

December 31, 2008

The Honorable Joe Manchin III
State Capitol Building
1900 Kanawha Blvd., East
Charleston, WV 25305

Dear Governor Manchin:

We have hereby read this report and certify it acceptable to the best of our knowledge.

Sincerely,

Daniel W. Farley, Ph.D.-CNHA
Chairman

Dr. Shirley Neitch, MD, FACP
Secretary

**WV NURSING HOME ADMINISTRATORS LICENSING BOARD
YEAR-END FINANCIAL REPORT
FISCAL YEAR "2008"
July 1, 2007 through June 30, 2008**

Payroll	38,928.00
Annual Increment	700.00
Personnel Fee	195.00
Workers Compensation	285.32
Social Security Matching	3,031.54
Social Security Matching (Board	206.64
Employee Insurance	4,204.44
Pension & Retirement	4,160.94
NAB Association Dues (Annual)	1,200.00
Travel & Per Diem	4,839.32
Telephone	2,054.19
Rent (400 Sq. Ft. \$13 - \$433.33 Mo.)	5,199.96
Freight	.00
P-Care Expenses (printing, postage, supplies, Seminars & Equip.)	2,674.83
Copier Maintenance Agreement Qtr.	187.50
Misc. (Record Check, Refunds & Misc.)	1,935.00
Office & Comm Equip Repairs	.00
Web Server, Service & Internet Usage	1,258.30
Legal Expenses	4,304.25
Meeting Room Accommodations	300.00
Expenditures Total -	\$ 70,465.27

Beginning Balance (July 1, 2007) - \$161, 722.85

Revenue Deposits July 1, 2007 through June 30, 2008 - \$86,850.00

Account Balance – June 30, 2008 - \$178,107.58

FISCAL YEAR "2008"

LICENSES & PERMITS ISSUED 7/1/2007 - 6/30/2008

NEW LICENSES ISSUED - 12

RENEWAL LICENSES - 215

EMERITUS STATUS LICENSE - 2

EMERGENCY PERMITS - 8

TEMPORARY PERMITS - 6

ADMINISTRATOR-IN-TRAINING - 8

POLICY-Substandard Care Deficiencies (Amended)

As a result of sections 1819(a), (b), (c), (d), and 1919(a), (b), (c), and (d) of The Social Security Act, state survey agencies like the West Virginia Department of Health and Human Resources (DHHR), Office of Health Facility Licensure and Certification (OHFLC) are required to advise state boards responsible for licensing nursing home administrators when a Medicare/Medicaid certified nursing facility is cited for deficiencies which constitute substandard quality of care. Inasmuch as there are no further directives for interpretation as to how state licensing boards will manage such notifications, it is the prerogative of each state's board to define its policy.

In view of the aforementioned circumstance, effective September 8, 2005, it will be the policy of the West Virginia Nursing Home Administrators Licensing Board to pursue the following plan in discharging its duties:

1. Upon notification from OHFLC, a certified letter will be sent to the administrator of record* for the facility alleged to have offered substandard quality of care indicating same and requesting a response from the administrator to each of the allegations. The administrators reply must be post marked no later than thirty (30) days after receipt of the board's letter. (Refer to Exhibit A.)
2. Upon receipt of the response from the administrator and within ninety (90) days of the day the board receives notification from OHFLC, under the direction of the chair of the West Virginia Nursing Home Administrators Licensing Board, an assessment by staff, members of the board, a hearing officer, and/or a representative from the Attorney General's Office will be made of all documents received (i.e., HCFA-2567 Statements of Deficiency and Plans of Correction, administrator's response, etc.). From that point a brief written assessment of the facts will be made and filed with the chairman of the board indicating whether or not it is believed nursing home administrator licensing regulations were violated. If the written assessment establishes that the nursing home administrators licensing regulations were violated, the chair of the board will be responsible for seeing that an interview is scheduled with the administrator to assess his/her knowledge and soundness of judgement in being able to adequately discharge the functions of a nursing home administrator (NHA). If it is shown by a preponderance of the evidence that nursing home administrator licensure rules were violated, a written order with findings of fact and conclusions of law will be sent to the administrator with a copy filed in the person's record defining the course of action that will follow. Likewise, if it is shown by a preponderance of the evidence that there were no violations of nursing home administrator licensure rules, a letter will be sent to the administrator so advising with a copy of the correspondence to be retained in the licensee's file.
3. Related to the aforementioned point and establishment of grounds for potential action against a nursing home administrator for violation of nursing home administrators licensure rules, with legal guidance, i.e., the West Virginia Attorney General's Office, private counsel, etc., section 6.1 of Title 21, legislative rule effective July 3, 2003 will be implemented pertinent to suspension, revocation, hearing, and judicial review. Final disposition of the review will be completed as quickly as possible but not to exceed 150 days from date of the first notification of substandard quality of care by the OHFLC. Proceedings in regard to final disposition will be made in the record and retained in the board's file for the NHA under review.

