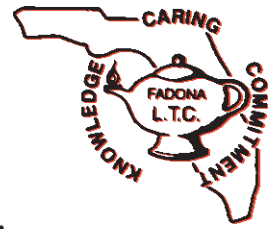


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## 16<sup>th</sup> Annual Convention to Provide Risk Management Tools

### Optional Exam Leads to FADONA-Endorsed LTC Risk Management Certificate



Kay Trugillo

1<sup>ST</sup> VICE-PRESIDENT

**C**an you believe 2003 is right around the corner? I feel like we just got off the cruise ship. I guess the old adage, "Time waits for no one," is a truism.

Our 2003 convention, titled, "The Business of Reducing Risk in Long-Term Care," (LTC) will set a precedent. The entire convention will focus on risk management in LTC. Topics will include: legal aspects of LTC risk management, physician aspects of LTC risk management, regulatory aspects of SNF risk management, administrative aspects of LTC risk management, medical errors, Baker Act, HIPPA, advanced directives/psychosocial aspects of LTC risk management, and a case study —

working a potential adverse incident. A total of 14 contact hours will be offered.

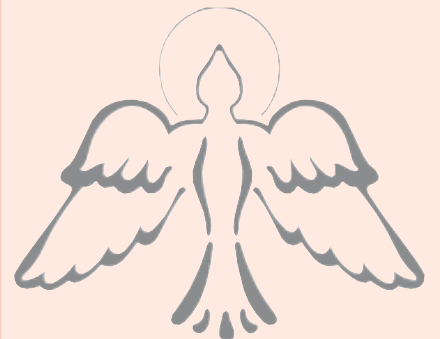
An additional goal this year is for each participant to take a FADONA test. The test would be an endorsement through FADONA as an LTC SNF Risk Manager (RM). This is not meant to replace the licensure programs through AHCA. There is no legal requirement for risk management in LTC.

To be eligible to take the test for endorsement, participants will have to have completed 10 out of the 14 contact hours of education provided during the conference. To pass the exam, the participant must achieve a score of 80 percent or better. A total of 100 questions relating to LTC risk management will be asked. All participants who pass this exam will be awarded a certificate of endorsement as an LTC SNF Risk Manager from FADONA.

Everyone is excited about this year's convention. The FADONA board, the Alliance Council, sponsors, and vendors are all looking forward to seeing you there.

Kay Trugillo, RN, CDONA  
1<sup>st</sup> Vice-President

Season's  
Greetings  
from  
FADONA's  
family  
to yours!



Register now at [www.fadona.org](http://www.fadona.org)

## 2003 FADONA Convention Registration Form

Please be advised: If you are not a member, join now at [www.fadona.org](http://www.fadona.org), or complete the application on the back cover of FADONA Focus and mail it directly to NADONA. Registration forms without fees cannot be processed.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Long-term care facility name: \_\_\_\_\_

Other company name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

County: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

### [ ] YES! Here are my 2003 FADONA Convention Registration Fees.

- ✓ *Early-bird* convention registration fees (received by Jan. 15, 2003) are \$275 for members and \$325 for non-members. After Jan. 16, 2003, registration fees will be \$300 for members and \$350 for non-members. \$ \_\_\_\_\_
- ✓ Each paid registrant receives one (1) Mystery Theater Fun Night ticket. Extra tickets for spouses or guests are \$50 each. \$ \_\_\_\_\_
- ✓ Attend the Annual Trade Show only . . . \$25 \$ \_\_\_\_\_
- ✓ Risk Management Exam fee for members (optional). . . \$25 \$ \_\_\_\_\_
- ✓ Risk Management Exam fee for non-members (optional). . . \$35 \$ \_\_\_\_\_

**Total Amount Enclosed** \$ \_\_\_\_\_

Registration fees do not include hotel accommodations. For hotel reservations at the special, \$95 per night rate, contact the Hyatt Orlando at (407) 396-1234.

Cancellation Policy: All requests for registration refunds must be made in writing and received by March 31, 2003. There will be a \$50 administrative fee on all refunds. No refunds will be made after April 1, 2003.

Make checks payable to FADONA and mail to:  
 FADONA—200 Butler Street, Suite 305, West Palm Beach, FL 33407.

Questions? Call the FADONA business office at (561) 659-2167.

## FADONA's 16<sup>th</sup> Annual Convention & Trade Show

*"The Business of Reducing Risk in Long-Term Care"*

April 28–30, 2003  
 Hyatt Orlando

### Registration Options:

1. Use this registration form and mail in a check.
2. Register online and pay by credit card at [www.fadona.org](http://www.fadona.org)
3. Register over the phone and pay by credit card by calling (877) 422-8382.



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### Medicare Cliff is Steep

Without any change to our overhead, the federal government arbitrarily reduced Medicare nursing home reimbursement by \$38.30 per patient day. In January 2003, the new Congress will convene and consider restoring these critical funds.

What can we do? The answer is dial (866) STOPCUTS so you can be connected with your U.S. representative. Phone calls can also be made to the White House at (202) 456-1414.

