

# Colorado Nursing Home Administrators (NHA) Practice Exam (Sample)

## Study Guide



**Everything you need from our exam experts!**

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# Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

**Remember:** successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

# How to Use This Guide

**This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:**

## **1. Start with a Diagnostic Review**

**Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.**

## **2. Study in Short, Focused Sessions**

**Break your study time into manageable blocks (e.g. 30 - 45 minutes). Review a handful of questions, reflect on the explanations.**

## **3. Learn from the Explanations**

**After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.**

## **4. Track Your Progress**

**Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.**

## **5. Simulate the Real Exam**

**Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.**

## **6. Repeat and Review**

**Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.**

**There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!**

## Questions

- 1. What is the contract pharmacist responsible for determining regarding prescriptions?**
  - A. Proper procurement and maintenance**
  - B. Rule 01 policy evaluations**
  - C. Environmental compliance**
  - D. Staff periodic training**
- 2. What should the policy for hospitals, ambulatory surgical centers, and long term care facilities include regarding the influenza vaccination?**
  - A. Ensure basic hygiene practices are followed**
  - B. Provide a list of anti-flu medication**
  - C. Proof of immunization, medical exemption signed by a physician assistant, nurse midwife or doctor, and advice that vaccine is contraindicated**
  - D. Ensure all employees take vitamin supplements**
- 3. How often is the Administrator responsible for reviewing the Resident care Policy and procedures?**
  - A. Annually**
  - B. Bi-annually**
  - C. Every six months**
  - D. Quarterly**
- 4. If a license is not renewed due to cessation of operation, when must the license be returned to the Department?**
  - A. Within 10 days**
  - B. Within 15 days**
  - C. Within 30 days**
  - D. Within 7 days**
- 5. When does a facility need to submit their license renewal?**
  - A. 30 days prior to the expiration of its existing license**
  - B. 45 days prior to the expiration of its existing license**
  - C. 60 days prior to the expiration of its existing license**
  - D. 90 days prior to the expiration of its existing license**

- 6. How current does the dietary manual need to be?**
- A. Within 10 years**
  - B. Within 2 years**
  - C. Within 5 years**
  - D. Within 7 years**
- 7. How much of the window in a resident room should be openable without tools?**
- A. 1/4**
  - B. 1/2**
  - C. 1/3**
  - D. 1/6**
- 8. How wide should the bedroom corridor door be?**
- A. 3'4"**
  - B. 3'6"**
  - C. 3'8"**
  - D. 4'**
- 9. How often should the attending physician perform a written evaluation?**
- A. After every visit**
  - B. Every 3 months**
  - C. Every 6 months**
  - D. Once a year**
- 10. When is the influenza season?**
- A. October 1 - March 31**
  - B. November 1 - April 30**
  - C. November 1 - March 31**
  - D. December 1 - February 28**



## **Answers**

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1. A
2. A
3. A
4. A
5. A
6. C
7. B
8. C
9. D
10. C

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## **Explanations**

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**1. What is the contract pharmacist responsible for determining regarding prescriptions?**

**A. Proper procurement and maintenance**

**B. Rule 01 policy evaluations**

**C. Environmental compliance**

**D. Staff periodic training**

The contract pharmacist is responsible for ensuring proper procurement and maintenance of prescriptions, which includes verifying the accuracy of the prescriptions, checking inventory levels, and organizing the storage and tracking of medications. Option B, policy evaluations, is not directly related to prescriptions and falls under the jurisdiction of a quality assurance team. Option C, environmental compliance, is also not directly related to prescriptions and is typically managed by a different department. Lastly, option D, staff periodic training, is important for pharmacy staff but does not specifically pertain to determining the accuracy of prescriptions. Therefore, option A is the most relevant and correct responsibility for a contract pharmacist regarding prescriptions.

**2. What should the policy for hospitals, ambulatory surgical centers, and long term care facilities include regarding the influenza vaccination?**

**A. Ensure basic hygiene practices are followed**

**B. Provide a list of anti-flu medication**

**C. Proof of immunization, medical exemption signed by a physician assistant, nurse midwife or doctor, and advice that vaccine is contraindicated**

**D. Ensure all employees take vitamin supplements**

The policy for hospitals, ambulatory surgical centers, and long term care facilities regarding influenza vaccination should focus on promoting and ensuring basic hygiene practices are followed. These practices include frequent handwashing, proper cough etiquette, and routine cleaning and disinfecting of surfaces, which can help prevent the spread of influenza. Option B, providing a list of anti-flu medication, is not an effective approach as it does not address preventing the spread of influenza. Option C, proof of immunization and medical exemptions, is important for individual healthcare workers to comply with, but does not address preventing influenza in the facility as a whole. Option D, ensuring all employees take vitamin supplements, is not supported by scientific evidence and is not an effective way to prevent influenza. Therefore, option A is the most appropriate and effective choice for the policy.

**3. How often is the Administrator responsible for reviewing the Resident care Policy and procedures?**

- A. Annually**
- B. Bi-annually**
- C. Every six months**
- D. Quarterly**

The Administrator is responsible for reviewing the Resident Care Policy and Procedures annually, meaning once a year. Options B, C, and D are all incorrect because they indicate a more frequent review than once a year. This could potentially lead to unnecessary changes and adjustments in the policies and procedures, causing confusion and inconsistency in resident care. Therefore, it is important for the Administrator to review the policies and procedures annually to ensure they are up-to-date and in line with state and federal regulations.

