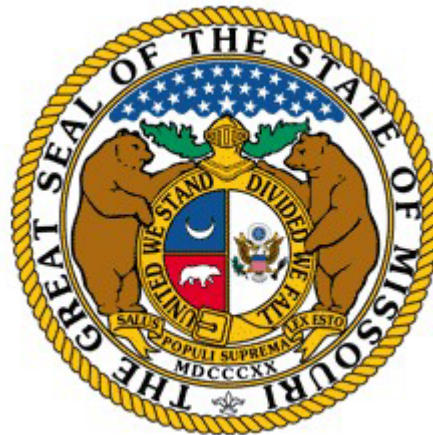


Missouri Board of Nursing Home Administrators



Sally McKee, Board Coordinator
Heather Hutchison, Asst. Board Coordinator



Board Members

- Michael Levitt , President – licensed administrator
- Dr. Naveed Razzaque, Vice President – licensed physician
- Phyllis Stayton, RN, Secretary – licensed health professional
- C. Michael Roth – licensed administrator
- Don Yost – licensed administrator
- Janice Unger, RN – licensed administrator
- Ann Harris, PhD – public member
- Vacant licensed health professional
- Vacant health care educator
- Vacant public member
- Steve Bollin, Dept Designee, Division of Regulation & Licensure

Board Office

- Sally McKee, Board Coordinator
- Heather Hutchison, Assistant Board Coordinator
- Pam Fisher, Board Office Support

Website - <http://www.health.mo.gov/bnha/>

Email: bnha@health.mo.gov

PO Box 570

Jefferson City, MO 65102

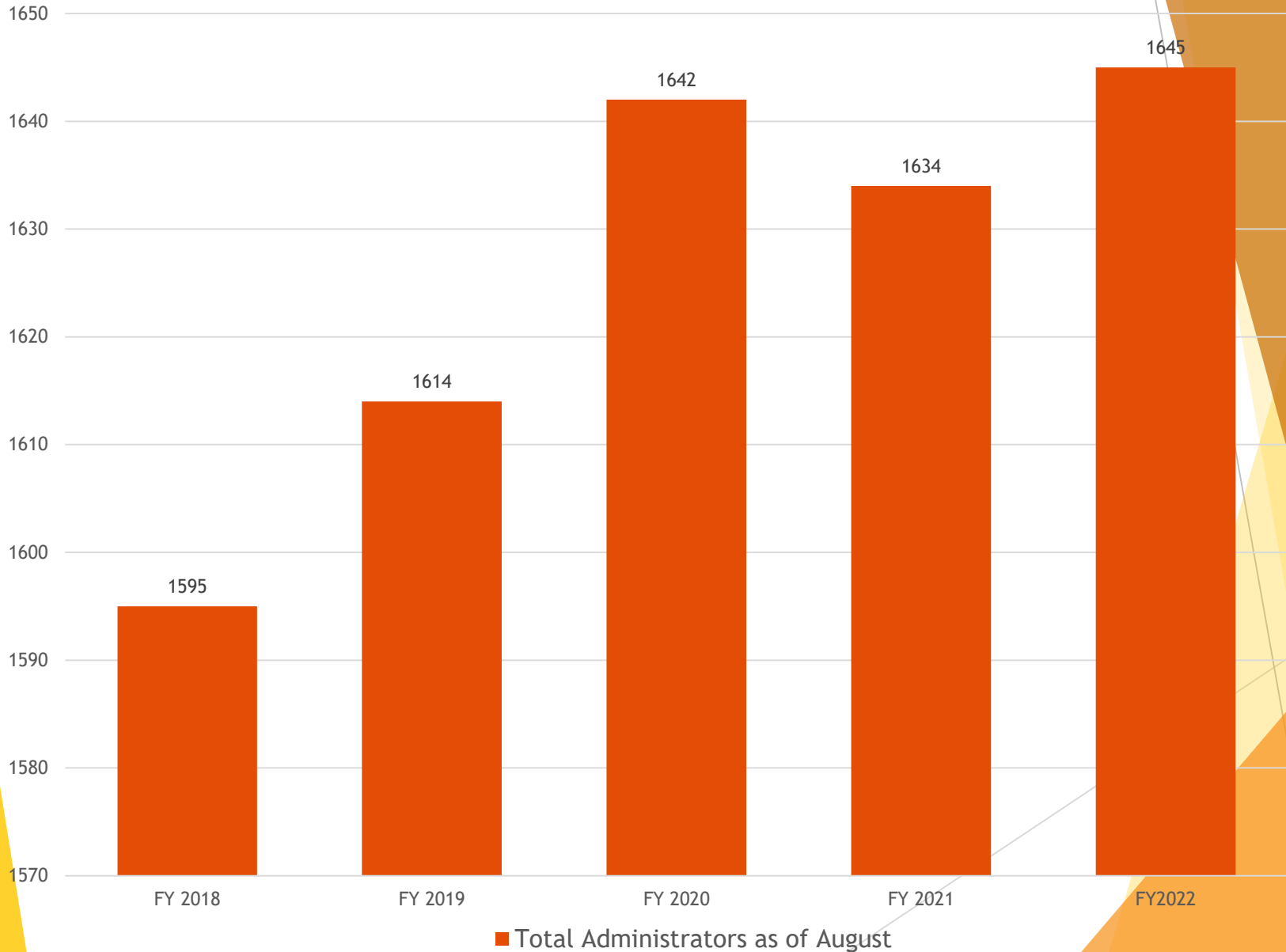
(573) 751-3511 or (573) 522-0023 (Office)

