

BOARD OF EXAMINERS FOR LONG TERM CARE ADMINISTRATORS (BELTCA)



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TODAY'S TOPICS

WHAT IS THE BUSINESS OF THE BOARD OF EXAMINERS
FOR LONG TERM CARE ADMINISTRATORS (BELTCA)

HOW DOES BELTCA SERVE THE STATE LONG TERM
CARE INDUSTRY



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THE BOARD.....Our Purpose

To assure that the public, state government and those who come under its supervision have trust and confidence in this Board's activities and decisions. The goal is to establish a set of expectations that will help to guide individual Board members in their deliberations and actions. The intention is to provide broad but practical guidelines that address certain important ethical issues pertinent to Board service.



THE BOARD.....Our Principles

1. To ensure that the public will have access to competent, safe and ethical administrators of Long-term care facilities through Board activities.
2. To emphasize the importance that Board members are familiar with the laws, rules, policies and procedures that pertain to their service.
3. To ascertain that Board members serve at the pleasure of their appointing authority.
4. To stress that all Board members must avoid any actual or perceived conflict of interest that may compromise their integrity or that of the entire group.
5. To understand that Board members avoid relationships and activities that could affect their duties adversely.
6. To constantly keep in mind that members understand the importance of representing the public interest at all times and that their actions should never appear to be on behalf of private organizations or groups.



BELTCA.....Our Function

BELTCA serves as the licensing and regulatory agency for Long Term Care Administrators in Nevada, including Nursing Homes and Group Care Facilities/Assisted Living Facilities.

BELTCA protects public and consumer interests by ensuring that Long Term Care Administrators are of good moral character, and that they are properly educated and trained to care for Nevada's citizens in a dignified and caring manner.



DEFINITIONS

NRS	Nevada Revised Statutes
NAC	Nevada Administrative Code
BELTCA	Board of Examiners for Long Term Care Administrators
NAB	National Association of Boards for Long Term Care Administrators
NFA	Nursing Facility Administrator
RFA	Residential Facility Administrator
CEU	Continuing Education Unit
HIPDB	Federal Health Care Integrity and Protection Data Bank



NURSING FACILITY ADMINISTRATOR (NFA)

A Nursing Facility Administrator manages, supervises and is in general administrative charge of a facility for skilled nursing or facility for intermediate care.

A nursing facility administrator shall:

1. Ensure that the nursing facility is in compliance with all applicable requirements of Chapter 449 of NRS and chapter 449 or NAC; and Part 483 of Title 42 of the Code of Federal Regulations.
2. Oversee and direct the persons employed by the nursing facility as necessary to ensure that the residents of the nursing facility receive needed services and protective supervision.



NURSING FACILITY ADMINISTRATOR (NFA) QUALIFICATIONS FOR LICENSURE

1. Applicant must be 21 years of age or older.
2. Applicant must have received a minimum of a Baccalaureate Degree.
3. Applicant must be a citizen of the United States or have a permanent Work Permit. A copy of the work permit or Green Card must be included with the application.
4. Applicant must be able to speak, read, understand and write in the English language.
5. Applicant must have completed 1,000 hours of an AIT program previously approved by the Board. If applying for licensure in Nevada and completed an AIT program in another state, the AIT program and the Preceptor must be approved by this Board prior to the start of the AIT program. Preceptors must be Licensed Nursing Facility Administrators for a minimum of two (2) years to be approved and their license must be verified as part of the application package.
6. Applicant must have received a passing score on the National Nursing Facility Administrator NAB Exam.
7. Applicant must complete 8 hours of Regulation training.



RESIDENTIAL FACILITY ADMINISTRATOR (RFA)

A Residential Facility Administrator manages, supervises and is in general administrative charge of a residential facility for groups. **Each administrator of a residential facility for groups:**

Shall ensure that the facility complies with all applicable requirements of chapter 449 of NRS and chapter 449 of NAC; and

Is responsible for the oversight and direction of the members of the staff of the facility as necessary to ensure that the residents of the facility receive needed services and protective supervision.



RESIDENTIAL FACILITY ADMINISTRATOR (RFA) QUALIFICATIONS FOR LICENSURE

Minimum Requirements:

1. Applicant must be 21 years of age or older.
2. Applicant must have received a minimum of a High School Diploma or the equivalent.
3. Applicant must be a citizen of the United States or have a permanent Work Permit. A copy of the work permit or Green Card must be included with the application.
4. Applicant must be able to communicate adequately in the English language both verbally and in writing.
5. Applicant must have two years of experience in residential care giving or as a manager of a residential facility for groups or an administrator of a residential facility for groups within the 6 year period immediately preceding the date on which an application is submitted; or 1 year of experience in the field of healthcare.

The Board of Administrators for Long Term Care Administrators (BELTCA) requires Residential Facility Administrator Applicants to complete a comprehensive program for licensure which includes the following:



RESIDENTIAL FACILITY ADMINISTRATOR (RFA) LICENSURE PROGRAM

The Board of Administrators for Long Term Care Administrators (BELTCA) requires Residential Facility Administrator Applicants to complete a comprehensive program for licensure which includes the following:

- * 100 hour Introductory Course that includes 60 hours on the 5 Domains of Practice as prescribed by the National Association of Long Term Care Administrator Boards (NAB) and 40 hours on Best Practices for Nevada Residential Care
- * 40 hours of Administrator-In-Training (AIT) or study under the supervision of a mentor who has been approved by the Board, and
- * 8 hours of training on Nevada State Statutes and Regulations covering Long Term Care Administrators.



CONTINUING EDUCATION

As part of The Board of Examiners for Long Term Care Administrators' (BELTCA) continuing commitment to improving industry standards and procedures, every two years administrators are required to complete continuing education units that have been approved by BELTCA or The National Association of Long Term Care Administrative Boards (NAB) . These programs must be concerning the 5 domains of practice for long term care administrators.

- * RFAs are required to complete 16 approved CEU hours every 2 years.
- * NFAs are required to complete 30 approved CEU hours every 2 years.
- * Of the required CEU hours, 2 must be on Ethics and 2 hours must be on Regulations.



IMPROVING QUALITY

When necessary, BELTCA may take disciplinary actions against administrators who have been referred to the Board. The Board's stance is to work with Administrators for first-time deficiencies. However, repeat violations are not acceptable. This coupled with The Board's increase of licensure requirements and training has produced a marked decrease in actionable disciplinary cases., and thus better care for our residents and patients in Nevada Long Term Care facilities.

