

Memoranda of the
Certified Health Care Professions Commission

Wednesday, November 19, 2025 at 12:00 PM

**Indiana Government Center
Conference Center, Room 4+5, Wabash Hall
402 West Washington Street
Indianapolis, Indiana, 46204**

Commission Members Present In-Person:

Shannon Harris, Nurse Aide/ Qualified Medication Aide/ Home Health Aide
James Sizemore, Nurse Aide/ Qualified Medication Aide/ Home Health Aide
Kelly Parker, Registered Nurse
Janet Terrill, Registered Nurse
Rebecca Bartle, Registered Nurse with Experience Training Nurse Aides
Jill Dirbas, Health Facility Administrator

Commission Members Present Virtually:

None

Commission Members Absent:

Kylee Stephenson, Consumer Member

Indiana Department of Health (IDOH) Staff Present:

Jessica Krug, Assistant Commissioner of Consumer Services & Health Care Regulation
Nicole Tipton, Division Director of Program Performance & Development
Amanda Lynch, Nurse Aide Investigation Supervisor & Commission Liaison
Sara Caudell, Nurse Aide Training Supervisor
Arron Caquelin, Nurse Aide Training Surveyor

1. Call to Order and Establishment of Quorum

Meeting commenced at 12:00 PM by chairman, Rebecca Bartle.

James Sizemore, Kelly Parker, Janet Terrill, Rebecca Bartle, Shannon Harris and Jill Dirbas were present in person to establish a quorum.

2. Adoption of the Agenda

Nicole Tipton requested an addition to the agenda. The addition was a request for an Emergency Order Finding of Abuse for Cleveatha Lloyd, QMA2200268, CNA0807462, and HHA0400269 due to Incident #461758 and 463654.

A motion was made by Janet Terrill and seconded by James Sizemore to approve addition to the agenda and the adoption of the agenda as amended. Motion passed 6-0.

3. Adoption of the Memoranda

A motion was made by James Sizemore and seconded by Jill Dirbas to approve adoption of the memoranda as presented. Motion passed 6-0.

4. Investigations for Commission Review

- a. In the Matter of the Certification of Iryna Gardner, QMA2400671; CNA2300133, a motion for *no finding* of Neglect & Abuse, and a *finding* of QMA Misconduct was

- made by Shannon Harris and seconded by Kelly Parker. Motion passed 6-0.
- b. In the Matter of the Certification of Martha Jaramillo, HHA2405303, a motion for a *finding* of Abuse was made by Kelly Parker and seconded by Shannon Harris. Motion passed 6-0.
- c. In the Matter of the Certification of Shauna Ventura, HHA2405246, a motion for a *finding* of Misappropriation & Abuse was made by James Sizemore and seconded by Shannon Harris. Motion passed 6-0.
- d. In the Matter of the Certification of Sherry Curry, QMA0500304; CNA0023341; HHA1404781, a motion for a *finding* of Abuse was made by Becky Bartle and seconded by Shannon Harris. Motion passed 6-0.
- e. In the Emergency Finding placement of Cleveatha Lloyd, QMA2200268, CNA0807462, and HHA0400269, a motion to approve the *finding* of Abuse placement was made by Becky Bartle and seconded by James Sizemore. Motion passed 6-0.

5. Old Business

- a. QMA Psychiatric Attendant Pathway
After discussion, on a motion by Becky Bartle, and seconded by Kelly Parker, the commission voted to grandfather in any remaining 2025 QMA Psychiatric attendant renewals. Remaining 2025 renewals would be permitted to renew without the requirement of becoming a CNA. Starting January 1, 2026, all QMA Psychiatric Attendant Renewals would be required to first obtain a CNA certification before being permitted to renew their QMA. Motion passed 6-0.
- b. HHA Training Curriculum & Process
After discussion, the commission decided to table this discussion until the 'New Business' topic of subcommittees.

6. New Business

- a. A review of the IDOH process for Auditing Qualified Medication Aide Inservice Documentation was reviewed and discussed. A decision was made to table this discussion until the 'New Business' topic of subcommittees.
- b. A review of the IDOH process for Qualified Medication Aide Training Program Revocation was reviewed and discussed. A motion was made to approve the process by James Sizemore and seconded by Janet Terrill. Motion passed 6-0.
- c. A review of the IDOH process for Approval of Dementia Training for Home Health was reviewed and discussed. A request was made to delay to the December meeting to have a Home & Community Based Care representative present for the discussion.
- d. A review of the request from Ivy Tech Community College for a Dementia Training Approval was reviewed and discussed. A request was made to delay to the December meeting to have an Ivy Tech Community College representative present for the discussion.
- e. A discussion surrounding the CNA to QMA 1000 hour Waiver was had between commission members. A decision was made to have IDOH create a state form that included, but was not limited to a request for approximate hours worked as a CNA, number of hours requested to be waived, reason for waiver request, detailed background and work experience, and three professional letters of recommendation with examples of an administrator,

DON, or supervising nurse. The form will be drafted and brought back to a future meeting for additional discussion.

The commission also verified that only hours worked as a certified nurse aide will count as hours. Those worked prior to becoming certified are not to be included in the request.

- f.** A discussion surrounding the IHCA Legislative Session Recap was had between commission members. The following clarifications were made:

 - The requirement to submit an application 30 days after completing the practicum is not valid. The applicant may submit to test anytime withing twenty four months of completing the training program.
 - The commission requested legislative cleanup for the section allowing for reinstatement by only passing the exam if the certification is expired less that five years ago. This is against federal guidelines as listed at 483.35(e)(6). IDOH will work with our legal team on this request.
 - The commission requested legislative cleanup to streamline to number of attempts to 4 for all pathways. Currently only a handful are defined as having 4 attempts. IDOH will work with our legal team on this request. The commission would like to revisit the number of allowable attempts on insulin testing at the next meeting,
 - A request from IDOH during the discussion to define 'competency exam' was made. The will be revisited at the next meeting
- g.** Commission Subcommittees were determined. They are listed below and will be included in future agendas until IDOH is notified they have dissolved.

 - HHA Training & Curriculum – Kelly Parker & Jill Dirbas
 - 473 Deep Dive – Becky Bartle, Shannon Harris, and Janet Terrill
 - Testing Concerns – Janet Terrill & Shannon Harris
 - Inservice Audits – James Sizemore & Becky Bartle

7. Adjournment

A motion was made by Shannon Harris and seconded by Janet Terrill to adjourn the meeting. Motion passed 6-0.