# Michael W. Norbury, LNHA

#### 1 Moonshadow Court

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**Meadow View Nursing & Respiratory Care July 2013-April 2014**

## Bey Lea Village Nursing & Rehabilitation Center

**Revera Health Centers/CPL Family of Centers June 2006-April 2011**

**Brandywine Senior Care, Inc. December 2000-June 2006**

## Toms River, NJ Executive Director/Administrator

* Oversaw delivery of care of 180 sub acute, long term care, ventilator care, and assisted living residents in compliance with Federal/State regulations/Joint Commission standards
* Supervised staff of 15 Department Heads and 190 total employees
* Ensured annual corporate budget is followed and profit maximized
* Ensured operational success as well as successful annual federal and state surveys
* Identified and marketed to new referral sources to increase and maintain census
* Identified cost savings and new revenue opportunities
* Performed Corporate Regional Quality Improvement Inspections and Trained/ Oriented New Administrators to Organization’s Policies and Procedures
* Reviewed customer satisfaction surveys and implemented needed changes
* Corporate Liaison to Health Care Association of New Jersey
	+ Reimbursement, Legislative, and Communication Committees (Chair)
	+ HCANJ Congressional Briefing Committee Washington, DC- 2004-2011

**Burnt Tavern Nursing & Rehabilitation Center May 2012-July 2013**

**Brick, NJ Administrator**

* Oversee all aspects of delivery of care for 171 sub acute, long term care, and assisted living residents in compliance with Federal/State regulations
* Successfully increasing average daily census by strengthening physician relationships and enhancing community based marketing initiatives
* Develop employee recognition programs and improve employee morale and communication

**Spring Hills Cherry Hill April 2011-May 2012**

**Cherry Hill, NJ Executive Director**

* Manage all aspects of operations from pre-construction to opening of brand new 124 unit luxury Assisted living community including 25 unit Memory Care Unit
* Successfully achieved licensure of community by New Jersey DOHSS -Dec 2011
* Supervise sales ,marketing, and advertising initiatives to increase revenue
* Hire and train complete team of associates in all corporate policies and procedures, resident safety initiatives, and all aspects of customer service
* Corporate Liaison to Health Care Association of New Jersey (HCANJ)
* HCANJ/AHCA Congressional Briefing Washington, DC July 2011
* Member of HCANJ Political Action Committee, Chair Communication Committee, member of Reimbursement and Legislative Committees

### Willow Terrace Nursing & Rehabilitation Center May 2000-December 2000

**Albert Einstein Hospital System Assistant Administrator**

**Philadelphia, PA**

* Supervised daily nursing home operations as Assistant Administrator while working towards state PA Administrator licensure-achieved September 2000
* Wrote facility’s first Plan of Correction for initial Department of Health survey
* Consultant for Hospital Executives identifying issues for JCAHO inspection
* Strategize new employee recruitment initiatives as member of corporate Human Resources Committee for nursing homes, hospital, and acute rehab facilities

**Medford Care Center May 1997-May 2000**

### Medford, New Jersey Administrator

* Managed all aspects of delivery of care and daily operations-180 bed facility
* Successfully completed three federal/state surveys and one JCAHO survey
* Oversaw all fiscal operations and ensured continued profit margins were achieved
* Personally responsible for implementing new sub acute wing by converting 28 long term care beds to sub acute beds with in room TVs and phones/voice mail
* Identified new revenue opportunities and ensured all collections were 100% liquidated within a 60 day time period
* Collaborated with corporate office on corporate contract and cost saving measures
* Became member of Health Care Association of New Jersey (HCANJ)
* Legislative & Reimbursement Committees-1995

### Meadow View Nursing & Respiratory Center September 1991-May 1997

**Williamstown, NJ and Corporate Director of**

**Whiting Healthcare Whiting, NJ Accounts Receivable**

* Oversee all accounts receivable for 2 facilities and managed operations of Business Offices and their personnel as well as perform monthly billing closes
* Managed collections of $3.7 million monthly
* Interacted with managed care insurance companies to ensure terms of managed care insurance contracts were being followed and payment received within 60 days of billing/ weekly cash forecasting for owners
* Ensured proper monthly billing of Medicare and Medicaid

**Licenses: New Jersey LNHA #2017 (1997), Pennsylvania NHA #NH0005170L (2000)**

**Education**:

### Fordham University, Bronx, New York

**Bachelor of Arts-1989** 3.2 GPA

Fordham Varsity Football: 1985-1988

NCAA Div III Playoffs Semi-Finalist: 1987

**Awards:** \* 2010 American Health Care Association – Bronze Level Award Winner

\* Member of NJBIZ Magazine’s 2005-2006 Class of “Forty Under 40”

 Management Professionals - Premiering The State’s Brightest Young Stars

 \* Administrator of the Year 2001 -Brandywine Senior Care, Inc. (18 properties)

**Personal:** Married to wife Shelly and three daughters Emily, Alyssa, Holly

**REFERENCES**

Paul R. Langevin, Jr.

President (Retired)

HCANJ

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Gary Pizzichillo, Jr. LNHA

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Others available upon request