



D.C. Board of Nursing Home Administration

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YOUR MAILING ADDRESS

Changing your mailing address? Send your name, mailing address, and license number to:

Board of
Nursing Home
Administration
Processing Department
899 North Capitol St NE
First Floor
Washington DC 20002



Government of the District of Columbia
Vincent C. Gray, Mayor



Spring 2012

RENEWAL ISSUE

Letter from the Chair

Welcome to your renewal issue of the District of Columbia Board of Nursing Home Administration newsletter. This newsletter is published yearly, and this will be our primary means of communication with all DC licensed nursing home administrators.

The Board will now be distributing its newsletter by email. Thus, it is essential that you update your email address with the Board to ensure that you receive upcoming newsletters and important notifications regarding regulatory updates and changes. You may submit your updated email address to Ms. Fatima Abby at fatima.abby@dc.gov.

The renewal deadline is June 30, 2012, so please begin to gather your continuing education credit (CE) certificates. Each year, the Board audits a number of nursing home administrators to determine if the credits listed on the license renewal application are accurately reflected in the credits on hand. The Board continues to address issues with a number of nursing home administrators who cannot accurately validate their credits for a number of reasons. Please note that reporting on the

license renewal that you have accumulated the required credits, but later being unable to verify them in an audit can result in disciplinary action. Please ensure that you have—or will have accrued—the necessary credits by June 30. For this renewal cycle, nursing home administrators are required to have forty (40) hours of approved CE credits during the two (2) year period preceding the date the license expires. The new CE Audit Response Form is on page 7 and on the Board website at www.hpla.doh.dc.gov

There is another important requirement that will impact the renewal process for the very first time this year. It is the need for each nursing home administrator—and all other health professionals—to undergo a criminal background check (CBC).

A delineation of the CBC process can be found in this newsletter (please see page 3).

Please read and follow these instructions. Should you have any questions, call the Board's staff listed on the back of the newsletter.



Steven A. Nash, NHA

In this issue, there is an interview with our new Board member, Robert L. Sloan.

Please help us welcome our new Board Counsel and Assistant Attorney General Panravee Vongjaroenrat, who fills the post vacated by Carmen Johnson.

This issue also features a notice on the new nursing home administration examination, which is required under Title 17, District of Columbia Municipal Regulations, Chapter 62, §6205.

(continued on page 2)

Upcoming Board Meetings

The DC Board of Nursing Home Administration

MEETS MONTHLY
ON THE
"2ND THURSDAY"

1:30 PM – 3:30 PM

at

899 North Capitol St NE
Second Floor
Washington DC 20002

Time is allocated at
each Board Meeting
to allow the public
an opportunity to
speak to the Board.

Please notify us in
advance if you plan
to attend a meeting
by sending an email
to hpla@dc.gov.

PAID INACTIVE STATUS

If you intend to retire your license, or if you would like to place your license on Inactive Status, you must explicitly inform the Board of your intention before the renewal date expires. If you fail to pay renewal fees on time, your license is not inactive; it is delinquent (expired). It is unlawful to practice as a Nursing Home Administrator while your license is delinquent/expired. Please contact HPLA Customer Service at **1 (877) 672-2174**, or Ms. Fatima Abby at: **(202) 724-8826** for further information.

Letter from the Chair (continued)

The Board of Nursing Home Administration would like take a moment to recognize the hard work of the nursing home administrators who participated as item writers for the revision of the District of Columbia Jurisprudence Examination for Nursing Home Administrators (see page 11). The Board would also like to thank the staff of the Health Professional Licensing Administration, the staff of Health Care Facilities, and Mr. Derrick Bailey from Department of Health Care Finance-Medicaid for conducting the 2011 Preceptors Training (see page 4).

The Board meets the second Thursday of each month at 1:30 p.m. in the Board's conference room at 899 North Capitol Street, NE, Suite 200. The public and students are invited to attend the **Open Session at 1:30 p.m.** We welcome your input and look forward to seeing you at our next Board meeting. If you have recommendations for articles or topics you would like for us to address, let us hear from you.

Steven A. Nash, NHA
Chairman
DC Board of Nursing Home Administration

FREQUENTLY ASKED QUESTIONS

When do I renew my license? Nursing Home Administration licenses are renewed every two (2) years by June 30th of each even-numbered year.

