs. of CEU's. Dr. Alvarez recused himself and left the room, with James A. Harris made motion to accept the request, seconded by Stefanie Compton, motion carried. Mr. Marshall will be notified by letter.

- (16) Items for Discussion:** Emergency permits were issued for Canterbury Center and Pocahontas Center for 3 months.

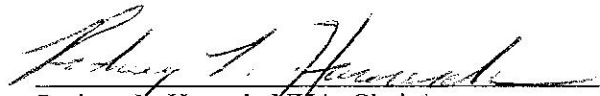
Chapter 30 Licensing Board Seminar – November 7, 2024
Holiday Inn & Suites, South Charleston, WV.

NOTE: Each Board Member must attend one seminar per term.

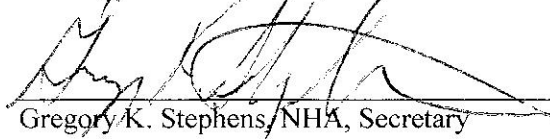
Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 3:15 p.m. with a motion by Gregory K. Stephens, seconded by James A. Harris.

The next meeting is scheduled for November 14, 2024, at 10 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Rodney L. Hannah", written over a horizontal line.

Rodney L. Hannah, NHA, Chair

A handwritten signature in cursive script, appearing to read "Gregory K. Stephens", written over a horizontal line.

Gregory K. Stephens, NHA, Secretary