



Janet T. Mills  
Governor

STATE OF MAINE  
DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL & OCCUPATIONAL REGULATION  
**Nursing Home Administrators Licensing Board**  
35 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0035

Anne L. Head  
Commissioner

**Nursing Home Administrators Licensing Board Public  
Board Meeting  
January 24, 2024**

**AMENDED AGENDA**

**Location:** Maine Department of Professional and Financial Regulation  
**76 Northern Avenue, Gardiner, ME 04345**

**Room:** Central Conference Room

**Time:** 9:00 a.m.

Option for Virtual Attendance by the Public:

In addition, though not required by law, this meeting is being made virtually available using the platform Zoom to members of the public who do not attend in-person. Here is the link for the public to access the Board meeting virtually:

Join Zoom Meeting

<https://mainestate.zoom.us/j/82981962842?pwd=QTAYRzMyTkWzRWo2NjBJWFQxL2M5UT09>

Meeting ID: 829 8196 2842

Passcode: 22102690

The Board expects that members of the public who attend the Board meeting virtually will be able to provide public comment to the same extent as members of the public who attend in person. The Board is offering the virtual attendance option due to the continued health concerns regarding the 2019 novel coronavirus (COVID-19).

**I. CALL TO ORDER**

**II. MINUTES REVIEW AND APPROVAL**

1. Review and Approval of November 29, 2023, Minutes

**III. COMPLAINT PRESENTATION**

2. 2019-NHA-15575
3. 2022-NHA-18519

**IV. APPLICATION REVIEW**

4. Erin M. Proctor Hartt, RCA2995

**V. PROPOSED RULEMAKING:**

1. Chapter 1: Definitions and Replace with Chapter 20: Definitions
2. Chapter 2: Nursing Home Administrators and Replace with Chapter 22: Administrator-in-Training Program for Multi-level Long Term Care Facility Administrators
3. Chapter 3: Residential Care Facility Administration and Replace with Chapter 26: Licensure of Residential Care Facility Administrators
4. Chapter 4: Multi-Level Long Term Care Facility Administrators and Replace with Chapter 23: Multi-level Long Term Care Facility Administrators: Licensure by Examination
5. Chapter 5: Licensing and Replace with Chapter 25: Licensure of Nursing Home Administrators
6. Chapter 7: Temporary Licenses and Replace with Chapter 27: Temporary Licensure of Administrators
7. Chapter 8: Continuing Education and Replace with Chapter 28: License Renewal, Continuing Education and Inactive Status
8. Chapter 9: Advisory Rulings and Replace with Chapter 21: Advisory Rulings
9. Chapter 11: Code of Ethics and Replace with Chapter 30: Code of Ethics
10. Chapter 29: Approval of Preceptor Training Programs
11. Repeal Chapter 6: Endorsement
12. Repeal Chapter 10: Fees

## **VI. ADMINISTRATOR'S REPORT**

## **VII. OPPORTUNITY FOR PUBLIC COMMENT**

“Under this item, the Board will offer an opportunity to members of the public in attendance to comment on any public matter under the jurisdiction of the Board. While the Board cannot take action on any issues presented, the board will listen to comments and may ask staff to place the issue on a subsequent agenda. At the discretion of the Board Chair a time limit on comments may be set. Pursuant to 10 M.R.S. § 8003- B(1), complaints and investigations remain confidential until an investigation is concluded (notice of an adjudicatory hearing has been issued, a consent agreement has been executed, or a letter of dismissal has been issued or the investigation has otherwise been closed), so no public comments may be made in connection with these pending matters.”

## **VIII. ADJOURN**