



South Dakota Board of Nursing Facility Administrators

P.O. Box 340, 1351 N. Harrison Ave. Pierre, SD 57501

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doh.sd.gov/boards/nursingfacility

NOTICE OF MEETING

The South Dakota Board of Nursing Facility Administrators will hold a regular meeting on Tuesday, April 21, 2015, beginning at 1:00pm Central. This meeting will be held at the South Dakota Housing Development Authority Board Room (3060 E. Elizabeth Street, Pierre SD). The public is welcome.

- 1) Call to Order
- 2) Open Forum – *5 minutes for the public to address the Board.*
- 3) Approval of Minutes – *September 16, 2014*
- 4) Financial Report
- 5) License Applications
- 6) New Business
 - a. Office Update
 - b. Database Information and Public Information
 - c. Continuing Education Guidelines
 - d. Elections
 - e. Board Appointment: Approval of Continuing Education
 - f. Board Appointment: Approval of Applications
 - g. NAB Meeting - *June 3-5, 2015 in Philadelphia, Pennsylvania*
 - h. 2016 Spring Board Meeting
- 7) Executive Session -1-25-2 (3) and (4)
- 8) Announcements: Next Meeting – September 15, 2015 10am – Noon Central (Teleconference)
- 9) Adjourn

South Dakota Nursing Facility Administrators
Regular Meeting Agenda
Tuesday April 21, 2015
1:00-3:00pm Central
South Dakota Housing Development Authority Board Room
3060 E. Elizabeth Street, Pierre SD

- 1) Call to Order
- 2) Open Forum – *5 minutes for the public to address the Board.*
- 3) Approval of Minutes – *September 16, 2014*
- 4) Financial Report
- 5) License Applications – *Please see enclosed excel list.*
- 6) New Business
 - a. Office Update
 - b. Database Information and Public Information
 - i. *Enclosed please find a list of data elements that the Board collects, along with a proposal regarding what information could be disclosed to the public.*
 - c. Continuing Education Guidelines
 - i. *Enclosed please find the current continuing education guideline, including a list of the approved continuing education providers.*
 - d. Elections
 - i. *The Board will need to elect a President, Vice President and Secretary-Treasurer.*
 - e. Board Appointment: Approval of Continuing Education
 - i. *Loren Diekman currently reviews and approves continuing education courses.*
 - f. Board Appointment: Approval of Applications
 - i. *Bob Stahl currently reviews and approves license applications and emergency permits.*
 - g. NAB Meeting - *June 3-5, 2015 in Philadelphia, Pennsylvania*
 - h. 2016 Spring Board Meeting
- 7) Executive Session -1-25-2 (3) and (4)
- 8) Announcements: Next Meeting – September 15, 2015 10am – Noon Central (Teleconference)
- 9) Adjourn



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South Dakota Board of Nursing Facility Administrators
Teleconference Board Meeting
September 16, 2014

Chair Diekman called the meeting to order at 10:03 am Central.

Present: Loren Diekman, Mark Burket, JoAnn Lind, Talli Raske, Bob Stahl, Steve Blair, Jim Carlson, Brittany Novotny and Heather Ellenbecker.

Diekman called for public testimony during the open forum. There was no public testimony.

Motion by Burket to approve the minutes of April 10, 2014. Second by Raske. Motion carried.

The Board reviewed the current financial report.

The Board reviewed the list of new licensees.

Novotny provided an office update.

Motion by Stahl to elect Talli Raske as Secretary-Treasurer. Second by Burket. Motion carried.

The Board discussed the National Association of Long Term Care Administrator Boards (NAB) mid-year meeting in San Francisco November 12-14, 2014.

The Board discussed the completion of the annual evaluation of services.

Motion by Stahl to move into Executive Session at 10:31 am. Second by Lind. Motion carried.

Motion by Burket to move out of Executive Session at 10:37 am. Second by Raske. Motion carried.

Motion by Lind to dismiss complaint 2.1314. Second by Burket. Motion carried.

Motion by Raske to approve the FY 15 contract for administrative services with Midwest Solutions as presented. Second by Stahl. Motion carried.

Motion by Burket to adjourn the meeting at 10:40 am. Second by Raske. Motion carried.

