

COLORADO NURSING HOME ADMINISTRATORS (NHA) PRACTICE EXAM (SAMPLE) STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

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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

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- 1. If a resident has an excoriation, how often should the facility evaluate the progress?**
 - A. Annually
 - B. Daily
 - C. Monthly
 - D. Weekly

- 2. How often is the facility required to evaluate the appropriateness of indwelling catheter care?**
 - A. Annually
 - B. Bi-annually
 - C. Monthly
 - D. Weekly

- 3. What is a Tiered Inspection?**
 - A. On-site relicensure survey that has a reduced scope and reviews fewer items for compliance with applicable state regulations than a full relicensure survey
 - B. Telephone Inspection
 - C. Self-reporting Inspection
 - D. On-site relicensure survey with a random scope and additional items for compliance

- 4. What is included in the Quality Management Program?**
 - A. Criteria for identifying potential risks
 - B. Method for systematically reporting information
 - C. Description of the method for taking corrective action
 - D. All of the above

- 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. When is it NOT considered a change of ownership for a corporation?**
- A. Consolidation of two or more corporations
 - B. Dissolution of corporation
 - C. Transfer of less than 50% ownership
 - D. Formation of corporation from other entities
- 7. If the facility intends to close or change bed classification, how long do they have to notify the Department of Public Health and Environment and the Colorado Department of Healthcare Policy and Financing?**
- A. 30 days and 7 days prior to notifying families
 - B. 45 days and 7 days prior to notifying families
 - C. 60 days and 7 days prior to notifying families
 - D. 90 days and 7 days prior to notifying families
- 8. Who approves medications kept at the bedside?**
- A. Dietary supervisor
 - B. Nursing supervisor
 - C. Pharmaceutical advisory committee
 - D. Resident's family
- 9. 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
- 10. What does the written policy for drug requisition and storage state?**
- A. Facility shall designate in written policies approved by the governing body the person authorized to requisition, receive, control and manage drugs
 - B. Facility shall list the names of all pharmaceutical advisory committee members
 - C. Facility shall provide a monthly report of drug usage to the governing body
 - D. Facility shall ensure all drugs are stored with the pharmacy consultant's approval

Answers

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

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Explanations

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1. If a resident has an excoriation, how often should the facility evaluate the progress?

- A. Annually**
- B. Daily
- C. Monthly
- D. Weekly

Evaluating the progress of an excoriation is a critical part of caring for a resident in a facility. An excoriation is an injury to the superficial layer of the skin that can easily become infected if not properly monitored. While it is important to regularly assess the wound, daily evaluations may not be necessary as they can cause unnecessary disruption to the resident's care routine. Weekly evaluations may not occur frequently enough to properly monitor the wound. Monthly evaluations may also be too infrequent as the wound can quickly worsen if not properly managed. Annual evaluations strike a balance between frequency and effectiveness, allowing the facility to closely monitor the wound while still maintaining the resident's comfort and routine.

2. How often is the facility required to evaluate the appropriateness of indwelling catheter care?

- A. Annually**
- B. Bi-annually
- C. Monthly
- D. Weekly

Evaluating the appropriateness of indwelling catheter care is important to ensure that patients are receiving appropriate and timely care. While options B, C, and D may seem like reasonable time frames for evaluation, they are actually too frequent and would put a strain on the healthcare system and resources. Annual evaluations strike a balance between maintaining vigilance and not overburdening medical staff. Additionally, depending on the individual patient's circumstances, more frequent evaluations may be necessary, making option A the best answer.

3. What is a Tiered Inspection?

- A. On-site relicensure survey that has a reduced scope and reviews fewer items for compliance with applicable state regulations than a full relicensure survey**
- B. Telephone Inspection
- C. Self-reporting Inspection
- D. On-site relicensure survey with a random scope and additional items for compliance

A Tiered Inspection is essentially a truncated version of a full relicensure survey. This means that the inspection will have a reduced scope and will review fewer items for compliance with applicable state regulations. Choices B and C are incorrect because they do not involve an on-site visit and instead rely on either telephone interviews or self-reporting. Choice D is incorrect because it mentions a "random scope" which is not an accurate description of a Tiered Inspection.

