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Board of Executives for Long Term Services and Supports

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<https://mn.gov/boards/nursing-home/>

AT A GLANCE

- Provides licensing for Nursing Home Administrators, Health Service Executives, and Licensed Assisted Living Directors (LALD)
 - 101 Licensed Health Service Executives (LHSE)
 - 821 Licensed Nursing Home Administrators (LNHA)
 - 2,508 Licensed Assisted Living Directors (LALD)
 - 202 Permits/Acting Permits and Assisted Living Directors in Residence
 - 1,202 applications received
 - 2,013 licenses issued between July 1, 2021, to June 30, 2022
 - 111 state examinations administered
 - 137 continuing education reviews and public posting
- Served as the fiscal agent for the Administrative Services Unit (ASU) through FY 2021

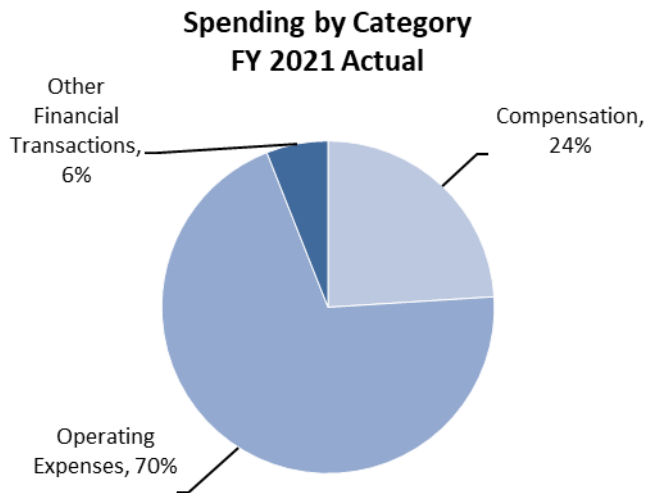
PURPOSE

The Minnesota Board of Executives for Long-Term Services and Supports was initially established in 1970 within Minnesota Statutes 144A.19 – 144A.28 and Minnesota Rules 6400 to license nursing home administrators only. The board was modified in 2020 to the Board of Executives for Long-Term Services and Supports (BELTSS) to encompass the new licensure category of Licensed Assisted Living Directors and to recognize the national credential of the Licensed Health Service Executive in May 2019. The Health Service Executive designates individuals with advanced knowledge in all three lines of long-term services and supports, skilled care, assisted living and home and community-based services. The board continues to meet the federal mandate to ensure that nursing home administrators have the education and skills necessary to provide strong, safe communities for Minnesota's elders. It is now broadened to assure accountability and support for all individuals receiving long term services and supports by trained and minimally qualified directors for assisted living directors. BELTSS carries out this mission through regulation of the practice, education and licensure of practitioners, and investigation of complaints in an attempt for neutral and timely resolution.

The current challenge for FY24-25 is 'right sizing' the operation to process and provide oversight to the new license category of Licensed Assisted Living Directors (LALD). Currently, the board finds itself in the adjusting phase of matching applicants, licensees, revenue, and expenses. The original projection estimated 1,500 licensed providers, but the actual number of applications received was closer to 2,500. The board enters this budget with no changes to their FTE count. Hiring additional staff may be required to create efficient systems, while recognizing resource limitations of the applicant and licensee pool.

