

Federal Nursing Home Administrator Practice Exam (Sample)

Study Guide



Everything you need from our exam experts!

This is a sample study guide. To access the full version with hundreds of 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. Don't worry about getting everything right, 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, and take breaks to retain information better.

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.

7. Use Other Tools

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!

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Questions

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- 1. What does a "Transfer Agreement" typically refer to in nursing home settings?**
 - A. An arrangement with hospitals for patient transfers**
 - B. An agreement among staff members**
 - C. A contract with insurance providers**
 - D. A document describing facility policies**

- 2. What is the frequency of doctor visits for residents in the first 90 days of care?**
 - A. Every 15 days**
 - B. Every 30 days**
 - C. Every 45 days**
 - D. Every 60 days**

- 3. How many cups of fruit and vegetables should a person consume based on the RDA?**
 - A. 1 cup**
 - B. 2 cups**
 - C. 3 cups**
 - D. 4 cups**

- 4. How is the Cost Per Patient Day calculated?**
 - A. By dividing total revenue by the number of patients**
 - B. By adding total costs and census days**
 - C. By dividing total costs by census days**
 - D. By multiplying total census days by operational costs**

- 5. If an applicant for the administrator position disregards Medicare reimbursement policies affecting case mix, how would this be viewed?**
 - A. As a valuable perspective**
 - B. As ideal for the facility**
 - C. As being out of touch**
 - D. As a common belief**

6. Attempting to find the right person for each defined job is known as which management function?

- A. Controlling**
- B. Staffing**
- C. Planning**
- D. Organizing**

7. Which of the following is considered a preventative maintenance action?

- A. Assembling staff for training**
- B. Scheduling equipment upgrades**
- C. Delaying repairs**
- D. Ignoring minor issues**

8. When an administrator conducts a national search for a director of nursing, what managerial function is being exercised?

- A. Managing**
- B. Controlling**
- C. Staffing**
- D. Training**

9. Who is an aggrieved party?

- A. Someone who holds a position of authority**
- B. A person whose rights have been violated or has suffered injury**
- C. Any individual involved in a workplace dispute**
- D. A client who is dissatisfied with services**

10. Interest-bearing accounts in nursing homes are typically for trust funds that exceed what amount?

- A. \$25**
- B. \$50**
- C. \$75**
- D. \$100**

Answers

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

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Explanations

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1. What does a "Transfer Agreement" typically refer to in nursing home settings?

- A. An arrangement with hospitals for patient transfers**
- B. An agreement among staff members**
- C. A contract with insurance providers**
- D. A document describing facility policies**

A "Transfer Agreement" in nursing home settings primarily refers to an arrangement with hospitals for patient transfers. This agreement is critical for ensuring that patients can be promptly and safely moved between facilities when their medical needs change or when they require a higher level of care. It outlines the protocols for transferring a resident, including responsibilities of both the nursing home and the hospital, ensuring that the transition is seamless and that the patient's health care needs are met throughout the process. This type of agreement is important not only for maintaining continuity of care but also for adhering to regulatory requirements that mandate such policies to ensure safe and efficient transfers. It typically includes details about the types of patients who can be transferred, the necessary documentation and communication processes involved, and the responsibilities of each party during the transfer process. Other options do not accurately capture the primary function of a Transfer Agreement within the nursing home context. While staff agreements, contracts with insurance providers, or internal policy documents play important roles in the operation of a facility, they do not pertain specifically to the critical coordination involved in patient transfers between nursing homes and hospitals.

2. What is the frequency of doctor visits for residents in the first 90 days of care?

- A. Every 15 days**
- B. Every 30 days**
- C. Every 45 days**
- D. Every 60 days**

In nursing home settings, regulations dictate that residents should have timely medical oversight, especially during the initial period of care, which is considered critical for assessing health status and developing appropriate care plans. The frequency of doctor visits during the first 90 days of care is established to ensure that the medical needs of new residents are closely monitored. The requirement for doctor visits every 30 days in that initial period aligns with best practices in geriatric care. This regularity helps in promptly identifying changes in a resident's condition, adjusting treatments, and ensuring that the care provided is responsive to their evolving health needs. Understanding this frequency emphasizes the commitment to maintaining a high standard of care for new residents, allowing healthcare professionals to establish baselines and adjust interventions as necessary within that crucial first three months.