What are the Continuing Education (CE) requirements for the renewal cycle?

Licensees must have completed forty (40) hours of approved continuing education credits during the two (2) year period preceding the date the license expires. **For the 2014 Renewal, at least ten (10) hours of the required forty (40) hours must be in one (1) or more of the following areas:** (a) Staff management; (b) Continuity in assigning the same nursing staff to the same residents as often as practicable; (c) Creating a resident-centered environment; (d) Activities of daily living and instrumental activities of daily living; (e) Wound care; (f) Pain management; (g) Prevention and treatment of depression; (h) Prevention of pressure ulcers; (i) Urinary incontinence management; (j) Discharge planning and community transitioning; (k) Fall prevention; (l) Geriatric social services and individual competency; or (m) Behavior management.

You will have to attest that you have in fact fulfilled your CE requirement. Only licensees selected during random audit may be subject to verify their CE by submitting copies of their certificates of completion.

Do I need to submit the forty (40) hours of approved CE credits if this is my first renewal? No. If this is your first renewal, you do not have to submit CE credits.

May I place my license on Paid Inactive if I allow my license to expire after June 30, 2010? You may place your license on Paid Inactive during the sixty (60) day grace period with a payment of the \$85.00 late fee, plus a Paid Inactive fee.

Can I reinstate my expired nursing home administration license in the District of Columbia? Yes, provided that your license has not been expired for more than five years. You must complete the required continuing education credits for reinstatement and submit the appropriate application.

How do I request a letter of verification from the District of Columbia Board if I am applying to another jurisdiction? Submit a written request to the Board including your name, license number and the address to which you would like the verification sent. Also include any form that needs to be completed by our agency. Include a check or money order for \$34.00 made payable to the DC Treasurer. Once your request is received, verification will be processed within 5-7 business days.

Do I need to complete a criminal background check if I have already completed it for my employment? Yes, the criminal background check must be done for the DC NHA license.



DC BOARD OF NURSING HOME ADMINISTRATION

NHA RENEWAL BEGINS APRIL 1, 2012
 LICENSES EXPIRE JUNE 30, 2012



STATE & FBI CRIMINAL BACKGROUND CHECKS (CBC) REQUIRED FOR 2012 LICENSURE RENEWAL

TO RENEW: Go online and access www.hpla.doh.dc.gov

(1) Renew License; NHA fee is \$203.00.

(2)*Register for CBC

*CBC: CBC BY "L-1 ENROLLMENT SERVICES/MORPHOTRUST USA":

L-1 Enrollment: Call 1-877-783-4187 or visit <http://www.L1ENROLLMENT.com>. (Select L-1 for payment).

IF WE RECEIVE EVIDENCE OF AN ARREST OR CONVICTION, YOU WILL BE ASKED TO PROVIDE COURT PAPERS.

CONTINUING EDUCATION: NHAs must complete forty (40) hours of approved continuing education credits in the current area of practice within the two (2)-year period preceding the expiration of your license.

Continuing Education is NOT required for 1st time renewal applicants.

DOH HEALTH PROFESSIONAL LICENSING ADMINISTRATION
 BOARD OF NURSING HOME ADMINISTRATION
 899 North Capitol Street, NE, First Floor, Washington, DC 20002

General Renewal Questions: 1-877-672-2174 / Website: www.hpla.doh.dc.gov

CBC Questions: 202-442-9004 / Email: doh.cbcbu@dc.gov

Technical Questions: 202-724-8930 or 202-741-7689 / Fax: 202-724-5145

WHEN YOU MOVE (OR CHANGE YOUR NAME)

All name and address changes must be submitted in writing to our office **within 30 days of the change.**

Please include your name, address, Social Security number, and license number if you know it. If you have a name change, you must also enclose a copy of your certificate of marriage, divorce decree, or court order that authorizes the change.

Fax your request to (202) 724-8677 or mail your name and address change to:

DC Board of Nursing
 Home Administration
 Processing Department
 Address/Name Change
 899 North Capitol St NE
 First Floor
 Washington DC 20002

CRIMINAL BACKGROUND CHECK

NEW CBC FINGERPRINTING SERVICE NOW AVAILABLE

All licensees in the District of Columbia are required to undergo a Criminal Background Check (CBC) during the licensure process.

