

CHAPTER 64B10-11 LICENSURE

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64B10-11.001 Application for Licensure Fee.

Any person desiring to be licensed as a nursing home administrator shall apply to the Board of Nursing Home Administrators. The application shall be made on the Application for Nursing Home Administrators Examination and Endorsement/Temporary form DH-MQA-NHA002 (revised 07/10), hereby adopted and incorporated by reference, and can be obtained from the Board of Nursing Home Administrators' website at <http://www.doh.state.fl.us/mqa/nurshome/index.html>.

Rulemaking Authority 456.033, 468.1685(1), (2), 468.1695(1) FS. Law Implemented 456.033, 468.1685(2), 468.1695(1), 468.1075 FS. History--New 12-26-79, Formerly 21Z-11.01, Amended 1-18-87, 10-2-88, 3-5-89, 3-15-90, 12-3-90, 11-3-92, Formerly 21Z-11.001, 61G12-11.001, Amended 12-4-95, 9-4-96, 7-21-97, Formerly 59T-11.001, Amended 5-15-00, 1-7-04, 2-15-06, 11-9-08, 10-24-10.

64B10-11.0011 Mandatory HIV/AIDS and Prevention of Medical Errors Education.

(1) Each licensee shall be required to complete no later than upon first renewal a Board-approved course on human immunodeficiency virus and acquired immune deficiency syndrome (HIV/AIDS). To receive Board-approval, courses on HIV/AIDS shall consist of one hour of instruction, which shall be approved by any board within the Department of Health's Medical Quality Assurance.

(2) Each applicant as a condition of initial licensure and each licensee as part of the renewal process shall complete a Board-approved two-hour course on the prevention of medical errors, which must contain the following components: root cause analysis; error reduction; prevention and patient safety.

Rulemaking Authority 456.013(7), 456.033, 468.1685(1) FS. Law Implemented 456.013(7), 456.033(1) FS. History--New 8-30-05, Amended 3-18-09.

64B10-11.002 Eligibility for Licensure.

(1) Required Examinations.

(a) The Board approves the Nursing Home Administrators Examination developed and administered by the National Association of Boards of Examiners of Nursing Home Administrators.

(b) In addition to the national examination referenced in paragraph (1)(a) above, each applicant for licensure shall also be required to take an examination on the laws and regulations of the State of Florida which governs the practice of nursing home administrators.

(2) To establish eligibility for licensure as a nursing home administrator by examination under Section 468.1695, F.S., the applicant must successfully pass the required examinations in subsection (1), and must provide that the applicant holds:

(a) A baccalaureate degree from an accredited college or university with a major in health care administration or has credit for at least 60 semester hours in subjects as defined under Rule 64B10-11.007, F.A.C.; and

1. Completed a college-affiliated or university-affiliated internship; or
2. Completed a 1,000-hour nursing home administrator-in-training program approved by the Board; or

(b) A baccalaureate degree from an accredited college or university; and

1. Completed a 2,000-hour nursing home administrator-in-training program approved by the Board; or
2. Has one year of management experience by performing executive duties and skills, including the staffing, budgeting, and directing of resident care, dietary, and bookkeeping departments within a skilled nursing facility, hospital, hospice, assisted living

facility with a minimum of 60 licensed beds, or geriatric residential treatment program. If, however, such experience is not in a skilled nursing facility, the applicant must complete the requirements of a 1,000-hour nursing home administrator-in-training program approved by the Board.

(3) To establish eligibility for licensure as a nursing home administrator by endorsement under Section 468.1705, F.S., the applicant must successfully pass the required examinations in subsection (1); and

(a) Hold a valid active license to practice nursing home administration in another state, provided that the current requirements for licensure in that state are substantially equivalent to, or more stringent than, the current requirements in the state of Florida; and

(b) Have practiced as a nursing home administrator for 2 years within the 5-year period immediately preceding the application by endorsement.

Rulemaking Authority 456.017, 468.1685(1), 468.1695(1), (2) FS. Law Implemented 456.017, 468.1695(1), (2), 468.1705 FS. History—New 12-26-79, Amended 3-1-82, 7-29-82, Formerly 21Z-11.02, Amended 1-18-87, 6-2-87, 12-3-90, Formerly 21Z-11.002, 61G12-11.002, Amended 7-16-95, Formerly 59T-11.002, Amended 5-15-00, 11-6-02, 8-30-05, 11-8-07.

64B10-11.003 Reexamination.

(1) An applicant must pass both parts of the Nursing Home Administrators Examination (NAB) within one year of the date of application for licensure. If the applicant fails to pass both parts within the stated one-year period, the applicant must reapply and meet current licensing requirements.

(2) An applicant must pass both parts of the examination within one year from first failure; otherwise, the applicant must retake both parts of the examination and pay the full fees. The application shall be made on the Application for Nursing Home Administrators Re-Examination form DH-MQA 1129 (revised 7/10), hereby adopted and incorporated by reference and can be obtained from the Board of Nursing Home Administrators' website at <http://www.doh.state.fl.us/mqa/nurshome/index.html>.

