

CHECKLIST FOR PUBLIC MEETINGS

I am, Todd Bramall Chairperson of the Health Facility Administrators Licensing Board.

I would like to call this meeting of the Health Facility Administrators Licensing Board to order.

It is now 9:02 a.m. on the morning of February 23, 2016.

This meeting is being held in Room 402 on the Fourth Floor of the Heber M. Wells Building in Salt Lake City, Utah.

In compliance with Utah's Open Meetings laws, this meeting is being recorded in its entirety. This recording is classified as a Public Record and will be made available, for purchase, to anyone requesting a copy.

The following **Board Members** are in attendance:

	YES	NO
<u>Charles Todd Bramall, Chairperson</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Bryan Erickson</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Patricia Gurell</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>John Haynes Williams</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>John Alexander Stephenson, IV</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The following **Board Members** are absent: John Haynes Williams

The following individuals representing DOPL and the Department of Commerce are in attendance:

	YES	NO
<u>Mark B. Steinagel, Division Director</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>Allyson Pettley, Bureau Manager</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Sally Canavan, Board Secretary</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<u>Tyler Brklacich/Brandie Rigby, Compliance Specialist</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Tracy Naff **(Only if applicable)** We welcome all visitors and interested persons at this time. Please be sure to sign the attendance report for the meeting. Please be sure to speak loudly enough to be heard and identify yourselves by name.

As a courtesy to everyone participating in this meeting, at this time we ask that all cell phones, pagers, and other electronic devices to be turned off or changed to silent mode.

Board motions and votes must be reflected in the minutes and recorded by individual board member.

Let us now proceed with the Agenda.

DECLARATION at END OF MEETING: (this does NOT require a motion)

It is now 9:24 a.m./p.m., and this meeting is adjourned. (This ends the recording)

State of Utah

Department of Commerce

Division of Occupational and Professional Licensing

Heber M. Wells Building

PO Box 146741

Salt Lake City UT 84114-6741

Attn: Debra Troxel

January 11, 2016

This is in response for the request of an essay through the Stipulation Order.

In May 2015 I received notice from the facility nurse that she was admitting a resident in the Memory Care Unit to Hospice due to her rapid decline.

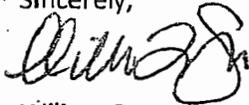
In the duration of this admission the resident was exhibiting signs that she was uncomfortable and in pain. The Medication Technician had a phone conversation with the nurse and a different resident's medication was administered to her.

Through the years in this industry I have strived to make a difference in people's lives and care deeply for each and every one of the residents that is entrusted into my care. Therefore this occurrence had a very big impact on me. I feel that I was left to take responsibility for the actions that the Medication Technician and Nurse had taken.

I have learned from this by taking more of an active role in the resident's medications to ensure that this never happens again under my watch. I felt that I was not in the wrong for caring but do have a different approach in resident care.

In conclusion my licensure means a great deal to me and I worked very hard to achieve this accomplishment I will do whatever it takes to retain it.

Sincerely,



Willow Greer