



**HOSPICE AND PALLIATIVE CARE ADVISORY COMMITTEE MEETING  
APPROVED MEETING MINUTES**

August 13, 2015 – 10:30 a.m.

**VIDEO CONFERENCE**

525 West Jefferson Street, 4<sup>th</sup> FL, Springfield, Illinois  
122 S. Michigan Avenue, Room 711, Chicago, Illinois  
4212 St. Charles, Bellwood, Illinois

**Members Present**

Daniel Holste  
Marijo Letizia  
Rick Kasper  
Ronette McCarthy  
Nancy Flowers  
Ronda Dudley  
Kim Pieczynski  
Aimee Isham  
Nancy Flowers

**Department Staff/Guests**

Karen Senger  
Karen McGrath  
Carol Phillips  
Siji Varghese  
Sarah Ross-Williams  
Rebecca Zuber  
Linda Breen

**Members Not Present**

David Lockhart, MD  
Mary Runge

**CALL TO ORDER:**

The meeting was called to order at 10:30 a.m. Committee members, guests and Department staff were asked to introduce themselves.

Karen Senger asked Board Members to review and comment on the meeting minutes for February 9, 2015. Some minor corrections were noted, however, because of technical difficulty with the video connection in the Bellwood Location, a quorum was not met and no new business or approval of the meeting minutes was voted on by the Board.

**OLD BUSINESS:**

## **Proposed Training needs for Surveyors of LTC and Hospice Programs**

Karen Senger commented that due to Mary Runge not being available for this meeting that this topic will be tabled until next Board Meeting for further discussion.

## **Utilization of Automated Dispensing System in Hospice Residence**

Karen Senger commented that the final regulations were approved on April 23, 2015. Final copies of the Regulations were given to the Board members for informational purposes. (See Attachment 2).

## **NEW BUSINESS:**

### **Bylaws Final Approval**

Karen Senger commented that the Bylaws were approved from the last Board meeting. Final copies of the Bylaws were given to the Board member for informational purposes (See Attachment 3).

### **Memberships**

The Department is seeking two candidates to represent the Board Membership for the General Public and a Representative from the Department of Aging. Karen Senger asked if Board Members knew of someone that would be interested in serving on the Board to let the Department know. One of the vacant positions is from the Department of Aging, and this recommendation would need to come from that Agency. Board Members were instructed to e-mail Karen Senger a name and contact information of a replacement that fits the vacant position for the General Public, and the Department will reach out to this person.

### **List of Current Members**

A previous request was made to receive an updated copy of all Board members and their contact information be provided by the next meeting. A copy of a current Contact Information List of all Board Members was given to the Board for informational purposes. Karen Senger asked Board Members to contact either Elaine Huddleston or herself with any corrections (See Attachment 4).

### **Medication Administration to Hospice Patients**

Karen Senger presented this topic of an increased issue of Home Services non medical Agencies where clients are receiving non Medical care on the Home Services side and also receiving Hospice Care while in their home. The issue at hand is that the Hospice is providing education/training to the non medical care workers in regards to medical care to the Hospice client. This type of service is outside the realm and scope of practice for the non medical care

worker. This is also against their Licensing Rules for the type of services provided by the non medical care worker and does not meet IDPH Regulation for medical home services and that they cannot administer medicine or provide medical care to the Hospice client. Karen Senger explained that the Department sent out and emailed/letter to all Hospice Agencies informing them of the types of services that these Licensing Agencies are allowed and not allowed to do under their scope of practice and regulation. Karen Senger commented that she feels that this approach has not helped the issue at hand and is reaching out to the Board Members for ideas and input in addressing this situation. The Board Members had a discussion in regards to what kind of education or training can the Board provide or offer to the Agencies to help educate them on this topic. Board Member Rick Kasper, President of the Illinois Hospice and Palliative Care Organization, commented if the Board Members could receive a copy of the letter so he could present to all the Board Members of his Organization as a reminder and to help stress the importance to all members of this concern. The Hospice Board Members all agreed to receipt of a copy of this letter, and they would be able to pass it out at the Administrative level to help address the issue at the skilled nursing setting. Karen Senger informed the Board that she will make some minor revisions to this letter that was sent out a year ago and bring it to the Board for review and further comments at the next Board meeting.

### **Hospice Statistical Data (Licensure and Certification totals)**

This area was presented by Karen Senger for her statistical data from January – July 2015. Karen Senger asked if the statistical data information was beneficial to the Board with background information in regards to the number and types of surveys conducted over the year that included the number of complaints investigated and the types of allegations cited. Karen Senger commented that this information would help show if a pattern or trend was developing. Board Members agreed that the information would be beneficial to them (See Attachment 5).

### **Additional Comments**

Karen Senger would like to bring a topic for discussion to the next board meeting in regards to Hospice State Grant money that the State collected from License Plates. This fund has not been tact into yet, and would like for the Board to take a look at utilizing this money to help with education of the hospice industry and with Surveys. Karen Senger will research into this State funding and present the information to the Board for the next meeting for discussion.

Karen Senger asked for any other Agenda Items or follow-up items the Board would like would like to address for the next meeting to contact her by e-mail with their information.

### **Future Meeting Dates for 2015**

The future meeting dates for 2015 are posted to the Department's web calendar. The next scheduled meeting for this board will be November 13, 2015.

### **Meeting adjourned**

