

Illinois Nursing Home Administrators (NHA) Practice Exam (Sample)

Study Guide



Everything you need from our exam experts!

Copyright © 2025 by Examzify - A Kaluba Technologies Inc. product.

ALL RIGHTS RESERVED.

No part of this book may be reproduced or transferred in any form or by any means, graphic, electronic, or mechanical, including photocopying, recording, web distribution, taping, or by any information storage retrieval system, without the written permission of the author.

Notice: Examzify makes every reasonable effort to obtain from reliable sources accurate, complete, and timely information about this product.

SAMPLE

Questions

SAMPLE

- 1. What is the requirement for space in areas accessible to wheelchair users?**
 - A. Must allow unimpeded passage**
 - B. Must be at least 36 inches wide**
 - C. Must include ramps with handrails**
 - D. Must provide seating for companions**
- 2. Which legal documents are vital for nursing home residents?**
 - A. Health insurance policies only**
 - B. Advance directives, living wills, and power of attorney documents**
 - C. Employment contracts**
 - D. Facility operational guidelines**
- 3. During the physical examination of a newly-admitted resident, which of the following is not required?**
 - A. results of a TB skin test (or documentation that the person has had TB or treatment for TB)**
 - B. written permission by the physician if the resident participates in the activity program**
 - C. orders on the frequency of weighing the resident**
 - D. results of a bone density screen**
- 4. To renew a nursing home administrator's license, how many continuing education hours are required?**
 - A. 18 per year in each of two years**
 - B. 36 for each two-year renewal period (except the first)**
 - C. 24 for each two-year renewal period (except the first)**
 - D. This varies with the type of education that is obtained.**
- 5. An order for a therapeutic diet must be written by which of the following?**
 - A. a dietitian**
 - B. a physician**
 - C. the DON**
 - D. the food service director**

- 6. Which of the following is true regarding the review of medication regimens?**
- A. To be done by a pharmacist, at least quarterly, at the facility or at the pharmacy.**
 - B. To be done by a pharmacist, at least monthly, at the facility.**
 - C. To be done by a pharmacist, at least monthly, at the facility or at the pharmacy.**
 - D. To be done by a pharmacist, nurse, or physician, at least monthly, at the facility.**
- 7. What role does ethical decision-making play in nursing home administration?**
- A. It is unnecessary for effective management**
 - B. It guides fair and just choices regarding resident care**
 - C. It allows for subjective assessments of resident needs**
 - D. It prioritizes administrative convenience over resident welfare**
- 8. What is a requirement for a facility to have a house supervisor?**
- A. Meet licensed-nurse staffing requirements**
 - B. Oversee the restorative nursing program**
 - C. Manage an Alzheimer's special care unit**
 - D. Complete, maintain, and preserve medical records**
- 9. The automatic stop-order policy primarily ensures what?**
- A. Residents receive their medications on time**
 - B. Unnecessary medication administration is minimized**
 - C. Nurses are adequately trained in medication management**
 - D. All medications are stored in regulated areas**
- 10. What are the primary financial responsibilities of a Nursing Home Administrator?**
- A. Ensuring operations are conducted without regulation**
 - B. Budgeting and managing operational costs**
 - C. Increasing staff wages without limitation**
 - D. Overseeing only patient care expenses**

Answers

SAMPLE

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

SAMPLE

Explanations

SAMPLE

1. What is the requirement for space in areas accessible to wheelchair users?

- A. Must allow unimpeded passage**
- B. Must be at least 36 inches wide**
- C. Must include ramps with handrails**
- D. Must provide seating for companions**

The requirement for space in areas accessible to wheelchair users emphasizes the need for ensuring that pathways allow for unimpeded passage. This is crucial as it directly impacts the ability of individuals who use wheelchairs to navigate effectively and safely within the environment. Unimpeded passage means that there should be no barriers blocking the path, allowing for smooth movement without any obstacles that might hinder a wheelchair user's ability to move independently. This principle aligns with accessibility guidelines, which aim to create an inclusive environment where all individuals can access and use facilities without assistance. While the other options address important aspects of accessibility—such as width for maneuvering, the need for ramps, and seating for companions—they do not encapsulate the broad requirement of ensuring clear and unobstructed pathways necessary for wheelchair users, which is vital for safe mobility. Therefore, the focus on unimpeded passage is foundational in establishing an accessible environment for individuals with mobility challenges.

