

**HOMES FOR INDIVIDUAL RESIDENTIAL CARE ADVISORY COUNCIL MEETING
MEETING MINUTES**

Date: February 11, 2014

Time: 2 PM

MEETING LOCATIONS

Videoconference to:

Division of Public and Behavioral Health
Health Care Quality & Compliance
727 Fairview Drive, Suite E
Carson City, Nevada 89701

Division of Public and Behavioral Health
Health Care Quality & Compliance
4220 South Maryland Parkway, Building D, Suite 810
Las Vegas, Nevada 89119

Las Vegas attendees:

Phil Glessner, Acting Chair, Mimi's Care Home
Beatrice Mercado, Senior Residential Care
Emelita Tugas, Washington Senior Home
Dorothy Domingo, Golden Retreat Care Home

Other attendees in Carson City:

Deena Andrade, Amy's Eden Senior Care
Sherry Crance, Aging and Disability Services Division

Attending by telephone:

Jacqui La Voie, Casa de La Voie
Heather Korbolic, State Long-Term Care Ombudsman

Staff:

Julie D. Bell, HCQC
Kyle Devine, Bureau Chief, HCQC
Donald Sampson, HCQC
Donna McCafferty, HCQC
Bruce Nisberg, HCQC
Nenita Wasserman, HCQC

Approval of minutes from the November 12, 2013 meeting. *Phil Glessner, Chairperson*

**DOROTHY DOMINGO MOVED FOR APPROVAL OF THE MEETING
MINUTES OF NOVEMBER 12, 2013. JAQUI LAVOIE SECONDED THE
MOTION. MOTION PASSED UNANIMOUSLY.**

There was no public comment on this item.

Introduction of Division of Public and Behavioral Health, Health Care Quality and Compliance
key staff: *Julie D. Bell and Donald Sampson, Bureau of Health Care Quality and Compliance (HCQC)*

Dorothy McCafferty introduced Don Sampson who is one of the newest members of the management team for HCQC. She explained that both Julie D. Bell and Don Sampson will be transitioning into the liaisons for homes for individual residential care. She commented that they will be reminding you of meetings and asking you for agenda topics.

Donna McCafferty also commented that Don Sampson will continue with the education training for support staff .

There was no public comment on this item.

Survey Readiness: Discussion and review of checklists utilized by providers to assist during inspection process. *Donna McCafferty, HCQC*

Members brought in a sample of their own check off sheets so that they could be prepared for an inspection by HCQC. Other sheets and forms that are needed included:

Admission forms

Medication forms

Staff- personnel forms, TB forms, training

Additional category – outside provider inspections such as fire inspections. Things that you might want to have in a binder.

Physician statements

Criminal history statements

The criminal history training is being offered February 27, 2014 is being offered so everyone can make a background check on their employees.

Mr. Glessner said that the goal for this project is to do well when it comes to surveys and inspections; to make sure that we have everything that is needed and that everything goes smoothly during inspections.

Beatrice Mercado said that they need to continue educating the community on what homes for individual residential care are and what they provide.

Donna McCafferty suggested that this check off be provided in a packet form instead of downloading individual. She noted the HIRC Fact Sheet took six months to develop.

There was no public comment regarding this item.

Bureau Topics – Julie D. Bell and Donald Sampson, HCQC

Top ten tags for Homes for Individual Residential Care. – HCQC

Don Sampson explained that tags are used to identify efficiencies. They are numbered how they relate to a particular deficiency type.

He noted that TB is the most frequently cited tag others include:

0055 Tuberculosis Residents
0999 Final Comments
0065 Employee Background Check
0030 Safety & Sanitation
0019 Director Duties
0060 Ultimate User agreement
0032 Safety and Sanitation
0044 Records of Residents
0017 Director Duties

In response to Donna McCafferty's question as to what does a HIRC home become when it is over census, Don Sampson commented it becomes an unlicensed group home. She added that she appreciated our external partners in cooperating in educational opportunities.

Mandatory new operating training is scheduled for Thursday, February 13, 2014 and will be given by Bruce Nisberg.

Review and update advisory council roster and contact information.

Julie D. Bell asked that the roster be reviewed by all members and if they have different contact information to please let her know.

Industry Updates – *Phil Glessner, Chairperson 1:24:50*

There was a round table discussion on the top challenges facing the industry. Donna McCafferty said if a client would like to know if a HIRC home has the proper training for a certain condition, it would be good to have the documentation to show that you have that training. She added that when HIRCs accept patients, make sure it is someone you can handle.

If anyone would like to have additional training classes, that HCQC has not offered, please contact Bruce Nisberg at 702-486-6515.

Updates from Aging and Disability Services Division. *Heather Korbolic, Long Term Care Ombudsman*

Heather Korbolic commented that on February 27, 2014 there is an annual caregiver conference. Providers receive a lot of information from it. Long term care ombudsmen have a lot to do with activity planning. She said that they are happy to work with you on these items.

No public comment on this item.

Public Comment (No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.)

Donna McCafferty said that there may be an open position on the advisory council. HCQC would encourage anyone from the north and south who may be interested.

Adjournment.

The meeting adjourned at approximately 3:30 p.m.

Respectfully submitted,

Nenita Wasserman