In addition to Criminal Background Check (CBC) services provided by the District of Columbia Metropolitan Police Department, health professionals applying for licensure or renewing their license in the District can now also receive live scan Criminal Background Check services with **L-1 Enrollment Services/MorphoTrust USA.**

For more information, please visit our website:

www.hpla.doh.dc.gov

NURSING HOME ADMINISTRATION PRECEPTORS CERTIFIED

**For more information
about the
Administrators in
Training (AIT)
requirements contact:**

Ms. Fatima Abby
DC Board of Nursing
Home Administration
Department of Health
899 North Capitol St NE
First Floor
Washington DC 20002

Phone (202) 724-8826

Email fatima.abby@dc.gov

Fax (202) 724-8677

Congratulations to the participants in the DC Board of Nursing Home Administration's PRECEPTORS TRAINING, 2005-2011.

2005

- 1) ANNETTE C. PRICE
- 2) NORA J. WELLINGTON
- 3) EILEEN ELLEN MULANEY
- 4) LOUIS WARD OREM
- 5) JOSEPH A. UMOREN
- 6) STEVEN A. NASH
- 7) SANDRA L. DOUGLASS
- 8) ROSALIND L. WRIGHT
- 9) GAIL LINBERG JERNIGAN
- 10) SOLANGES VIVENS

2008

1. ALBERTA BRASFIELD
2. BARBARA W. D'AGOSTINO
3. BRYANT HALL, JR.
4. WILLISTINE D. PAGE
5. LEONARD W. SMITH, JR.
6. ROBERT T. SPENCER
7. ROBERT L. SLOAN

2011

1. JAY S. CHERLIN
2. JANINE S. FINCK-BOYLE
3. ROSE M. GILLIAM
4. ANGELA C. LAYFIELD



Nursing Home Administration Board members and staff with the 2011 Certified Preceptors.



(L. to R.) Congratulations to Certified Preceptors Janine S. Finck-Boyle; Jay S. Cherlin; Rose M. Gilliam; and Angela C. Layfield.



BOARD THANKS OUTGOING ATTORNEY

The Board of Nursing
Home Administration
thanks outgoing legal
advisor Assistant
Attorney General
Carmen Johnson, Esq.



WE WELCOME NEW ATTORNEY

The Board of Nursing
Home Administration
welcomes new legal
advisor Assistant
Attorney General
Panravee
Vongjaroenrat, Esq.

HONESTY IS THE BEST POLICY: REPORTING DWIs, DUIs, AND OWIs

by Melissa Musiker, MPP, RD, LD

According to a 2009 National Highway Transportation Safety Administration report, in 2008, an estimated 11,773 people died in drunk driving crashes involving a driver with an illegal Blood Alcohol Content (0.08 or greater). These deaths constitute 31.6 percent of the 37,261 total traffic fatalities in 2008. There are increasing reports of people who think “driving while buzzed” is not as dangerous as driving while intoxicated. This is not the case. In Washington, DC any amount of drinking and driving can be cause for legal action.

Washington, DC has three different types of “drunk driving” violations:

1. **Driving While Intoxicated (DWI)** is the act of operating or being in physical control of a motor vehicle with a blood alcohol level of 0.08 or higher.

2. **Driving Under the Influence (DUI)** is the act of operating or being in physical control of a motor vehicle “under the influence of alcohol” and this can mean a blood alcohol level as low as 0.05 or if you show that you are impaired by alcohol to an “appreciable degree.”

3. **Operating While Impaired (OWI)** is the act of operating or being in physical control of a motor vehicle while you are so affected by the consumption of alcohol that it impairs your ability to operate a motor vehicle in the same way a reasonably careful and prudent driver, not so impaired, would operate a vehicle in similar circumstances.