2. Which legal documents are vital for nursing home residents?

- A. Health insurance policies only**
- B. Advance directives, living wills, and power of attorney documents**
- C. Employment contracts**
- D. Facility operational guidelines**

The vital legal documents for nursing home residents include advance directives, living wills, and power of attorney documents because they outline a resident's wishes regarding medical treatment and personal care in the event that they are unable to communicate their preferences. Advance directives detail the type of medical interventions a person desires or does not desire, while living wills specifically address end-of-life care. Power of attorney documents designate someone to make healthcare decisions on behalf of the resident, ensuring that their preferences are honored even when they cannot advocate for themselves. These documents empower residents to have control over their healthcare decisions and to ensure that their wishes are respected. They play a critical role in promoting autonomy and dignity for residents, which is fundamental in a nursing home environment. While health insurance policies are essential for covering medical expenses, they do not address the specific healthcare preferences of residents. Employment contracts are unrelated to the care and rights of residents, focusing instead on the relationship between employees and the facility. Facility operational guidelines pertain to the management and operation of the nursing home itself, rather than the individual rights and preferences of the residents. Hence, the correct choice highlights the legal safeguards that align with the needs and rights of nursing home residents.

- 3. During the physical examination of a newly-admitted resident, which of the following is not required?**
- A. results of a TB skin test (or documentation that the person has had TB or treatment for TB)**
 - B. written permission by the physician if the resident participates in the activity program**
 - C. orders on the frequency of weighing the resident**
 - D. results of a bone density screen**

The reasoning behind stating that the results of a bone density screen are not required during the physical examination of a newly-admitted resident stems from the regulatory framework governing nursing homes. Typically, while nursing homes must adhere to certain standards regarding admissions and assessments, specific tests and screens vary based on the state laws and facility policies. In many cases, the requirements for new resident admissions include tests that are deemed critical for the immediate health and safety of the individual, such as tuberculosis skin test results, which help prevent the spread of TB within the facility. Additionally, documentation or permissions related to participation in program activities and directives regarding the resident's care, like weighing frequencies, are foundational to ensuring individualized care and compliance with health protocols. Bone density screenings, however, are often conducted as a part of specific health evaluations or targeted assessments rather than a universal requirement for every new admission. They are most relevant for particular populations, such as those at increased risk for osteoporosis, and thus do not apply broadly to all residents. Therefore, while they may offer valuable health insights, they are not mandated in the same way as the other assessments listed.

- 4. To renew a nursing home administrator's license, how many continuing education hours are required?**
- A. 18 per year in each of two years**
 - B. 36 for each two-year renewal period (except the first)**
 - C. 24 for each two-year renewal period (except the first)**
 - D. This varies with the type of education that is obtained.**

To renew a nursing home administrator's license, the requirement is to complete a total of 36 continuing education hours for each two-year renewal period, except for the first renewal period. This requirement is in place to ensure that nursing home administrators stay current with the evolving standards, regulations, and practices in healthcare and elder care. Ongoing education helps administrators improve their skills, knowledge, and competence to provide high-quality care in nursing homes. This requirement is standardized to maintain the professionalism and accountability of nursing home administrators. Compliance with continuing education hours is crucial not only for licensing purposes but to enhance the level of care administered in residential facilities. Without these hours, an administrator would not be eligible to renew their license, impacting their ability to legally practice. While other choices present different hour requirements, none align with the established norm set out for continued education in this field. The chosen answer accurately reflects the regulatory guideline and is essential for maintaining quality governance in nursing home administration.

5. An order for a therapeutic diet must be written by which of the following?

- A. a dietitian**
- B. a physician**
- C. the DON**
- D. the food service director**

A therapeutic diet order must be written by a physician because it is considered a medical order that addresses specific health conditions or dietary needs of a resident. Physicians have the training and authority to assess a patient's medical condition and determine the necessary dietary interventions to promote health, recovery, or manage chronic illnesses. While a dietitian may assist in planning and providing details about the specifics of the diet, the ultimate authority to prescribe that diet comes from the physician, who considers the integral aspects of a patient's overall health status. The Director of Nursing (DON) and the food service director may play roles in the implementation and management of dietary practices but do not have the authority to dictate or write therapeutic diet orders themselves.

6. Which of the following is true regarding the review of medication regimens?

- A. To be done by a pharmacist, at least quarterly, at the facility or at the pharmacy.**
- B. To be done by a pharmacist, at least monthly, at the facility.**
- C. To be done by a pharmacist, at least monthly, at the facility or at the pharmacy.**
- D. To be done by a pharmacist, nurse, or physician, at least monthly, at the facility.**

The review of medication regimens is an essential process in nursing homes to ensure the safety and effectiveness of the medications administered to residents. The correct answer highlights that this review can be conducted by a pharmacist, nurse, or physician, and emphasizes the importance of a multidisciplinary approach to medication management. The requirement for these reviews to take place at least monthly underscores the need for regular oversight of medication regimens to identify potential drug interactions, side effects, or necessary adjustments based on changes in the resident's health status. Having a team of qualified professionals involved not only fosters communication among the clinical staff but also enhances the care provided to residents by ensuring a comprehensive evaluation from various perspectives. This collaborative care model aligns with best practices in long-term care and regulatory expectations, thereby promoting the overall well-being of residents. It acknowledges that while pharmacists play a crucial role in medication management, other healthcare providers are equally vital in assessing and monitoring the effectiveness and safety of prescribed therapies.

