

CHAPTER 6400
BOARD OF EXAMINERS FOR NURSING
HOME ADMINISTRATORS
LICENSING OF NURSING HOME ADMINISTRATORS

6400 5000	SCOPE	6400 6700	RECIPROCITY
6400 5100	DEFINITIONS	6400 6710	LICENSEE RESPONSIBILITIES
6400 6500	SPECIFIC COURSE REQUIREMENTS	6400 6770	ACTING ADMINISTRATOR PERMITS
6400 6560	WAIVER OF ALL COURSE REQUIREMENTS	6400 6970	FEES
6400 6650	PRACTICUM DURATION		

6400.5000 SCOPE.

This chapter applies to:

A. individuals who:

- (1) are applicants or prospective applicants for licensure as nursing home administrators under Minnesota Statutes, section 144A.20,
- (2) are applicants for designation as acting administrators under Minnesota Statutes, section 144A.27,
- (3) are licensees of the board, and
- (4) hold permits issued by the board to serve as acting administrators under Minnesota Statutes, section 144A.27,

[For text of items B and C, see MR]

Statutory Authority: *MS s 144A.24*

History: *24 SR 1780*

6400.5100 DEFINITIONS.

[For text of subps 1 to 9, see MR]

Subp 9a **Hospital.** "Hospital" means a facility in which accommodation is furnished or offered for the reception and care of sick or injured patients for a continuous period longer than 24 hours for the purpose of diagnosis or treatment bearing on the physical or mental health of the patients. It does not mean a clinic or day surgery center.

[For text of subps 10 to 17, see MR]

Statutory Authority: *MS s 144A.24*

History: *24 SR 1780*

6400.6500 SPECIFIC COURSE REQUIREMENTS.

[For text of subps 1 to 3, see M.R.]

Subp. 4. **Health care and medical needs.** An applicant must complete a course in health care and medical needs of nursing facility residents covering

[For text of items A and B, see MR]

C medical and pharmacological terminology

Subp. 5 **Nursing facility services, programs, and issues.** An applicant must complete a course in the organization, operations, functions, services, and programs of nursing facilities covering:

[For text of items A to D, see M.R.]

E issues of cultural diversity and human relationships between and among employees and residents of nursing facilities and their family members.

[For text of subps 6 and 7, see MR]

Subp 8 **Information uses.** An applicant must complete a course in the accumulation and analysis of data to inform management decision making including:

[For text of items A to D, see M.R.]

[For text of subp 9, see M.R.]

Statutory Authority: MS s 144A.24

History: 24 SR 1780

6400.6560 WAIVER OF ALL COURSE REQUIREMENTS.

[For text of subpart 1, see M.R.]

Subp. 2 [Repealed, 24 SR 1780]

Statutory Authority: MS s 144A.24

History: 24 SR 1780

6400.6650 PRACTICUM DURATION.

Subpart 1. **Waiver and minimum number of hours.** The minimum number of hours to be spent by each individual in the practicum experience shall vary according to the following schedule:

A. waived for an individual who has one year of continuous full-time employment as the licensed administrator and chief executive officer or the assistant administrator of a nursing facility, provided that the individual presents the board evidence that the individual's employment as assistant administrator included items A to F of part 6400.6600, subpart 1. Time working as an acting administrator under an acting license or permit in the same nursing facility where the individual also served as the licensed administrator or assistant administrator is counted in meeting this standard if the individual's employment under both titles combined was one continuous year;

[For text of items B to D, see M.R.]

E. 300 hours for an individual with two or more years of managerial or administrative employment experience, including supervision of at least 25 employees and responsibility for an annual budget of at least \$250,000; or

F. 400 hours for an individual with none of the experience specified in items A to E.

The amount of experience required to qualify for a practicum reduction under items C, D, and E shall be measured in full-time equivalency at the rate of 35 hours per week.

[For text of subp 2, see M.R.]

Statutory Authority: MS s 144A.24

History: 24 SR 1780

6400.6700 RECIPROCITY.

The board shall issue a license to a nursing home administrator who has been issued and currently holds a license as a nursing home administrator in another jurisdiction provided that:

A. the other jurisdiction maintains requirements for nursing home administrator licensure which are substantially equivalent to those required under part 6400.6000 or the applicant is currently certified as a nursing home administrator and provides the board evidence of having successfully completed a professional certification program in nursing facility administration endorsed by NAB;

[For text of items B to D, see M.R.]

Statutory Authority: MS s 144A.24

History: 24 SR 1780

6400.6710 LICENSEE RESPONSIBILITIES.

Each licensee shall

[For text of item A, see M.R.]

B provide notice to the board within ten working days of any change in mailing address or telephone number pursuant to Minnesota Statutes, section 13 41, subdivision 2, paragraph (b),

[For text of items C to E, see MR]

Statutory Authority: *MS s 144A 24*

History: *24 SR 1780*

6400.6770 ACTING ADMINISTRATOR PERMITS.

[For text of subpart 1, see M.R.]

Subp. 2 **Qualifications.** An applicant for a permit to serve a facility as an acting nursing home administrator must furnish satisfactory evidence that the applicant

[For text of items A and B, see MR]

C has experience in the management of a nursing home or related facility or program or has completed a majority of the courses required for licensure under part 6400 6500,

D. has passed within the last two years the state examination under parts 6400 6000, item E, and 6400 6100, subpart 4, and

E. is in good standing in each jurisdiction from which the applicant has ever received a nursing facility administrator license

Statutory Authority: *MS s 144A 24*

History: *24 SR 1780*

6400.6970 FEES.

[For text of subpart 1, see M.R.]

Subp 2. **Amounts.** The amount of fees may be set by the board with the approval of the Department of Finance up to the limits provided in this part depending upon the total amount required to sustain board operations under Minnesota Statutes, section 16A 1285, subdivision 2 Information about fees in effect at any time is available from the board office The maximum amounts of fees are

A application for licensure, \$150,

B. for a prospective applicant for a review of education and experience advisory to the license application, \$50, to be applied to the fee for application for licensure if the latter is submitted within one year of the request for review of education and experience,

C state examination, \$75,

D initial license, \$200 if issued between July 1 and December 31, \$100 if issued between January 1 and June 30,

[For text of items E to L, see M.R.]

Statutory Authority: *MS s 144A.24*

History: *24 SR 1780*