Please keep the pressure up by calling your congressional representatives and by writing President Bush, c/o White House, 1600 Pennsylvania Ave., Washington, DC 20500. ☐

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**Bonnie Cruz** ([cruzbdon@aol.com](mailto:cruzbdon@aol.com))  
850/897-5592 • Fax: 850/897-0501

Region II Coordinator — 2002–2004

**Susan Campione** ([mdsgirl2000@yahoo.com](mailto:mdsgirl2000@yahoo.com))  
352/333-4677 • Fax: 352/333-4005

Region IV Coordinator — 2002–2004

**Jean Nelson** ([NEL19120@GTE.net](mailto:NEL19120@GTE.net))  
813/968-5093 • Fax: 813-264-0476

Region V Coordinator — 2001–2003

**Susie Jenvold** ([Susie1RN@aol.com](mailto:Susie1RN@aol.com))  
941/730-7834 • Fax: 941/795-5582

Region VI Coordinator — 2002–2004

**Carmen Shell** ([vpnursing@morsegeriatric.org](mailto:vpnursing@morsegeriatric.org))  
561/687-4709 • FAX: 561/640-9209

## Business Office

**Ian L. Cordes** ([fadona@fadona.org](mailto:fadona@fadona.org))

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West Palm Beach, FL 33407

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# Views from the President

**I**s it me, or did 2002 fly by? Like many of you, I have had a very busy year. FADONA had a great annual conference, which helped many of us survive the year.

The 2003 conference will bring even more tools for your arsenal. We are presenting a risk management workshop to cover all aspects of long-term care. The speaker list is a Who's Who in our industry. The handouts will include a risk management notebook full of suggested policies, procedures, and assessments. You name it, we have it — **ALL FOR YOU!**

Each year, roughly one-half of the FADONA board of directors rotates. The offices that become vacant in 2003 include president, 1<sup>st</sup> vice-president, treasurer, Region I coordinator, Region III coordinator, and Region V coordinator.

We need members who want to keep our organization the strong voice it is today. We have included a nomination form on page 12 of this issue of *FADONA Focus*. Please return the completed form to us by the deadline specified.

Also, a reminder to all that voting

this next year will be done by mail-in ballot. You will receive step-by-step instructions on

**MESSAGE**  
from the  
**PRESIDENT**

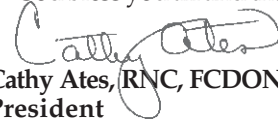
how to complete and return the ballot.

On a more serious note, along with the FADONA board I would ask for your prayers for our NADONA president, Sherrie Dornberger. Sherrie had major surgery last month and has suffered many catastrophic events. She had an MI, had to return to surgery due to peritonitis, and was put on a ventilator. These

are just a few of her setbacks. Please keep her and her family in your prayers. Joan Warden says that it is Sherrie's sheer determination that keeps her going.

I wish you all happy holidays and a prosperous New Year. Check out the FADONA Web site at [www.fadona.org](http://www.fadona.org), get to your local FADONA meetings, and register for FADONA's 16<sup>th</sup> Annual Convention in April 2003.

God bless you all and the work you do!

  
**Cathy Ates, RNC, FCDONA**  
President



*FADONA President Cathy Ates*

## Membership Clarification

NADONA has approved a FADONA membership initiative that accommodates administrative RNs in LTC, regardless of title.

Please encourage all your administrative and supervisory RNs to join FADONA/NADONA now and attend our risk management convention in Orlando, April 28–30, 2003.

**FADONA**  
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# Regional Reports

**Regional REPORTS**



Bonnie Cruz

**REGION I**

ment and quality indicators. The participation in all the chapters has been good and the members continue to appreciate the networking.

Region I will be hosting an annual educational seminar to be held on March 5, 2003. This seminar will be held at the Niceville Community Center in Niceville, Fla. Our goal will be to provide quality in services and an opportunity for nurses to learn and gain tools to improve care in long-term care.

*Pensacola Chapter:* **Tina Schook**, RN, president. Meetings held the third Thursday of the month at 8:30 a.m. Tina can be reached at (850) 626-9225.

*Tallahassee Chapter:* FADONA chapter president can be reached at

**Region I—Northwest**

**1A**—Bay, Escambia, Holmes, Okaloosa, Santa Rosa, Walton, Washington; **1B**—Jefferson, Madison, Calhoun, Leon, Taylor, Franklin, Gadsden, Gulf, Jackson, Liberty, Wakulla

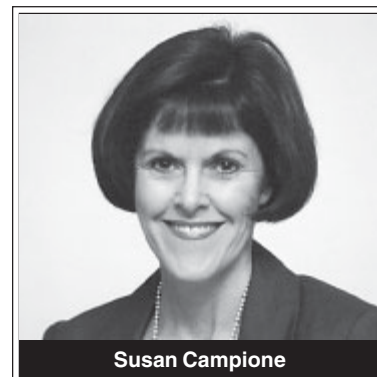
The Region I chapters have been active and staying involved with monthly meetings. Topics of discussion include survey issues, risk manage-

(850) 926-7181.

*Fort Walton Beach Chapter:* **Cana O'Brien**, RN, can be reached at (850) 863-7851.

If you have any questions or need information, please feel free to call me at (850) 897-5592.

**Bonnie Cruz, RN, BSN, MED**  
Region I Coordinator



Susan Campione

**REGION II**

**Region II—Northeast**

**2A**—Hamilton, Lafayette, Alachua, Marion, Clay, Nassau, Suwannee; **2B**—Dixie, Union, Putnam, Baker, St. Johns, Columbia, Gilchrist; **2C**—Levy, Bradford, Duval, Flagler

**NEFADONA**, the Jacksonville chapter, has monthly breakfast meetings on the third Wednesday.

Notices are sent regularly to encourage attendance. A vendor fair was held last March and round table discussions are being planned for the summer months.