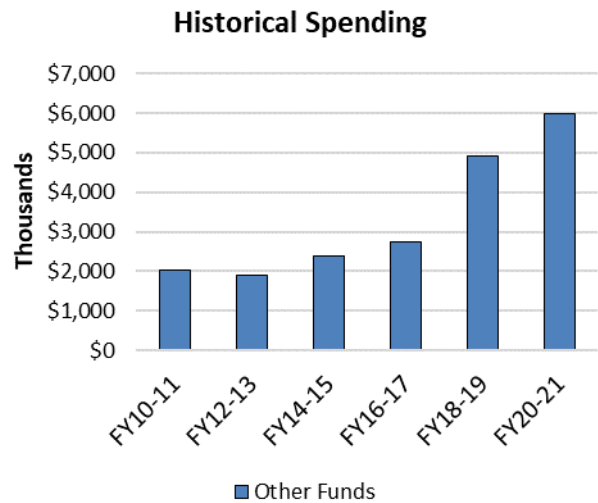
Beginning in FY 2022, responsibility for the Administrative Services Unit was transferred to the Minnesota Board of Dentistry. The program profile for ASU, which includes the health-related licensing boards' Criminal Background Check Program (CBCP), is included with the Board of Dentistry agency profile.

BUDGET



FY 2021 includes spending for the Board of Nursing Home Administrators, the Administrative Services Unit and the Criminal Background Check Program

Source: Budget Planning & Analysis System (BPAS)



FY 2008-14 includes spending for the Board of Nursing Home Administrators and the Administrative Services Unit. FY 2015-21 spending also includes the Criminal Background Check Program

Source: Consolidated Fund Statement

BELTSS: The Board is funded by licensure fees and receives no general fund dollars. Minnesota Statutes section 214.06, subdivision 1(a) compels the Board to collect fees in the amount sufficient to cover direct and indirect expenditures. Fees had not increased from 1995 until 2020. With the additional applicant and licensing numbers, a new fee schedule was established in 2020, with the board still adjusting to this new change. At the time of this budget submission, the initial renewal of Licensed Assisted Living Directors (LALD) license is not completed. This requires real-time tracking of appropriation, revenue collection, and expenses/staffing to meet requirements.

ASU: Currently, 19 health-related and non-health-related licensing boards fund the operations of Administrative Services Unit. Of those, 16 boards utilize and fund the CBCP. The FY 2021 spending information above includes ASU and the CBCP, as fiscal oversight did not transfer to the Board of Dentistry until FY 2022.

STRATEGIES

BELTSS: The twelve governor-appointed citizens serving on the Minnesota Board of Executives for Long-Term Services and Supports (BELTSS) ensure that sufficiently trained leaders are accountable for their actions without imposing unintended barriers or restrictions of elder care campuses.

BELTSS is required to maintain the standards for Nursing Home Administrator licensure for Minnesota to receive Center of Medicare and Medicaid Service funds per federal guidelines. The addition of the Licensed Assisted Living Director is met and accomplished by:

- Maintaining educational standards for prospective and existing licensees.
- Licensing qualified individuals so Minnesotans seeking long-term services and supports will be able to identify those working in the field with skills necessary to provide services in compliance with Minnesota Statutes and Rules.
- Implementing disciplinary and compliance actions when licensees do not perform at a contemporary standard of practice while serving as a neutral intermediary to resolve various interpersonal complaints.
- Educating the public on health-related professions, practitioners, and standards.
- Working with current eleven Minnesota approved colleges with Long Term Care Administration programs.

- Working with three (3) Assisted Living Director Programs to develop standards for the Assisted Living Course Provider Programs.

Currently, Minnesota has 3,430 licensed professionals that oversee the care provided to nearly 145,000 Minnesotans residing in skilled nursing and assisted living facilities. Resident safety, support, and effective services are the primary focus. Research is very active currently as it relates to leadership of long-term care services and supports and its relationship to customer satisfaction.

The board remains active with the National Association of Boards for Long Term Care Administrators (NAB) to ensure contemporary practice standards for Minnesotans. The Board receives an annual statistical review in October and uses this data to identify new initiatives or areas of concern. This board has historically maintained an active strategic plan. The board engages with many stakeholder groups to ensure administrative involvement in problem resolution.