If within twenty-four months of first being advised by the OHFLC a second notice is received by the Nursing Home Administrators Licensing Board alleging substandard quality of care in a facility under the direction of the same licensed nursing home administrator, within the same time lines as previously described, at the direction of the chair of the board, the board will conduct a second interview on the issue of substandard quality of care. Facts from the first review will be revisited along with all new allegations of repeat deficiencies. The process identified in previous points 2 and 3 will be replicated relative to section 6.1. Final disposition of the board's action will be recorded and retained in appropriate NHA and/or board files.

From the time the West Virginia Nursing Home Administrators Licensing Board is first advised by OHFLC of alleged substandard quality of care in a West Virginia licensed nursing facility, all correspondence and records pertinent to the administrator and/or administrators in question will be retained for thirty months. During this period if follow up reviews by OHFLC do not result in subsequent referrals to the Nursing Home Administrators Licensing Board for matters of substandard quality of care, the board at its discretion may order cases closed with files destroyed. If this occurs, such action will be considered at a duly called board meeting with the decision recorded in board minutes.

*** If the administrator of record has been at the facility for less than one year, the previous administrator of record will also be contacted to address in writing each allegation of substandard quality of care.**

**Substandard Quality of Care Notices by the Office of Health Facility Licensure and
Certification (OHFLAC)
July 1, 2007 through June 30, 2008**

Substandard quality of care notice dated July 13, 2007, Brightwood Center, Connie Tomshack, NHA, - Based upon the administrators written response, review of the 2567's and the plans of corrections, it was determined that no licensure regulations were violated. No further action was taken.

Regarding substandard quality of care notice dated July 13, 2007, Brightwood Center, Rebecca Judy, NHA, prior administrator of the facility; based upon the administrators response that she had no first hand knowledge of the incident reported within the survey, her employment had ended (2) months prior to the alleged incident, it was determined that no licensure regulations were violated. No further action was taken.

Substandard quality of care notice dated July 13, 2007, Mon Pointe Continuing Care Center, Linda Fisher, NHA, - Based upon the administrators written response, review of the 2567's and the plans of corrections, it was determined that no licensure regulations were violated. No further action was taken.

Regarding substandard quality of care notice dated July 13, 2007, Mon Pointe Continuing Care Center, Rebecca Judy, NHA, - Based upon the administrators response that she was not employed or associated with the facility until approximately one month following the survey, it was determined that no licensure regulations were violated. No further action was taken.

Substandard quality of care notice dated March 25, 2008 – SunBridge Care and Rehabilitation for Salem, Shannon Schultheis, NHA, - Based upon the administrators written response, review of the 2567's and the plans of corrections, it was determined that no licensure regulations were violated. No further action was taken.

Substandard quality of care notice dated May 7, 2008 – Barbour County Good Samaritan Center, Mark Nesland, NHA, - Based upon the administrators written response, review of the 2567's and the plans of corrections, it was determined that no licensure regulations were violated. No further action was taken.

Substandard care notice dated May 7, 2008 – Arbors of Fairmont, Ruth Blair, NHA, - Based upon the administrators written response, review of the 2567's and the plans of corrections, it was determined that no licensure regulations were violated. No further action was taken.