The chapter president is **Patricia Wernet**. She can be reached via fax at (904) 264-5459.

*NoCeFADONA*, the Gainesville chapter, has monthly afternoon meetings on the third Thursday. Notices are faxed to area DONs and ADONs. Round table discussions will predominate the summer agenda. The president is **Susan Campione**, whose number appears below.

(386) 454-4540 (H)

[mdsgirl2000@yahoo.com](mailto:mdsgirl2000@yahoo.com)

**Susan Campione, RN, CDONA**  
Region II Coordinator

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Alliance Council


**Region III—Centraleast**

3A—Lake, Osceola, Orange, Seminole;  
3B—Volusia, Hardee

**R**egion contacts:

Volusia and the Greater Orlando chapters continue to meet on the second Tuesday of each month. *Volusia County Chapter* President **Cheryl Jordan** has reported a decline in member attendance at the meetings. Please contact her at (386) 428-6424 for meeting information and extend your member support.

**Reuben Bowie**, president of the *Greater Orlando Chapter*, can be contacted at (407) 296-1611.

**Liz Greco** is the *Lake County Chapter* president. The chapter meetings will be held at various facilities throughout Lake County. Meetings will be held on the last Friday of January, April, July, and October at 7:30 a.m. For additional information and meeting locations, please contact Liz at (352) 394-2188. 



Jean Nelson

REGION IV

**Region IV—Centralwest**

4A—Hillsborough, Pinellas, Highlands, Polk;  
4B—Hernando, Sumter, Citrus, Pasco

**R**egion IV just completed its 4<sup>th</sup> Annual Educational Seminar on Sept. 18, 2002. It was presented at the Holiday Inn in Tampa on Fowler Avenue. There were more than 100 paid attendees at the seminar. It was an excellent presentation sponsored by our vendors. The agenda included:

*Medical Errors* with **Patricia Quigley**, PhD, RN, ARNP, CRRN

*Hot Topics* with **LuMarie Polivka-West**, director of Policy and Quality Assurance, FHCA

Regional  
REPORTS

*A Day in the Life of Risk Management* with

**Joann Ojeda**, RNC, BSN, certified in gerontology and ALFs

*Gold Seal Program* with **Martha Russell**, RNC, CDONA, vice chair, Governor's Panel on Excellence in LTC, Gold Seal Program, and past president of FADONA.

*Quality Indicators Review* with **Patches Bryan**, RN, BSN, CDONA, MHA, NHA, CCO of Graystone Health Care Management

All of our guest speakers did an excellent job with their presentations. Region IV was lucky to have such great speakers available.

There was a buffet lunch included and six hours of continuing education could be obtained.

We would like to thank our vendors for participating in our seminar. We had 11 vendors present including Abbott Labs, American Medical, Broda, Coloplast, Evercare, Janssen, Knowles Radiology, Mobile Ultra Sound, RADS, Sentech, and Symphony RehabWorks.

I would also like to thank the participants from Region IV for all of their hard work in making this seminar happen. It was great working with these devoted individuals in providing a quality seminar. They are **Fern Ciskey**, **Lynn Homicillada**, **Martha Russell** and **Kay Trugillo**.

We are already planning next year's seminar. I hope to see new people. Each year our seminar has gotten bigger and better.

The chapter officers are:

*Hillsborough/Pasco*: **Cookie Salter**, president, (813) 839-5311; **Beth Christensen**, vice president; **Janet Koch**, treasurer; and **Mariann Calta**, secretary.

The *Hillsborough/Pasco* DONs are now meeting the second Wednesday of the month hosted by different facilities. The October meeting was held at South Tampa Rehabilitation, 4610 S. Manhattan Ave. The November meeting was sponsored by American Medical.

The Dec. 4 meeting was at Red Lobster on N. Dale Mabry Highway

with an exchange of gifts and lots of fun.

*Tri-County* (Polk, Hardee, Highlands): **Fern Ciskey**, president, (863) 422-4961, at Bishop Gray; **Lynn Taphorn**, vice-president; **Helen James**, treasurer; and **Maria Rivera**, secretary.

Meetings are the first Tuesday of every month at 8 a.m. at John's Restaurant in Bartow.


*Pinellas/Pasco*: **Ann McDonald**, president, (727) 548-5566; fax: (727) 548-6644; **Cathy DesRochers**, vice-president; **Lynn Homicillada**, corresponding secretary; **Gloria Markov**, recording secretary; and **Cindy Jacquemin**, treasurer.

Breakfast meetings are held the second Tuesday of the month at the Holiday Inn Select-Ulmerston.

You can contact me, **Jean Nelson**, at work: (813) 968-5093; home: (813) 949-1579; fax: (813) 264-0476; or by e-mail at [NEL19120@gte.net](mailto:NEL19120@gte.net).

