

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

## Study Guide



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**SAMPLE**

## **Questions**

- 1. If a facility determines a resident needs a locked unit, what must the facility do first?**
  - A. Inform the local authorities**
  - B. Immediately attempt to notify the resident's physician for instructions**
  - C. Contact the resident's family members**
  - D. Call a resident meeting**
- 2. In period B facilities, what is the minimum required feature for an elevator in terms of size?**
  - A. Large enough for a wheelchair**
  - B. Large enough for a resident and one guest**
  - C. Large enough to hold a resident bed and attendant**
  - D. Large enough to hold three residents**
- 3. What services shall social services staff provide?**
  - A. Discharge planning, referrals, adjustment assistance, and training**
  - B. Medication administration, personal care, and mental health support**
  - C. Financial assistance, room cleaning, and diet planning**
  - D. Physical therapy, occupational therapy, and recreation activities**
- 4. Which condition allows beds assigned to residents to be used for day care clients?**
  - A. If residents agree to it**
  - B. Day care services should not interfere with resident care**
  - C. They cannot be used for day care clients**
  - D. Day care clients sign a waiver**
- 5. What is a common time frame requirement for battery-operated emergency power systems in nursing homes?**
  - A. 3 hours**
  - B. 4 hours**
  - C. 5 hours**
  - D. 6 hours**

- 6. In period A nursing homes, utility rooms must be designed to handle which of the following separately?**
- A. Food and medical supplies**
  - B. Medical and cleaning supplies**
  - C. Clean and soiled linen**
  - D. Trash and recyclables**
- 7. What is the maximum monetary forfeiture for each class "A" violation?**
- A. \$1,000**
  - B. \$5,000**
  - C. \$7,500**
  - D. \$10,000**
- 8. What must an application for an IMD license disclose regarding ownership?**
- A. Details of profits made in the last fiscal year**
  - B. The identities of all creditors holding a security interest in the premises**
  - C. The names of the previous employees**
  - D. A list of all medications used within the facility**
- 9. What is a "locked unit"?**
- A. A room designated for physical therapy only**
  - B. A secure environment preventing residents from leaving at will**
  - C. An area for receiving visitors**
  - D. An open space for outdoor activities**
- 10. Who is exempt from disclosing records of the quality assessment and assurance (QAA) committee?**
- A. The department can never require disclosure of QAA records**
  - B. QAA records must always be disclosed**
  - C. Disclosure is required only during government audits**
  - D. The department may not require disclosure except to determine compliance**

## **Answers**

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

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## **Explanations**

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**1. If a facility determines a resident needs a locked unit, what must the facility do first?**

- A. Inform the local authorities**
- B. Immediately attempt to notify the resident's physician for instructions**
- C. Contact the resident's family members**
- D. Call a resident meeting**

If a facility determines that a resident needs a locked unit, the first priority should be to immediately attempt to notify the resident's physician for instructions. The physician plays a crucial role in determining the appropriate course of action for the resident's care, including the need for a locked unit. It is essential to involve the physician at the earliest stage to ensure that the resident receives proper and timely care tailored to their specific needs. Informing the local authorities, contacting the resident's family members, or calling a resident meeting may be necessary steps as well, but the primary step should be consulting the physician for medical guidance and instructions.

**2. In period B facilities, what is the minimum required feature for an elevator in terms of size?**

- A. Large enough for a wheelchair**
- B. Large enough for a resident and one guest**
- C. Large enough to hold a resident bed and attendant**
- D. Large enough to hold three residents**

In period B facilities, the minimum required feature for an elevator in terms of size is that it should be large enough for a wheelchair. This is crucial to ensure accessibility for residents with mobility issues who require a wheelchair for movement within the facility. Providing an elevator with adequate space for a wheelchair allows for the safe and convenient transportation of residents to different floors within the nursing home.

**3. What services shall social services staff provide?**

- A. Discharge planning, referrals, adjustment assistance, and training**
- B. Medication administration, personal care, and mental health support**
- C. Financial assistance, room cleaning, and diet planning**
- D. Physical therapy, occupational therapy, and recreation activities**

Social services staff are responsible for connecting individuals or families to resources and support. Therefore, options B, C, and D are all incorrect as they do not involve offering referrals, assistance, or training. Option B resembles the role of a nurse or healthcare professional, while option C appears to be the domain of a housekeeper or janitor, and option D is typically handled by therapists, not social services staff. Discharge planning, referrals, adjustment assistance, and training are all essential components of a social services staff's job responsibilities. They are trained to identify needs and connect individuals with appropriate resources and support services.

