

1 21 NCAC 37D .0303 is readopted with changes as published in 29:19 NCR 2247

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3 **21 NCAC 37D .0303 REQUIRED COURSE**

4 (a) The course prescribed by the Board pursuant to G.S. 90-278(1)c shall be comprised of ~~in-class, field and~~  
5 ~~correspondence components substantially equivalent to the 2003 description of the Basic Nursing Home~~  
6 ~~Administrator Course provided by the School of Public Health at UNC Chapel Hill.~~ in-class instruction,  
7 including all the domains of practice as described in Rule .0605 of this Subchapter.

8 (b) An applicant with a health care administration degree may request in writing that the Board approve  
9 college courses as substantially equivalent to portions of the required course, provided the ~~applicant tests~~  
10 ~~out of portions of the required course with a passing score of at least 70 percent.~~ applicant's college  
11 transcripts validate the long term care courses were passed with a minimum of a 2.0 GPA.

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13 *History Note: Authority G.S. 90-278(1)c;*  
14 *Eff. April 1, ~~1996~~1996;*  
15 *Amended Eff. July 1, 2004; July 1, 2000;*  
16 *Readopted Eff. October 1, 2015.*

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1 21 NCAC 37D .0404 is readopted with changes as published in 29:19 NCR 2247

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3 **21 NCAC 37D .0404 ADMINISTRATOR-IN-TRAINING SELECTION OF PRECEPTOR**

4 (a) ~~From an approved list of preceptors, the AIT applicant~~applicants shall select a preceptor prior to submitting  
5 application to the Board. Lists of preceptors approved by the Board can be found on the Board's website  
6 www.ncbenha.org.

7 (b) It shall be the responsibility of the AIT applicant to contact a preceptor to ensure that the preceptor accepts the  
8 AIT applicant.

9 (c) The AIT ~~must~~ shall notify the Board of any change in preceptor. Any change in preceptor shall be from the  
10 approved list.

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12 *History Note: Authority G.S. 90-278; 90-285;*

13 *Eff. February 1, 1976;*

14 *Amended Eff. April 8, 1977;*

15 *Readopted Eff. October 1, 1981; December 15, 1977;*

16 *Amended Eff. August 2, 1993; February 1, 1991; May 1, 1989;*

17 *Transferred and Recodified from 21 NCAC 37A .0505 Eff. April 1, 1996;*

18 *Amended Eff. July 1, 2004; April 1, 1996;*

19 *Readopted Eff. October 1, 2015.*

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1 21 NCAC 37D .0602 is readopted with changes as published in 29:19 NCR 2247

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3 **21 NCAC 37D .0602 NATIONAL EXAM APPLICATION**

4 To sit for the National Exam, a person shall submit an exam application electronically to the ~~NAB~~, National  
5 Association of Long Term Care Administrators Board (NAB) through their website [www.nabweb.org](http://www.nabweb.org). After the  
6 applicant has completed the National Exam Application, the NAB will notify the Board for approval of the  
7 applicant. ~~In~~ Prior to the Board approving the applicant's eligibility to sit for the National Exam and in order to  
8 release the results of the NAB exam score, the applicant shall pay to the Board a processing fee of fifty dollars  
9 (\$50.00).

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11 *History Note: Authority G.S. 90-280; 90-285;*  
12 *Eff. April 1, 1996;*  
13 *Amended Eff. September 1, 2004;*  
14 *Readopted Eff. October 1, 2015.*

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1 21 NCAC 37E .0101 is readopted with changes as published in 29:19 NCR 2247

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3 **21 NCAC 37E .0101 APPLICATION PROCESS**

4 (a) The Board may issue a license to a nursing home administrator who holds a nursing home administrator license  
5 issued by the ~~proper~~ licensing authorities of any other state, upon payment of the current licensing fee, successful  
6 completion of the state examination, and submission of evidence ~~satisfactory~~ to the Board ~~as to the following:~~ that the  
7 applicant for licensure:

- 8 (1) ~~such applicant for licensure shall have~~ has personal qualifications, education, ~~training~~ training, and  
9 experience ~~at least~~ substantially equivalent to those required in this state;  
10 (2) ~~such applicant shall be licensed in another state that gives similar recognition and~~  
11 ~~reciprocity/endorsement to nursing home administrator licenses of this state;~~  
12 (3)(2) ~~such applicant for license by reciprocity/endorsement~~ holds a valid active license as a nursing home  
13 administrator in the state from which he or she is transferring; and  
14 (4)(3) ~~such applicant~~ shall appear before the Board for a personal interview.

