



**Alzheimer's-Dementia Disclosure Act Advisory Council
Regular Meeting
March 16, 2022**

Location: Oklahoma State Department of Health
123 Robert S. Kerr Ave., 28th Floor, Room 6
Oklahoma City, OK 73102

Meeting Minutes

The Alzheimer's-Dementia Disclosure Act Advisory Council meeting notice for the March 16, 2022, regular meeting was filed with the Oklahoma Secretary of State (SOS) at the following link, www.sos.state.ok.us/meetings.htm.

The agenda for this regular meeting was distributed and was posted in the OSDH building lobby entrance Monday, March 14, 2022.

1. Call to Order

Espaniola Bowen, Director of Health Resources Development Service, called the meeting to order at 1:45 pm.

2. Roll Call

- Mia Ledet called roll. The following members were present when roll was called: Mary Brinkley, Denise Hawkins, Melissa Holland, Sheree Martin, Annette Mays, Lisa Molinsky, and Dr. Germaine Odenheimer.
- The following member was absent: Mike Charboneau.

3. Alzheimer's Disease or Related Disorders Special Care Disclosure Form

The *Alzheimer's Disease or Related Disorders Special Care Disclosure Form* was provided to the council to review.

a. Alzheimer's Disease Terminology

Dr. Germaine Odenheimer suggested to change the terminology that is currently being used on the forms and in the rules from "Alzheimer's-Dementia" to "Alzheimer's Disease", as that is current in the medical community. She suggested the new terminology be added as a footnote. John Clark, JD, confirmed that a footnote cannot be added in a rule.

b. Page Numbers

Lisa Molinsky requested to add page numbers on the disclosure form.

c. Clarifying the Three Entities Requiring the Form

Lisa Molinsky suggested to clarify in the facility instructions the three separate entities who need the form (the OSDH, any representative of a person with Alzheimer's, and the statewide Long Term Care Ombudsman), so facilities know where they are needed as pursuant to the law.

d. Ways to Submit the Form

Lisa Molinsky suggested the facility instructions include clear information in paragraph four of all the ways to submit the form, including mailing, emailing, and faxing it to the OSDH.

e. Facility Changes

Mary Brinkley recommended an attestation yearly instead of only when the license is renewed to show there were no changes. Lisa Molinsky stated this could be a recommendation for the rule. Melissa Holland stated that if this is submitted yearly, it could create cause for undue burden for OSDH. Espaniola Bowen stated this would be okay.

- i. Lisa Molinsky stated that according to paragraph E, the Commissioner of Health and the advisory council can make changes to the form. She asked if that gives the council authority to make the changes. John Clark stated they could look further into paragraph E to verify if it gives the authority for the council to suggest the form is completed annually rather than at the three year license change.
- j. Dr. Germaine Odenheimer asked if a change of administrator is a significant change. Espaniola Bowen confirmed facilities are supposed to submit that change.
- k. Sheree Martin asked if there is a definition of change. Mary Brinkley stated she believes that any change of items on the form would need to be noted. According to subsection 310, each facility should submit any substantial change. John Clark clarified in the current statute it just says “change” rather than “substantial change”.
- l. Lisa Molinsky suggested the word “any” be bolded on the form in paragraph four under the facility instructions.

f. Bed Types

Sheree Martin asked why bed additions are listed on the form under paragraph four in the facility instructions, and whether reductions should be listed as well. Dr. Germaine Odenheimer said after bed additions the form states the total number of beds. Lisa Molinsky suggested striking the language of “bed additions”. Melissa Holland stated they would really want to know if there are Alzheimer or dementia beds. Lisa Molinsky said she doesn’t think the beds on the form should show information about beds in the assisted living portion of a facility at all, and this form should be very clear that this form is only related to memory care beds.

g. Facility Type

Denise Hawkins pointed out that a facility’s completed form is more for the public to view. Melissa Holland suggested clarifying knowing what kind of facility it is. Sheree Martin noted the form is for those marketing memory care beds and Lisa Molinsky said that the bed counts could skew the ratios if they are looking at facility information not just for memory care units. Mary Brinkley suggested that in order



to simplify for families making decisions, to add a question next to “facility type” with a checkbox that asks, “Are you a dedicated memory care unit?”

h. Accreditations

Lisa Molinsky noted that according to Section B9 language, a section needs to be added to the form regarding accreditation. Mary Brinkley suggested adding that the accreditation is current. Annette Mays recommended asking for the date issued and the expiration date on the accreditation. Lisa Molinsky suggested requesting the accrediting body and Mary Brinkley recommended asking for the accreditation type.

i. John Clark provided copies of the old and current statutes for the council to review.

i. Update Language to Reflect Current Law

Denise Hawkins mentioned the law states the form applies to those who “advertise, market, or otherwise promote” and asked if “otherwise promote” falls under facilities that tell you about a memory care unit when they’re talking to you. John Clark said the current statute states, “Otherwise engages in promotional campaigns.” Lisa Molinsky stated the language needs to be updated throughout the form to reflect current law.

j. Maximum Number of Participants for Alzheimer’s Participants Served at Adult Day Care

Mary Brinkley suggested the form lists the maximum amount of participants served at the adult day care separately from the maximum amount of participants the adult day care can accommodate with memory care.

k. Denise Hawkins made the motion to continue. Dr. Germaine Odenheimer seconded the motion.

Ayes	Nays
Mary Brinkley	
Denise Hawkins	
Melissa Holland	
Sheree Martin	
Annette Mays	
Lisa Molinsky,	
Dr. Germaine Odenheimer.	

4. Public Comment

No public comments were made.

5. Adjourn

Meeting adjourned at 3:54 pm.