

TITLE 16 OCCUPATIONAL AND PROFESSIONAL LICENSING
CHAPTER 13 NURSING HOME ADMINISTRATORS
PART 7 LICENSE ISSUANCE

16.13.7.1 ISSUING AGENCY: New Mexico Nursing Home Administrators Board.
[10-31-95; 16.13.7.1 NMAC - Rn, 16 NMAC 13.7.1, 1-25-2001; A, 04-15-2002]

16.13.7.2 SCOPE: The provisions in Part 7 of Chapter 13 apply to all applicants who have met all the requirements, either by examination or by reciprocity, for licensure as a nursing home administrator in New Mexico.
[10-31-95; 16.13.7.2 NMAC - Rn, 16 NMAC 13.7.2, 1-25-2001]

16.13.7.3 STATUTORY AUTHORITY: Part 7 of Chapter 13 is promulgated pursuant to the Nursing Home Administrators Act, NMSA 1978 Sections 61-13-8, 61-13-10, 61-13-11, and 61-13-12 (1993 Repl. Pam.).
[10-31-95; 16.13.7.3 NMAC - Rn, 16 NMAC 13.7.3, 1-25-2001]

16.13.7.4 DURATION: Permanent.
[10-31-95; 16.13.7.4 NMAC - Rn, 16 NMAC 13.7.4, 1-25-2001]

16.13.7.5 EFFECTIVE DATE: October 31, 1995.
[10-31-95; 16.13.7.5 NMAC - Rn, 16 NMAC 13.7.5, 1-25-2001]

16.13.7.6 OBJECTIVE: The objective of Part 7 of Chapter 13 is to establish the policies and procedures for issuance of a nursing home administrators license to qualified applicants.
[10-31-95; 16.13.7.6 NMAC - Rn, 16 NMAC 13.7.6, 1-25-2001]

16.13.7.7 DEFINITIONS: [RESERVED]
[10-31-95; 16.13.7.7 NMAC - Rn, 16 NMAC 13.7.7, 1-25-2001]

16.13.7.8 APPROVED EXAMINATION APPLICANT: After the applicant has met all the requirements for licensure by examination, has successfully passed the national licensing examination, and has been approved by the Board, the Board may issue the applicant an initial license to practice nursing home administration in New Mexico.
[10-31-95; 16.13.7.8 NMAC - Rn, 16 NMAC 13.7.8, 1-25-2001]

16.13.7.9 APPROVED RECIPROCITY APPLICANT: After the applicant has met all the requirements for licensure by reciprocity, and has been approved for licensure by the Board, the Board may issue the applicant an initial license to practice nursing home administration in New Mexico.
[10-31-95; 16.13.7.9 NMAC - Rn, 16 NMAC 13.7.9, 1-25-2001]

16.13.7.10 PRORATED FIRST RENEWAL:

A. All current nursing home administrators licenses will expire on March 31 of the year. Individuals receiving their initial New Mexico nursing home administrators license may be required to renew their license in less than twelve (12) months depending on the first license issue date in order to get into the proper renewal cycle. In such cases, the renewal fee and the continuing education (CE) hours required will be prorated at the first renewal (Same calculation method used in 16.13.13.9 NMAC).

B. The Board will prorate the first renewal fee by multiplying one-twelfth of the annual renewal fee by the number of months from the month of first issuance up to and including the license expiration month (See 16.13.8.8 NMAC).
[10-31-95; 16.13.7.10 NMAC - Rn, 16 NMAC 13.7.10, 1-25-2001; A, 04-15-2002]

16.13.7.11 LICENSE DISPLAY: The initial wall license must be displayed at the nursing home where the administrator is employed.
[10-31-95; 16.13.7.11 NMAC - Rn, 16 NMAC 13.7.11, 1-25-2001]

16.13.7.12 ADDRESS/EMPLOYMENT CHANGES: It is the licensee's responsibility to keep the Board immediately informed of any changes in address, phone numbers, and place of employment so that renewal notices

and correspondence from the Board will be received by the licensee on a timely basis.

A. Notification of address or employment changes will only be accepted in writing.

B. Notification of facility administrator or changes of facility administrator to the Health Department's Bureau of Licensing and Certification does **not** constitute notification of changes of employment to the Board.

[10-31-95; 16.13.7.12 NMAC - Rn, 16 NMAC 13.7.12, 1-25-2001]

16.13.7.13 NOTICE TO OTHER STATE AGENCIES: The board has a "licensee search" link available on its website at www.rld.state.nm.us/b&c/nhab for interested parties to verify whether or not a person is currently licensed by the board. The website licensee information is updated daily as new licenses are issued and license status changes occur. Hard-copy lists are available to other state agencies upon request and at no cost; and to other parties for a minimal administrative fee, however, the information on hardcopy lists can rapidly become outdated [10-31-95; 16.13.7.13 NMAC - Rn, 16 NMAC 13.7.13, 1-25-2001; A, 02-15-2004]

HISTORY of 16.13.5 NMAC:

Pre-NMAC History: None

History of Repealed Material: [RESERVED]

Other History: 16 NMAC 13.7, License Issuance, filed 10-13-95, renumbered and reformatted to 16.13.7 NMAC, License Issuance, effective 1-25-2001.