



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**

**Date:** March 4, 2015  
**To:** Woody McMillin, Director of Communication and Media Relations  
**From:** Wanda E. Hines, Board Administrator

**Name of Board or Committee:** Board for Licensing Health Care Facilities-Assisted Care Living Facility Standing Committee  
**(Call-in Number: 1-888-757-2790 passcode: 457462#)**

**Date of Meeting:** March 24, 2015  
**Time:** 10:00 a.m. – 12:00 noon, CDT  
**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.

**AGENDA**

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

**665 Mainstream Drive, First Floor**

**Poplar Conference Room**

**Nashville, TN 37243**

**10:00 a.m. – 12:00 noon**

**March 24, 2015**

1. Call the Meeting to Order and Establish a Quorum.
2. Administrator Requirement Language.
3. Pharmacy Services.
4. Medication Administration.
5. Top ACLF Deficiencies.
  - a. Overall Deficiencies
  - b. CMP Recommendation Deficiencies
6. Transfers.
7. MD Orders after Hospital Discharge.
8. Abuse Reporting.
9. Life Safety/Building Standards.
  - a. Exterior Lighting
10. Admission Paperwork Timeframe.
11. Other Discussion(s).
12. Public Comments.
13. Adjourn.