(573) 526-4314 (Fax)

Administrators and Applicants

- ❖ As of 01/01/23:
 - ❖ Average of 77 applications presented at each Board meeting
 - ❖ 275 applicants qualified to examine for licensure
 - ❖ 1466 licensed NHA
 - ❖ 126 licensed RCAL
- ❖ 124 TELs issued between 01/01/2022 – 12/31/2022
- ❖ 112 licenses issued between 01/01/2022 – 12/31/2022
- ❖ 142 licenses lapsed – renew by 06/30/23 or permanently expire
- ❖ 132 licenses permanently expired 07/01/2022
- ❖ 793 licenses are due to renew by 06/30/2023

Licensed Administrators



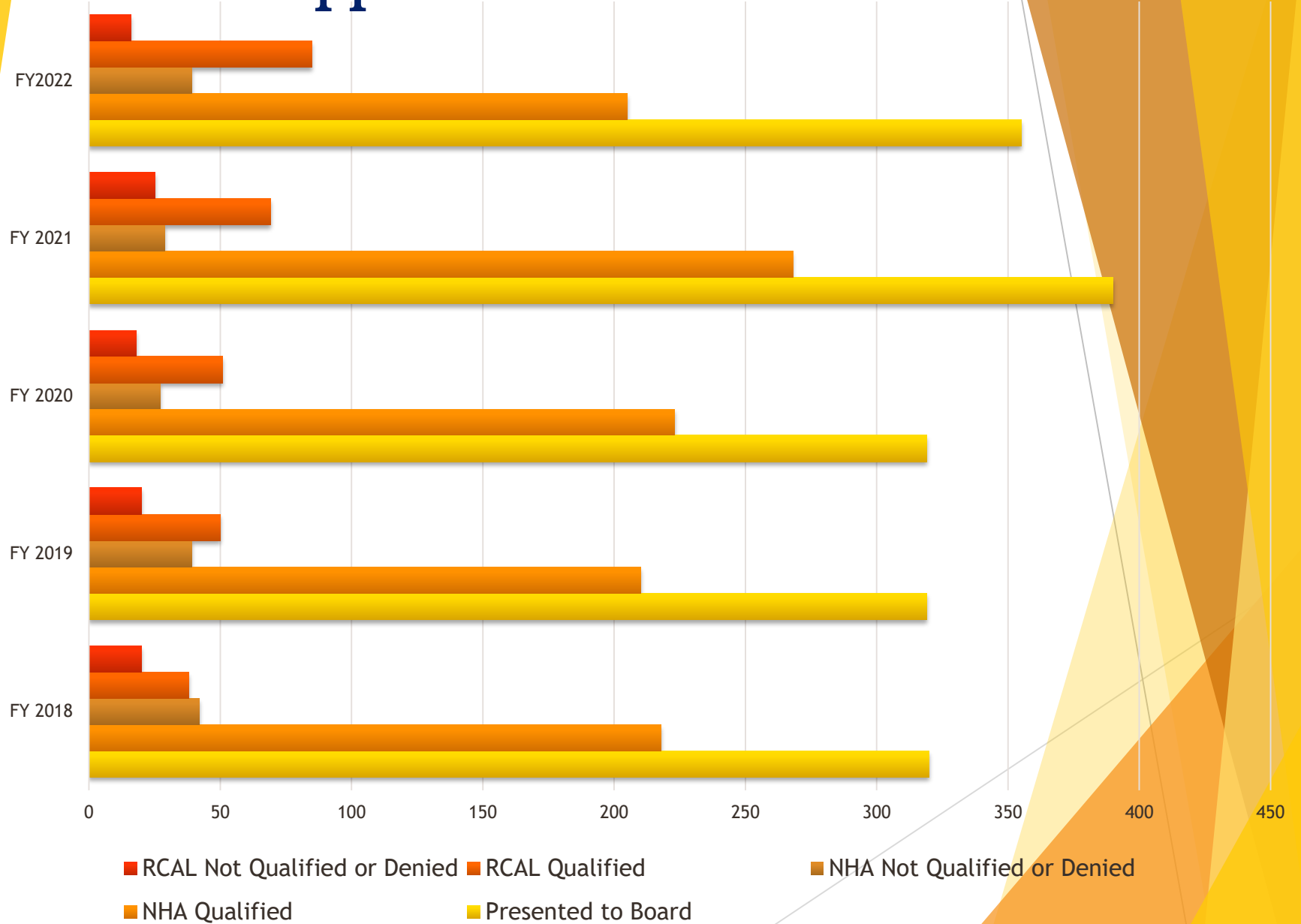
Applications

2021	JULY	AUG	SEPT	OCT	NOV	DEC
Applications Received	29	35	38	42	26	36
Presented to Board	0	62	0	64	0	74

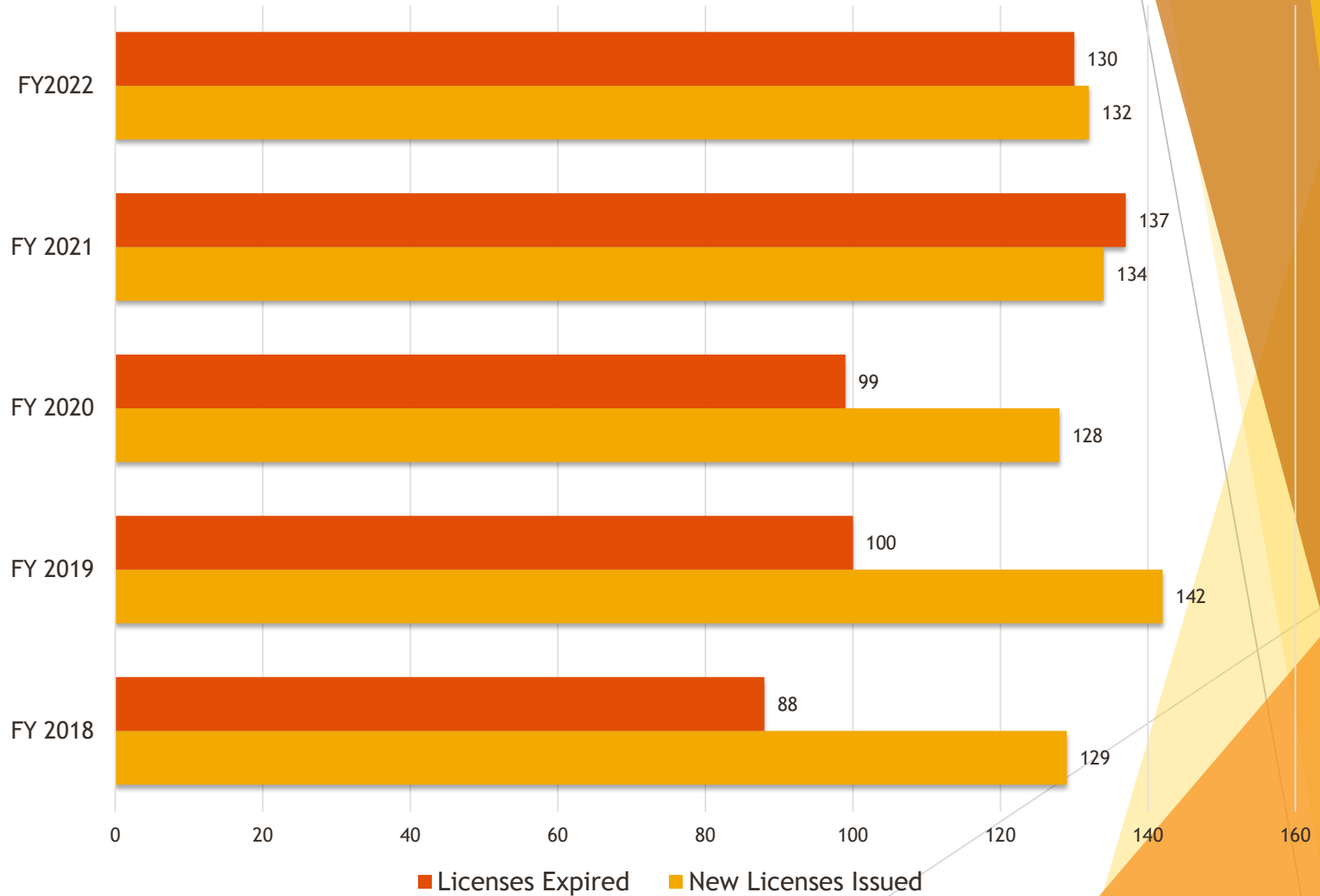
2022	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL
Applications Received	36	26	39	42	31	24	404
Presented to Board	0	61	0	0	43	0	303

July 1 – June 30	2017	2018	2019	2020	2021
Apps Received Total	342	339	333	306	404
Presented to Board Total	364	320	319	320	303

