

20:49:03:01. Examinations. An applicant for licensure must pass the following examinations:

(1) The computer-based Nursing Home Administrators Licensing Examination or the Core of Knowledge Examination for Long Term Care Administrators and the Nursing Home Administrators Line of Service Examination administered by the National Association of Long Term Care Administrator Boards. A passing score on ~~the~~ each examination is a scaled score with a passing ~~point~~ score of 113; and

(2) A state examination provided by the board covering the rules of the South Dakota Department of Health that govern nursing facilities. A nonrefundable fee of \$100 ~~shall~~ must be submitted to the board prior to the examination date. A passing score on the examination is 75 percent.

Source: SL 1975, ch 16, § 1; 2 SDR 86, effective June 27, 1976; 6 SDR 66, effective January 9, 1980; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 13 SDR 90, effective January 22, 1987; 17 SDR 171, effective May 16, 1991; 18 SDR 86, effective November 17, 1991; 22 SDR 74, effective November 27, 1995; 27 SDR 61, effective December 24, 2000; 36 SDR 27, effective August 25, 2009; SL 2014, ch 186, § 30, effective July 1, 2014.

General Authority: SDCL 36-28-10, 36-28-11, 36-28-12.

Law Implemented: SDCL 36-28-10 ~~to~~, 36-28-11, 36-28-12.

Cross-Reference: ~~Reciprocal licensure, ch 20:49:06; Medical~~ Nursing facilities, art 44:04
44:73.

20:49:04:01. Requirements for initial licensure. An applicant for licensure as a nursing facility administrator shall meet the education and training requirements and shall submit the following:

- 1 (1) A completed application form and a nonrefundable fee of \$300;
- 2 (2) Certified transcripts verifying completion of at least an associate degree;
- 3 (3) Verification of:
 - 4 (a) Completion of an administrator-in-training program within four years preceding
 - 5 the date of application; or
 - 6 (b) Completion of a practicum in long term healthcare administration from a higher
 - 7 education institution accredited by an organization recognized by the Council for Higher
 - 8 Education Accreditation within four years preceding the date of application;
- 9 (4) A copy of the applicant's driver license or equivalent birth verification;
- 10 (5) Three letters of recommendation from professional references not related to the
- 11 applicant by kinship or marriage;
- 12 (6) Verification of passage of the Nursing Home Administrators Licensing Examination
- 13 or the Core of Knowledge Examination for Long Term Care Administrators and the Nursing
- 14 Home Administrators Line of Service Examination administered by the National Association of
- 15 Long Term Care ~~Administrators Board~~ Administrator Boards within four years preceding the
- 16 date of application; and
- 17 (7) Verification of passage of the state examination approved by the board covering the
- 18 rules of the South Dakota Department of Health that govern nursing facilities within four years
- 19 preceding the date of application.

20 **Source:** SL 1975, ch 16, § 1; 2 SDR 86, effective June 27, 1976; 6 SDR 66, effective
21 January 9, 1980; 8 SDR 24, effective September 16, 1981; 8 SDR 166, effective June 15, 1982; 9
22 SDR 108, effective February 21, 1983; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 17
23 SDR 171, effective May 16, 1991; 22 SDR 74, effective November 27, 1995; 27 SDR 61,

effective December 24, 2000; 36 SDR 27, effective August 25, 2009; SL 2014, ch 186, § 35, effective July 1, 2014.

General Authority: SDCL 36-28-9, 36-28-10, 36-28-11, 36-28-12.

Law Implemented: SDCL 36-28-9, 36-28-10~~to~~, 36-28-11, 36-28-12.

20:49:06:01. Reciprocal licensure. An applicant for reciprocal licensure as a nursing facility administrator shall meet the education and training requirements and shall submit the following:

(1) A completed application form and a nonrefundable fee of \$300;

(2) Certified transcripts verifying completion of at least an associate degree;

(3) Verification of completion of:

(a) An administrator-in-training program within four years preceding the date of application;

(b) A practicum in long term care healthcare administration from a higher education institution accredited by an organization recognized by the Council for Higher Education Accreditation within four years preceding the date of application; or

(c) Six consecutive months of service as an administrator of a licensed nursing facility within four years preceding the date of application;

(4) A copy of the applicant's driver license or equivalent birth verification;

(5) Three letters of recommendation from professional references not related to the applicant by kinship or marriage;

(6) Verification of passage of the Nursing Home Administrators Licensing Examination or the Core of Knowledge Examination for Long Term Care Administrators and the Nursing

1 Home Administrators Line of Service Examination administered by the National Association of
2 Long Term Care Administrator Boards;

3 (7) Verification of passage of the state examination provided by the board covering the
4 rules of the South Dakota Department of Health that govern nursing facilities within four years
5 preceding the date of application; and

6 (8) A certified letter verifying the nursing facility administrator license, or equivalent
7 license, and status of ~~such~~ the license from the board in each state or other political subdivision
8 of the United States in which the applicant is or has been licensed. If an applicant for reciprocal
9 licensure has had action taken against a license as a nursing facility administrator, or equivalent
10 license, the applicant may be denied a license.

11 **Source:** SL 1975, ch 16, § 1; 2 SDR 86, effective June 27, 1976; 6 SDR 66, effective
12 January 9, 1980; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 13 SDR 90, effective January
13 22, 1987; 17 SDR 171, effective May 16, 1991; 22 SDR 74, effective November 27, 1995; 24
14 SDR 21, effective August 24, 1997; 27 SDR 61, effective December 24, 2000; 36 SDR 27,
15 effective August 25, 2009; SL 2014, ch 186, § 40, effective July 1, 2014.

16 **General Authority:** SDCL 36-28-9, 36-28-10, 36-28-11, 36-28-12, 36-28-14.

17 **Law Implemented:** SDCL 36-28-9, 36-28-10, 36-28-11, 36-28-12, 36-28-14.

18 **Cross-Reference:** ~~Medical~~ Nursing facilities, art ~~44:04~~ 44:73.

19 **20:49:08:03. Continuing education requirements.** A minimum of 40 hours of board
20 approved continuing education directly related to the duties of a nursing facility administrator
21 and pertaining to health care, healthcare administration, or business administration is required
22 biennially for renewal of a license. The board may accept academic courses directly related to
23 the duties of a nursing facility administrator and pertaining to health care, healthcare

administration, or business administration offered through a higher education institution
accredited by an organization recognized by the Council for Higher Education Accreditation.

The board may approve continuing education providers and programs.

Source: SL 1975, ch 16, § 1; 2 SDR 86, effective June 27, 1976; 6 SDR 66, effective
January 9, 1980; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 13 SDR 90, effective January
22, 1986; 22 SDR 74, effective November 27, 1995; 27 SDR 61, effective December 24, 2000;
36 SDR 27, effective August 25, 2009; SL 2014, ch 186, § 45, effective July 1, 2014.

General Authority: SDCL ~~36-28-21~~, 36-28-21.1.

Law Implemented: SDCL ~~36-28-21~~, 36-28-21.1.