Nursing Home Administrators

By Employer County

12/18/2008 1:42:02 PM

Administrator	Employer
Charles Wheeler P.O. Box 201682 Austin, TX 78720	Anderson
Mark Nesland 3rd & Beech, P.O. Box 344 Junior, WV 26275	BARBOUR
Nancy Mason 56 Holden Dr. Martinsburg, WV 25401	BERKELEY
Wanda Meade 15939 Lone Oak Dr. Catlettsburg, KY 41129	BOYD
Joan Lawrence RR5, Box 1015 Grafton, WV 26354	BRAXTON
William McDaniel 1214 Courthouse Dr. Martinsburg, WV 25401	Berkeley
Kimberly Toney Rt. 1, Box 775 Fayetteville, WV 25840	Boone
Connie Tomshack RD #1, Box 124-A Colliers, WV 26035	Brooke
Kristine Provan 977 Overlook Dr. Wintersville, OH 43953	Brooke
Robert Kennedy 152 17th St. Wellsburg, WV 26070	Brooke
Lynette Midcap 83 Pineview St. New Cumberland, WV 26047	Brooke
Donald Faherty 8 Greenspring Circle Huntington, WV 25705	CABELL
Rose Greene 1307 Hillview Dr. Milton, WV 25541	CABELL

Judith Taylor 430 Miller St. Huntington, WV 25705	CABELL
Donna Del Checcolo 656 13th Ave Huntington, WV 25701	CABELL
Barbara McCall 6546 County Rd. 1 South Point, OH 45680	CABELL
Ronald McCall 6546 County Road 1 South Point, OH 45680	CABELL
Anthony Mollica 74 Monroe Dr. Russel, KY 41169	Cabel
Annica Stansberry 106 W. Woodland Ave Clarksburg, WV 26301	Cabell
George Barker 460 3rd St. Madison, WV 25130	Cabell
Cindy Cooper 5197 Altizer Ave. Huntington, WV 25705	Cabell
Judith Hash 9 Marty Lane St. Albans , WV 25177	Clay
Sherri Miller P.O. Box 648 Summersville, WV 26651	Clay
Shayne Hutchinson 4170 W. McMillan Road Muskegon, MI 49445	Cumberland
Gregory Costello 3551 Muirfield Avenue Toledo, OH 43614	Defiance
Calvin Sutphin 4300 Staunton Ave. Charleston, WV 25304	FAYETTE
Joseph Neil 604 Spruce St. Summersville, WV	FAYETTE

26651	
Helen Lynn Elliott Box 277 Mt. Olive Road Cannelton, WV 25036	Fayette
Debra Bess Rt. 1, Box 820 Fayetteville, WV 25840	Fayette
Mary Ferrell P.O. Box 706 Oakhill, WV 25901	Fayette
Patricia Stover 1907 Westmoreland Dr. Oak Hill, WV 25901	Fayette
Brenda Holster Rt. 1, Box 83C Fayetteville, WV 25840	Fayette
Thomas McGraw P.O. Box 667 Smithers, WV 25186	Fayette
Terry Shobe 110 Meadow ridge Petersburg, WV 26847	GRANT
William Stone 505 VA Avenue Rainelle, WV 25962	GREENBRIER
Linda Turner HC 65, Box 64 Forest Hill, WV 24935	GREENBRIER
Catherine Hill HC 67, 589A Renick, WV 24966	GREENBRIER
Christine Mason Mountain View Dr. Oakland, MD 21550	Garrett
Julie McCumbers HC 89, Box 90 Mt. Zion, WV 26151	Gilmer
Diana Crickard 3 Woodland Cove Given, WV 25245	Gilmer
Angel Williams Rt. 2, Box 150 Ronceverte, WV 24970	Greenbrier
Michael D. Gore 15 Zopp Road Rupert, WV 25984	Greenbrier
Michael Dolin 1400 Montague Dr.	Greenbrier

