

1 10A NCAC 13F .1703 is adopted with changes as published in 31:06 NCR, pp. 474-478, as follows:

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3 **10A NCAC 13F. 1703 RENEWAL OF ADMINISTRATOR CERTIFICATION**

4 ~~Administrator certification shall be renewed by the Department pursuant to G.S. 90-288.15 based on the~~  
5 ~~administrator's biennial submission of course completion certificates issued by the course provider, dated from last~~  
6 ~~certification, initial or renewal, and totaling 30 hours of coursework related to long term care management or the care~~  
7 ~~of aged and disabled persons, and a renewal fee of thirty dollars (\$30.00) pursuant to G.S. 90-288.15A. Examples of~~  
8 ~~coursework related to long term care management or the care of aged and disabled persons are financial management,~~  
9 ~~human resource management, medication administration, dementia care, diabetic care, managing aggressive behaviors~~  
10 ~~and infection control.~~

11 (a) The Department shall renew an administrator's certification at the end of the year following the year of initial  
12 certification if the administrator submits documentation of completed coursework related to long term care  
13 management or the care of aged and disabled persons dated and issued by the course provider after certification. The  
14 required number of hours of coursework shall be prorated by the Department based on 30 hours of required continuing  
15 education biennially and the number of months from the date of the administrator's initial certification until December  
16 31 of the next year following issuance.

17 (b) The Department shall continue to renew an administrator's certification biennially, pursuant to G.S. 90-288.15,  
18 based on an expiration date of December 31. For each renewal following initial renewal the administrator shall submit  
19 documentation totaling 30 hours of completed coursework related to long term care management or the care of aged  
20 and disabled persons dated and issued by the course provider within the current two-year certification period and a  
21 renewal fee of thirty dollars (\$30.00) pursuant to G.S. 90-288.15.

22 (c) For the purposes of this Rule, examples of coursework related to long term care management or the care of aged  
23 and disabled persons include financial management, human resource management, medication administration,  
24 dementia care, diabetic care, managing aggressive behaviors, and infection control.

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26 *History Note: Authority G.S. 90-288.15; G.S. 90-288.15A; G.S. 131D-2.16; G.S. 131D-4.3; 143B-165;*  
27 *Eff. April 1, 2017.*