**Jean Nelson, RNC, BSHCA**

**Region IV Coordinator**

*Continued on page 6* 

### Administrative Nursing Opportunities in Paradise!

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**Regional Reports**

Continued from page 5

**Regional  
REPORTS**



Susie Jensvold

**REGION V**

**Region V—Southwest**

5A—Manatee, Charlotte, Collier;  
5B—Desoto, Lee, Sarasota

**F**or meeting information about chapters in our region, please call the following chapter presidents or contacts:

*Manatee County:* Meets the third Thursday of each month at 7:30 a.m.

for breakfast. Notices are sent out prior to meeting and locations vary. Coordinator **Charlotte Bratcher**, IHS Braden River, 2010 Manatee Ave., East, Bradenton, FL 34208, (941) 747-3706.

*Sarasota/Venice:* Meets the fourth Tuesday of the month. Notices are sent out prior to the meeting regarding locations. President **Denise Almay**, Lakeside Terrace Skilled Nursing Center, 5640 Rand Blvd., Sarasota, FL 34238, (941) 917-4958.

*Lee County:* Fourth Wednesday of each month at various locations. Contact **Pat Schrader** at (941) 277-5000.

*Collier County* is not meeting at this time. If interested in participation in reorganizing the area group, please call **Susie Jensvold**.

Please call me at (941) 794-8135, fax: (941) 795-5582, or e-mail: [SUSIE1RN@aol.com](mailto:SUSIE1RN@aol.com), for information, suggestions, comments, or questions.

**Susie Jensvold, RN, MHSA**  
Region V Coordinator



Carmen Shell

**REGION VI**

**Region VI—Southeast**

6A—Dade, Monroe, Broward, Palm Beach;  
6B—Brevard, Indian River, St. Lucie, Martin, Okeechobee; 6C—Hendry, Glades

**I** look forward to working with the local chapters and the DONs in my region, striving to increase membership and participation in a very worthwhile organization. One of the region's goals is to present an annual symposium. I'd like to ask for your ideas and suggestions.

I can be reached at (561) 687-4709, fax: (561) 640-9209, e-mail: [vpnursing@morsegeriatric.org](mailto:vpnursing@morsegeriatric.org).

The following is a listing of the active chapters and presidents' names for the Region VI area:

1. **Indian River County: Carol Burdette**, Florida Baptist Retirement Center, (561) 567-5248. Continues to meet every other month.
2. **Brevard County: Diane Fralick**, NHC Merritt Island, (321) 454-4035. Continues to meet every month.
3. **Palm Beach County: Jocelyne Cameau**, (561) 762-2067. Continues to have active monthly meetings.
4. **Broward: Mauva Ross**, The Park Summit, Coral Springs, (954) 752-9500. Please call Mauva for the times and locations.
5. **Dade County: Inez Johnstone**, (305) 632-2932. This chapter meets monthly. Please call Inez for the time and location.

**Carmen Shell, RNC, CDONA**  
Region VI Coordinator

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Laura More

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It's a literal win/win. FADONA members get a discount and FADONA benefits, too. Support FADONA while taking engaging, relevant continuing education courses.

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**ENROLL.** Be sure to have your health care license number(s) available. Multiple licenses/certifications are welcome.

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Questions? Call the toll-free Help Desk at (866) 242-8451, seven days-a-week, from 8 a.m. to 10 p.m. EST. Or e-mail [admin@Care2Learn.com](mailto:admin@Care2Learn.com). 

## FADONA Mission Statement

FADONA, Inc., is a Florida-wide professional association representing nursing administrators who are dedicated to excellence in long-term care nursing administration.

FADONA provides its members with opportunities to participate at the local, regional, state, and national levels and offers educational forums and scholarships in order to ensure that the residents, patients, and guests entrusted to its members receive optimum quality care.

## FHCA 2003 Nurse Leadership Training Program



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# Thoughts From FADONA's QUIN Council Liaison

— Reuben Bowie, RN, MS, CDONA; FADONA's Liaison to the QUIN Council

**O**n Sept. 20, members of QUIN Council attended its quarterly meeting, hosted this time by Florida Hospital Association and chaired by the executive director of the Board of Nursing. It was apparent that the nursing shortage is the predominant concern.

Deans and directors of nursing education programs shared the results of their Florida Nursing Faculty Retirement Study. The purpose of the study was to determine the significance of the "impending exodus" of nursing faculty due to retirement; identify perceived difficulty in filling full- and part-time vacancies; identify reasons for the perceived difficulty of filling these positions; and assess the

likelihood of institutional support for "dual appointment."

Of 91 questionnaires mailed, 74, or 81 percent were returned. The total faculty positions were 795. The vacant positions have increased each year from 27 total in 1999 to 49 in 2002. The total retiring in this time frame was 143. These numbers indicate increasing difficulty filling faculty positions. The obvious reason for concern over diminishing faculty is that we cannot begin to address the nursing shortage without adequate faculty to teach nursing students.

The Florida League for Nursing has elected new members to its board and they are addressing changes in procedures presented by the National League for Nursing, which would appear to limit a state's ability to address concerns at the state level. They are also investigating fundraising strategies to address the nursing shortage. The Florida Nurses Association (FNA) had 779 staff nurses respond to their most recent survey to explore job satisfaction. The key issues reported were: pay, amount of time spent in paperwork, and amount of time with non-nursing duties.

A pilot group was started and plans to develop a directory of our professional organizations to facilitate networking. The working name for that group is the Professional Nursing Organization Network Group. They also convened a think tank of visionaries to look at innovations in faculty appointments.