3. How many cups of fruit and vegetables should a person consume based on the RDA?

- A. 1 cup
- B. 2 cups**
- C. 3 cups
- D. 4 cups

The recommendation for fruit and vegetable intake varies based on age, sex, and level of physical activity. However, a common guideline is that adults should aim to consume about 2 to 3 cups of vegetables and 1.5 to 2 cups of fruit each day. This adds up to a total of about 4 to 5 cups combined, depending on the specific dietary guidelines being followed. Selecting 2 cups aligns with the minimum recommended for a balanced diet, focusing on maintaining health and reducing the risk of chronic diseases. Consuming this amount helps ensure adequate vitamins, minerals, fiber, and antioxidants, which are crucial for overall health. Additionally, the guidelines emphasize varying the types of fruits and vegetables consumed to maximize nutritional benefits. The higher amounts aren't mistakenly referenced as incorrect; they may reflect a more optimal intake for some individuals. However, for many adults, aiming for 2 cups each of fruits and vegetables strikes a balance that's achievable while still supporting health standards.

4. How is the Cost Per Patient Day calculated?

- A. By dividing total revenue by the number of patients
- B. By adding total costs and census days
- C. By dividing total costs by census days**
- D. By multiplying total census days by operational costs

The Cost Per Patient Day is calculated by dividing total costs by census days. This metric provides a clear understanding of the average cost incurred for each patient on a given day. By using census days, which reflect the total number of days patients were present in the facility, the calculation ensures that the resulting figure accurately represents the ongoing costs associated with providing care. This method allows nursing home administrators to analyze financial performance effectively, assess budget requirements, and make informed decisions regarding resource allocation. Understanding this calculation is crucial for managing expenses, optimizing operational efficiency, and maintaining regulatory compliance in healthcare settings. The other approaches, such as mixing revenue or operational costs inappropriately, do not accurately reflect the patient-specific cost dynamics and can misrepresent the financial health of the facility.

5. If an applicant for the administrator position disregards Medicare reimbursement policies affecting case mix, how would this be viewed?

- A. As a valuable perspective**
- B. As ideal for the facility**
- C. As being out of touch**
- D. As a common belief**

Disregarding Medicare reimbursement policies that directly impact case mix would indicate a significant lack of understanding of essential financial and operational principles within a skilled nursing facility. Case mix affects the types of patients admitted and the reimbursement rates the facility can receive. An administrator must be acutely aware of these policies to ensure proper budgeting, financial stability, and compliance. When an applicant shows disregard for these policies, it suggests they are not keeping up with critical aspects of healthcare governance that directly affect the facility's operations and survival. This perception of being "out of touch" can concern stakeholders, as effective leaders are expected to stay informed about pertinent regulations and mandates that govern reimbursement. Emphasizing knowledge and awareness of such policies is crucial for administrators, making it clear that being uninformed or dismissive could lead to mismanagement and financial challenges for the nursing home.

6. Attempting to find the right person for each defined job is known as which management function?

- A. Controlling**
- B. Staffing**
- C. Planning**
- D. Organizing**

The management function focused on finding the right person for each defined job is known as staffing. This process involves identifying the required skills and qualifications for each position, recruiting suitable candidates, selecting individuals who meet the criteria, and ensuring they are placed in roles that align with their strengths and the needs of the organization. Staffing is essential for creating an effective team environment, as it ensures that employees are not only qualified but also a good fit for the culture and objectives of the organization. This function encompasses everything from job analysis and recruitment strategies to orientation and training, all aimed at optimizing human resources to achieve the organizational goals. Contrasting this with other management functions, controlling focuses on monitoring and evaluating performance to ensure that organizational goals are being met. Planning involves setting objectives and determining a course of action to achieve those goals, while organizing refers to arranging resources, including human resources, to implement the plans effectively. Each function plays a distinct role in management, but staffing is uniquely centered on aligning the right personnel with the right roles.

