

He-P 803.17 Organization and Administration.

(a) Each nursing home shall have a medical director who is a licensed physician in the state of New Hampshire.

(b) Each nursing home shall have a full time administrator who:

(1) Is licensed pursuant to RSA 151-A:2; and

(2) Shall be responsible for the daily management and operation of the nursing home including:

a. Management and fiscal matters;

b. The employment and termination of managers and personnel necessary for the efficient operation of the nursing home;

c. The designation of an alternate, in writing, who shall be responsible for the daily management and operation of the nursing home in the absence of the administrator;

d. Ensuring development and implementation of nursing home policies and procedures on:

1. Patient's rights as required by RSA 151:20;

2. Advanced directives and DNR orders as required by RSA 137-J;

3. Discharge planning as required by RSA 151:26; and

4. Unusual incident reporting;

e. Monitoring and evaluating the quality of resident care and resident care services in the nursing home pursuant to He-P 803.24; and

f. Identifying and making available education programs designed to maintain the personnel's expertise in areas related to the services provided in the nursing home.

(c) There shall be a full time director of nursing services who is currently licensed in the state of New Hampshire pursuant to RSA 326-B, or licensed pursuant to the multi-state compact, and who is an RN with at

least 2 years relevant experience in resident care.

(d) The director of nursing services shall be responsible for:

(1) Establishment of standards of nursing practice used in the nursing home;

- (2) Ensuring that the admission process and resident assessment process coordinates resident requirements for nursing care with available nursing resources;
- (3) Participating with the administrator and personnel to improve the quality of nursing care at the nursing home;
- (4) Nursing care as authorized by the nurse practice act and according to RSA 326;
- (5) The overall health and safety of residents; and
- (6) Maintaining written personnel schedules, which shall be retained on-site for a period of at least 90 days and which include;
 - a. At least one licensed nurse in the facility 24 hours a day;
 - b. At least one registered nurse, for 8 consecutive hours a day 7 days a week; and
 - c. Licensed nursing assistants who have been verified in accordance with the New Hampshire board of registration in nursing.

Source. #9856-A, eff 1-26-11