

**TITLE 16        OCCUPATIONAL AND PROFESSIONAL LICENSING**  
**CHAPTER 13    NURSING HOME ADMINISTRATORS**  
**PART 14        APPROVED CONTINUING EDUCATION**

**16.13.14.1        ISSUING AGENCY:** New Mexico Nursing Home Administrators Board  
[10-31-95; 16.13.14.1 NMAC – Rn, 16 NMAC 13.14.1, 1-25-2001; A, 04-15-2002]

**16.13.14.2        SCOPE:** The provisions in Part 14 of Chapter 13 apply to licensees.  
[10-31-95; 16.13.14.2 NMAC – Rn, 16 NMAC 13.14.2, 1-25-2001]

**16.13.14.3        STATUTORY AUTHORITY:** Part 14 of Chapter 13 is promulgated pursuant to the Nursing Home Administrators Act, NMSA 1978 Section 61-13-9.B (1993 Repl. Pam.).  
[10-31-95 ; 16.13.14.3 NMAC – Rn, 16 NMAC 13.14.3, 1-25-2001]

**16.13.14.4        DURATION:** Permanent.  
[10-31-95 ; 16.13.14.4 NMAC – Rn, 16 NMAC 13.14.4, 1-25-2001]

**16.13.14.5        EFFECTIVE DATE:** October 31, 1995.  
[2-24-88...10-31-95; 16.13.14.5 NMAC – Rn, 16 NMAC 13.14.5, 1-25-2001]

**16.13.14.6        OBJECTIVE:** The objective of Part 14 of Chapter 13 is to set forth the philosophy behind the requirement for continuing education for nursing home administrators, and to provide information on the types of continuing education which will be automatically approved by the Board; which types require pre-approval; and the method of calculating hours for continuing education credit.  
[10-31-95; 16.13.14.6 NMAC – Rn, 16 NMAC 13.14.6, 1-25-2001]

**16.13.14.7        DEFINITIONS:** [RESERVED]  
[10-31-95; 16.13.14.7 NMAC – Rn, 16 NMAC 13.14.7, 1-25-2001]

**16.13.14.8        CONTINUING EDUCATION PHILOSOPHY:** Continuing education is one of the most important responsibilities of the nursing home administrator and is a life-long process. A diversity of administrative, management, and health-related learning activities is recommended to enhance the administrator's professional skills and development and for the administrator to stay abreast of changing requirements, laws, and trends in the nursing home field. The responsibility for continuing education rests with the individual.  
[2-24-88; 10-31-95; 16.13.14.8 NMAC – Rn, 16 NMAC 13.14.8, 1-25-2001]

**16.13.14.9        APPROVED CONTINUING EDUCATION:** To be acceptable in New Mexico a continuing education activity must have been approved by a recognized approval body which has been approved by the Board, and must enhance the licensee's scope of professional development as related to his/her activities as a nursing home administrator. The participant must receive a certificate of attendance that validates the number of approved continuing education hours awarded.  
[2-24-88; 10-31-95; 16.13.14.9 NMAC – Rn, 16 NMAC 13.14.9, 1-25-2001; A, 04-15-2002]

**16.13.14.10       RECOGNIZED APPROVAL BODIES:** The Board will recognize continuing education which meets the criteria in 16.13.14.8 and 16.13.14.9 NMAC and which has been sponsored or approved by the following sponsors or approval bodies:

- A.**     the New Mexico Nursing Home Administrators Board (NMNHAB);
- B.**     the National Continuing Education Review Service (NCERS);
- C.**     the New Mexico Health Care Association (NMHCA);
- D.**     the New Mexico Hospitals and Health Systems Association (NMHHSA);
- E.**     the American College of Health Care Administrators (ACHCA);
- F.**     the American Association of Homes and Services for the Aging (AAHSA);
- G.**     the Association of University Programs in Health Care Administration (AUPHA);
- H.**     the American College of Health Care Executives (ACHCE); and

I. other State licensing boards for nursing home administrators.  
[2-24-88; 9-18-92; 10-31-95; 16.13.14.10 NMAC – Rn, 16 NMAC 13.14.10, 1-25-2001]

**16.13.14.11 ACADEMIC CREDIT OR CONTINUING EDUCATION UNITS:** The Board may approve related education taken in an academic setting. The licensee **must** provide **written** justification directly to the Board showing how the continuing education activity enhanced the licensee's scope of professional development as related to the licensee's activities as a nursing home administrator.

A. Academic credit from institutions of higher learning:  
(1) One (1) academic credit is equal to fifteen (15) contact hours.  
(2) No more than twenty-four (24) **converted academic credit** hours may be carried over to the next renewal period.

B. Continuing Education Units (CEU's) or contact hours awarded by continuing education divisions within educational institutions of higher learning.

- (1) One (1) CEU is equal to ten (10) contact hours.
- (2) Six (6) contact hours converted from CEU's may be carried over to the next renewal period.

C. It is recommended that approval be sought prior to renewal in the event the continuing education activity is not approved by the Board.

[2-24-88; 9-18-92; 10-31-95; 16.13.14.11 NMAC – Rn, 16 NMAC 13.14.11, 1-25-2001; A, 04-15-2002]

**16.13.14.12 APPROVAL FOR OTHER CONTINUING EDUCATION:** The Board has an informal arrangement with the New Mexico Health Care Association (NMHCA) through which NMHCA approves other continuing education for individual licensees. Any continuing education activity which is not covered by 16.13.14.10 and 16.13.14.11 NMAC must be submitted to NMHCA for review and approval **before** it can be submitted to the Board toward the licensee's continuing education renewal requirement. NMHCA can be contacted for more information on this approval procedure.

[10-31-95; 16.13.14.12 NMAC – Rn, 16 NMAC 13.14.12, 1-25-2001]

#### **HISTORY of 16.13.14 NMAC:**

##### **Pre-NMAC History:**

Material in the part was derived from that previously filed with the commission of public records - state records center and archives:

NHA Manual #88-1, Administrative Rules and Regulations of the New Mexico Board of Nursing Home Administrators, filed 01-25-88.

##### **History of Repealed Material:** [Reserved]

##### **Other History:**

16 NMAC 13.14, Approved Continuing Education, filed 10-13-95 replaced that relevant portion of NHA Manual #88-1, filed 01-25-88.

16 NMAC 13.14, Approved Continuing Education, filed 10-13-95, renumbered and reformatted **to** 16.13.14 NMAC, Approved Continuing Education, effective 1-25-2001.