



State of Idaho

Division of Occupational and Professional Licenses Idaho Board of Examiners of Nursing Home Administrators

BRAD LITTLE
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Board Meeting Minutes of 03/19/2024

Board Members Present:	Mary E Leonard Omotayo Omotowa Megan Reichle Nolan Hoffer	Division Staff:	Cesley Metcalfe, Executive Officer Greg Loos, General Counsel Allegra Earl, Licensing Supervisor Madyson Crea, Board Support Specialist
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Board Members Absent:
Michael Crowley - Chair

The meeting was called to order at 9:00 AM by Vice chair Mary Leonard.

Approval of Minutes

A motion was made and seconded to approve the 10/24/2023, 01/31/2024, and 02/21/2024 minutes. The motion carried.

BOARD BUSINESS

NAB Health Services Executive Presentation: Mr. Lindner presented information on NAB Health Services Executive (HSE) qualifications. The Board was asked to consider recognizing the NAB HSE as meeting qualifications for licensure.

Continuing Education Course Review: The Board reviewed an application requesting approval of a continuing education course and determined that it was relevant to Nursing Home Administration. A motion was made and seconded to approve the continuing education course. The motion carried.

Delegated Authority for Continuing Education Courses: Following discussion, a motion was made and seconded to delegate staff the authority to approve continuing education courses that meet the requirements outlined in statute and rules or continuing education courses approved by NAB. A designated Board member may approve continuing education courses if the course provider is not listed in the rules but the course is germane to the profession. The motion carried.

NAB 2024 Annual Meeting Delegate: A motion was made and seconded to allow one Board member or staff to attend the annual meeting and serve as the voting delegate. The motion carried.

Zero-Based Regulation: The Board continued its review of the administrative rules for Zero-Based Regulation (ZBR). Mr. Loos reviewed draft changes to the following rules. Unless stated otherwise, the following changes are being contemplated, pending notice of intent to promulgate rulemaking, stakeholder input, and final votes by the Board:

Rule 100.03 – Additional Requirements: The Board reworded this to clarify that the specialized course is only required for those seeking licensure through examination and added the NAB HSE credential as an additional licensure pathway.

Rule 200.02 – Renewal of License: The Board removed the required continuing education topics added at the 2/21/24 meeting to provide flexibility as directed by House Bill 705.

Rule 400.02 – Nursing Home Administrator-in-Training Requirements: The Board was presented information from the prospective analysis regarding surrounding states' requirements for preceptors. This new rule, added at the 2/21/24 meeting, outlined the requirements for approved preceptors that included a six-hour preceptor orientation course which the Board removed at this meeting as more restrictive than the surrounding states.

Rule 400.04 – Facility Administrator: The Board updated the number of listed domains to align with changes made to rule 400.03.

Rule 400.05 – Preceptor Certification: The Board struck this rule to align with statutory authority.

Adjourn

There being no further business, the meeting was adjourned at 11:01 AM.

The next meeting is on 04/16/2024.