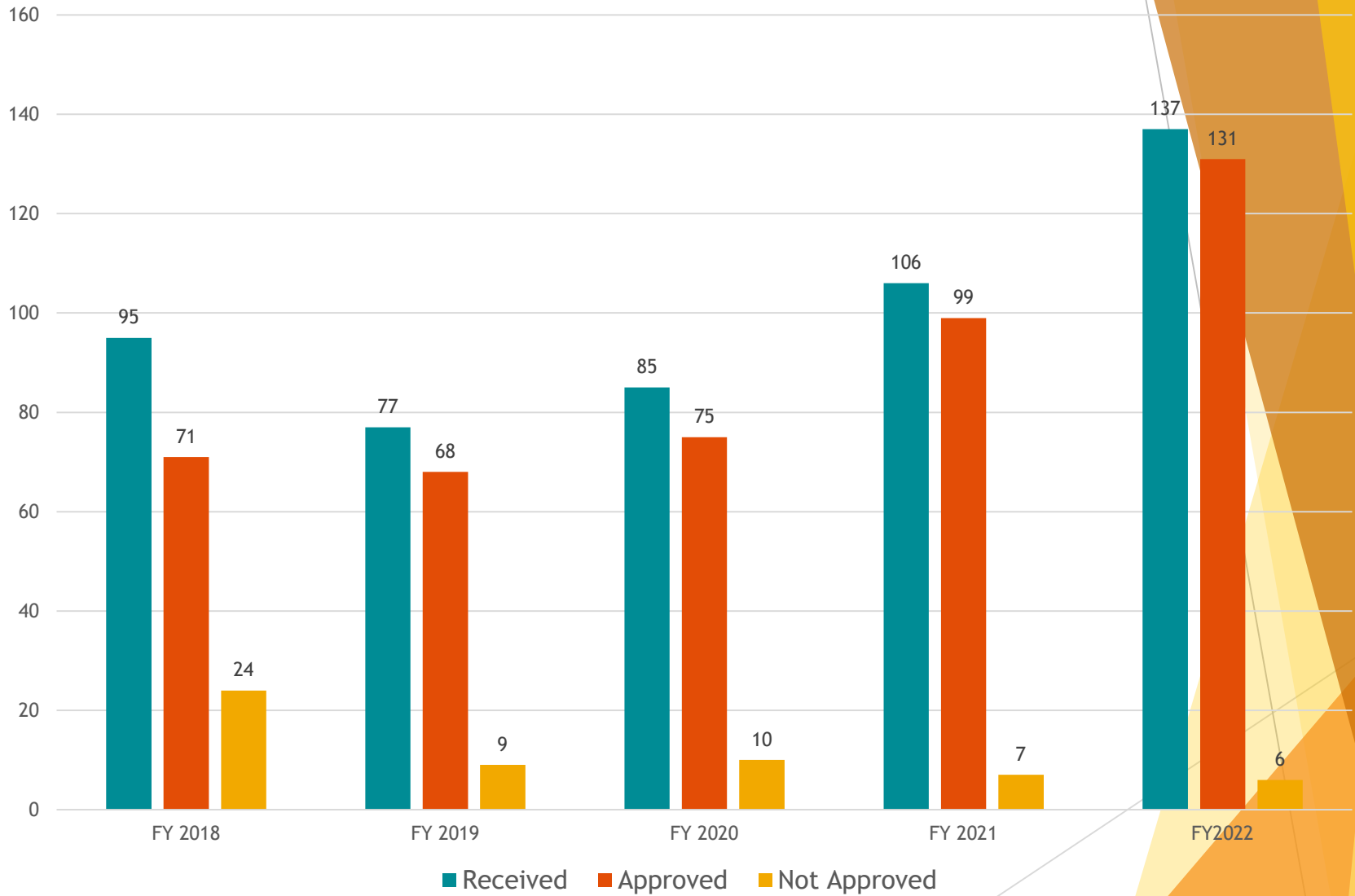
Licensure Applications FY 2018 ~ 2022



Expired License vs Newly Licensed



Temporary Emergency License



Rules

- ▶ Final drafts:
 - ▶ 19 CSR 73-2.025 Reciprocity*
 - ▶ 19 CSR 73-2.080 Temporary Emergency License*

- ▶ NHA criteria

* Visit our website at <http://health.mo.gov/bnha> to view the current checklists and information.

Disciplinary Data

2022	JAN	FEB*	MAR	APR	MAY*	JUNE
Referrals rec'd	24	16	1	22	32	14
Complaints rec'd	0	2	0	1	1	0
Letters of inquiry	0	15	0	0	25	0
Letters of concern	0	8	0	0	12	0
Interviews held	0	0	0	0	0	0
Referred to AGO	0	0	0	0	0	0
No action taken	0	9	0	0	8	0