White Sulphur Springs, WV 24986	
Linda Shroyer P.O. Box 32 Spring gap, MD 21560	HAMPSHIRE
David Mayfield HC 65, Box 3190 Springfield, WV 26763	HAMPSHIRE
Louis Serra 110 Serra Drive Weirton, WV 26062	HANCOCK
Scott Fox 1511 Homestead Dr. East Liverpool, OH 43920	HANCOCK
Rhonda Quattrochi 161 Powers Road Weirton, WV 26062	HANCOCK
James E. Fox Rd. 2, Box 42 Chester, WV 26034	HANCOCK
Traci Henderson 224 Third St. Bridgeport, WV 26330	HARRISON
Sheila Clark Rt. 1, Box 317-A Salem, WV 26426	HARRISON
Thomas Clevenger P.O. Box 842 Bridgeport, WV 26330	HARRISON
Roberta Cottrill Rt. 3, Box 246-E Bridgeport, WV 26330	HARRISON
Roberta McCauley HC 64, Box 1175 Romney, WV 26757	Hampshire
James D. Fox 494 Rodgers Road Chester, WV 26034	Hancock
Mary Ann Boyd 659 Banfield Ave. Follansbee, WV 26037	Hancock
Lynda Kramer P.O. Box 645 Moorefield, WV 26836	Hardy
Anthony Larson 14442 SR55	Hardy

Baker, WV 26801	
Rebecca Judy Rt. 1, Box 118-5 Elkins, WV 26241	Harrison
Cherie Moore Rt. 3, Box 270A Washington, WV 26881	Harrison
Jamie Hass Rt. 2, Box 125 West Union, WV 26456	Harrison
Judith Mohr P.O. Box 262 Salem, WV 26426	Harrison
Teresa McCormick 205 Laurel Lick Road Weston, WV 26452	Harrison
Kevin Crickard 3 Woodland Cove Given, WV 25245	JACKSON
Mona Pickens 501 Evans Road Evans, WV 25241	Jackson
Michele Verduci 41 Pelham Lane Charles Town, WV 25414	Jefferson
Nancy Seigel 331 Zodiac Lane Bunker Hill, WV 25413	Jefferson
Charles Ritchey 270A Farmview Dr. Fallston, MD 21047	Jefferson
Marilyn Gaston 315 Mountain Road Knoxville, MD 21758	Jefferson
Tammy Painter 6003 Bobolink Lane Charleston, WV 25312	KANAWHA
Shawn Eddy 5303 West Brook Dr. Cross Lanes, WV 25313	KANAWHA
Joseph Triana 218 Cedar Lakes Road Ripley, WV 25271	KANAWHA
Karen Lawson 707 Hillcrest Dr. Ravenswood, WV 26164	KANAWHA

Robin Sutphin 4300 Staunton Ave. Charleston, WV 25304	KANAWHA
Lee Ann Hendricks Box 82 Tornado, WV 25202	KANAWHA
Deanna Kramer 933 Somerset Dr. Charleston, WV 25302	KANAWHA
Matthew Keefer Rt. 2, Box 144 Leon, WV 25123	KANAWHA
Connie Cantrell Rt. 5, Box 339 Charleston, WV 25312	Kanawha
Gregory Hamaker 7 Barrington Road Nitro, WV 25143	Kanawha
Deatra Adkins 6216 Brenda Ct. Huntington, WV 25705	Kanawha
Michelle Winters 105 Jamestown Road Nitro, WV 25143	Kanawha
Jeffrey Smith 1495 Ravinia Road Charleston, WV 25314	Kanawha
Robert Michael Hay #2 Legg Ave. Charleston, WV 25312	Kanawha
Misty Weber 274 Bull Run Road Morgantown, WV 26508	Kanawha
Linda Dailey 126 Cornerstone Dr. Marietta, OH 45750	Kanawha
William McDermott 2018 Mona Court Milton, WV 25541	Kanawha
Peter Americo 1507 Byng Dr. South Charleston, WV 25303	Kanawha
Freda Wright 142 23rd st. Apt 711 Toledo, OH 43624	Kanawha
Danny Davis	Kanawha

