



**Alzheimer's-Dementia Disclosure Act Advisory Council  
Regular Meeting  
May 18, 2022**

Location: Oklahoma State Department of Health  
123 Robert S. Kerr Ave., 28<sup>th</sup> Floor, Room 5  
Oklahoma City, OK 73102

**Meeting Minutes**

The Alzheimer's-Dementia Disclosure Act Advisory Council meeting notice for the May 18, 2022 regular meeting was filed with the Oklahoma Secretary of State (SOS) at the following link, [www.sos.state.ok.us/meetings.htm](http://www.sos.state.ok.us/meetings.htm).

The agenda for this regular meeting was distributed and was posted in the OSDH building lobby entrance Monday, May 17, 2022.

**1. Call to Order**

Espaniola Bowen, Director of Health Resources Development Service, called the meeting to order at 1:37 pm.

**2. Roll Call**

- Mia Ledet called roll. The following members were present when roll was called: Mary Brinkley, Mike Charboneau, Sheree Martin, Lisa Molinsky, and Dr. Germaine Odenheimer.
- The following members were absent: Denise Hawkins, Melissa Holland, and Annette Mays.

**3. Alzheimer's Disease or Related Disorders Special Care Disclosure Form**

Copies of the form were provided to the council to review, as well as a handout itemizing the council's proposed changes from the meeting on March 16, 2022.

**a. Vice Chair Lisa Molinsky filled in for Chair Denise Hawkins due to her absence**

- i. Dr. Germaine Odenheimer stated she could not vote on any changes based on the discussion today until she could see them all on a draft version of the form.
- ii. Lisa Molinsky agreed she wanted to see what it would look like on a rough draft of the form and asked if there was a possibility to have a working form next meeting. Espaniola Bowen said a working form could be provided at the next meeting.

**b. Page One**

The council reviewed proposed revisions for page one of the form. The council agreed they wanted to include the following items on a draft version of the form:

- i. Added spots for an email address line and a website link for the facility.
- ii. An added spot for the facility type.
- iii. An added spot asking if the facility was a memory care facility.
- iv. Clarification that the Department sends the form to the State Long-Term Care Ombudsman and then adds the forms to the website.
- v. Bullet points on number four stating to submit a new form when there are any changes since the last disclosure form was submitted, at license renewal, and with bed additions that affect the total number of licensed beds in the facility.
- vi. The phrasing “pursuant to the law” at the beginning of number four.
- vii. The phrasing “or other forms of dementia” added to “Facility Information” under “Number of Alzheimer Related Beds”.
- viii. Number three moved to the end of number one under “Facility Instructions”.
- ix. The following paragraph added after the first sentence of number one under “Facility Instructions”: *“If you are a nursing facility, residential care facility, assisted living facility, adult day care center, continuum of care facility, or special care facility that publicly advertises, intentionally markets, or otherwise engages in promotional campaigns for the purpose of communicating that said facility offers care or treatment methods within the facility that distinguish it as being especially applicable to or suitable to persons with Alzheimer’s dementia or other forms of dementia diagnoses. Disclose the type of care, memory care, or treatment provided that distinguishes that care as being especially applicable to or suitable for persons with a diagnosis of probable Alzheimer’s dementia or other forms of dementia [63 O.S. 1-879.2c(A(1)).”*
- x. An added section stating: *“Submit this disclosure form to the Oklahoma State Department of Health. Provide a paper or electronic version of the disclosure form to any representative of a person with Alzheimer’s dementia or other form of dementia who is considering placement within a special care unit, program, or facility [63 O.S. 1-879.2c(A)(2)]. Post the disclosure form on the facility or entity website [63 O.S. 1-879.2c(H)].”*
- xi. A timeframe listed of 30 days showing how quickly facilities should submit changes under number four and to add the receiving email address, [dfs@health.ok.gov](mailto:dfs@health.ok.gov), to the section.
- xii. A number five added under “Facility Instructions” stating *“the Department shall review the most recent disclosure on record during the facility’s regular inspection to verify the disclosure is current, and that the services described in it are provided to the residents as described.”*
- xiii. A number six added under “Facility Instructions” stating *“a violation of any of the provisions of the Alzheimer’s Dementia and Other Forms of Dementia Special Care Disclosure Act or the rules issued pursuant to this act shall subject the offending facility to the notice and enforcement*

*provisions established for the facility's license by the Department [63 O.S. 1-879.2c(G)]."*

- xiv. The facility name included on the front page.
- xv. Lines "Number of Alzheimer Related Beds" and "Maximum Number of Participants for Alzheimer Adult Day Care" moved to the end of "Facility Information".
- xvi. Replace the wording "Alzheimer related" under "Capacity" with "Alzheimer's/dementia".
- xvii. Add a yes or no spot asking if the facility has a current accreditation or certification in Alzheimer's/dementia care under "Facility Information".

**c. Page Two**

The council agreed they wanted to include the following items on a draft version of the form:

- i. At the top of page two include three options for when a disclosure is needed: new, change, or renewal.
- ii. Move the pre-admission process, part A. to "Admission Process" at Part I of the form on page three.
- iii. Change "home assessment" to "resident assessment" under pre-admission process, part A.

**d. Pre-Admission Process, Part B. Services**

Mary Brinkley stated she does not think the information under part B. Services needs to be on the form. Mike Charboneau agreed. Lisa Molinsky stated the information on this table helps the public make knowledgeable decisions when looking at facilities, as the forms are posted on the Department's website.

- i. The council agreed that they will work on cleaning up the list under part B. Services.
- ii. Lisa Molinsky made the motion to continue. Mike Charboneau seconded the motion.

Ayes	Nays
Mary Brinkley	
Mike Charboneau	
Sheree Martin	
Lisa Molinsky	
Dr. Germaine Odenheimer	

**4. Public Comment**

No public comments were made.

**5. Adjourn**

Lisa Molinsky made the motion to continue. Dr. Germaine Odenheimer seconded the motion.



<b>Ayes</b>	<b>Nays</b>
Mary Brinkley	
Mike Charboneau	
Sheree Martin	
Lisa Molinsky	
Dr. Germaine Odenheimer	

Meeting adjourned at 3:30 pm.