Licensure by Reciprocity Qualification
Pursuant to section 324.009, RSMo – Effective 08/28/2018

Please refer to the reciprocity application checklist for the documents needed to verify the information below.

- 18 years of age or older
- Good moral character
- High school or equivalent
- Missouri resident (residential address, not Post Office Box)
- Administrator licenses held in other states are current and substantially similar or more stringent than the requirements of the NHA or RCAL licensure being applied for.
- Administrator licenses held in other states are in good standing, have/have not been disciplined, and have a passing NAB scale score of 113.
  - In the event of a record of discipline and/or criminal conviction, the board shall consider the provisions of section 344.050, RSMo, whether to grant reciprocity.

Upon meeting the reciprocity requirements and upon board approval, the applicant will be issued the appropriate-licensure level administrator license (NHA or RCAL).

If the applicant does not meet the reciprocity qualifications, the applicant will be notified of the required examination(s) to complete and pass, or to complete a board-prescribed pre-licensure program (internship and/or coursework).

Applicants for licensure by reciprocity shall 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, RSMo.