P.O. Box 1252 Charleston, WV 25325	
Kathryn Kutil 929 Woodhaven Dr. Charleston, WV 25312	Kanawha
Jason Jones 323 Jones Ave. Oak Hill, WV 25901	Kanawha
David Gallien 474 Wymer Road Jane Lew, WV 26378	LEWIS
Willis Elkins 146 Caney Branch Road Chapmanville, WV 25508	LOGAN
James Ragland #10 Mountain Meadows Chapmanville, , WV 25508	LOGAN
Pamela Profitt P.O. Box 356 Lavalette, WV 25535	Lawrence
Ronald Lyons 4125 16th Street Road Huntington, WV 25701	Lawrence
Carl Hatfield 712 S. Chestnut St. Clarksburg, WV 26301	Lewis
Jason Gibson 69 Woodcock Dr. Ona , WV 25545	Lincoln
Sharon Harris P.O. Box 1403 Logan, WV 25601	Logan
James Justice 401 W. McDonald Ave Man, WV 25635	Logan
Mark Noe P.O. Box 45 Stollings, WV 25646	Logan
Martha Nelson P.O. Box 426 Wilkinson, WV 25653	Logan
Herman Haupstein 936 Farms Dr. Fairmont, WV 26554	MARION

Sister Mary Stephen Reynolds P. O. Box 9066 Monongah, WV 26554	MARION
Carol Merrill Rt. 3, Box 232-J Bridgeport, WV 26330	MARION
George Haupstein 936 Farms Drive Fairmont, WV 26554	MARION
Ruth Blair Rt. 2, Box 19 Rivesville, WV 26588	MARION
Cathy Fleese 13 Crestview Lane Fairmont, WV 26554	MARION
Larry Conaway 2318 Highland Ave. Parkersburg, WV 26101	MARSHALL
Diane McCauley 165 Fletcher Run Road Graysville, PA 15337	MARSHALL
Mary Findley 31788 Amberger Road Racine, OH 45771	MASON
Roger Topping P.O. Box 5311 Princeton, WV 24740	MERCER
Patrick Smith RR2, Box 378-A Ronceverte, WV 24970	MERCER
Keith Sexton 1515 Pluto Road Shady Springs, WV 25918	MERCER
Betty Farley 129 Sassafras Lane Princeton, WV 24740	MERCER
Daniel W. Farley 129 Sassafras Lane Princeton, WV 24740	MERCER
Brenda Epperson P.O. Box 651 Bluefield, VA 24605	MERCER
Joseph Mason P.O. Box 745 Fort Ashby, WV 26719	MINERAL

Kathy Haddon 312 Lee Road Follansbee, WV 26037	MONONGALIA
Cora Campbell Rt. 1, Box 152B Volga, WV 26238	MONONGALIA
Jennifer Pagliaro 202 Skyline Dr. Rivesville, WV 26588	MONONGALIA
Sonia Bailey-Gibson 123 Cobblestone Circle Morgantown, WV 26505	MONONGALIA
Michael Hicks 27 Bates Road Morgantown, WV 26505	MONONGALIA
Lisa White 500 Maryland Ave. Nutter Fort, WV 26301	MONONGALIA
Jane Wade 144 Park Blvd. Clarksburg, WV 26301	MONONGALIA
Robert Dahl 45 Antietam Dr. Morgantown, WV 26508	MONONGALIA
Carlene Moore 800 Memorial Road Fairview, WV 26570	Marion
Sue Painter Rt. 7, Box 429 Fairmont, WV 26554	Marion
Konstantin Dolgovskij 119 Sugar Avenue Moundsville, WV 26041	Marshall
Shannon Schultheis 14 Nicholas Circle New Martinsville, WV 26155	Marshall
Michael Conaway 615 Grandview Lane Newland, NC 28657	Marshall
Alvin Lawson 707 Hillcrest Dr. Ravenswood, WV 26164	Mason
Patty Lucas P.O. Box 156	McDowell