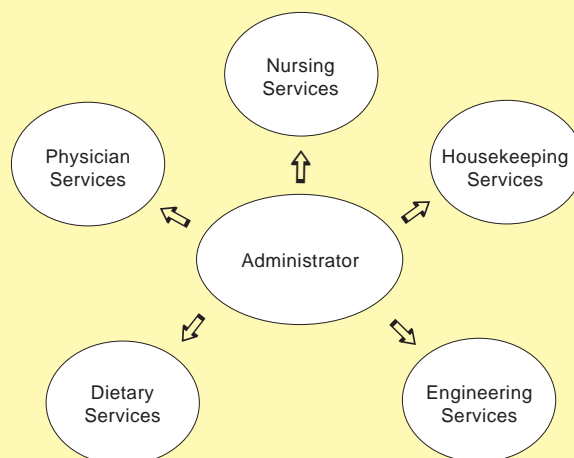
Most people are probably familiar with DWI and DUI, however they may not be aware of the OWI law in DC. One need not have an illegal BAC or fail a field sobriety test to be convicted of an OWI. OWI is the easiest of the three types of “drunk driving” violations for a prosecutor to prove and as a result the penalties for an OWI conviction are lighter than those for a DUI or DWI.

A question on the application for licensure asks if you have ever been convicted or investigated of a crime or misdemeanor (other than minor traffic violations). Despite the low threshold for proof, an OWI conviction or investigation must be reported on your application for licensure. The Board takes an OWI conviction just as seriously as we would a conviction for a DWI or DUI. Answering “yes” is not cause for automatic exclusion from licensure. Each application for licensure that has a “yes” to the question is reviewed individually. As always, honesty is the best policy.

IMPAIRED OPERATION OF A VEHICLE:
Please note that, in addition to alcohol, impairment can also be caused by legally-obtained medications or illegal substances.

TIPS FOR ADMINISTRATORS

- Develop high quality standard
- Get it right the first time
- Improve operational efficiency and quality of care
- Customer Service
- There is evidence of association between high number of deficiencies and low-to-minimum staffing
- Please review your regulations
- Get help: HRLA provides technical assistance
 - Face-to-face meetings with the Nursing Home Management Team
 - Guidance relative to local and federal regulations
 - Monitoring visits



Contact Sharon Williams Lewis, RNC, MSA, CPM, PHD, Program Manager for the DC DOH Health Care Facilities Division at (202) 442-4737 or send an email to sharon.lewis@dc.gov

APPLY TO HOST A CONTINUING EDUCATION PROGRAM

The DC Board of Nursing Home Administration may, at its discretion, approve Continuing Education programs and activities that contribute to the growth of an applicant in professional competence in the practice of Nursing Home Administration and which meet the other requirements of §6207. All course approvals by the Board are valid for one (1) year from the date of approval.

ALL MATERIALS MUST BE SUBMITTED TO THE BOARD FOR REVIEW AND APPROVAL NO LESS THAN THIRTY (30) DAYS PRIOR TO THE DATE OF PRESENTATION. THE APPLICATION IS BELOW.

For additional information, please read the DC Municipal Regulations for Nursing Home Administration.

CONTINUING EDUCATION COURSE APPROVAL APPLICATION

Organization/Agency Name: _____
 Address: _____
 City/ State/ Zip Code: _____ Telephone Number (Include area code): _____
 Person Responsible for Continuing Education: _____ Title: _____ (Attach vitae)
 Organizational Philosophy and Objective: _____

 Background in Continuing Education: _____
 Background in Long Term Care Administration: _____
 Instructional Staff: _____
 Support Staff: _____
 Describe Nursing Home Administrator involvement in course planning: _____

 Specify the length of time course records are retained: _____
 Describe method for recording attendance during the program (supply form used): _____

 How are evaluations utilized? _____

 Our organization agrees to have representatives of the D.C. Board of Nursing Home Administration audit individual programs at the Board's discretion.
 Signature: _____ Date: _____ Title: _____

CONTINUING EDUCATION APPLICATION FOR CONTINUING EDUCATION COURSE APPROVAL

1. Name of Sponsoring Organization: _____
2. Street Address: _____ City State Zip: _____
3. Telephone: _____
4. Person Responsible: _____ Title: _____
5. Program Title: _____
6. Number of clock hours requested (minimum of 60 minutes = 1 clock hour; no fractions allowed): _____
7. Course Site (City, State) Course Date Course Site (City, State) Course Date

