

# NURSING HOME ADMINISTRATOR EXAMINATION INSTRUCTIONS

2013

## NHAP RESPONSIBILITY

The Nursing Home Administrator Program must establish and carry out procedures to ensure that licensed administrators comply with federal standards when they serve as a nursing home administrator.

## EXAMINATION CANDIDATES RESPONSIBILITY

Additionally, it is the responsibility of the potential administrator to be knowledgeable of 42 CFR, Part 483, which identify the requirements for state long term care facilities (SNFs).

## STATE EXAMINATION CONTENT

The State Examination consists of 100 multiple choice questions. The content of the examination includes the Omnibus Budget Reconciliation Act (OBRA) guidelines, California Code of Regulations, Title 22, Division 5; as well as, the following title or code cites:

- Chapter 2.5, Chapter 3, Article 3 .....30 questions
- Chapter 3, Article 5 ..... 20 questions
- Chapter 3, Article 6, Chapter 4 .....18 questions
- Chapter 4, Articles 1, 2, 3, 4, 5 & 6..... 17 questions

**Please Note:** NHAP does not have copies of Title 22 nor the OBRA Regulations.

## NATIONAL EXAMINATION CONTENT

The National Examination consists of 150 multiple choice questions and is prepared by the Professional Examination Service (PES) in New York for the National Association of Long Term Care Administrator Boards. Questions on the examination were created from numerous sources by PES consultants. You will receive a NAB bibliography to refer to.

## RESOURCE INFORMATION

NHAP distributes a separate publication produced by PES and NAB entitled, "Nursing Home Administrators Licensing Examination Information for Candidates." This publication provides information on the National Examination.

Study materials for the National Examination may be purchased by contacting NAB at (202) 712-9040 or accessing their web site at [www.nabweb.org](http://www.nabweb.org).

Information on the California Code of Regulations may be accessed online at [www.calregs.com](http://www.calregs.com), government libraries, and your preceptor. Copies of Title 22 may be ordered by telephone from Barclays Law Publishers at 1 (800) 888-3600.

For further assistance please call The Nursing Home Administrator Program at (916) 552-8780 or Email [NHAP@cdph.ca.gov](mailto:NHAP@cdph.ca.gov).

The following organizations offer workshops/seminars:

### AIT Exam Prep

NHA State and National Examination Preparation  
Phone: (562) 508-6671  
[www.aitexamprep.com](http://www.aitexamprep.com)

### Individual and Small Group Study

Study Materials and Tutoring  
Phone: (510) 882-6931  
Email: [normj@aol.com](mailto:normj@aol.com)

### Lesley Powell's Administrator In Training

NHA State & National Exam Preparation  
Phone: (818) 882-8188 Patricia  
[www.administratorintraining.com](http://www.administratorintraining.com)

### AITExam.com

Practice Tests and Study Materials  
Email: [Info@AITExam.com](mailto:Info@AITExam.com)

## NHA EXAM PREPARATION RESOURCES

The following organizations offer courses and study aids for The Nursing Home Administrator National Examination:

### Long Term Care Education

Prep Courses  
Phone: (919) 815-0387  
Email: [jamesallen@unc.edu](mailto:jamesallen@unc.edu)  
[www.dev.ltce.com](http://www.dev.ltce.com)

### Professional Printing and Publishing, Inc.

Study Aids  
Phone: 1 (800) 627-0874  
Email: [info@ppandp.com](mailto:info@ppandp.com)  
[www.ppandp.com](http://www.ppandp.com)

## STATE WRITTEN EXAMINATION DATES FOR 2013

### March 13, 2013

Final Filing Date: **February 13, 2013**  
Sheraton Fairplex Hotel  
601 W. McKinley  
Pomona, CA 91768

### May 15, 2013

Final Filing Date: **April 15, 2013**  
Radisson Ontario Airport  
2200 East Holt Blvd.  
Ontario, CA 91761

### August 8, 2013

Final Filing Date: **July 8, 2013**  
Dept. of Health Care Services  
1500 Capitol Avenue  
Sacramento, CA 95814

### November 27, 2013

Final Filing Date: **Oct. 27, 2013**  
Dept. of Health Care Services  
1500 Capitol Avenue  
Sacramento, CA 95814

Registration begins: 9:00a Examination begins: 9:30a  
Examination ends: 11:30a