

1 **20:49:03:01. Examinations.** An applicant for licensure must pass the following
2 examinations:

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

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

12 **Source:** SL 1975, ch 16, § 1; 2 SDR 86, effective June 27, 1976; 6 SDR 66, effective
13 January 9, 1980; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 13 SDR 90, effective January
14 22, 1987; 17 SDR 171, effective May 16, 1991; 18 SDR 86, effective November 17, 1991; 22
15 SDR 74, effective November 27, 1995; 27 SDR 61, effective December 24, 2000; 36 SDR 27,
16 effective August 25, 2009; SL 2014, ch 186, § 30, effective July 1, 2014.

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

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

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

21 **20:49:04:01. Requirements for initial licensure.** An applicant for licensure as a nursing
22 facility administrator shall meet the education and training requirements and shall submit the
23 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 Core of Knowledge Examination for Long Term Care Administrators and Nursing Home
- 14 Administrators Line of Service Examination administered by the National Association of Long
- 15 Term Care ~~Administrators Board~~ Administrator Boards within four years preceding the date of
- 16 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,

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

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

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

5 **20:49:06:01. Reciprocal licensure.** An applicant for reciprocal licensure as a nursing
6 facility administrator shall meet the education and training requirements and shall submit the
7 following:

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

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

10 (3) Verification of completion of:

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

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

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

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

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

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

1 Administrators Line of Service Examination administered by the National Association of Long
2 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 license from the board in each state or other political subdivision of
8 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:** 36-28-9, 36-28-10, 36-28-11, 36-28-12, SDCL 36-28-14.

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

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

3 The board may approve continuing education providers and programs.

4 **Source:** SL 1975, ch 16, § 1; 2 SDR 86, effective June 27, 1976; 6 SDR 66, effective
5 January 9, 1980; 12 SDR 151, 12 SDR 155, effective July 1, 1986; 13 SDR 90, effective January
6 22, 1986; 22 SDR 74, effective November 27, 1995; 27 SDR 61, effective December 24, 2000;
7 36 SDR 27, effective August 25, 2009; SL 2014, ch 186, § 45, effective July 1, 2014.

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

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