**Section 1310.20 Temporary License**

a) An applicant for a temporary license shall file an application on forms supplied by the Department, together with:

1) A statement of sound physical and mental health, dated within one year preceding application, signed by a currently licensed physician, physician assistant, advanced practice registered nurse, or full practice authority advanced practice registered nurse (nothing in this subsection shall require a physical or mental examination for any applicant who is *a member of a recognized church or religious denomination which teaches reliance on spiritual means alone for healing)* (the Nursing Home Administrators Licensing and Disciplinary Act (the Act) [225 ILCS 70]);

2) Certification of graduation from high school or proof of a general education diploma (GED);

3) Certified education/experience records of any one of the following:

A) Graduation from an accredited college or university with the minimum of a baccalaureate degree;

B) Completion of an approved course of instruction in nursing home administration as outlined in Section 1310.40;

C) Graduation from a three year diploma nurse program and an employer's affidavit certifying to two years of qualifying experience as described in Section 1310.50; or

D) An associate degree or a minimum of 60 semester hours or 90 quarter hours of credit earned from an accredited college or university and an employer's affidavit certifying to two years of qualifying experience as described in Section 1310.50;

4) Certification, for those applying pursuant to Section 3(3) of the Act, that the *applicant is certified by a recognized church or religious denomination which teaches reliance on spiritual healing, as having been approved to administer institutions certified by such church or denomination for the care and treatment of the sick in accordance with its teaching*. Such applicant will be issued a Limited Temporary Nursing Home Administrator License which will allow the individual to be an administrator in an institution of the certifying church or denomination;

5) An employer's statement of the acceptance or appointment of the applicant as a full-time nursing home administrator in a facility licensed to provide nursing care by the Illinois Department of Public Health, which includes the expected beginning date of the applicant's employment as an administrator. For purposes of this Section, "full-time" shall mean working at least as many hours as the Illinois Department of Public Health requires of nursing home administrators in that particular facility;

6) A complete work history since completion of education set forth in subsection (a)(2) until present; and

7) The required fee set forth in Section 1310.65.

b) *An applicant for a temporary license as a nursing home administrator may act as a nursing home administrator for a period of up to 60 days prior to the issuance of a license if the applicant has submitted the required fee and an application for licensure to the Department. This 60-day period may be extended until the next Board meeting if action by the Board is required. The applicant shall keep a copy of the submitted application on the premises where the applicant is engaged in the practice as a nursing home administrator. The authority to practice shall terminate immediately upon the denial of licensure by the Department or the withdrawal of the application.* (Section 9 of the Act)

c) The holder of a temporary license shall only be authorized to serve as administrator of the facility indicated on the application. A temporary license as an administrator becomes void and shall be surrendered upon the termination, or interruption, of the holder's service as an administrator to the facility for which the temporary license was granted or one year from the date of issuance, whichever comes first. No permanent license will be issued until the temporary license has been returned to the Department. An individual shall be issued only one temporary license.

d) An applicant may request in writing an extension of a temporary license and pay a $20 processing fee which covers the cost of printing a new temporary license. Upon the recommendation of the Board and approval by the Department, a temporary license shall be extended for an additional 12 months, or any portion thereof, for the following reasons:

1) Interruption of work during the initial 12 month period of temporary licensure for service in the military;

2) Interruption of the initial 12 month period for incapacitating illness and/or hospitalization verified by a physician; or

3) Interruption of the initial 12 month period because of an unanticipated change of residence necessitating surrender of the temporary certificate.

e) A temporary license shall be extended upon request from the license holder pending the successful completion of the next available nursing home administrator examination and the permanent license being issued. No license will be issued until the temporary license has been returned to the Department. In the event the individual fails to take the next available examination or fails to successfully complete the next available examination for licensure set forth in Section 1310.60, the temporary license shall be void and the individual shall be practicing as a nursing home administrator without a license and subject to discipline in accordance with Section 17 of the Act.

f) Upon approval of the temporary license, the applicant shall be eligible to sit for the examination set forth in Section 1310.60.

(Source: Amended at 48 Ill. Reg. 12280, effective August 2, 2024)