**4. Which condition allows beds assigned to residents to be used for day care clients?**

- A. If residents agree to it**
- B. Day care services should not interfere with resident care**
- C. They cannot be used for day care clients**
- D. Day care clients sign a waiver**

The conditions for residents to use beds for day care clients are limited due to the needs of the residents. Day care services should not interfere with resident care and day care clients cannot simply sign a waiver to use a bed, making options A, B and D incorrect. The main condition that allows beds to be used for day care clients is if there are no resident needs, making option C the most accurate answer.

**5. What is a common time frame requirement for battery-operated emergency power systems in nursing homes?**

- A. 3 hours**
- B. 4 hours**
- C. 5 hours**
- D. 6 hours**

In nursing homes, a common time frame requirement for battery-operated emergency power systems is 4 hours. This duration is essential to ensure that essential operations and equipment can continue to function in case of a power outage or emergency situation. Having a 4-hour battery-operated emergency power system helps to maintain the safety and well-being of the residents by providing power for critical areas such as lighting, medical equipment, and communication systems.

**6. In period A nursing homes, utility rooms must be designed to handle which of the following separately?**

- A. Food and medical supplies**
- B. Medical and cleaning supplies**
- C. Clean and soiled linen**
- D. Trash and recyclables**

In period A nursing homes, utility rooms must be designed to handle food and medical supplies separately for infection control and safety reasons. Proper storage and organization of these items help in preventing cross-contamination and ensuring the well-being of residents. Therefore, having designated areas for food and medical supplies is essential in maintaining a safe and hygienic environment within the nursing home facility. Regarding the other options: - Option B (Medical and cleaning supplies) may seem important, but mixing medical supplies with cleaning supplies can lead to potential contamination risks. Hence, it is best to store these items separately. - Option C (Clean and soiled linen) is also crucial to handle separately for infection control purposes, but in the context of the question, the emphasis is on food and medical supplies. - Option D (Trash and recyclables) should also be segregated for safety and hygiene reasons, but in the context of the question, the focus is on handling food and medical supplies separately.

**7. What is the maximum monetary forfeiture for each class "A" violation?**

- A. \$1,000**
- B. \$5,000**
- C. \$7,500**
- D. \$10,000**

Class "A" violations are the most serious violations in a nursing home setting. In Wisconsin, the maximum monetary forfeiture for each class "A" violation is \$10,000. This hefty fine is imposed to ensure that nursing homes adhere to high standards of care and safety for their residents. It serves as a deterrent for facilities to prevent such severe violations from occurring in the first place. Therefore, option D is the correct answer.

**8. What must an application for an IMD license disclose regarding ownership?**

- A. Details of profits made in the last fiscal year**
- B. The identities of all creditors holding a security interest in the premises**
- C. The names of the previous employees**
- D. A list of all medications used within the facility**

An application for an IMD license must disclose the identities of all creditors holding a security interest in the premises because these creditors may have a financial stake in the facility and it is important for the licensing agency to be aware of any potential conflicts of interest. Option A is incorrect because details of profits made in the last fiscal year may be relevant for business purposes, but not necessarily for the licensing process. Option C is incorrect because the names of previous employees do not necessarily pertain to the current ownership of the facility. Option D is incorrect because a list of medications used within the facility is not relevant to the ownership of the facility.

**9. What is a "locked unit"?**

- A. A room designated for physical therapy only**
- B. A secure environment preventing residents from leaving at will**
- C. An area for receiving visitors**
- D. An open space for outdoor activities**

A "locked unit" is typically a secure environment within a facility, such as a hospital or nursing home, where residents are not able to leave at their own will. This is often used for individuals who have cognitive impairments or behavioral issues and require a higher level of supervision. Option A, physical therapy rooms, and option C, visitor areas, do not necessarily require a secured environment. Option D, open space for outdoor activities, does not necessarily involve a locked unit. A locked unit would not allow residents to freely go outside without supervision. Therefore, option B is the most appropriate choice for a locked unit.

**10. Who is exempt from disclosing records of the quality assessment and assurance (QAA) committee?**

**A. The department can never require disclosure of QAA records**

**B. QAA records must always be disclosed**

**C. Disclosure is required only during government audits**

**D. The department may not require disclosure except to determine compliance**

The correct answer is A. According to federal regulations, the department cannot compel the disclosure of quality assessment and assurance (QAA) committee records. This exemption ensures that the QAA process can operate effectively and confidentially without the fear of external interference. It is essential for maintaining the integrity and privacy of the quality improvement efforts within the facility. Options B, C, and D are incorrect because they suggest that QAA records must always be disclosed, or disclosure is required only under specific circumstances such as during government audits or to determine compliance. However, the exemption for disclosing QAA records is absolute and not limited to certain situations or audits.