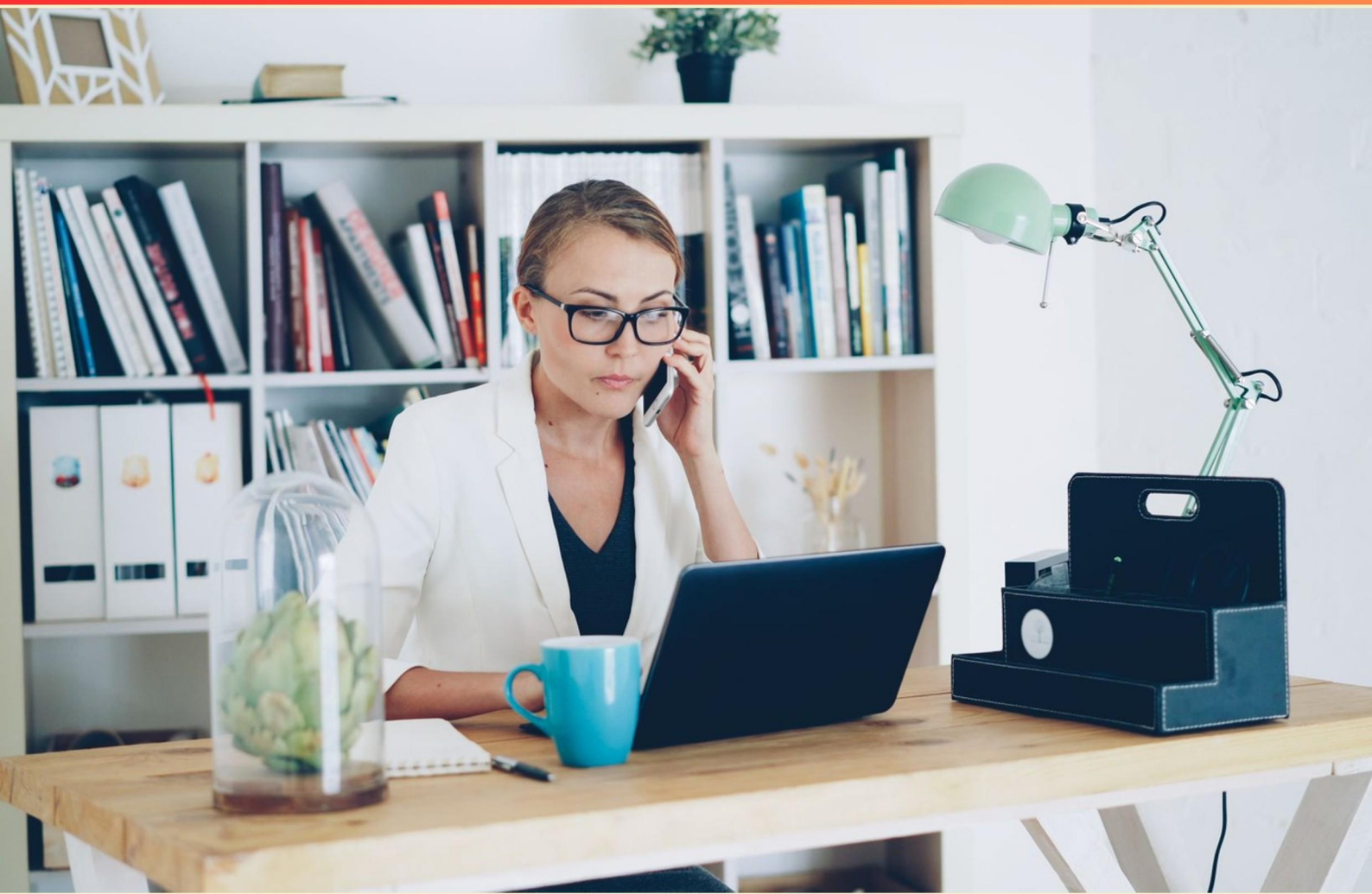


WISCONSIN NURSING HOME ADMINISTRATORS (NHA) PRACTICE EXAM (SAMPLE) STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

