



North Carolina Department of Health and Human Services  
Division of Health Service Regulation

Pat McCrory  
Governor

Richard O. Brajer  
Secretary

Mark Payne, Director  
Health Service Regulation

MEMORANDUM

**DATE:** September 15, 2016  
**TO:** Interested Parties  
**FROM:** Nadine Pfeiffer, Rule-review Manager *NP*  
**RE:** Proposed Amendment of Adult Care Licensure Rules  
10A NCAC 13F Licensing of Homes for the Aged and Infirm  
10A NCAC 13G Licensing of Family Care Homes

GS 150B-21.2 requires a rule-making body to notify certain individuals of its intent to amend a permanent rule and adopt new rules. It also requires notification of the date, time and location of the public hearing on the rule and any fiscal note that has been prepared in connection with the proposed rule.

The rules are being amended to clarify the requirements for applicants for the certification of Adult Care Home administrators and the approval of Family Care Home administrators. The North Carolina Medical Care Commission has submitted form OAH 0300 to the Codifier of Rules, Office of Administrative Hearings, indicating its intent to proceed with the following rule-making actions:

- 10A NCAC 13F Licensing of Homes for the Aged and Infirm
- 10A NCAC 13F .1702 Adverse Action on Certification (Adopt)
- 10A NCAC 13F .1703 Renewal of Administrator Certification (Adopt)

- 10A NCAC 13G Licensing of Family Care Homes
- 10A NCAC 13G .0401 Qualifications of Administrator (Repeal)
- 10A NCAC 13G .1501 Administrator Approval (Adopt)
- 10A NCAC 13G .1502 Adverse Action on Administrator Approval (Adopt)
- 10A NCAC 13G .1503 Renewal of Administrator Approval (Adopt)

Certification and approval of the fiscal note was obtained from the Office of State Budget and Management on July 25, 2016 in accordance with G.S. 150B-21.4.

The proposed rule text is attached to this memo and will be published in the September 15, 2016 edition of the N.C. Register which can be found at the Office of Administrative Hearings web site at <http://www.ncoah.com/rules/register>.



Office of the Director

<http://www.ncdhhs.gov/dhsr/>

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A public hearing is scheduled for November 2, 2016 at 2:00 p.m. in Room 104, Brown Building, 801 Biggs Drive, Raleigh, NC 27603. The building is located on the Dorothea Dix Hospital campus. The Commission is accepting public comments on these rules and fiscal note from September 15, 2016 – November 14, 2016. Comments will also be accepted in person at the public hearing. The proposed effective date of these rules is April 1, 2017.

A copy of the proposed rules, fiscal note, and instructions for submitting comment can be found at the Division of Health Service Regulation web site at [www2.ncdhhs.gov/dhsr/ruleactions.html](http://www2.ncdhhs.gov/dhsr/ruleactions.html). If you have questions related to the proposed rule and fiscal note please contact the Adult Care Licensure Section at (919) 855-3765.

cc: Dr. John Fagg, MD, Chair, N.C. Medical Care Commission  
Mark Payne, Director, Health Service Regulation  
Joel Johnson, Assistant General Counsel, DHHS  
Megan Lamphere, Chief, Adult Care Licensure  
Doug Barrick, Policy Coordinator, Adult Care Licensure  
Emery Milliken, Deputy Director, DHSR