

**Title 19 – DEPARTMENT OF  
HEALTH AND SENIOR SERVICES  
Division 73 - Missouri Board of  
Nursing Home Administrators  
Chapter 2 – General Rules**

**PROPOSED AMENDMENT**

**19 CSR 73-2.025 Licensure by Reciprocity.** The department is deleting section (3), renumbering thereafter, and amending sections (1), (2), (3), (4), (5), (6), and (7).

*PURPOSE: This amendment modifies the requirements for licensure by reciprocity as outlined in section 324.009, RSMo.*

(1) An applicant who holds a **valid** current license as an administrator in any state, **branch of the military**, territory, or the District of Columbia may apply for the appropriate-licensure level by reciprocity (nursing home administrator license or residential care and assisted living administrator license). The application forms, MO 580-2518 03-11, Application for Licensure NHA, and MO 580-2987 03-11, Application for Licensure RCAL, are incorporated by reference in this rule and are available on the web at [www.health.mo.gov/information/boards/bnha](http://www.health.mo.gov/information/boards/bnha) or by contacting the board at PO Box 570, Jefferson City, MO 65102, (573) 751-3511. **Information provided in the application must be attested by signature to be true and correct.** This rule does not incorporate any subsequent amendments or additions.

(2) The applicant must file the appropriate application for licensure, along with a nonrefundable application fee referenced in 19 CSR 73-2.015, and supply the board with satisfactory evidence that the following requirements have been met:

(A) [*Twenty-one (21)*] **Eighteen (18)** years of age or older[.]; **and**

(B) [*High school graduate or equivalent (if the applicant has completed additional education beyond high school, an official college transcript must be submitted and may serve as satisfactory evidence of high school graduation);*] **The applicant meets one of the following criteria:**

**1. Health Services Executive (HSE) qualified by the National Association of Long Term Care Administrator Boards (NAB); or**

**2. Obtained a passing score on the national examination and has held in good standing for at least one (1) year a current administrator license issued by another state, a branch of the military, a territory of the United States, or the District of Columbia, so long as such administrator license is equivalent to the license being applied for as determined by the board.**

[*(C) Good moral character (Evidence of good moral character can be satisfied by submitting two (2) letters of reference that contain the names, addresses, and telephone numbers of the writers and must show the writers' original signatures and must have been written within six (6) months of the date of application.);*

[*(D) No conviction of any crime, an essential element of which is fraud, dishonesty, or moral turpitude, or which involves the operation of a long-term care facility or other health-care facility, whether or not sentence is imposed. A copy of the record of conviction or plea of guilty or nolo contendere shall be conclusive evidence of the conviction; and*

**(C) If the applicant has a criminal conviction as defined in section 324.012, RSMo, the board will follow the provisions of section 324.012, RSMo, in deciding whether to grant reciprocity.**

*[(E) Performance as a licensed administrator in a state, territory, or the District of Columbia for at least three (3) years.*

*(3) Information provided in the application shall be attested by signature to be true and correct to the best of the applicant's knowledge and belief.*

*(4) (3) A reciprocity questionnaire [shall] **must** be forwarded by the [board] **applicant** to the appropriate [state nursing home] **jurisdictional** administrator licensure board(s) or **NAB for those applicants HSE qualified** where the applicant was/is licensed. Upon return of the completed questionnaire to the board office, the information supplied to the board shall be reviewed to determine if **the licensee meets the criteria in section (2) of this rule and has/has not been disciplined in another jurisdiction.***

*[(A) The license is current and in good standing; and*

*(B) The licensee has/has not been disciplined in that state.*

*(5) (4) In the event of a record of discipline, the board [shall] **must** consider the provisions of [section] **sections 344.050 and 324.009**, RSMo, in deciding whether to grant reciprocity.*

*[(6)] (5) Upon meeting the requirements of [section (2) of] this rule and upon board approval, the applicant must complete and pass the state examination.*

*[(7)] (6) If the applicant is unable to meet the requirements of [subsection (2)(E) of this rule, but meets all other requirements of section (2), the candidate shall be considered an applicant for initial licensure pursuant to the appropriate rule 19 CSR 73-2.020(2)(E) or 19 CSR 73-2.022(2)(E). If the results of that evaluation show that the applicant meets the criteria, the board shall accept the applicant's passing of the national examination in another state if it was taken within three (3) years of the applicant's submission for licensure in Missouri. The applicant then must meet the requirements of section (6) of this rule by successfully completing and passing the state examination. If the applicant does not meet the criteria, the applicant will be required to complete a prescribed course of instruction and training as outlined in 19 CSR 73-2.031.] **this rule, the applicant will be required to follow and meet the criteria set forth in the appropriate rule, either 19 CSR 73-2.020 or 19 CSR 73-2.022.***

*[(8)] (7) Applicants for licensure by reciprocity [shall] **must** not act or serve in the capacity of an administrator in this state without first procuring a license from this board as provided in [sections 344.010–344.108] **Chapter 344 and section 324.009**, RSMo.*

*AUTHORITY: section 344.070, RSMo Supp. 2010.\* This rule was previously filed as 13 CSR 73-2.025. Original rule filed June 28, 1990, effective Dec. 31, 1990. Emergency amendment filed Feb. 4, 1992, effective Feb. 14, 1992, expired June 12, 1992. Amended: Filed Feb. 14, 1992, effective June 25, 1992. Amended: Filed March 4, 1993, effective Aug. 9, 1993. Moved and amended: Filed Jan. 31, 2003, effective Aug. 30, 2003. Amended: Filed Dec. 28, 2007, effective Aug. 30, 2008. Emergency amendment filed May 5, 2011, effective May 15, 2011, expired Feb. 23, 2012. Amended: Filed June 15, 2011, effective Jan. 30, 2012.*

*\*Original authority: 344.070, RSMo 1969, amended 1979, 1993, 1995, 2007.*

*PUBLIC COST: This proposed amendment will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.*

*PRIVATE COST: This proposed amendment will not cost private entities more than five hundred dollars (\$500) in the aggregate.*

*NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of in opposition to this proposed amendment with Sally McKee, Missouri Board of Nursing Home Administrators, 3418 Knipp Drive, P.O. Box 570, Jefferson City, MO 65102, or via email at Sally.McKee@health.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the Missouri Register. No public hearing is scheduled.*