VISIT US ONLINE FOR
THE FULL VERSION STUDY GUIDE

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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. How often shall disposable inhalation equipment be replaced?**
 - A. Every 3 days
 - B. Every 5 days
 - C. Every 7 days
 - D. Every 10 days
- 2. If a facility director of food services is not a dietitian, how often must they consult with a qualified dietitian?**
 - A. Annually
 - B. Monthly
 - C. On a frequent and regularly scheduled basis
 - D. Weekly
- 3. A resident's medication not returned to the pharmacy for credit must be destroyed within how many hours of a physician's order discontinuing its use?**
 - A. 24 hours
 - B. 48 hours
 - C. 72 hours
 - D. A week
- 4. In a nursing home with 75 to 99 residents, how many non-daytime tours of duty must have at least one RN on duty as charge nurse?**
 - A. All non-daytime tours
 - B. At least one non-daytime tour
 - C. Only during weekends
 - D. Two non-daytime tours
- 5. What is the maximum monetary forfeiture for each class "B" violation?**
 - A. \$1,000
 - B. \$3,000
 - C. \$5,000
 - D. \$7,500

- 6. What is required if a program trainer will provide training?**
- A. At least one year of work experience in the area in which they will provide training
 - B. At least two years of administrative experience
 - C. Completion of a specialized train-the-trainer program
 - D. Formal teaching certification
- 7. Regarding forfeiture appeal hearings, the division shall commence the hearing within ____ days of receipt of the request for hearing and shall issue a final decision within ____ days after the close of the hearing.**
- A. 30; 15
 - B. 20; 10
 - C. 25; 15
 - D. 60; 30
- 8. How old does a medication aide have to be?**
- A. 16 years of age, and must have a high school diploma or a high school equivalency diploma
 - B. 17 years of age, and must have completed high school
 - C. 18 years of age, and must have a high school diploma or a high school equivalency diploma
 - D. 20 years of age, and must have completed high school
- 9. Within how many days of an admission must the IDT develop an IPP for residents who are developmentally disabled?**
- A. 10 days
 - B. 14 days
 - C. 30 days
 - D. 45 days
- 10. Which of the following is NOT a requirement for licensure of an institution for mental diseases (IMD)?**
- A. The IMD should have more than 50 beds
 - B. The conversion of beds should result in a physically identifiable unit of the facility
 - C. The IMD should submit an application under subs. 2 and 3 to convert all or a portion of its beds to an IMD
 - D. The IMD should not increase the total number of beds within the facility

Answers

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

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Explanations

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1. How often shall disposable inhalation equipment be replaced?

- A. Every 3 days
- B. Every 5 days**
- C. Every 7 days
- D. Every 10 days

Disposable inhalation equipment should be replaced every 5 days to ensure proper hygiene and effectiveness. Regular replacement helps prevent the build-up of bacteria and other harmful contaminants that could be inhaled by the residents. This practice aligns with infection control protocols and promotes the well-being of the individuals using the equipment.

2. If a facility director of food services is not a dietitian, how often must they consult with a qualified dietitian?

- A. Annually**
- B. Monthly
- C. On a frequent and regularly scheduled basis
- D. Weekly

The correct answer is "Annually". This means that a facility director of food services who is not a dietitian should consult with a qualified dietitian once every year. This is important because a dietitian has specialized knowledge and training in nutrition and food service which can benefit the facility and ensure proper standards are being met. The other options, such as "Monthly", "On a frequent and regularly scheduled basis", and "Weekly" may be considered too frequent for consultations, and may not be necessary unless there are significant changes or new developments in the food service operation. It is important for the facility director to consult with a qualified dietitian regularly, but not too often that it becomes burdensome for both parties.

3. A resident's medication not returned to the pharmacy for credit must be destroyed within how many hours of a physician's order discontinuing its use?

- A. 24 hours
- B. 48 hours
- C. 72 hours**
- D. A week

Medications that are no longer needed by a resident must be destroyed within 72 hours of a physician's order discontinuing their use. This timeframe is crucial to ensure the safe and appropriate disposal of medications, preventing any potential misuse or errors. Options A, B, and D have incorrect timeframes for the destruction of medications, making them inaccurate choices.

4. In a nursing home with 75 to 99 residents, how many non-daytime tours of duty must have at least one RN on duty as charge nurse?

- A. All non-daytime tours**
- B. At least one non-daytime tour
- C. Only during weekends
- D. Two non-daytime tours

In a nursing home with 75 to 99 residents, it is required that all non-daytime tours of duty must have at least one Registered Nurse (RN) on duty as the charge nurse. This is crucial for ensuring that there is proper supervision and oversight by a qualified individual capable of making critical healthcare decisions in a timely manner, especially during off-peak hours when staffing might be reduced. By mandating that all non-daytime tours have an RN as the charge nurse, the nursing home can maintain a high standard of care and address any urgent medical issues promptly.