8. Has this course been previously approved by the D.C. Board of Nursing Home Administration? { } Yes { } No
9. How does this course relate to Nursing Home Administration? _____
10. Please enter domain of Practice which best categorizes the subject matter of the course which is being requested: _____
11. Attach (a) a description of the course objectives, (b) an outline of the content, (c) a description of the teaching methods to be employed and (d) a description of any instructional media to be utilized.
12. Anticipated number of participants: _____
13. Attach a time schedule for the course, which describes how the course time will be utilized.
14. Attach a copy of the evaluation form.
15. Attach a brief biography or vitae of each presenter.
16. Attach a copy of the certification that will be given to each participant who completes the course.
17. Enclose a copy of promotional material, if available.
18. Submit the materials to the Board for review and approval by the Board no less than thirty (30) days prior to the date of the presentation. (For more information, please review the requirements for Nursing Home Administration Regulations under §6207).

SIGNATURE OF PERSON SUBMITTING THIS APPLICATION:

 Title: _____
 Date: _____

CE AUDIT RESPONSE FORM

The Board of Nursing Home Administration has implemented a new audit form for licensees selected during the CE Audit. **If you have been selected for Audit, please submit the form below** to the Board of Nursing Home Administration at: DC Board of Nursing Home Administration, Attn: CE Audit, 899 North Capitol Street NE, First Floor, Washington DC 20002.

Name (please print): _____

License Number: _____

Total CE hours completed between **July 1, 2010 - June 30, 2012**: _____

Forty (40) hours of approved CE credits required.

NAME OF COURSE	ORGANIZATION THAT PROVIDED THE PROGRAM	Date course was taken	Number of Contact Hours
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

DISTRICT HEALTH CARE PROVIDERS TRAIN ON DOH'S NEW AUTOMATED BACKGROUND CHECK SYSTEM



Linden DeJoseph,
HRLA Administrative
Services Manager



Alem Ghebrezghi, Criminal
Background Check Unit
(CBCU) Program Manager



Training on the Automated Background Check Management System was provided by staffer Leatrice Lee, of the National Background Check Program.



Seminar participants.

The Department of Health provided computer-based training in February and April 2012 to District health care providers who volunteered to participate in a pilot project of the federally mandated and funded National Background Check Program. Health care providers of the pilot project training included the "Intermediate Care Facilities Division", "Home Care Agencies", and "Home Health Agencies".

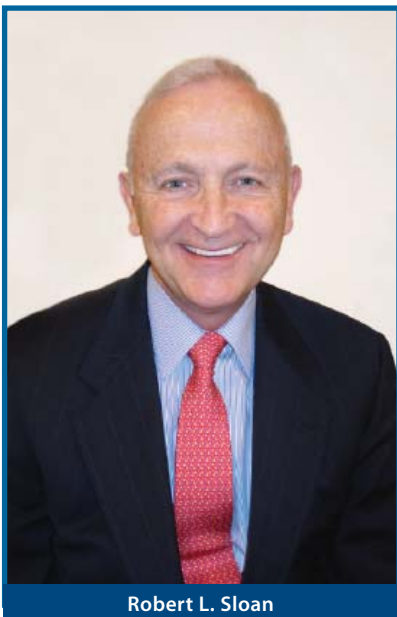
Health care providers spent the day learning the newly developed, user friendly, Automated Background Check Management System that was designed to support the National Background Check Program. The pilot is scheduled to run for three consecutive months. Health care providers of the pilot project will help perfect the system by providing quality feedback to the program administration. All long-term care facilities will be trained on the system in small groups, and training will begin as early as May 2012.



Leatrice Lee (center) speaks to program participants. CBCU staff member Francis Kpue is seated at left.

APPLY TO SERVE ON THE BOARD

For an application to serve as a member of the Board, please visit the website of the DC Office of Boards and Commissions, at www.obc.dc.gov. Applicants must be residents of the District of Columbia. NHA professionals must have had at least three years in practice, and must be in good standing with the Board. In addition to seeking an NHA member, the Board is also seeking a Consumer member.



Robert L. Sloan

MEET BOARD OF NURSING HOME ADMINISTRATION MEMBER ROBERT L. SLOAN

"I have been a Licensed Nursing Home Administrator since 1973 (Maryland), and I currently serve as the President/CEO of Sibley Memorial Hospital. I have a unique perspective on the need for Skilled Nursing Facilities in the continuum of health care. I see the acute care side and the need to discharge patients to quality long term care facilities."

When were you appointed to serve on the Board?

