



The Home Care, Hospice and Palliative Care Advisory Council
Special Meeting
Wednesday, November 12, 2015 at 10:30 a.m.

Meeting Location: OSDH, 1000 NE 10th Street, Room 307, Oklahoma City, OK 73117-1299

MEETING SUMMARY

Due to the lack of quorum, official business was not conducted.

The Home Care and Hospice Advisory Council meetings for the 2015 calendar year were posted at the Secretary of State's (SOS) website located at www.sos.state.ok.us as well as the Oklahoma State Department of Health's (OSDH) website located at <http://mfs.health.ok.gov> on December 10, 2014. The Council's meeting notice for this special meeting was posted on the OSDH website as well as the SOS's website on Thursday, April 30, 2015. The agenda for this Special Meeting was posted on the OSDH website and the building's front entrance on November 11, 2015.

1. Call to Order

Dr. LaTrina Frazier, PhD, MHA, RN- Administrative Programs Manager of the Home Services Division called the meeting to order at approximately 10:34 a.m.

2. Roll Call

Devyn Tillman called roll. The following members were present: David Gibson; Rayetta Dominguez; and Michelle Fox. There is a lack of quorum for this meeting.

The following members were absent: Greg McCortney.

Identified OSDH staff members present were: LaTrina Frazier-Home Services Division; Devyn Tillman-Medical Facilities Service; Vicki Kirtley-Nurse Aide Registry; Lee D. Martin, Service Director-Medical Facilities Service; Dr. Henry F. Hartsell, PhD, Deputy Commissioner-Protective Health Services.

Identified guests present were: Vicki Myers-Russell-Murray Hospice; Lisa James-LifeSpring Home Care; Charlotte Carey-Synergy Home Care; Greg Bridges-Home Care Assistance; and Annette Mays-Oklahoma Association of Home Care.

3. Approval of the May 13, 2015 regular meeting minutes

Due to a lack of quorum, official business cannot be conducted. These minutes will be approved at the next regular meeting.

4. Presentation: Oklahoma Challenge for Healthy Aging: Living Longer Better

Dr. Henry F. Hartsell, Jr., Ph.D.-Deputy Commissioner of Protective Health Services presented the Oklahoma Challenge for Health Aging: Living Longer Better. This was a result of Governor Mary Fallin's first healthy aging summit in which representatives from several organizations across the State came together to discuss ways to address the challenges of health aging in Oklahoma. A copy of this power point is attached to this meeting summary. To learn more about this Challenge or to take the pledge - please click the following link:

[https://www.ok.gov/health/Protective Health/Quality Improvement and Evaluation Service/Living Longer Better/Summit/index.html](https://www.ok.gov/health/Protective%20Health/Quality%20Improvement%20and%20Evaluation%20Service/Living%20Longer%20Better/Summit/index.html)

5. Reports – Health Department Programs:

- **Home Services Division**– Dr. LaTrina Frazier, Administrative Programs Manager presented the Council with department updates. Dr. Frazier pointed out the following reminders:
 - House Bill 1438 requires Hospice Administrators to obtain Continuing Education Credits (CEU's). The CEU's are the administrator's responsibility. Initially, the Department will be conducting a lot of education on this. This documentation must be on file, so that surveyors can review when they are on-site. One way to obtain these is through membership with one of the associations, such as the Oklahoma Home Care and Hospice Association.

- Civil monetary penalties are a small fraction of the penalties issued by CMS. There are sanctions also issued for not transmitting OASIS data. Transmitting OASIS data to the Department is necessary. Failure to do so could result in a deficiency being cited such as a directed plan of care, directed in-service or a civil monetary penalty. OASIS can result in an instant penalty. CMS is very serious about the data reporting. Please make certain your agency(s) are transmitting.
- The Department is still having a number of agencies that say they are not aware of the requirement for background checks. Any staff member who has access to confidential client data or hands on care must have a completed National Background Check on file.
- Medicare re-certification surveys will be conducted at a minimum of every three (3) years for both Home Health and Hospice. Please note, during the ongoing survey, we cannot interfere with this process. You may ask questions during your exit interview, or after you've completed your plan of correction, you may contact us with any questions you may have. Recurring deficiencies can result in a sanction.

A copy of the Home Services Division Report is attached to this meeting summary.

- **Nurse Aide Registry and Certification** – Doris Carder, Administrative Assistant presented the Nurse Aide Registry's quarterly report. A copy of this report is attached to this meeting summary.
- **Home Care Agency Administrator Certification** – There was no report presented.

6. For Discussion: Narcotic Prescriptions and Hospice Physicians

The initial point of this topic was regarding a telephone call a physician was concerned about the number of prescriptions written related to the reporting requirement. The caller was told they were ok as long as they keep litigious records.

7. For Discussion: OK Screen Background Check Process

Dr. Frazier stated the consensus has been that agencies are stating they were not aware of this requirement. The Department is sending the Application for the Oklahoma Background check program along with the agency renewal applications to make them aware. Some providers had commented they were having difficulty locating a place to do the screening. James Joslin, Director of the program has been working to provide this information to providers.

8. Reminder: Enrolled House Bill No. 1085-Changes to this Council, Effective November 1, 2015

Dr. Frazier reminded the Council that effective November 1, 2015 the name of this council has been changed to the Home Care, Hospice and Palliative Care Advisory Council. One (1) additional council member will be appointed by the Oklahoma Speaker of the House and one (1) council member to be appointed by the President pro Tempore of the Senate. Devyn Tillman will forward appointment vacancies and the contact information to the Council members and Interested Parties following this meeting. Please forward the information to anyone you know who is interested in serving on this council.

9. Future Meeting Dates for CY 2016

- Wednesday, February 17, 2016 @ 10:30 a.m. in room 314
- Wednesday, May 18, 2016 @ 10:30 a.m. in Room 314
- Wednesday, August 17, 2016 @ 10:30 a.m. in Room 314
- Wednesday, November 16, 2016 @ 10:30 a.m. in Room 314

10. Public Comment

There was a comment requesting additional deficiency trends to be included in the Home Services Division's report at future meetings. Reports similar to those reports provided in the prior years.

11. Adjourn

The meeting adjourned at approximately 11:48 a.m.