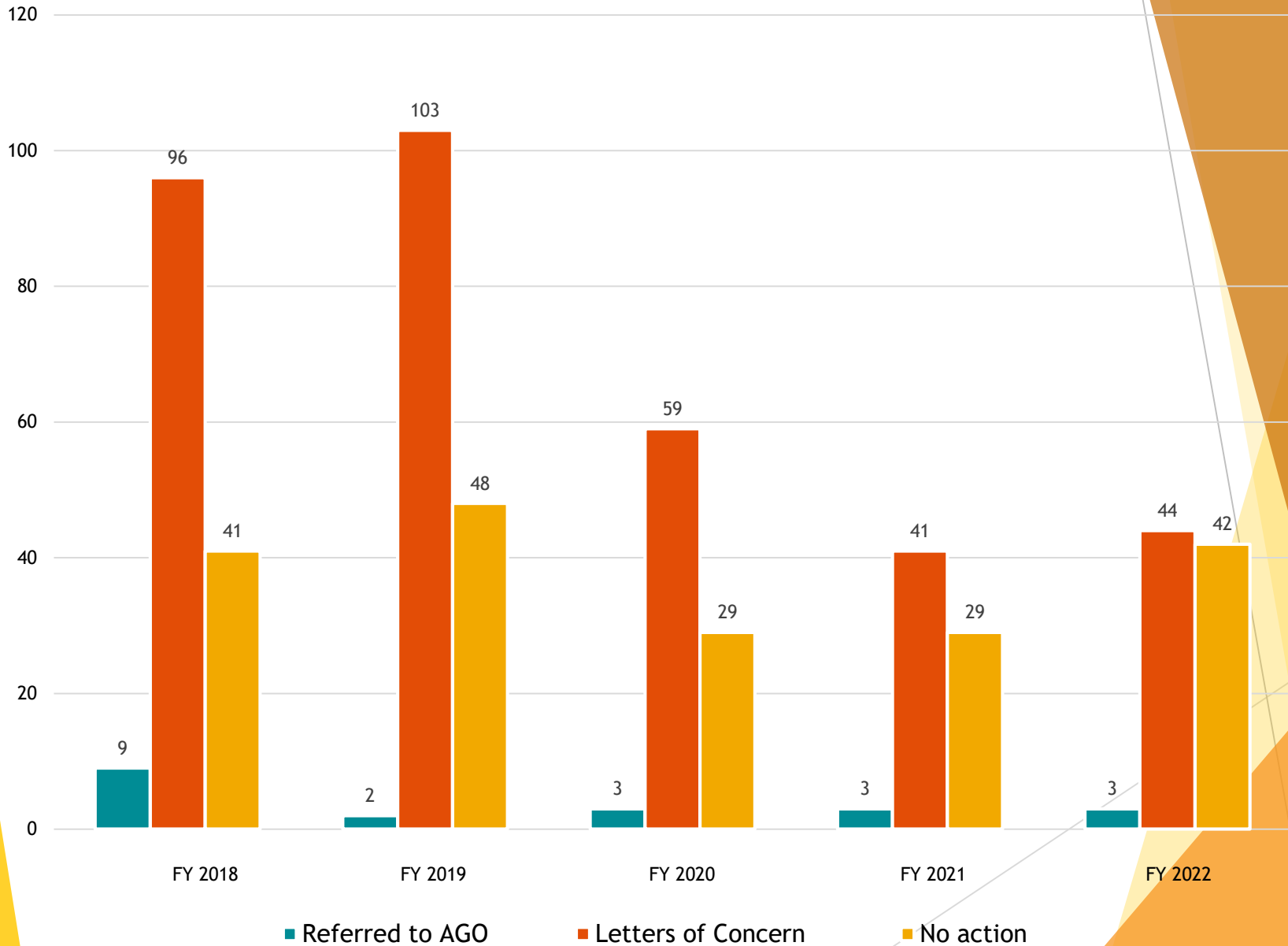
* Board meeting month

Disciplinary Data

2022	JULY	AUG*	SEPT	OCT*	NOV	DEC*
Referrals rec'd	10	17	0	25	0	23
Complaints rec'd	3	3	1	0	0	0
Letters of inquiry	0	14	0	15	0	15
Letters of concern	0	31	0	10	0	5
Interviews held	0	2	0	0	0	0
Referred to AGO	0	1	0	0	0	2
No action taken	0	7	0	6	0	1