Rulemaking Authority 456.017(2), 468.1685(1) FS. Law Implemented 456.017(2) FS. History—New 12-26-79, Amended 3-1-82, 6-14-82, Formerly 21Z-11.03, Amended 3-5-89, 8-19-92, Formerly 21Z-11.003, 61G12-11.003, Amended 6-2-96, Formerly 59T-11.003, Amended 5-15-00, 11-6-02, 2-15-06, 4-22-09, 10-11-10.

64B10-11.0061 Definitions.

(1) "Accredited College or University," for purposes of Section 468.1695, Florida Statutes, means an academic institution of higher learning which includes general education courses as requisite to such institution's principal educational programs and which institution has received institutional accreditation from an accrediting body approved by the United States Department of Education, the Council on Recognition of Postsecondary Accreditation, or the Council on Postsecondary Education.

(2) "Administrator-in-Training Program" means an internship which satisfies Rule Chapter 64B10-16, F.A.C.

Rulemaking Authority 468.1685(1), 468.1695 FS. Law Implemented 468.1695 FS. History—New 10-2-88, Formerly 21Z-11.0061, 61G12-11.0061, Amended 2-22-96, 7-21-97, Formerly 59T-11.0061.

64B10-11.007 College Training in Health Administration.

(1) Courses from the following subject areas are required to fulfill the 60 semester hour requirement pursuant to Section 468.1695(2)(a)1., F.S.:

(a) General administration and management of health care facilities (minimum 6 hours).

(b) Accounting and financial management (minimum 6 hours).

(c) Personnel management and labor relations (minimum 3 hours).

(d) Computer applications (minimum 3 hours).

(e) Long-term health care administration (minimum 3 hours).

(f) Health care planning and delivery systems (minimum 3 hours).

(g) Aging (minimum 3 hours).

(h) Governmental standards and regulation of long-term health care (minimum 3 hours).

(i) Legal aspects of health care administration (minimum 3 hours).

(j) Patient care management (minimum 3 hours).

(2) Persons seeking to qualify pursuant to subsection (1) shall provide official transcripts.

Rulemaking Authority 468.1685(1), 468.1695(2) FS. Law Implemented 468.1695(2) FS. History–New 12-26-79, Amended 3-24-81, 7-31-83, Formerly 21Z-11.07, Amended 4-22-87, 10-2-88, Formerly 21Z-11.007, 61G12-11.007, Amended 10-17-94, 7-21-97, Formerly 59T-11.007, Amended 8-30-05.

64B10-11.011 Provisional License.

Rulemaking Authority 468.1685(1), 468.1735 FS. Law Implemented 468.1735 FS. History–New 12-6-79, Amended 8-17-81, Formerly 21Z-11.11, Amended 4-22-87, Formerly 21Z-11.011, 61G12-11.011, Amended 7-21-97, Formerly 59T-11.011, Amended 10-30-00, 8-30-05, 11-9-06, 8-13-08, 4-22-09, Repealed 5-23-10.

64B10-11.012 Notification of Change of Address or Employing Facility.

Within 48 hours of assuming or leaving a position as a nursing home administrator, assistant nursing home administrator or any change in the identity of the employing facility within the State of Florida, each licensee must inform the Department of Health, Board of Nursing Home Administrators, 4052 Bald Cypress Way, Bin C07, Tallahassee, Florida 32399-3257, in writing of the exact date of assuming or leaving the position, or change in the identity of the facility. The notification shall be made on the Change of Address of Employing Facility, Form DH-MQA 1130 (revised 06/09 hereby adopted and incorporated by reference) and can be obtained from the Board of Nursing Home Administrators' website at <http://www.doh.state.fl.us/mqa/nurshome/index.html>.

Rulemaking Authority 456.035, 468.1685(1), (5), (7), (8) FS. Law Implemented 456.035, 468.1685(5), (7), (8) FS. History–New 6-14-82, Formerly 21Z-11.12, 21Z-11.012, Amended 10-26-93, Formerly 61G12-11.012, Amended 10-17-94, 7-27-97, Formerly 59T-11.012, Amended 11-6-02, 12-3-06, 10-24-10.

64B10-11.013 Temporary License.

The determination of eligibility for temporary licensure shall be made by a committee appointed by the Chairman, and shall be ratified by the Board at its next meeting. This temporary license shall expire upon notification to the applicant of the applicant's certified laws and rules examination results.

Rulemaking Authority 468.1685(1), (2) FS. Law Implemented 468.1705(4) FS. History–New 4-22-87, Amended 12-3-90, Formerly 21Z-11.013, 61G12-11.013, 59T-11.013, Amended 10-12-97, 2-14-06, 4-22-09.