



The Tennessee Open Meetings Act passed by the General Assembly in 1974 requires that meetings of state, city and county government bodies be open to the public and that any such governmental body give adequate public notice of such meeting.

**TENNESSEE DEPARTMENT OF HEALTH  
MEMORANDUM  
AMENDED**

**Date:** December 3, 2019

**To:** Shelley Walker, Director of Communication and Media Relations

**From:** Wanda E. Hines, Board Administrator

**Name of Board or Committee:** HCF/Assisted Care Living Facility Standing Committee Meeting  
**(Call-in Number: 1-888-757-2790 passcode: 516730)**

**Date of Meeting:** December 19, 2019

**Time:** 9:00 a.m., CST

**Place:** Poplar Conference Room  
665 Mainstream Drive, First Floor  
Nashville, TN 37243

**Major Item(s) on Agenda:** See attachment.

This memo shall be forwarded from individual programs to the Public Information Office on the 15th day of the preceding month. The Public Information Office will prepare the monthly list of meetings within the Department and have ready for distribution to state media by the 28th day of the preceding month.



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**LISA PIERCEY, MD, MBA, FAAP**  
COMMISSIONER

**BILL LEE**  
GOVERNOR

*THE MISSION OF THE TENNESSEE DEPARTMENT OF HEALTH IS TO PROTECT, PROMOTE AND IMPROVE THE  
HEALTH AND PROSPERITY OF PEOPLE IN TENNESSEE*

**AGENDA**

**BOARD FOR LICENSING HEALTH CARE FACILITIES  
ASSISTED CARE LIVING FACILITIES STANDING COMMITTEE MEETING**

**DECEMBER 19, 2019**

**POPLAR CONFERENCE ROOM, FIRST FLOOR  
9:00 a.m.**

**PLEASE REMEMBER TO SILENCE YOUR ELECTRONIC DEVICES WHEN  
THE BOARD IS IN SESSION**

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1. Call the Meeting to Order and Establish a Quorum.
  2. Revisit Secured Unit definition in Assisted Care Living Facility (ACLF), Residential Home for the Aged (RHA), and Nursing Homes (NH) regulations.
  3. Clarification of timeframe and intent for resubmit of ACLF certification application and training in six (6) months.
  4. Discuss Nursing Home Regulation Section 1200-08-06-07 Special Services: Alzheimer's Units and relationship to Secured Unit definition and regulations.
  5. Discuss ACLF Administrators serve more than one ACLF facility.
  6. Other Discussion(s).
  7. Public Comments.
  8. Adjourn.

**MINUTES**  
**BOARD FOR LICENSING HEALTH CARE FACILITIES**  
**ASSISTED CARE LIVING FACILITY STANDING COMMITTEE MEETING**  
**DECEMBER 19, 2019**

The Board for Licensing Health Care Facilities' Assisted Care Living Standing Committee meeting began on December 19, 2019. Joshua Crisp served as chair for this meeting.

A quorum roll call vote was taken:

Mr. Roger Mynatt – here  
Dr. Sherry Robbins – here  
Mr. Joshua Crisp - here

A quorum was established.

The first item for discussion was the revisit of the secured unit definition in Assisted Care Living Facility (ACLF), Residential Home for the Aged (RHA), and Nursing Home (NH) regulations. Ann Reed gave background of the definition throughout the RHA and NH regulations and that the definition was the same. She requested that the ACLF rule have the word 'facility' inserted in the definition. **Mr. Mynatt made a motion to insert the word 'facility' into the ACLF definition and create an Interpretative Guideline for recommendation to the full board; Dr. Robbins seconded. The motion was approved.** Ms. Reed asked the committee who or what type of person is a secure unit is to serve. Mr. Mynatt described a secured unit as an area to house patients with a diagnosis of cognitive impairment but he wouldn't want to define a specific type of patient allowed in a secured unit because it may hold to a standard in the future. Mr. Crisp stated that some residents are placed in the unit for more oversight. Mr. Mynatt stated that the Nursing Home Alzheimer's unit has separate standards and requirements for patient/residents allowed in units. The committee agreed that the secured unit definition should not have a specific diagnosis of a patient/resident to be placed in the secured unit. Dr. Robbins suggested obtaining rules from other states about secured unit to define for reference.

The second item for discussion was the clarification of timeframe and intent of resubmission of ACLF certification application to include training attended within 6 months. Ms. Reed gave background of item and process of when the Administrator fails to renew. The committee suggested the process is good. Ms. Tippens noted that the ACLF rules are currently under review and suggested to wait until approved by Secretary of State. Mr. Crisp advised Ms. Reed and Ms. Tippens to draft language to mirror the Nursing Home Administrator rule language from BENHA and to add agenda item to next ACLF Committee meeting.

The next item for discussion was Nursing Home Regulation Section 1200-08-06-.07 Special Services: Alzheimer's Units and relationship to Secured Unit definition and regulations. Mr. Mynatt briefly discussed the relationship between Alzheimer's unit and the Secured Unit during the discussion item definition of secured unit.

The last item for discussion was ACLF Administrators serving more than one ACLF Facility. Ms. Reed gave background of the item. Ms. Tippens spoke about policy and qualifications of a designee. Mr. Crisp felt that more time was needed to look at the item and to research 'best practice' in other states allowing this. Ms. Tippens suggested asking a facility to come before the board on a case by case basis; Mr. Crisp agreed. Mr. Mynatt found benefit to know background of a facility before granting such a waiver like this. The committee recommended background items such as: bed count, point to point miles between facilities, survey history, census, and if there is an assistant administrator in the administrator's absence. Ms. Reed stated that she can use guidance given by the committee to proceed with request that is currently in the office.

Meeting was adjourned.