



STATE OF MARYLAND

DHMH

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Maryland Department of Health and Mental Hygiene

Office of Health Care Quality

Spring Grove Center • Bland Bryant Building

55 Wade Avenue • Catonsville, Maryland 21228-4663

Martin O'Malley, Governor – Anthony G. Brown, Lt. Governor – John M. Colmers, Secretary

TRANSMITTAL

TO: Assisted Living Program Providers  
Assisted Living Stakeholders

FROM: Lester Brown, Program Manager

RE: Assisted Living Manager Course

Date: October 16, 2007 - Revised

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The Office of Health Care Quality (OHCQ) is pleased to announce the approval of three vendors to provide the 80-hour assisted living manager (ALM) training, as outlined in COMAR 10.07.14.15-1 and .15-2. (See attached chart.) As ALM training curriculums are approved, updates will be made available on the OHCQ website [www.dhmh.state.md.us/ohcq](http://www.dhmh.state.md.us/ohcq) located under the training heading.

Please note that the regulations require that all managers that are licensed for 5 beds or more must complete an approved manager training course. Due to the lack of training courses in the past, OHCQ has not enforced this requirement. Considering there are currently only three approved courses, our current timeline is for assisted living managers to have a period of time until August 2008 to comply with training requirements. Pending the availability of approved ALM training courses, the proposed target date for compliance may be reconsidered. I would also encourage any assisted living program that wish to offer the ALM training course to submit their curriculum for review to determine if the curriculum meet regulation requirements. I would also encourage assisted living managers to take an approved training course in advance of OHCQ's enforcement of the training requirement, as we believe this training will benefit resident care.

Additionally, an individual will be exempt if employed as an assisted living manager in Maryland for one year before January 1, 2006 COMAR 10.07.14.15-1 E(3). However, due to the limited number of approved vendors to teach the 80 hour assisted living managers training course and the delay in identifying vendors to provide the course, the Office of Health Care Quality will in practice exempt an individual who has been employed as an assisted living manager in Maryland for one year before January 1, 2008. Until then, OHCQ during our survey inspections will determine if an ALM is sufficiently qualified to serve as an assisted living

manager by referring to COMAR 10.07.14.15B. This standard will hold true for assisted living managers who are exempt as well as those who are required to take the 80 hour ALM course.

If you have any questions regarding ALM training courses, Please do not hesitate to call Ms. Kimberly Nelson, Nurse Surveyor, at (410) 402-8181 ([knelson@dhmh.state.md.us](mailto:knelson@dhmh.state.md.us)). Thank you very much for your prompt attention to this matter.

**APPROVED ASSISTED LIVING MANAGER TRAINING COURSES**

<b>Vendor</b>	<b>Contact Person</b>	<b>Phone /E-mail</b>
Carroll Lutheran Village	Barbara Hughes Leasure 2727 Rowe Road New Windsor, Maryland 21776	(o) 410 848-0090 <a href="mailto:bleasure@clvillage.org">bleasure@clvillage.org</a>
MODA	Carol McClain, President MODA Systems, Inc. PO Box 91 Hanover, Maryland 21076	(o) 410 796-0882 (c) Cell 410 299- 3534 (F) 410 796-5330
Herizon Concepts	Faith B. Terrell, RN BSN 4 Park Center Court, Suite 200 Owings Mills, Maryland 21117	(o) (410) 753-3535 (c) (410) 868-5776 cellular <a href="mailto:faithb@herizonconcepts.com">faithb@herizonconcepts.com</a>

Cc: Wendy Kronmiller  
OHCQ Administrative file