

CR 93-57

**CERTIFICATE**

**STATE OF WISCONSIN**

**DEPARTMENT OF REGULATION AND LICENSING**

**TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETINGS:**

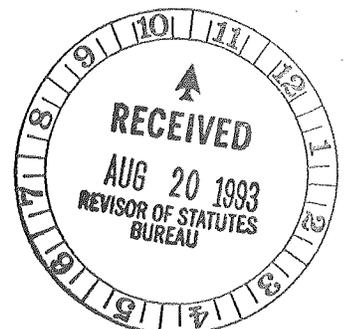
**I, Patricia H. Reuter, Director, Bureau of Business and Design Professions in the Wisconsin Department of Regulation and Licensing and custodian of the official records of the Nursing Home Administrator Examining Board, do hereby certify that the annexed rules were duly approved and adopted by the Nursing Home Administrator Examining Board on the 19th day of August, 1993.**

**I further certify that said copy has been compared by me with the original on file in this office and that the same is a true copy thereof, and of the whole of such original.**

**IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of the board at 1400 East Washington Avenue, Madison, Wisconsin this 19th day of August, 1993.**



**Patricia H. Reuter, Director  
Bureau of Business and Design  
Professions  
Department of Regulation and  
Licensing**



STATE OF WISCONSIN  
NURSING HOME ADMINISTRATOR EXAMINING BOARD

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IN THE MATTER OF RULE-MAKING	:	ORDER OF THE
PROCEEDINGS BEFORE THE	:	NURSING HOME ADMINISTRATOR
NURSING HOME ADMINISTRATOR	:	EXAMINING BOARD ADOPTING RULES
EXAMINING BOARD	:	(CLEARINGHOUSE RULE 93-57)

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ORDER

An order of the Nursing Home Administrator Examining Board to repeal NHA 4.02 (3); to renumber NHA 4.02 (4); to amend NHA 4.02 (1) (c); and to repeal and recreate NHA 4.02 (2) of the administrative code relating to requirements for renewal.

Analysis prepared by the Department of Regulation and Licensing.

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ANALYSIS

Statutes authorizing promulgation: ss. 15.08 (5) (b), 227.11 (2), 440.08 (3) (b) and 456.07, Stats.

Statutes interpreted: ss. 440.08 (3) (b) and 456.07, Stats.

These rules are being proposed as a result of amendments to ch. 440, Stats., which authorize the Department of Regulation and Licensing to implement a uniform procedure for renewal of credentials issued under chs. 440 to 459, Stats. The statutes also authorize the Nursing Home Administrator Examining Board to adopt rules relating to late renewal of credentials.

Section NHA 4.02 (1) (c) relates to the fee required to renew a certificate of registration. The rule refers to "a fee in the amount required by s. 440.05 (3), Stats." Section 440.05 (3), Stats., has been repealed. The rule is amended to reflect that the renewal fee is now specified in s. 440.08 (2) (a) 51, Stats.

Subsection NHA 4.02 (2) identifies the requirements for late renewal of certificates of registration. The rule is being amended to incorporate the procedure for late renewal of credentials contained in s. 440.08 (3), Stats. Under the statutes, a credential holder may restore a credential by paying a late renewal fee in the amount of \$5.00 or \$25.00, as appropriate, and if applying more than 5 years after the renewal date, by satisfying any educational or examination requirements specified in rules promulgated by the board.

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TEXT OF RULE

SECTION 1. NHA 4.02 (1) (c) is amended to read:

NHA 4.02 (1) (c) A fee in the amount required by ~~s. 440.05 (3)~~, under s. 440.08 (2) (a) 51, Stats.

SECTION 2. NHA 4.02 (2) is repealed and recreated to read:

NHA 4.02 (2) (title) FAILURE TO RENEW. (intro.) A licensee who fails to meet the requirements of sub. (1) by the renewal date shall cease and desist from acting as a nursing home administrator. A licensee who has failed to meet the requirements under sub. (1) may renew and obtain a new certificate of registration by ~~filing with the board~~ satisfying the following requirements:

(a) If applying less than 5 years after the renewal date, submitting to the board:

1. An application for renewal on a form prescribed by the board;
2. An affidavit that the licensee has not acted as a nursing home administrator after July 1 of the biennial period for which the licensee was last currently registered;
3. Evidence that the licensee has, within the 24 months immediately preceding application, completed 24 contact hours in approved continuing education programs as required under s. NHA 3.02; and,
4. The renewal fees specified in s. 440.08 (2) (a) 51 and (3), Stats.

(b) If applying 5 years or more after the renewal date, satisfying the requirements in par. (a) and submitting proof of:

1. Successful completion of educational coursework required by the board to ensure protection of the public health, safety and welfare; and,
2. Successful completion of an examination required by the board to ensure protection of the public health, safety and welfare.

SECTION 3. NHA 4.02 (3) is repealed.

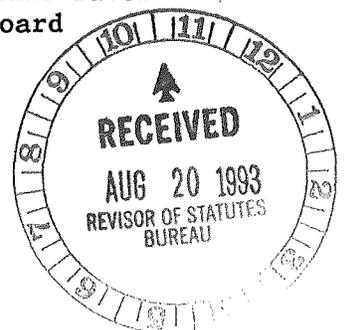
SECTION 4. NHA 4.02 (4) is renumbered (3).

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(END OF TEXT OF RULE)  
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The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin administrative register pursuant to s. 227.22 (intro.), Stats.

Dated August 19, 1993

Agency Shirley B. Keller  
Chairperson  
Nursing Home Administrator  
Examining Board



**CORRESPONDENCE/MEMORANDUM**

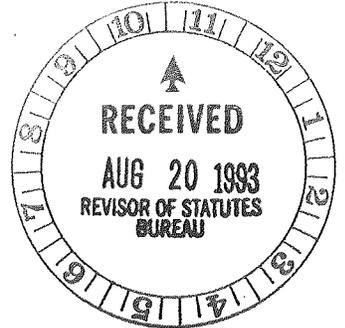
**STATE OF WISCONSIN**

**DATE:** August 20, 1993

**TO:** Gary Poulson  
Assistant Revisor of Statutes

**FROM:** Pamela Haack, Administrative Assistant  
Department of Regulation and Licensing

**SUBJECT:** Final Rulemaking Order



**Agency: NURSING HOME ADMINISTRATOR EXAMINING BOARD**

**Clearinghouse Rule: 93-57**

Attached is a copy and a certified copy of a final order adopting rules.  
Would you please publish these rules in the code.

Please stamp or sign a copy of this letter to acknowledge receipt.

Thank you.