Respectfully Submitted,

Talli Raske
Secretary

Remaining Authority by Object/Subobject

Expenditures current through 04/04/2015 09:51:14 AM

HEALTH – Summary

FY 2015 Version – AS – Budgeted and Informational

FY Remaining: 24.1 %

09207 Subobject	Board of Nursing Home Admin - Info	Operating	Expenditures	Encumbrances	Commitments	Remaining	PCT AVL
EMPLOYEE SALARIES							
5101030	Board & Comm Mbrs Fees	2,076	300	0	0	1,776	85.5
Subtotal		2,076	300	0	0	1,776	85.5
EMPLOYEE BENEFITS							
5102010	Oasi-employer's Share	171	23	0	0	148	86.5
Subtotal		171	23	0	0	148	86.5
51 Personal Services							
Subtotal		2,247	323	0	0	1,924	85.6
TRAVEL							
5203030	Auto-priv (in-st.) H/rte	1,000	0	0	0	1,000	100.0
5203100	Lodging/in-state	360	0	0	0	360	100.0
5203120	Incidentals-travel-in St.	88	0	0	0	88	100.0
5203130	Non-employ. Travel-in St.	250	83	0	0	167	66.8
5203140	Meals/taxable/in-state	50	0	0	0	50	100.0
5203150	Non-taxable Meals/in-st	50	0	0	0	50	100.0
5203260	Air-comm-out-of-state	185	0	0	0	185	100.0
5203280	Other-public-out-of-state	50	0	0	0	50	100.0
5203300	Lodging/out-state	200	0	0	0	200	100.0
5203320	Incidentals-out-of-state	50	0	0	0	50	100.0
5203350	Non-taxable Meals/out-st	100	0	0	0	100	100.0
Subtotal		2,383	83	0	0	2,300	96.5
CONTRACTUAL SERVICES							
5204020	Dues & Membership Fees	1,500	1,500	0	0	0	0.0
5204080	Legal Consultant	4,000	753	0	0	3,247	81.2
5204090	Management Consultant	38,110	24,335	22,910	0	-9,135	0.0
5204160	Workshop Registration Fee	50	0	0	0	50	100.0
5204200	Central Services	550	472	0	0	78	14.2
5204204	Central Services	150	150	0	0	0	0.0
5204207	Central Services	400	91	0	0	309	77.3
5204360	Advertising-newspaper	100	0	0	0	100	100.0
5204510	Rents-other	300	0	0	0	300	100.0
5204530	Telecommunications Srvc	1,500	198	0	0	1,302	86.8
5204550	Garbage & Sewer	0	49	0	0	-49	0.0
5204590	Ins Premiums & Surety Bds	2,300	1,628	0	0	672	29.2

Remaining Authority by Object/Subobject

Expenditures current through 04/04/2015 09:51:14 AM

HEALTH – Summary

FY 2015 Version – AS – Budgeted and Informational

FY Remaining: 24.1 %

Subtotal	48,960	29,176	22,910	0	-3,126	0.0
SUPPLIES & MATERIALS						
5205020 Office Supplies	0	48	0	0	-48	0.0
5205310 Printing-state	500	42	0	0	458	91.6
5205320 Printing-commercial	500	0	0	0	500	100.0
5205350 Postage	800	426	0	0	374	46.8
5205390 Food Stuffs	50	0	0	0	50	100.0
Subtotal	1,850	516	0	0	1,334	72.1
52 Operating Subtotal	53,193	29,775	22,910	0	508	1.0
Total	55,440	30,098	22,910	0	2,432	4.4

BA1409R1

STATE OF SOUTH DAKOTA
CASH CENTER BALANCES
AS OF: 03/31/2015

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AGENCY: 09 HEALTH
BUDGET UNIT: 09207 BOARD OF NURSING HOME ADMIN

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	092000061816	1140000	64,803.68	DR	BOARD OF NURSING FACILITY ADMINISTRATORS
COMPANY/SOURCE TOTAL 6503 618			64,803.68	DR *	
COMP/BUDG UNIT TOTAL 6503 09207			64,803.68	DR **	
BUDGET UNIT TOTAL 09207			64,803.68	DR ***	



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Database Categories the Board of Nursing Facility Administrators -- Publicly Available Information:

1. License Number
2. **Registration Number – Confidential (Historic Information)**
3. **Notes – Confidential**
4. First Name
5. Last Name
6. Formerly Known As (Name)
7. **E-mail – Confidential**
8. **Home Address – Confidential**
9. Home City
10. Home State
11. Home Zip
12. **Home Phone – Confidential**
13. **Social Security Number – Confidential**
14. **Date of Birth – Confidential**
15. Facility Name
16. Facility Address
17. Facility City
18. Facility State
19. Facility Zip
20. Facility Phone
21. Original Issue Date
22. **Renewed Date - Confidential**
23. License Valid Through Date
24. **Date Expired for Archiving – Confidential**
25. **Date Inactivated License - Confidential**
26. **Date Reactivated License - Confidential**
27. Initial Preceptor Date
28. Preceptor Valid Through Date
29. **Education (Baccalaureate versus Associate) - Confidential**
30. **NAB Scale Score - Confidential**
31. **NAB Test Date – Confidential**
32. **State Score - Confidential**
33. **State Test Date – Confidential**
34. **Complaint Filed Date – Confidential**
35. **Disciplinary Action or Dismissal – Confidential**
36. **Criminal History – Confidential**
37. **Gender - Confidential**
38. **Part/Full Time/Do Not Practice - Confidential**
39. **Race - Confidential**
40. Basis of Licensure



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CONTINUING EDUCATION GUIDELINES

A minimum of 40 hours of continuing education pertaining to health care, healthcare administration or business administration is required biennially for renewal of license. The Board does not limit the number of online courses that a licensee can take. The following continuing education courses are accepted by the South Dakota Board of Nursing Facility Administrators:

- Academic courses pertaining to health care, healthcare administration or business administration offered through a higher education institution accredited by an organization recognized by the Council for Higher Education Accreditation.
- The Board will accept programs approved or provided by:
 - Other state licensing boards for nursing facility administrators
 - National Association of Long Term Care Administrator Boards (NAB)
 - American College of Healthcare Executives (ACHE)
 - American College of Health Care Administrators (ACHCA)
 - American Health Care Association (AHCA) and State Affiliates
 - American Hospice Foundation
 - American Hospital Association (AHA) and State Affiliates
 - American Medical Directors Association
 - Catholic Health Association
 - Centers for Medicare and Medicaid Services (CMS)
 - Leading Age (formerly AAHSA) and State Affiliates
 - National Rural Health Association
 - Systems of care that operate South Dakota nursing home facilities (such as: Avera, Sanford, Mission Healthcare, Ev. Good Samaritan Society, Tealwood, Golden Living, Rapid City Regional Health)

The Board does not accept courses specific to your facility's computer programs and/or software.