7. Which of the following is considered a preventative maintenance action?

- A. Assembling staff for training**
- B. Scheduling equipment upgrades**
- C. Delaying repairs**
- D. Ignoring minor issues**

Scheduling equipment upgrades is considered a preventative maintenance action because it involves proactively ensuring that equipment remains functional, efficient, and safe for use. This approach is aimed at preventing potential breakdowns or failures by upgrading equipment before issues arise. Preventative maintenance is about anticipating problems and addressing them before they affect operations, which is precisely what scheduling upgrades achieves. In contrast, the other choices do not align with the principles of preventative maintenance. Assembling staff for training focuses on staff development rather than maintaining physical assets. Delaying repairs can lead to further deterioration and increased costs, as it allows existing problems to worsen. Ignoring minor issues also fails to prevent future complications, as neglecting small concerns can eventually lead to larger, more costly problems down the line. Therefore, the only choice that embodies the essence of preventative maintenance is scheduling equipment upgrades.

8. When an administrator conducts a national search for a director of nursing, what managerial function is being exercised?

- A. Managing**
- B. Controlling**
- C. Staffing**
- D. Training**

Conducting a national search for a director of nursing falls under the staffing function of management. Staffing involves the process of filling positions within an organization, ensuring that the right people are in the right roles to achieve organizational goals. This includes recruiting, selecting, and hiring employees based on the needs of the institution. In the context of this scenario, the administrator is actively seeking out candidates to fill an important nursing leadership position, which is critical for the overall functioning and quality of care within the nursing home. Effective staffing ensures that the facility is equipped with qualified individuals who have the necessary skills and experience, particularly in a role as significant as the director of nursing. Other managerial functions, such as managing, controlling, and training, play crucial roles in an organization as well, but they do not specifically address the search and hiring process. Managing encompasses overseeing all operations within the organization, controlling relates to ensuring that organizational goals are met through performance measurement and corrective actions, and training focuses on improving the skills and knowledge of existing staff. However, in this situation, the main focus is on filling a key position, which aligns with the staffing function.

9. Who is an aggrieved party?

- A. Someone who holds a position of authority**
- B. A person whose rights have been violated or has suffered injury**
- C. Any individual involved in a workplace dispute**
- D. A client who is dissatisfied with services**

An aggrieved party is defined as a person whose rights have been violated or who has suffered an injury as a result of someone else's actions or negligence. This definition highlights the legal and ethical implications of situations where an individual's rights are infringed upon, thereby causing them some form of harm or distress. In contexts such as nursing home administration, recognizing who qualifies as an aggrieved party is crucial for addressing grievances appropriately and ensuring compliance with legal standards and regulations. For instance, in a nursing home setting, an aggrieved party could be a resident who has experienced substandard care or a violation of their rights. Identifying these individuals is essential for creating a responsive environment that prioritizes resident welfare and addresses concerns efficiently. The other options describe various roles or situations but do not capture the specific legal definition of an aggrieved party. For example, a person holding a position of authority may not necessarily be suffering any rights violation, and individuals involved in workplace disputes may not be aggrieved in the legal sense. Similarly, while a client who is dissatisfied with services may feel wronged, the term 'aggrieved party' specifically connotes actual harm or violation of rights, which goes beyond mere dissatisfaction.

10. Interest-bearing accounts in nursing homes are typically for trust funds that exceed what amount?

- A. \$25**
- B. \$50**
- C. \$75**
- D. \$100**

Interest-bearing accounts in nursing homes are generally used for trust funds that exceed \$50. This threshold reflects regulatory standards aimed at protecting the financial interests of residents. When a resident's funds surpass this amount, the facility is encouraged to manage these assets prudently, often by placing them in interest-bearing accounts. This practice ensures that the funds can earn interest, which can be beneficial for the resident's financial well-being, providing additional resources for their care or personal expenses. Accounts for amounts below this threshold are typically maintained in non-interest-bearing accounts as the administrative costs of managing interest-bearing accounts may not be justified for smaller sums. This regulatory focus helps ensure that residents' larger trust funds can be utilized effectively while safeguarding their financial interests in a manner that is compliant with nursing home regulations.

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://federalnursinghomeadministrator.examzify.com>

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

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