RESULTS

<i>Type of Measure</i>	<i>Name of Measure</i>	<i>Previous</i>	<i>Current</i>	<i>Dates</i>
Quantity	Percent of license renewals completed online	99%	100%	FY 2021 & FY 2022
Quality	Percent of initial license applications submitted online	88%	98%	FY 2021 & FY 2022

The authorizing Minnesota statute for BELTSS is M.S. 144A.19-144A.28:
<https://www.revisor.mn.gov/statutes/?id=144A&view=chapter#stat.144A.19>

The Minnesota Rules for BELTSS are located at: <https://www.revisor.leg.state.mn.us/rules?id=6400.5000>

Executives for Long Term Svcs and Supports Bd

Agency Expenditure Overview

(Dollars in Thousands)

	Actual FY20	Actual FY21	Actual FY22	Estimate FY23	Forecast Base	
					FY24	FY25
<u>Expenditures by Fund</u>						
1201 - Health Related Boards	2,422	3,161	485	843	635	635
2000 - Restrict Misc Special Revenue	2	24	80	26	25	25
2001 - Other Misc Special Revenue	224	144				
Total	2,648	3,329	565	869	660	660
Biennial Change				(4,544)		(114)
Biennial % Change				(76)		(8)

Expenditures by Program

Executives for Long Term Svcs and Supports Bd	2,648	3,329	565	869	660	660
Total	2,648	3,329	565	869	660	660

Expenditures by Category

Compensation	673	796	374	518	472	479
Operating Expenses	1,966	2,328	182	346	183	176
Grants, Aids and Subsidies		1				
Capital Outlay-Real Property	5					
Other Financial Transaction	4	205	9	5	5	5
Total	2,648	3,329	565	869	660	660

Full-Time Equivalent

	8.65	9.52	4.54	5.00	5.00	5.00
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Executives for Long Term Svcs and Supports Bd

Agency Financing by Fund

(Dollars in Thousands)

	Actual FY20	Actual FY21	Actual FY22	Estimate FY23	Forecast Base	
					FY24	FY25
1201 - Health Related Boards						
Balance Forward In	1,400	2,860	1,464	208		
Direct Appropriation	3,733	3,482	693	635	635	635
Receipts	1	1				
Transfers In		63				
Transfers Out	44	155	1,464			
Cancellations		1,626				
Balance Forward Out	2,668	1,464	208			
Expenditures	2,422	3,161	485	843	635	635
Biennial Change in Expenditures				(4,255)		(58)
Biennial % Change in Expenditures				(76)		(4)
Full-Time Equivalents	8.52	9.52	4.54	5.00	5.00	5.00

2000 - Restrict Misc Special Revenue

Balance Forward In	1	2	60	1		
Receipts	3	82	21	25	25	25
Balance Forward Out	2	60	1			
Expenditures	2	24	80	26	25	25
Biennial Change in Expenditures				80		(56)
Biennial % Change in Expenditures				305		(53)

2001 - Other Misc Special Revenue

Balance Forward In	1,190	144				
Transfers Out	824					
Balance Forward Out	142					
Expenditures	224	144				
Biennial Change in Expenditures				(368)		0
Biennial % Change in Expenditures				(100)		
Full-Time Equivalents	0.13					

Executives for Long Term Svcs and Supports Bd

Agency Change Summary

(Dollars in Thousands)

	FY23	FY24	FY25	Biennium 2024-25
<i>Direct</i>				
Fund: 1201 - Health Related Boards				
FY2023 Appropriations	635	635	635	1,270
Forecast Base	635	635	635	1,270
<i>Dedicated</i>				
Fund: 2000 - Restrict Misc Special Revenue				
Planned Spending	26	25	25	50
Forecast Base	26	25	25	50
<i>Revenue Change Summary</i>				
<i>Dedicated</i>				
Fund: 2000 - Restrict Misc Special Revenue				
Forecast Revenues	25	25	25	50
<i>Non-Dedicated</i>				
Fund: 1201 - Health Related Boards				
Forecast Revenues	677	677	677	1,354