Big Sandy, WV 24816	
Sheila Stewart P.O. Box 217 Bolt, WV 25817	McDowell
Michael Herald 4602 Noyes Ave. Charleston, WV 25304	Mercer
Keith Buchanan 111 Morrison Dr. Princeton, WV 24701	Mercer
Cynthia Wagoner P.O. Box 32 Dowden Addition Fort Ashby, WV 26719	Mineral
Aimee Bragg 106 James St. Keyser, WV 26726	Mineral
Sue Hampson Rt. 1, Box 164 Ridgeley, WV 26753	Mineral
Sharon Nicol Rt. 5, Box 73 Keyser, WV 26726	Mineral
Eric Eberhart 1236 Vanvoorhis Dr., Townhome B-7 Morgantown, , WV 26508	Monongalia
Sheryl Mayle Rt. 1, Box 457-L Grafton, WV 26354	Monongalia
Phillip Donnelly 342 Wilson Ave. Morgantown, WV 26501	Monongalia
Linda Fisher 4872 Woods Edge Lane Morgantown, WV 26508	Monongalia
Michael Anderson 284 halleck Road Fairmont, WV 26554	Monongalia
Michelle Abruzzino 335 Main St. Monongah, WV 26554	Monongalia
Deborah Hill 40 Weeping Willow Lane Mt. Nebo, WV 26679	NICHOLAS
Bonnie Cogar	Nicholas

101 Ash St. Summersville, WV 26651	
Jo Clare Hanshew 6300 Webster Road Summerville, WV 26651	Nicholas
George Dakovic 9 Oakmont Road Wheeling, WV 26003	OHIO
Donald Kirsch 1511 Atlas Road Wheeling, WV 26003	OHIO
Randall Forzano 253 West Cardinal St. Wheeling, WV 26003	OHIO
Thomas Barr 71649 Silhouette Dr. Martins Ferry, OH 43935	Ohio
Gary Gould 27 Hamilton Wheeling, WV 26003	Ohio
Christine Tarr 11 Greenwood Ave. Wheeling, WV 26003	Ohio
George Couch 145 Westgate Dr. Wheeling, WV 26003	Ohio
Barbara Sisarcick RD. 1, Box 115 Dallas, WV 26036	Ohio
Anna Mae Harmon P.O. Box 1086 Franklin, WV 26807	PENDLETON
Thomas Stalek 1808 King Ridge Road St. Marys, WV 26170	PLEASANTS
Judson Worth P.O. Box 339 Marlington, WV 24954	POCAHONTAS
Ralph Raybeck RR1, Box 222 Terra Alta, WV 26764	PRESTON
Mary Groves Rt. 1, Box 404 Kingwood, WV 26537	PRESTON
Rodney Hannah Rt. 3, Box 196-A Ripley, WV 25271	PUTNAM
William Scott Marshall	Putnam

151 Township Road 1204 Proctorville, OH 45669	
Regina Fuentes 1024 Crestmont Road Hurricane, WV 25526	Putnam
Steven Gardner 18 Countryview Estates Winfield, WV 25213	Putnam
Adena Harvey 1220 Rear Smith St. Milton, WV 25541	Putnam
Monica Lockett 2963 Pennsylvania Ave. Charleston, WV 25302	Putnam
Pamela Blankenship P.O. Box 131 Bolt, WV 25817	RALEIGH
Denise Worley 201 Lucas Drive Beckley, WV 25801	RALEIGH
Rose Morton 321 Collinwood Dr. Oak Hill, WV 25901	RALEIGH
Angela Booker 133 Ringleben St. Beckley, WV 25801	RALEIGH
Sharon Johnson 403 Spruce Lane Beckley, WV 25801	RALEIGH
Shasta Eidell-Hyson P.O. Box 2786 Elkins, WV 26141	RANDOLPH
Linlee Eidell P.O. Box 434 Beverly, Wv 26253	RANDOLPH
Joseph Bucher P.O. Box 261 Harman, WV 26270	RANDOLPH
Thomas R. Eidell Jr. P.O. Box 1639 Elkins, WV 26241	RANDOLPH
Thomas Eidell Sr. P.O. Box 947 Elkins, WV 26241	RANDOLPH
Ronald LaNeve 100 Maple St. Elkins, WV 26241	RANDOLPH
Shanna Hall 1310 Triplett Road	ROANE