4. What is included in the Quality Management Program?

- A. Criteria for identifying potential risks
- B. Method for systematically reporting information
- C. Description of the method for taking corrective action
- D. All of the above**

The correct answer is D: All of the above. Each of the options mentioned - criteria for identifying potential risks, method for systematically reporting information, and description of the method for taking corrective action - is an essential component of a Quality Management Program in a healthcare setting. These elements are crucial for maintaining high standards of care, ensuring patient safety, and continuously improving the quality of services provided in nursing home facilities. By incorporating all three aspects, the Quality Management Program can effectively identify, address, and prevent potential risks, report and track information systematically, and take corrective actions as needed to enhance overall quality of care.

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. When is it NOT considered a change of ownership for a corporation?

- A. Consolidation of two or more corporations**
- B. Dissolution of corporation
- C. Transfer of less than 50% ownership
- D. Formation of corporation from other entities

A This would involve two or more corporations merging together and forming a new entity, resulting in a clear change of ownership. B: The dissolution of a corporation marks the end of its existence, therefore it would no longer have an owner. C: While this may not result in a significant change in ownership, any transfer of ownership could still be considered a change. D: The formation of a new corporation involves obtaining ownership from other entities, so it would still be considered a change in ownership.

7. If the facility intends to close or change bed classification, how long do they have to notify the Department of Public Health and Environment and the Colorado Department of Healthcare Policy and Financing?

- A. 30 days and 7 days prior to notifying families
- B. 45 days and 7 days prior to notifying families
- C. 60 days and 7 days prior to notifying families**
- D. 90 days and 7 days prior to notifying families

In Colorado, according to regulations, if a facility intends to close or change bed classification, they must notify the Department of Public Health and Environment and the Colorado Department of Healthcare Policy and Financing at least 60 days prior to notifying families. This timeframe allows the necessary regulatory agencies to be informed well in advance of any changes being implemented, ensuring proper coordination and compliance with regulations. Option A is incorrect because the facility must notify the relevant agencies at least 60 days in advance, not 30 days. Option B is incorrect because the facility must notify the relevant agencies at least 60 days in advance, not 45 days. Option D is incorrect because the facility must notify the relevant agencies at least 60 days in advance, not 90 days.

8. Who approves medications kept at the bedside?

- A. Dietary supervisor
- B. Nursing supervisor**
- C. Pharmaceutical advisory committee
- D. Resident's family

The correct answer pertains to the specific protocols and regulations governing medication management in nursing homes. Medications that are kept at the bedside for residents are typically approved by the nursing supervisor. This individual is responsible for overseeing nursing staff and ensuring that medications are administered safely and according to prescribed protocols. The nursing supervisor's role includes regularly reviewing medication orders, verifying that the medications are appropriate for each resident, and ensuring compliance with all regulatory standards regarding medication handling and storage. Safety and proper adherence to medication management are critical in a nursing home setting to prevent medication errors and ensure the well-being of residents. While the dietary supervisor may be involved with medication in terms of dietary restrictions or interactions, and the pharmaceutical advisory committee provides guidance and oversight on pharmaceutical practices, it is the nursing supervisor who directly manages bedside medication approval. The resident's family may be included in discussions about care and treatment but does not have authority over medication management decisions.

9. 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.

10. What does the written policy for drug requisition and storage state?

- A. Facility shall designate in written policies approved by the governing body the person authorized to requisition, receive, control and manage drugs**
- B. Facility shall list the names of all pharmaceutical advisory committee members
- C. Facility shall provide a monthly report of drug usage to the governing body
- D. Facility shall ensure all drugs are stored with the pharmacy consultant's approval

The written policy for drug requisition and storage states that the facility shall designate in written policies approved by the governing body the person authorized to requisition, receive, control, and manage drugs. The other options are incorrect because B and C refer to other requirements related to drug management that are not mentioned in the question. Option D briefly mentions drug storage, but it does not cover the full range of responsibilities outlined in option A.

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.

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!

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