* Board meeting month

Board Actions



License Renewal

- ▶ Current and late license renewal information and applications are available on our website.
 - ▶ Board approved continuing education (CE) courses for license renewal information are available under “Continuing Education for License Renewal.”
- ▶ Follow the current or late license renewal checklists.
 - ▶ Complete and sign license renewal application.
 - ▶ Page 2 of application can be substituted – ensure all required information are listed.
 - ▶ CE programs listed equal required amount of hours for renewal.
 - ▶ Do not submit certificates or documentation of hours completed, unless requested by this office.
 - ▶ Fees, payment, and submission
 - ▶ Late renewal – written employment status statement
 - ▶ Cannot practice as a licensed administrator on an expired license.

License Renewal

- ▶ Other options during license renewal:
 - ▶ Expire – no penalty
 - ▶ Inactive Status – available for any currently licensed administrator.
 - ▶ Complete during license renewal period – 10 patient care hours.
 - ▶ \$50 fee
 - ▶ Renew every 2 years during the 6 year period - status may be held for no more than 6 years.
 - ▶ Retired Status – available for any currently licensed administrator if s/he has maintained an active Missouri license at least 10 years prior to requesting retired status.
 - ▶ No CE hours required, unless needing to come out of retired status.
 - ▶ \$50 fee
 - ▶ If more than 5 years have passed since the issuance of the retired license, the administrator shall follow the procedures for initial licensure.

Visit our website for the applications and details on the inactive and retired status.

License Renewal

- ▶ NAB CE Registry - an online system that is complimentary to licensed administrators. This system will enable you to capture and track CE approved by NAB/NCERS and non-NAB/NCERS approved CE.
 - ▶ Visit our website or go to nabweb.org to sign up and/or access your CE records on the CE Registry.
 - ▶ Utilize the CE Registry Handbook for detailed directions.
 - ▶ CE hours/certificates cannot be uploaded by a licensee or by a NAB sponsor until the licensee creates an account and obtained a NAB.
 - ▶ CE report can be generated from the CE Registry. Report can replace page 2 of the renewal – ensure all information required for renewal are included.
 - ▶ License Renewal audit – the board office can access your CE Registry to view certificates during the audit.

REMINDER!

- ▶ Visit our website often for current and important information – <http://health.mo.gov/bnha>
- ▶ Online payments for fees and email applications/documents.
- ▶ Employment and personal contact information updates:
 - ▶ Email BNHA@health.mo.gov with administrator employment changes and personal contact information changes, as required by 19 CSR 73-2.130.
 - ▶ Include first and last name, license number, effective dates for employment and places of employment, and any/all updates to contact information.
 - ▶ The Change of Administrator (COA) form is a facility requirement by the Section Long Term Care Regulation.

REMINDER!

- ▶ LTC Information Update – subscribe to the free weekly listserv to receive the latest information related to long term care. Link - <http://cntysvr1.lphamo.org/subscribe/tc.html>
- ▶ No person shall act or serve in the capacity of an administrator in this state or hold himself or herself out as an administrator if his/her license is lapsed, expired, inactive, or retired.
 - ▶ License is subject to disciplinary action for violations of Chapter 344, RSMo and the rules promulgated thereunder.

Board Office

- Sally McKee, Board Coordinator
- Heather Hutchison, Assistant Board Coordinator
- Pam Fisher, Board Office Support

Website - <http://www.health.mo.gov/bnha/>

Email: bnha@health.mo.gov

PO Box 570

Jefferson City, MO 65102

(573) 751-3511 or (573) 522-0023 (Office)

(573) 526-4314 (Fax)

Questions? Comments? Concerns?