15 (b) If the applicant for reciprocity does not submit ~~evidence satisfactory to the Board as the information~~ required by  
16 Subparagraph (a)(1) ~~or (a)(2)~~ of this Rule, but is otherwise qualified for licensure in North Carolina, the Board ~~may~~  
17 shall issue a temporary reciprocal license that will allow the applicant to practice in one nursing home designated by  
18 the applicant at the time of issuance for six months ~~upon~~ provided that the applicant agrees to the following conditions:

- 19 (1) ~~Within~~ within one month ~~of prior to the~~ expiration of the temporary reciprocal license, submission  
20 of a statement that the temporary licensee has administered the nursing home in a manner  
21 satisfactory to the nursing home owner or representative of the owner; ~~or and~~  
22 (2) ~~Completion~~ completion of Continuing Education continuing education course(s) that the Board may  
23 require as a condition of issuance of a temporary reciprocal ~~license.~~ license, if the applicant does  
24 not possess education substantially equivalent to the qualifications required by this state.

25 ~~If the applicant for temporary reciprocal license does not submit evidence satisfactory to the Board as required by~~  
26 ~~Subparagraph (a)(1) or (a)(2) of this Rule and at the time of the interview with the Board would qualify for condition~~  
27 ~~Subparagraph (b)(1) of this Rule and the Board determines from the application that the applicant does not possess~~  
28 ~~education substantially equivalent to the qualifications required by this state, the Board may also require completion~~  
29 ~~of Continuing Education course(s) as a condition of issuance of a temporary reciprocal license.~~

30 (c) If a temporary reciprocal license is issued pursuant to Paragraph (b) of this Rule and the applicant notifies the  
31 Board prior to the expiration of the six-month term that the circumstances have changed such that the ~~condition(s)~~  
32 imposed is no longer applicable, applicant cannot comply with the conditions imposed in Paragraph (b), the Board  
33 may extend the temporary reciprocal license for an additional period not to exceed six months ~~and require the applicant~~  
34 ~~to fulfill the other condition from Paragraph (b) of this Rule not originally imposed~~, upon consideration of the  
35 following:

- 36 (1) the period of extension requested;  
37 (2) the extent of control the applicant had over the situation causing the request for extension;

- 1 (3) the applicant's good faith effort at compliance with the original term imposed; and  
2 (4) ~~if condition Subparagraph (b)(1) of this Rule was imposed,~~ any issues arising during the term of the  
3 applicant at the facility identified during a survey conducted by the Division of Health Service  
4 Regulation or a ~~Federal Surveying~~ federal surveying agency.

5 ~~(d) If a temporary reciprocal license is issued pursuant to Paragraph (b) of this Rule and the applicant notifies the~~  
6 ~~Board prior to the expiration of the six month term that the applicant was unable to fulfill the condition within the six~~  
7 ~~month time period, the Board may extend the temporary reciprocal license for an additional period not to exceed six~~  
8 ~~months upon consideration of the following:~~

- 9 (1) ~~the period of extension requested;~~  
10 (2) ~~the extent of control the applicant had over the situation causing the request for extension;~~  
11 (3) ~~the applicant's good faith effort at compliance with the original term imposed;~~  
12 (4) ~~if condition Subparagraph (b)(1) of this Rule was imposed, any issues arising during the term of the~~  
13 ~~applicant at the facility identified during a survey conducted by the Division of Health Service~~  
14 ~~Regulation or a Federal Surveying agency.~~

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16 *History Note:* Authority G.S. 90-278; 90-280; 90-285; 90-287;  
17 Eff. February 1, 1976;  
18 Readopted Eff. December 15, 1977;  
19 Amended Eff. February 1, 1980;  
20 Readopted Eff. October 1, 1981;  
21 Amended Eff. August 1, 1995; August 2, 1993; February 1, 1991; May 1, 1989;  
22 Transferred and Recodified from 21 NCAC 37A .0912(a) Eff. April 1, 1996;  
23 Amended Eff. July 1, 2004; July 1, 2000; April 1, 1996;  
24 Readopted Eff. October 1, 2015.  
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1 21 NCAC 37G .0401 is readopted with changes as published in 29:19 NCR 2247

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3 **21 NCAC 37G .0401      DUPLICATE LICENSE REQUIREMENTS**

4 (a) ~~Upon receipt of satisfactory evidence~~ When the Board has been notified by a licensee in a written statement that  
5 a license or certificate of registration has been lost, mutilated, or destroyed, the Board ~~may~~ shall issue a duplicate  
6 license or certificate of registration upon payment of a fee of twenty five dollars (\$25.00).

7 (b) ~~If a licensee's name has legally changed from the name under which the individual was originally licensed by the~~  
8 ~~Board, the licensee~~ Licensees seeking a duplicate certificate following a legal name change from the name under  
9 which the individual was licensed shall furnish copies of the documents legally authorizing the name change, along  
10 with the twenty-five dollar (\$25.00) fee, when requesting a duplicate certificate.

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12 *History Note:      Authority G.S. 90-280(d);*  
13 *Eff. February 1, 1976;*  
14 *Readopted Eff. October 1, 1981; December 15, 1977;*  
15 *Amended Eff. May 1, 1989;*  
16 *Transferred and Recodified from 21 NCAC 37A .0914 Eff. April 1, 1996;*  
17 *Amended Eff. April 1, 1996;*  
18 *Readopted Eff. October 1, 2015.*

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