**4. If a license is not renewed due to cessation of operation, when must the license be returned to the Department?**

- A. Within 10 days**
- B. Within 15 days**
- C. Within 30 days**
- D. Within 7 days**

If a license is not renewed due to the cessation of operation, it must be returned to the Department within 10 days. This quick timeframe ensures that the Department can properly update their records and maintain accurate information regarding active licenses. It is crucial for administrators to adhere to this requirement to avoid any potential penalties or issues with the Department. Options B, C, and D are incorrect because they suggest longer periods for returning the license, which could result in delays in the Department's record-keeping process. It is essential for administrators to act promptly and return the license within the specified 10 days in such cases.

**5. When does a facility need to submit their license renewal?**

- A. 30 days prior to the expiration of its existing license**
- B. 45 days prior to the expiration of its existing license**
- C. 60 days prior to the expiration of its existing license**
- D. 90 days prior to the expiration of its existing license**

A facility needs to submit their license renewal 30 days prior to the expiration of its existing license. This allows enough time for the renewal to be processed and for the facility to receive their renewed license before the expiration date. Options B, C, and D may seem like possible choices, but they give more or less time than the necessary 30 days and could result in the facility's license expiring.

**6. How current does the dietary manual need to be?**

- A. Within 10 years
- B. Within 2 years
- C. Within 5 years**
- D. Within 7 years

The dietary manual should be updated at least every 5 years in order to stay current with new research and recommendations for a healthy diet. Option A of within 10 years is likely too long of a time frame as there may be significant changes to dietary guidelines within that period. Option B of within 2 years may be too short of a time frame as it may not allow enough time for significant research and data to be compiled. Option D of within 7 years may also be too long of a time frame as significant changes to dietary recommendations could occur within that period. Therefore, option C of within 5 years strikes a balance between staying current and allowing enough time for significant updates. Additionally, it is important for healthcare professionals to regularly consult updated dietary guidelines in order to provide the most accurate and effective recommendations for their patients.

**7. How much of the window in a resident room should be openable without tools?**

- A. 1/4
- B. 1/2**
- C. 1/3
- D. 1/6

For optimal safety, at least half (1/2) of the window in a resident room should be openable without tools. This allows for easy evacuation in case of an emergency and also provides sufficient ventilation for the residents. Options A, C, and D are incorrect as they do not meet the recommended half requirement. Having only 1/4 or 1/6 of the window openable would greatly limit the amount of fresh air and would make it difficult for residents to escape in case of a fire or other emergency. Therefore, option B is the correct choice as it meets the recommended safety standard.

**8. How wide should the bedroom corridor door be?**

- A. 3'4"
- B. 3'6"
- C. 3'8"**
- D. 4'

Large furniture such as beds and dressers can be difficult to maneuver through narrow doorways, which can be inconvenient and potentially damaging to the furniture. The standard width for a bedroom corridor door is usually between 30-36 inches (2.5-3 feet). Option A and B fall within this range, but may still be too narrow for comfortable passage of furniture. Option D is wider than the standard, but it may take up unnecessary space and can be more expensive to install. Option C, with a width of 3'8", strikes a good balance between practicality and cost-effectiveness.

**9. How often should the attending physician perform a written evaluation?**

- A. After every visit**
- B. Every 3 months**
- C. Every 6 months**
- D. Once a year**

The attending physician should perform a written evaluation at least once a year, as it allows for a comprehensive overview of the patient's health and any changes that may have occurred. Option A, after every visit, may be too frequent and may not take into account minor changes or improvements. Option B, every 3 months, could be a good compromise, but it may not always be necessary to evaluate the patient's progress and may become burdensome for both the physician and the patient. Option C, every 6 months, may be too infrequent and important health changes may be missed. Overall, option D, once a year, strikes a balance between regular evaluation and allowing for significant changes to occur before reassessment.

**10. When is the influenza season?**

- A. October 1 - March 31**
- B. November 1 - April 30**
- C. November 1 - March 31**
- D. December 1 - February 28**

The correct answer is C, November 1 - March 31. Influenza season typically occurs during these months in the Northern Hemisphere, including Colorado. During this time, the flu virus is more prevalent, leading to a higher number of cases and increased risk of transmission. It is essential for nursing home administrators to be prepared for influenza season by promoting vaccination, implementing infection control measures, and being vigilant for any signs of flu outbreaks among residents and staff. Option A (October 1 - March 31) includes the correct timeframe and is a common misconception; however, the peak of influenza activity typically occurs between November and March. Option B (November 1 - April 30) extends slightly beyond the typical influenza season, as flu activity starts to decline by April. Option D (December 1 - February 28) is too narrow of a timeframe for the typical influenza season, as flu activity can begin as early as November and go beyond February in some cases.

## Next Steps

**Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.**

**As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.**

**If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at [hello@examzify.com](mailto:hello@examzify.com).**

**Or visit your dedicated course page for more study tools and resources:**

**<https://coloradonha.examzify.com>**

**We wish you the very best on your exam journey. You've got this!**