FNA's president presented at the FADONA Region IV meeting during August and responded at a FHCA meeting where they felt that long-term care administrators would be quite comfortable dealing with the nursing shortage by using more LPNs and unlicensed assistive personnel. Clearly



Reuben Bowie, RN, MS

we have work to do to distinguish the roles of differing levels of nursing.

FNA has also initiated a nursing shortage workgroup. That group has developed a survey in two parts: organization/staff nurse.

Florida Organization of Nurse Executives is getting ready for election of new officers and will be having

new representation by the next quarterly meeting.

Florida Hospital Association continues its reorganization since moving headquarters to Tallahassee. A few departments remain in Orlando, but it is uncertain who will continue in Orlando or for how long. The vice-president, nursing and health care professional has been invaluable to QUIN Council and an active supporter of all of its member organizations. She is also vice-chair of the Florida Center for Nursing (FCN) Board of Directors.

Florida Center for Nursing was established in 2001 by the Florida Legislature under Statute 464.0195 to address issues of supply and demand for nursing, including issues of recruitment, retention, and utilization of nurse workforce resources. FCN is governed by a 16-member policy-setting board of directors appointed through the Office of the Governor. FCN activities from March through June 2002 included designation of the University of Central Florida to house FCN; establishing a multidisciplinary advisory council; conducting two stakeholder meetings, the first targeting nurse executives and managers and the second, nurse educators; establishing a Web site at [www.flcenterfornursing.org](http://www.flcenterfornursing.org); establishing a trust fund by the 2002

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Continued on page 15



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# Changes Impact CNAs

— Lee Ann Griffin, Quality Assurance Coordinator, Florida Health Care Association

**T**he environment in which CNAs work is changing. For the first time, the Board of Nursing is crafting disciplinary guidelines designed to protect the public from certified nursing assistants who do not meet minimum requirements for safe practice. The guidelines were published in the July 5 *Florida Administrative Weekly* and Florida Health Care Association requested a public hearing of the rules. Components of the rule closely mirror the disciplinary guidelines for nurses but with less severe financial penalties. The rules may go into effect by the end of the year.

**Challenges continue related to CNA testing.** While the testing vendor, Expor, Inc., seems to be meeting the 30-day requirement by which an applicant must be tested, there have been other problems. Some testers, for example, have been sent back from a test site because there were not enough clinical skills observers to oversee the testing. Testers are sometimes required to travel more than 50 miles one way to test, which is outside of the vendor's contracted agreement with the Department of Health (DOH).

Notices to test are not always reaching the applicant and equipment failure has delayed testing results in at least one city. With an additional 3,500 CNAs needed by Jan. 1, 2003, to meet the required increases in staffing, the CNA testing process bears constant scrutiny. Providers and staff developers are asked to notify FHCA at (850) 224-3907, with any CNA testing or scheduling problems encountered during the next few months.

Compounding the problems in getting CNAs tested promptly will be the upcoming move to require applicants for the CNA exam to undergo background screening prior to being assigned a test date. This two-year-old statute requiring the board to screen an applicant prior to certification

is just now approaching implementation. It will require an individual who submits an application to sit for the CNA exam to undergo appropriate background screening at the same time. Under this plan, being implemented by the DOH, a would-be CNA will apply to sit for the exam and send in his or her background screening application and monies simultaneously. A test date will not be given until the screening is clear.

## A new area of controversy regarding the CNA exam is that the clinical skills component is no longer offered in Spanish.

The Board of Nursing will be developing standards of what is and is not a clear screening based on Chapter 456. In a conference call with the DOH, FHCA was assured that every effort will be made to reduce duplication of screenings. The concerns are what impact this will have on the time frames for CNA testing, and we have written Dr. Agwunobi, secretary, DOH, to heighten his awareness of this situation.

The CNA Council, a sub-body of the Board of Nursing, learned at their last meeting that they must revisit the rules the group had crafted related to the practice, discipline, education, and testing of CNAs. FHCA had drafted detailed comments relating the provider community's concerns with the rules while educators also expressed their concern. FADONA members are welcome to request FHCA's comments on these rules.

A new area of controversy regarding the CNA exam is that the clinical skills component is no longer offered in Spanish. Both written and clinical portions of the CNA exam have been offered in Spanish for years. At the change of the new testing vendor, the

Spanish clinical skills portion of the exam was inadvertently dropped. DOH has been receiving complaints about this



Lee Ann Griffin

change. Reps. Rubio and Arza stated at the Board of Nursing meeting that the importance of English-language competency must be determined by the employer who best knows which candidates will be able to serve their resident population. This issue was part of the CNA rule workshop.

The Florida Board of Nursing has communicated to the Agency for Health Care Administration their understanding of when a CNA needs to complete the annual 18 hours of in-service as outlined in Chapters 464 and 400, Florida Statutes. The board, through the CNA Council, is taking the position that the annual hour requirement is based on the calendar year — that is, from January to December — and special consideration will be given to new CNAs who become certified late in any given year. ☒

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# CALL FOR NOMINATIONS



Support FADONA's membership by being elected to a position and serving on the FADONA Board of Directors. The bylaws state that the Nominating Committee will present the slate of officers to the membership at least 90 days prior to the annual meeting, prepare a mail-in ballot, and ask members to return the mail-in ballot not later than 60 days before FADONA's 16<sup>th</sup> Annual Convention, April 28-30, 2003. Newly elected officers will be installed at the closing of the annual business meeting by the president.