7. What role does ethical decision-making play in nursing home administration?

- A. It is unnecessary for effective management**
- B. It guides fair and just choices regarding resident care**
- C. It allows for subjective assessments of resident needs**
- D. It prioritizes administrative convenience over resident welfare**

Ethical decision-making is crucial in nursing home administration as it serves as a framework for making fair and just choices concerning resident care. In environments where residents may be vulnerable and dependent, ethical principles help guide administrators through complex decisions that directly impact the well-being and quality of life of residents. This involves considering the rights, dignity, and individual preferences of residents, which are central to providing high-quality care. Using ethical guidelines ensures that the administration not only adheres to legal standards but also upholds moral values such as respect, transparency, and accountability. By prioritizing ethical considerations, nursing home administrators can foster a culture that emphasizes resident-centered care, thereby building a trustworthy relationship between staff, residents, and families. In contrast, approaches that dismiss ethical decision-making may lead to choices that compromise resident welfare, prioritize administrative convenience, or rely on subjective interpretations of resident needs, ultimately undermining the quality of care and trust in the care environment.

8. What is a requirement for a facility to have a house supervisor?

- A. Meet licensed-nurse staffing requirements**
- B. Oversee the restorative nursing program**
- C. Manage an Alzheimer's special care unit**
- D. Complete, maintain, and preserve medical records**

In order for a nursing home facility to have a house supervisor, it is essential that the facility meets licensed-nurse staffing requirements. This requirement is in place to ensure that there are qualified personnel available to oversee patient care and safety effectively. A house supervisor plays a critical role in the day-to-day operations of a nursing home. They are responsible for supervising nursing staff, coordinating patient care, and ensuring compliance with state regulations. Having sufficient licensed nursing staff is crucial for providing quality care to residents. The house supervisor position is typically filled only in facilities that have the necessary staffing levels to support such a role. This ensures that there is always someone available with the proper training and credentials to manage situations that involve patient care, staff coordination, and emergency response. While overseeing a restorative nursing program, managing specialized units like an Alzheimer's care unit, and maintaining medical records are all important aspects of nursing home administration, these functions do not directly address the fundamental staffing requirements necessary for designating a house supervisor in a facility.

9. The automatic stop-order policy primarily ensures what?

- A. Residents receive their medications on time**
- B. Unnecessary medication administration is minimized**
- C. Nurses are adequately trained in medication management**
- D. All medications are stored in regulated areas**

The automatic stop-order policy is designed to enhance patient safety and minimize the risk of unnecessary medication administration. This policy typically mandates that certain medications are only prescribed for a predetermined duration, after which they must be reviewed and either renewed or discontinued. By implementing this policy, healthcare facilities can reduce the likelihood of patients continuing to receive medications that may no longer be appropriate or that could potentially lead to adverse effects if taken for too long. This approach helps ensure that the medication therapy is regularly evaluated for its necessity, which is particularly important in populations such as those in nursing homes, where residents may be taking multiple medications. Therefore, the focus of the automatic stop-order policy is primarily on minimizing unnecessary medication administration, which ultimately supports better health outcomes for residents. In contrast, while timely medication delivery, staff training, and proper storage of medications are crucial components of medication management, they are not the primary focus of an automatic stop-order policy. The policy specifically targets unnecessary or inappropriate continuance of medication use, highlighting its role in enhancing medication safety and efficacy for residents.

10. What are the primary financial responsibilities of a Nursing Home Administrator?

- A. Ensuring operations are conducted without regulation**
- B. Budgeting and managing operational costs**
- C. Increasing staff wages without limitation**
- D. Overseeing only patient care expenses**

The primary financial responsibilities of a Nursing Home Administrator revolve around budgeting and managing operational costs. This encompasses the development of a comprehensive budget that addresses various financial aspects, such as personnel costs, supplies, facility maintenance, and service delivery expenses. Effective management ensures that the nursing home operates within its financial means while still providing quality care to residents. By rigorously analyzing and adjusting the budget, the administrator can allocate resources efficiently, identify areas where costs can be reduced without sacrificing care quality, and ensure that the facility complies with regulatory financial requirements. This financial oversight is critical in maintaining the sustainability of the nursing home and ultimately contributes to the overall well-being of both residents and staff. In contrast, simply conducting operations without regulation would jeopardize compliance and jeopardize funding or licensure. Increasing staff wages without limitation could lead to unsustainable financial practices, threatening the financial health of the facility. Focusing solely on patient care expenses would neglect other vital operational areas, ultimately impacting the quality and range of services the nursing home provides. Hence, the structured approach to budgeting and managing operational costs is key to fulfilling the administrator's financial responsibilities successfully.