Spencer, WV 25276	
Pamela Fink 619 Old Pisgah Road Princeton, WV 24740	Raleigh
Raymond Campbell 5311 Reserve Way Sheffield, OH 44054	Raleigh
Stephen Shride 3 Mockingbird Dr. Milton, WV 25541	Raleigh
Brian Chapman 421 Hull St. Beckley, WV 25801	Raleigh
Carol Morris 13 West Ridge Dr. Elkins, WV 26241	Randolph
Lynda Kirk 2314 Highland Ave. Parkersburg, WV 26101	Ritchie
Carrington Carter 62 Terrace Dr. White Sulphur Springs, WV 24986	Summers
Robert McClintic P.O. Box 524 White Sulphur Springs, WV 24986	Summers
Ernest Eades 403 Alice Dr., Apt 54 Sumter, SC 29150	Sumter
Donnie Woodford 110 Keyes Ave Phillippi, WV 26416	TAYLOR
Beth Harris Rt. 1, Box 339 Fairmont, WV 26554	TAYLOR
Donald Black P.O. Box 284 Davis, WV 26260	TUCKER
Beth Clevenger P.O. Box 203 Thomas, WV 26292	TUCKER
Jason Bucher P.O. Box 261 Harman, WV 26270	Tucker
Bobbi Grinnan HC 73, Box 12 Bowden, WV 26254	Tucker
James Harris 11555 Overleigh Dr. Woodbridge, VA 22192	Tyler

Chanda Spragg 404 West Main St. Paden City, WV 26159	Tyler
Bonnie Hitt Rt. 2, Box 378D Buckhannon, WV 26201	Upshur
Denise Campbell Rt. 1, Box 330-36 Elkins, WV 26241	Upshur
Kathryn Gessler #7 Fairview Heights Parkersburg, WV 26101	WOOD
Michael Miller 1 Millers Landing Parkersburg, WV 26104	WOOD
Randy Wright 1718 Caywood Road Marietta, OH 45750	Washington
Stephanie Cleland 32014 Minersville Road Racine, OH 45771	Washington
Pamela Woolums 576 East Mt. Lookout Road Mt. Lookout, WV 26678	Webster
Dorlan Baughman 2468 Diana Dr. Webster Springs, WV 26288	Webster
Arlene Summers 41320 SR 255 Woodsfield, OH 43793	Wetzel
David Conaway 2318 Highland Ave. Parkersburg, WV 26101	White Pine County
Melissa Wamsley 2304 Mt. Vernon Ave. Pleasant, WV 25550	Wood
Tanatha Amos Rt. 3, Box 170 Sandyville, WV 25275	Wood
Thomas Kelley 116 Summers Dr. Millwood, WV 25262	Wood
Gregory Stephens Rt. 1, Box 75	Wood

Washington, WV 26181	
Norma Dunn 337 Muskingum Dr. Marietta, WV 45750	Wood
Charlene Kimberly 155 Cherry Blossom Lane Little Hocking, OH 45742	Wood
Roger Davis Jr. 1212 County Road 16 Rauland, OH 43043	
Drema Thompson P.O. Box 70507 Myrtle Beach, SC 29572	
Marquita Prince 1107 Pinewood Dr. Beckley, WV 25801	
Christine Martin 1503 Carolina St. Graham, TX 76450	

Kelley R. Hill P.O. Box 105 Vincent, OH 45784	
Bernard Spooner 4640 Chanterwood Dr. Columbus, OH 43231	
Michael Elam 1712 Forest Hills Dr. Vienna, WV 26105	

December 30, 2007

The Honorable Joe Manchin III
State Capitol Building
1900 Kanawha Blvd., East
Charleston, WV 25305

Dear Governor Manchin:

We have hereby read this report and certify it acceptable to the best of our knowledge.