**The following FADONA leadership positions will be vacated in April 2003:**

**President • 1<sup>st</sup> Vice-President • Treasurer • Region I Coordinator • Region III Coordinator • Region V Coordinator**

The following FADONA members have expressed interest in running for office: **PRESIDENT—Cathy Ates; 1<sup>ST</sup> VICE-PRESIDENT—Open; TREASURER—Diane Stover; REGION I COORDINATOR—Bonnie Cruz; REGION III COORDINATOR—Open; and REGION V COORDINATOR—Susie Jensvold.** If you are interested in running for office, please complete the Candidate Information Form and forward your nomination(s), postmarked no later than Jan. 7, 2003, to **Margery Shake** (772-569-2446), Immediate Past-President and Chair, FADONA Nominating Committee, c/o **200 Butler Street, Suite 305, W. Palm Beach, FL 33407.**

## FADONA/LTC Candidate Information Form

Name: \_\_\_\_\_ Membership Expires: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Facility: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Position: \_\_\_\_\_ Years as DON: \_\_\_\_\_. Currently a DON: \_\_\_\_ YES; \_\_\_\_ NO  
 Indicate office for which you are applying: \_\_\_\_\_

How long have you been a member of FADONA? \_\_\_\_\_ years. Have you ever held office in FADONA? \_\_\_\_\_  
 Which office? \_\_\_\_\_ Have you ever served on any FADONA committees? \_\_\_\_\_  
 Indicate which committee(s): \_\_\_\_\_  
 Are you a FADONA *Founding Member*? \_\_\_\_\_ A FADONA *Charter Member*? \_\_\_\_\_  
 An officer in a local or state association? \_\_\_\_\_ (If yes, name of association) \_\_\_\_\_  
 Have you attended any national conferences? \_\_\_\_\_ Florida state convention(s)? \_\_\_\_\_  
 Which ones? \_\_\_\_\_  
 Are you a CDONA/LTC? \_\_\_\_\_ Indicate year of certification: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Are you free to travel at least three times a year for 1-4 days? \_\_\_\_\_  
 Are you free to conduct some Association business during regular hours? \_\_\_\_\_

In 50 words or less (use another sheet if necessary), indicate why you would like to be an officer of FADONA/LTC and why you feel you are qualified to assume this position (include educational background as well): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I understand that my application for office in FADONA/LTC will be reviewed by the Nominating Committee of the Association, which will, if necessary, and with my permission, use my application for any other open offices at the time of my application.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

*Candidate information forms received after Jan. 7, 2003, are disqualified.*

# FADONA/LTC Scholarship Application

**APPLICATION REQUIREMENTS:** 1) Currently a licensed **RN, LPN**, or certified nursing assistant (**CNA**), 2) CNA must be currently accepted or enrolled in a RN or LPN program, 3) LPN must be currently accepted or enrolled in a RN program or undergraduate health care management program, 4) RN must be currently accepted or enrolled in a baccalaureate or master's program in nursing, gerontology program, undergraduate or graduate program in health care management, or nurse practitioner program, 5) A minimum of two years employment history in long-term care (LTC), 6) List names of employers and dates of employment history in LTC, 7) Member of FADONA/LTC or sponsored by a member of FADONA/LTC, 8) Application requirements met and postmarked no later than **Feb. 14, 2003**, and 9) There will be a minimum of \$500 awarded with each scholarship and they are paid directly to the college, university, or accredited LPN school.

**REVIEW PROCESS:** Each application is to be reviewed by the committee chairpersons and the 15 finalists will be forwarded to the committee for final selection. This process shall be completed by **Feb. 28, 2003**, and the names of the selected individuals shall be presented to the FADONA/LTC board and those who have provided the grants. Individuals who receive scholarships must agree to publication of their names and vital information, as well as photographs, if possible, in *FADONA Focus*® and other industry publications.

1. **Applicant's Name:** \_\_\_\_\_
2. **Title:** \_\_\_\_\_
3. **Social Security #:** \_\_\_\_\_
4. **Address:** \_\_\_\_\_
5. **Phone:** \_\_\_\_\_
6. **Fax:** \_\_\_\_\_
7. **E-mail:** \_\_\_\_\_
8. **Applicant's Employer:** \_\_\_\_\_
9. **Phone:** \_\_\_\_\_
10. **Employer's Address:** \_\_\_\_\_
11. **Length of time in current position:** \_\_\_\_\_
12. **Length of time employed in LTC:** \_\_\_\_\_
13. **FADONA/LTC member:** \_\_\_\_\_
14. **Or, sponsored by member :** \_\_\_\_\_
15. **Sponsor's Name:** \_\_\_\_\_
16. **Title:** \_\_\_\_\_
17. **Facility Name:** \_\_\_\_\_
18. **Phone:** \_\_\_\_\_
19. **Facility Address:** \_\_\_\_\_
20. **Type of educational degree program in which applicant is currently enrolled/accepted:** \_\_\_\_\_
21. **Name of school, college, or university:** \_\_\_\_\_
22. **Name of financial aid advisor and address of school, college, or university:** \_\_\_\_\_
23. **Length of time enrolled in educational program:** \_\_\_\_\_
24. **Length of time until completion:** \_\_\_\_\_
25. **Narrative:** Please include a minimum 100-word narrative describing the reasons you request a scholarship. You should include your goals and interest in pursuing a career in LTC.



