



South Carolina Department of Labor, Licensing and Regulation
South Carolina Board of
Long Term Health Care Administrators
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Examination Information

Upon application approval, applicant will be made eligible to take the required national and/or state examinations. Board staff will send qualified applicants an Examination Approval Notice. This notice provides instructions on how to register for the examination(s).

The applicant has thirty days to register for the required exams with the National Association of Long Term Care Administrator Boards (NAB). Once registered for the exam, additional instructions will be e-mailed to the applicant to assist with setting up the test dates for the examination(s). Applicants must take the examination(s) within 60 days of registering with NAB.

The Board receives exam results electronically from NAB within two weeks after the applicant takes the examination(s). The exam report will be e-mailed to the applicant.

State Examination

- The State Examination for Administrators consists of 50 multiple-choice questions. The state exam is based on [S.C. Regulation 61-84, Standards for Licensing Community Residential Care Facilities](#) established by the Department of Health and Environmental Control-Division of Health Licensing. Please contact DHEC at (803)545-4370 for the regulation book or go to www.scdhec.gov.

National Examinations

The national examination for both Nursing Home Administrators (NHA) and Community Residential Care Facility Administrators (CRCFA) consists of a 100 item Core of Knowledge examination and a minimum of 50 item Line of Service exam specific to licensure type. The national exam is developed and administered by NAB. [Exam Candidate Handbook](#), [NAB Study Guide](#), and [Practice Exams](#) can be found at www.nabweb.org/examinations.

- **Core of Knowledge Exam:** The CORE exam is designed to assess entry-level administrator and executive directors have mastered the foundation of skills and knowledge for all long term care lines of services.
- **Nursing Home Administrators:** The NHA Line of Service exam is a 55 item exam, measuring the entry-level knowledge of nursing home administrators.
- **Community Residential Care Facility Administrator:** the RC/AL Line of Service exam is a 55 item exam, measuring the entry-level knowledge of residential care/assisted living administrators

Examination Fees

Examination fees are set by NAB and should not be sent to the SC Board of LTHCA.

State Only: \$190

NHA Only: \$375

CRCFA Only: \$325

NHA and State: \$550

CRCFA and State: \$500