I was appointed to the Board in 2009 by then-Mayor Fenty.

Why and how did you first get involved with the Board? What sparked your interest in serving as a Board member?

I was appearing before the Board seeking permission to have an AIT (Administrator In Training) on the Renaissance Unit of Sibley Memorial Hospital. Bonnie Rampersaud, Executive Director, asked if I was a resident of the District of Columbia and when I replied that I was, she immediately invited me to apply for membership on the Board. I thought it was very smart of her to ask because it is not easy to find new Board members and I was delighted to accept her invitation.

What unique perspective do you bring to the Board (if any)?

I have been a Licensed Nursing Home Administrator since 1973 (Maryland) and I currently serve as the President/CEO of Sibley Memorial Hospital. I have a unique perspective on the need for Skilled Nursing Facilities in the continuum of health care. I see the acute care side and the need to discharge patients to quality long term care facilities.

Is there any aspect of your service as a Board member thus far that has surprised you (or has the experience been what you expected it to be)?

It is not a surprise, but I am impressed with the high level of professionalism of the staff and members of the Board. Everyone takes their responsibility seriously and they perform their duties very well. The Board Chairman, Mr. Steven Nash, is excellent. The Executive Director, Bonnie Rampersaud, is very organized and staff support provided by Fatima Abby is the best that I have seen.

Based on your familiarity with the Board, what do you feel is the greatest recent accomplishment of the Board?

The Board recently updated the licensing exam, reviewed legislation and approved new candidates for licensing.

What do you foresee as future challenges for the Board?

Identifying new members for the Board is an ongoing challenge.

What future goals do you have as a Board member?

My goal as a Board member is to attend 100% of the meetings, participate in the discussion and contribute wherever I can.

What would you tell someone who is thinking about applying to serve on your Board?

I would recommend service on the Board to anyone who is qualified and has a desire to serve.

Any message you would like to convey to licensees?

Candidates for licensure should be familiar with the regulations and come prepared.

WELCOME NEW LICENSEES!

April 2009 - March 2012

JAY S. CHERLIN

OLAYINKA O. OYEKOYA

DUDLEY K. NORMAN

DEBORAH ELISE MILLER

DENISE M. CHADWICK WRIGHT

BONNIE L. WILLIAMS

ANGELA C. LAYFIELD

JOHANA E. WALBURN

MA REMEDIOS JOSE-JOHNSON

BOARD WELCOMES SENIOR HEALTH LICENSING SPECIALIST

The NHA Board welcomes Senior Health Licensing Specialist Eric Yeager, Esq. Mr. Yeager has almost 20 years of experience as an attorney and legal writer in intellectual property law, covering innovations in pharmaceuticals, biotechnology, medical devices, electronics, computers, telecommunications, energy, and an array of other technological areas. He has written extensively on developments related to patent prosecution, licensing, litigation, and legislation at the U.S. Congress, the U.S. Supreme Court, the U.S. Copyright Office, the U.S. Patent and Trademark Office, and the Court of Appeals for the Federal Circuit.



Eric Yeager, Esq.

In addition to studying legal and regulatory issues for the Department of Health, he will apply his skills for producing web-based video news

interviews and information segments to create videos and other tools to enhance the user experience of visitors to the Board website.

STUDENTS VISIT BOARD



Students participating in the District's Summer Youth Employment Program visited the NHA Board to explore careers in nursing home administration.

ADVERSE EVENTS

**ADVERSE EVENTS SHOULD BE REPORTED
ON EIGHT-PAGE ADVERSE EVENTS REPORT FORM.**

**REPORTS WILL INCLUDE A CORRECTIVE ACTION
PLAN.**

Adverse Events forms:

To access Adverse Events reporting forms, go online at

WWW.HPLA.DOH.DC.GOV

and select DC Adverse Event Reporting Form.

Information via the Web:

Licensing of health care facilities

www.hrla.doh.dc.gov

Licensing of health care professionals

www.hpla.doh.dc.gov

DC Government website

www.dc.gov

NURSING HOME ADMINISTRATION EXAMINATION REGULATION

Per Title 17, District of Columbia Municipal Regulations, Chapter 62, § 6205, applicants submitting an application for the District of Columbia Nursing Home Administrator (NHA) license must take a District Examination. Prospective licensees shall also sit before the Board for an interview. The applicant is eligible for this process after he/she has fulfilled all other requirements for licensure. Once eligibility has been established, the Board will administer the examination and conduct the interview once every quarter. An applicant who fails the examination three (3) consecutive times shall not be permitted to retake the examination for six (6) months following the third failure.