**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

By signing this application, I indicate that I am a member of FADONA/LTC or am being sponsored by a member of FADONA/LTC, am employed in LTC, and plan on remaining employed in LTC for at least two years. Application should be submitted to the FADONA/LTC president at **200 Butler Street, Suite 305, West Palm Beach, FL 33407**, who will then forward it to the scholarship chairperson. Application must be completed in full in order to be considered.

## Why I Like Being a Certified Nursing Assistant!

*FADONA is pleased to announce the Third Annual Award to recognize certified nursing assistants (CNAs) whose commitment and devotion to their profession is demonstrated by an essay, not exceeding 100 words.*

*Three awards are to be presented at the FADONA Annual Convention in April 2003.*

**✓ First Place — \$100    ✓ Second Place — \$50    ✓ Third Place — \$25**

**2003  
CNA Awards**

*All entries should be mailed to: Cathy Ates, c/o FADONA,  
200 Butler Street, Suite 305, West Palm Beach, FL 33407*

Entries must be postmarked by Feb. 14, 2003.

**2003  
CNA Awards**

# The Basics of HIPPA

— Robin Bleier, RN, CDONA, CLC, HCRM, 2<sup>nd</sup> Vice-President, FADONA

**H**IPPA is the Health Insurance Portability and Accountability Act of 1996. When I began to really learn what HIPPA is I started out with some basics I would like to share.

HIPPA is a law that was enacted by the federal government. Three areas affect each of us as long-term care providers. These areas include:

- **Administrative Simplification.** This is to create a uniform national standard for data collection that had been performed manually using paper systems.

- **Privacy.** HIPPA is to assure privacy and confidentiality provisions. This is to protect patients'/residents' health information from inappropriate usage.

- **Security.** HIPPA is also to assure security provisions are in place to safeguard patient/resident information systems. This includes preventing



Robin Bleier

2<sup>ND</sup> VICE-PRESIDENT

unauthorized access to protected information.

Although we all will have to complete quite a bit of work so that we comply with these regulations on or before the April enforcement date, there is value from this. Some of the benefits we are looking forward to include:

- Simplifying the billing process with electronic transfers of data for quicker and more accurate reimbursement.
- More efficient and accurate transfer of health care information that is shared with other health care providers.
- Approve services, certify referrals, and coordinate benefits faster.

The time line for HIPPA is:

Enacted 1996, Final Rule October 2000, Final rule on privacy 2001, October 2002 compliance with EDI standards required unless an extension for one year was requested, April 2003 compliance with privacy standards with no expected extension being granted.

There is much to learn about HIPPA. Please ensure you are knowledgeable of your company's policies, procedures, and practices so that you may follow them.

*Robin A. Bleier*

Robin Bleier is Chief Operating Officer for Country Health Associates, Inc., which has SNF facilities in Key West, Marathon, and Plantation Key.

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The Centers for Medicare & Medicaid Services (CMS) believes one way to improve quality of care is to provide quality measures consumers can use when making nursing home decisions. CMS now offers quality information, along with other information about Florida nursing homes, to help consumers make an informed decision. The quality information is available at Nursing Home Compare on Medicare's consumer Web site, [www.medicare.gov](http://www.medicare.gov), and through their help line, 1-800-MEDICARE.

Florida Medical Quality Assurance, Inc. (FMQAI), Medicare's healthcare Quality Improvement Organization in Florida, is working with nursing homes in the state on this new initiative. FMQAI provides technical assistance with quality improvement and the Nursing Home Quality Initiative (NHQI) performance measures. For technical assistance with NHQI, call FMQAI at 1-866-800-8767.

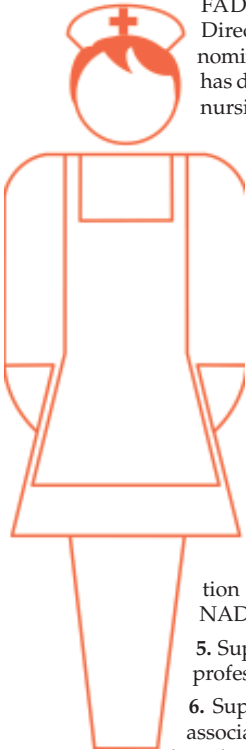
**1-800-MEDICARE [www.medicare.gov](http://www.medicare.gov)**



This material was prepared by Florida Medical Quality Assurance, Inc. under contract with the Centers for Medicare & Medicaid Services (CMS). The contents presented do not necessarily reflect CMS policy.

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## Nominate a Deserving DON for FADONA's 2003 Statewide DON Award



FADONA is pleased to sponsor the annual Director of Nursing Administration Award (if nomination is acceptable) to recognize a DON who has demonstrated professional responsibility as a nursing administrator by mentoring, nurturing, and commitment to the standards of nursing practice in long-term care.

The deadline for nominations is Feb. 14, 2003, for the **2003 FADONA Director of Nursing Administration Award**.