5. What is the maximum monetary forfeiture for each class "B" violation?

- A. \$1,000
- B. \$3,000
- C. \$5,000**
- D. \$7,500

A class "B" violation is a serious offense that may result in a monetary forfeiture. Though the exact amount can vary depending on the specific violation and its severity, the maximum amount for a class "B" violation is generally \$5,000. This amount is significantly higher than the maximum for a class "A" violation, which is typically \$1,000, but lower than the maximum for a class "C" violation, which can be up to \$10,000. Options A, B, and D are incorrect because they represent amounts that are lower or higher than the maximum for a class "B" violation.

6. What is required if a program trainer will provide training?

- A. At least one year of work experience in the area in which they will provide training**
- B. At least two years of administrative experience
- C. Completion of a specialized train-the-trainer program
- D. Formal teaching certification

A program trainer would need to have at least one year of work experience in the area in which they will provide training, as this will give them the necessary knowledge and expertise to effectively train others. Option B, at least two years of administrative experience, is incorrect because administrative experience may not be relevant to the subject matter being trained. Option C, completion of a specialized train-the-trainer program, may enhance a trainer's skills and knowledge, but it is not necessarily required. Option D, formal teaching certification, may be helpful but is not necessary as training and teaching are not the same. Therefore, the most important and necessary requirement for a program trainer is to have relevant work experience in the subject they will be training on.

7. Regarding forfeiture appeal hearings, the division shall commence the hearing within ____ days of receipt of the request for hearing and shall issue a final decision within ____ days after the close of the hearing.

A. 30; 15

B. 20; 10

C. 25; 15

D. 60; 30

In Wisconsin, regarding forfeiture appeal hearings, the division is required to commence the hearing within 30 days of receiving the request for the hearing. This timeline ensures that the process moves forward promptly to address the matter at hand. Additionally, a final decision must be issued within 15 days after the close of the hearing. This ensures that the parties involved receive a timely resolution to the appeal process. It is important for the division to adhere to these specific timelines to ensure efficiency and fairness in the appeals process. Options B, C, and D have timelines that do not align with the specified requirements for forfeiture appeal hearings in Wisconsin.

8. How old does a medication aide have to be?

A. 16 years of age, and must have a high school diploma or a high school equivalency diploma

B. 17 years of age, and must have completed high school

C. 18 years of age, and must have a high school diploma or a high school equivalency diploma

D. 20 years of age, and must have completed high school

In Wisconsin, a medication aide has to be at least 16 years of age and must have a high school diploma or a high school equivalency diploma. This requirement is put in place to ensure that medication aides have achieved a basic level of education and maturity to handle the responsibilities that come with administering medication to residents in a nursing home. Therefore, option A is the correct answer. Options B, C, and D are incorrect because they do not reflect the specific age requirement and education qualification outlined in the regulations for medication aides in Wisconsin.

9. Within how many days of an admission must the IDT develop an IPP for residents who are developmentally disabled?

A. 10 days

B. 14 days

C. 30 days

D. 45 days

It is important for the IDT to develop an IPP in a timely manner to ensure the appropriate care and support for residents who are developmentally disabled. Option A of 10 days may not allow enough time for a thorough assessment and individualized plan. Option B of 14 days may also be too short of a time frame to properly develop an IPP. Option D of 45 days may be too long and could result in delayed or inadequate care for the resident. Therefore, option C of 30 days is the best compromise to allow enough time for a complete assessment and development of a personalized plan.

10. Which of the following is NOT a requirement for licensure of an institution for mental diseases (IMD)?

A. The IMD should have more than 50 beds

B. The conversion of beds should result in a physically identifiable unit of the facility

C. The IMD should submit an application under subs. 2 and 3 to convert all or a portion of its beds to an IMD

D. The IMD should not increase the total number of beds within the facility

In Wisconsin, for an institution for mental diseases (IMD) to be licensed, it is not a requirement for the IMD to have more than 50 beds. The licensure process for an IMD involves the conversion of beds to establish a physically identifiable unit within the facility, submitting an application to convert beds, and not increasing the total number of beds within the facility. The number of beds can vary and is not specified to exceed 50 as a requirement for licensure.

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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://wisconsinnha.examzify.com>

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

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