Sincerely,

Daniel W. Farley, Ph.D.-CNHA
Chairman

Donald R. Kirsch, NHA
Secretary

WV NURSING HOME ADMINISTRATORS LICENSING BOARD

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In view of the aforementioned circumstance, effective September 8, 2005, it will be the policy of the West Virginia Nursing Home Administrators Licensing Board to pursue the following plan in discharging its duties:

1. Upon notification from OHFLC, a certified letter will be sent to the administrator of record* for the facility alleged to have offered substandard quality of care indicating same and requesting a response from the administrator to each of the allegations. The administrators reply must be post marked no later than thirty (30) days after receipt of the board's letter. (Refer to Exhibit A.)
2. Upon receipt of the response from the administrator and within ninety (90) days of the day the board receives notification from OHFLC, under the direction of the chair of the West Virginia Nursing Home Administrators Licensing Board, an assessment by staff, members of the board, a hearing officer, and/or a representative from the Attorney Generals Office will be made of all documents received (i.e., HCFA-2567 Statements of Deficiency and Plans of Correction, administrator's response, etc.). From that point a brief written assessment of the facts will be made and filed with the chairman of the board indicating whether or not it is believed nursing home administrator licensing regulations were violated. If the written assessment establishes that the nursing home administrators licensing regulations were violated, the chair of the board will be responsible for seeing that an interview is scheduled with the administrator to assess his/her knowledge and soundness of judgement in being able to adequately discharge the functions of a nursing home administrator (NHA). If it is shown by a preponderance of the evidence that nursing home administrator licensure rules were violated, a written order with findings of fact and conclusions of law will be sent to the administrator with a copy filed in the person's record defining the course of action that will follow. Likewise, if it is shown by a preponderance of the evidence that there were no violations of nursing home administrator licensure rules, a letter will be sent to the administrator so advising with a copy of the correspondence to be retained in the licensee's file.
3. Related to the aforementioned point and establishment of grounds for potential action against a nursing home administrator for violation of nursing home administrators licensure rules, with legal guidance, i.e., the West Virginia Attorney General's Office, private counsel, etc., section 6.1 of Title 21, legislative rule effective July 3, 2003 will be implemented pertinent to suspension, revocation, hearing, and judicial review. Final disposition of the review will be completed as quickly as possible but not to exceed 150 days from date of the first notification of substandard quality of care by the OHFLC. Proceedings in regard to final disposition will be made in the record and retained in the board's file for the NHA under review.

If within twenty-four months of first being advised by the OHFLC a second notice is received by the Nursing Home Administrators Licensing Board alleging substandard quality of care in a facility under the direction of the same licensed nursing home administrator, within the same time lines as previously described, at the direction of the chair of the board, the board will conduct a second interview on the issue of substandard quality of care. Facts from the first review will be revisited along with all new allegations of repeat deficiencies. The process identified in previous points 2 and 3 will be replicated relative to section 6.1. Final disposition of the board's action will be recorded and retained in appropriate NHA and/or board files.

From the time the West Virginia Nursing Home Administrators Licensing Board is first advised by OHFLC of alleged substandard quality of care in a West Virginia licensed nursing facility, all correspondence and records pertinent to the administrator and/or administrators in question will be retained for thirty months. During this period if follow up reviews by OHFLC do not result in subsequent referrals to the Nursing Home Administrators Licensing Board for matters of substandard quality of care, the board at its discretion may order cases closed with files destroyed. If this occurs, such action will be considered at a duly called board meeting with the decision recorded in board minutes.

*** If the administrator of record has been at the facility for less than one year, the previous administrator of record will also be contacted to address in writing each allegation of substandard quality of care.**

No sub-standard quality of Care notices received were received from the Office of Health Facility Licensure and Certification from July 1, 2006 through June 30, 2007.

Nursing Home Administrators
 By Employer County
 12/26/2007 10:32:18 AM

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Kristine Provan 977 Overlook Dr. Wintersville, OH	Brooke
Robert Kennedy 10 Scott lane Girard, OH	Brooke
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Cindy Cooper 5197 Altizer Ave. Huntington, WV	Cabell
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