PLEASE ADHERE TO THE FOLLOWING RULES AND PROCEDURES:

1. Nomination must be made by a FADONA member.
2. Nominees must be a member of FADONA and an active director of nursing.
3. Nominees must be actively involved in a local DON chapter with written confirmation from local DON chapter president.
4. Nominees must be certified in gerontological nursing by ANA, nursing administration by ANA, or in LTC administration by NADONA.
5. Supporting reference letters by at least two (2) professional colleagues must be attached.
6. Supporting reference letter(s) from local DON association president or local association executive board member must be attached.

7. Mail all nominations to FADONA president — postmarked prior to Feb. 14, preceding annual convention.

8. The FADONA Executive Committee will serve as the selection committee, with input from regional coordinators in the regions they serve.
9. Nominees will receive recognition at the annual conventions.

### Official Nomination Form

I hereby nominate \_\_\_\_\_

Facility Name/Phone \_\_\_\_\_

City/County/Region \_\_\_\_\_

for FADONA's **Director of Nursing Administration Award**.

The information requested above is attached along with my reasons for nominating this DON.

Signature/Date \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Nominations postmarked after 2/14/2003 will not be considered.

### Thoughts From FADONA's QUIN Council Liaison

Continued from page 8

legislature; filling all 16 board member positions; authorizing the writing of a white paper on "The Florida Nursing Shortage" and two research reports.

The Board of Nursing has been very busy since the move to Tallahassee and under the new executive director has reorganized many functions making licensure and relicensure more efficient.

There are currently 225,051 active nursing licenses in Florida. Yes, there is a nursing shortage.

I appreciate the opportunity to represent long-term care with this committed group of professional nurses. ☒

### Call for Abstracts

The National Conference of Gerontological Nurse Practitioners is planning its educational program for the 2003 annual conference to be held Sept. 17–21, 2003, in West Palm Beach, Fla.

Submissions are being accepted for both oral and poster presentations. Abstract may pertain to the care of the older adult in any practice setting, including hospitals, long-term care, home health, schools of nursing, clinics, and industry.

For information, contact Jacquelyn Sullivan, NCGNP research chair, (317) 655-3876, or [sulliva2@aol.com](mailto:sulliva2@aol.com). ☒

### FADONA and FHCA to Co-Host MDS Training

**F**ADONA's own 2<sup>nd</sup> Vice President Robin Bleier will teach a joint FADONA/FHCA MDS training in three locations around the state. Look for your brochure in the mail. The first session will be held the week of Feb. 17, 2003.

This training will be helpful to tenured nurses who need an MDS refresher course and want to learn the latest about CMS changes to the MDS.

For questions, contact FHCA at (800) 771-3422 or the FADONA business office at (561) 659-2167. ☒

**VENDOR MEMBERSHIPS:  
FADONA Patron  
and Alliance Council**

Patron membership in FADONA is open to any interested professional, organization, or firm involved in providing services or products to the LTC industry.

Alliance Council members must be Patron members. The Alliance Council was created to give vendors and other allied LTC professionals an opportunity to derive the maximum benefit from Patron membership, while networking at the highest levels. Annual dues are:

- Patron:** \$175/yr.
- Alliance Council:** \$250/yr.\*

Member dues are payable directly to FADONA. Mail completed form with payment to: FADONA/LTC, 200 Butler St., Suite 305, West Palm Beach, FL 33407.

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Street: \_\_\_\_\_  
 City: \_\_\_\_\_  
 State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

\* INCLUDES PATRON MEMBER DUES.

**FADONA/NADONA Membership Application**

*Please be advised: Applications without fees cannot be processed.*

Name: \_\_\_\_\_ Title: \_\_\_\_\_

LTC facility name: \_\_\_\_\_

Other company name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

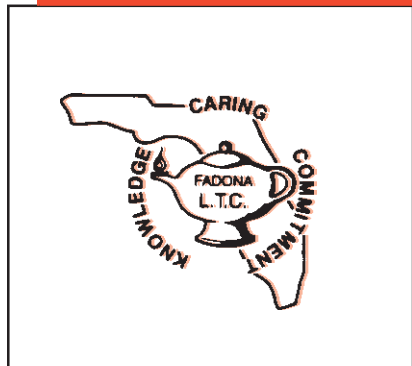
County: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

**I am enclosing my FADONA and/or FADONA/NADONA membership dues.**

**FULL MEMBER: \$105/yr. Eligibility:** Any registered nurse who is currently or has previously within the past five (5) years (upon initial application) served as director of nursing, assistant director of nursing or administrative RN in a long-term care facility, assisted living facility, or a home health agency that is long-term care, facility-based. **"Full" members from Florida automatically join FADONA when joining NADONA. Make all "Full" member dues payable to NADONA and mail directly to: 10101 Alliance Drive, Suite 140, Cincinnati, OH 45242.**

**ASSOCIATE MEMBER: \$210/yr. Eligibility:** Open to any RN, LPN, physician, or other professional who is involved in the health care field and who is interested in supporting the goals and objectives of FADONA. Associate members are non-voting FADONA members and are not eligible for vendor discounts for advertising, exhibiting, etc. You must join FADONA as a Patron or Alliance Council member in order to receive vendor discounts and other benefits. **Make "Associate" member dues payable to FADONA/LTC and mail to: 200 Butler St., Suite 305, West Palm Beach, FL 33407.**

*Amount Enclosed \$ \_\_\_\_\_*



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