If you wish to receive additional information on the NHA examination or interview process, contact Health Licensing Specialist Fatima Abby (see back page for contact info).

NEW EXAM

- The Law and Ethics Exam consists of 40 multiple choice questions.
- The applicant is allowed 2 hours to complete the test.
- This examination is a CLOSED BOOK test.
- The maximum total is 40 points, with the required passing score of 75% or 30 points.

EXAM ITEM WRITER TRAINING



NHA Chairman Steven Nash

NHA Board Chair Steve Nash leads a training session for professionals who expressed an interest in becoming Item Writers for the District of Columbia Nursing Home Administration Examination.

OUR THANKS TO ITEM WRITERS & INFORMATION SESSION ATTENDEES

Exam Item Writer Training Information Session Attendees (February 10, 2011)

Amilia A. Apollon
Alberta Brasfield
Jay S. Cherlin
Keysha Kathleen Dale
Janine S. Finck-Boyle
Rose M. Gilliam

Calanthia Green
Bryant Hall, Jr
Susan Hargreaves
Juliet I. Madubata
Deborah Elise Miller
Hoa Thi Nghiem

Tina Sandri
Johana E. Walburn
Nora J. Wellington
Donna V. Allen Williamson
Rosalind L. Wright
Denise Chadwick Wright

Item Writers for the District of Columbia Jurisprudence Examination

Jay S. Cherlin
Keysha Kathleen Dale

Rose M. Gilliam
Bryant Hall, Jr.

Denise Chadwick Wright

FILING A COMPLAINT WITH THE BOARD

To file a complaint against a licensed Nursing Home Administrator, simply write a letter that describes your complaint. The letter must be signed, and you should attach copies of any pertinent documents that you may have. The letter must also include your address, so we may contact you as necessary and notify you of any findings.

PLEASE NOTE:

You can print a complaint form from our website at www.hpla.doh.dc.gov

You should mail the complaint to:

DC Board of Nursing Home Administration
899 North Capitol St NE
First Floor
Washington DC 20002

You can also fax the complaint to the Board at (202) 724-8677.

If your complaint alleges unlicensed activity, you should address your complaint to:

Supervisory Investigator
899 North Capitol St NE
First Floor
Washington DC 20002

You can also fax your complaint about unlicensed activity to (202) 724-8677.

Please be advised that the health professional licensing boards do not have jurisdiction over fee disputes, except for billing for services that were not provided. If you have a fee dispute with a health professional, you can seek redress through the civil courts.

DC NURSING HOME ADMINISTRATION BOARD ORDERS

There were no

Board Actions

against

Nursing Home

Administration

licensees

for the

year of 2011.



Government of the District of Columbia
Vincent C. Gray, Mayor



Health Professional
Licensing Administration

Address

DC Board of Nursing
Home Administration
899 North Capitol St NE
First Floor
Washington DC 20002

Phone (202) 724-8826

Fax (202) 724-8677

Webpage

www.hpla.doh.dc.gov

DC Government website

www.dc.gov

**Current Members of
The District of Columbia
Board of Nursing Home
Administration**

Steven A. Nash, NHA
Chairperson

Elizabeth Nolte, MD
Board Member

Robert L. Sloan
Board Member

Mohammad N. Akhter, MD, MPH
Director
Department of Health

Board Staff

Executive Director
Bonnie Rampersaud
Phone: (202) 724-7332
Email: bonnie.rampersaud@dc.gov

Senior Health Licensing Specialist
Eric Yeager, Esq.
Phone: (202) 724-8739
Email: eric.yeager@dc.gov

Health Licensing Specialist
Fatima Abby
Phone: (202) 724-8826
Email: fatima.abby@dc.gov

**Assistant
Attorney General**
Panravee Vongjaroenrat, Esq.

Investigator
Deb Moss

**Newsletter
Editor/Layout**
Nancy Kofie

For more information or to verify a license, go online at: www.hpla.doh.dc.gov