PATHWAYS TO OBTAINING A NURSING HOME ADMINISTRATOR LICENSE

1. Master's degree in nursing home administration, in another academic area with an emphasis in related health facility administration (for example, nursing, social work, rehabilitation services and social gerontology), in hospital administration, or in public health administration **and**
    - 6 months of full-time experience, such as being a as a Department Head, in the administration of a nursing home or a related health facility,* during the 5 years immediately preceding the date of application. (§39.5(b)(4)(i) and (ii)(A) of the regulations) OR
    - Completed a Board-approved AIT Program during the 2 years immediately preceding the date of application. (§39.5(b)(4)(i) and (ii)(B) of the regulations).

    Completion of 120 clock hour program is recommended.

2. Bachelor's degree and completion of 120 clock hour program or a baccalaureate degree in nursing home administration or its equivalent that incorporated the 120-clock hour program **and**

    - served as a full-time assistant administrator* in a nursing home or related health facility during the 9 months immediately preceding the date of application (§39.5(b)(3)(i), (ii) and (iii)(A) of the regulations).
    - served as a full-time assistant administrator* in a nursing home or related health facility, 1,000 hours of which in the practice of nursing home administration* during 18 months of the 5 years immediately preceding the date of application (§39.5(b)(3)(i), (ii) and (iii)(B) of the regulations) OR
    - completion of 1,000 hour Board approved AIT program* during the 2 years immediately preceding the date of application (§39.5(b)(3)(i), (ii) and (iii)(C) of the regulations)

3. Two academic years of college-level study, 30 hours each year, completion of 120-clock hour program **and**

    - served as a full-time assistant administrator* in a nursing home or related health facility during the 18 months immediately preceding the date of application (§39.5(b)(1)(i), (ii) and (iii)(A) of the regulations) OR

    - 3 years of full-time supervisory experience in a nursing home or related health facility, 1,000 hours in the practice of nursing home administration during the 5 years immediately preceding the date of application (§39.5(b)(1)(i), (ii) and (iii)(B) of the regulations).

4. Currently licensed registered nurse, completion of 120-clock hour program, **and**
    - 6 months experience as a full-time director of nursing **and** 12 months immediately proceeding application as a full-time assistant administrator* in a nursing home or related health facility during the 18 months immediately preceding the date of application (§39.5(b)(2)(i), (ii) and (iii)(A) of the regulations) OR
    - 2 years of experience as a full-time director of nursing in a nursing home or related health facility, 1,000 hours of which in nursing home administration* during the 5 years immediately preceding the date of application (§39.5(b)(2)(i), (ii) and (iii)(B) of the regulations).

5. High school diploma, completion of 120-clock hour program, 2 years of practical experience in the administration of a nursing home or related health facility, 1000 hours of which was under the supervision of a full-time nursing home administrator **and**
    - 18 months as a full-time assistant administrator* immediately preceding the date of application (§39.5(b)(5)(i), (ii) and (iii)(A) of the regulations).
    - 3 years of service as a full-time supervisor in a nursing home or related health facility, 1,000 hours in the practice of nursing home administration* during the 5 years immediately preceding the date of application (§39.5(b)(5)(i), (ii) and (iii)(B) of the regulations).

* All experience as an assistant administrator or in the practice of nursing home administration must be under the supervision of a full-time licensed nursing home administrator.

Upon obtaining the required education and experience, applicants must pass the licensure examinations.