**Section 1310.30 Application for Examination**

a) An applicant for a license as a nursing home administrator shall file an application on forms supplied by the Department, at least 60 days prior to an examination date, together with:

1) Certification of graduation from high school or a GED;

2) Certified records of education and experience of any one of the following:

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

B) Satisfactory 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 two years of qualifying experience as described in Section 1310.50; or

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

3) 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 means alone for 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 upon successful completion of the examination set forth in Section 1310.60(f), will be issued a Limited Nursing Home Administrator License which will allow the individual to be an administrator in an institution of the certifying church or denomination;

4) 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* (Section 3(3) of the Act));

5) A complete work history since completion of education set forth in subsection (a); and

6) The required fee set forth in Section 1310.65.

b) An applicant for a license by examination who has taken the National Association of Board of Examiners for Nursing Home Administrators examination in another jurisdiction shall have the examination scores submitted to the Department by the reporting entity. The passing score shall be 75 prior to July 1993. Beginning in July 1993, the passing score shall be a scale score of 113 in accordance with Section 1310.60.

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