**Section 1310.70 Endorsement**

a) An applicant for a license as a nursing home administrator who is licensed under the laws of another jurisdiction of the United States shall file an application with the Department, together with:

1) Certification of graduation from high school or a GED;

2) Verification, on forms provided by the Department, of education and/or qualifying experience of any one of the following:

A) Graduation from an accredited college or university with the minimum of a Baccalaureate Degree;

B) Completion of an approved course of instruction in nursing home administration as outlined in Section 1310.40;

C) Graduation from a three year diploma nurse program and an Employer's Affidavit certifying to two years of qualifying experience as described in Section 1310.50;

D) An associate degree or a minimum of 60 semester or 90 quarter hours of credit earned from an accredited college or university and an Employer's Affidavit certifying to the applicant's qualifying experience as described in Section 1310.50; or

E) Certification of completion of the Professional Certification Program for Nursing Home Administrators developed by the Foundation of the American College of Health Care Administrators;

3) Certification, for those applying pursuant to Section 3(3) of the Act, that the *applicant is certified by a recognized church or religious denomination which teaches reliance on spiritual means alone for healing, as having been approved to administer institutions certified by such church or denomination for the care and treatment of the sick in accordance with its teaching*. Such applicant will be issued a Limited Nursing Home Administrator License which will allow the individual to be an administrator in an institution of the certifying church or denomination;

4) A certification from the U.S. jurisdiction of original licensure, stating:

A) The time during which the applicant was licensed in that state;

B) Whether the file on the applicant contains any record of any disciplinary actions taken or pending pursuant to Section 17 of the Act; and

C) Examination(s) taken and examination scores received;

5) A statement of sound physical and mental health, dated within one year preceding application, signed by a currently licensed physician (nothing in this subsection (a)(3) shall require a physical or mental examination for any applicant who is a *member of a recognized church or religious denomination which teaches reliance on spiritual means alone for healing)* (Section 3(3) of the Act);

6) A work history since completion of education as set forth in subsection (a)(1) above;

7) Successful completion of the Illinois Supplemental examination in accordance with Section 1310.60(c) of this Part; and

8) The required fee as set forth in Section 1310.65 of this Part.

b) The Department shall examine each endorsement application to determine whether the requirements in the other jurisdiction at the date of licensure were substantially equivalent to the requirements then in force in this State, if the applicant's qualifications were, at the date of licensure in the other jurisdiction, substantially equivalent to the requirements then in force in this State, and whether the applicant has otherwise complied with the Act.

c) When the accuracy of any submitted documentation, or the relevance or sufficiency of the course work or experience is questioned by the Department because of a lack of information, discrepancies or conflicts in information given, or a need for clarification, the applicant seeking licensure by endorsement shall be requested to:

1) Provide such information as may be necessary; and/or

2) Appear for an interview before the Board to explain such relevance or sufficiency, clarify information, or clear up any discrepancies or conflicts in information.

d) The Department shall either approve an applicant to sit for the Illinois Supplemental examination or notify the applicant in writing of the reasons for the denial of the application.

(Source: Amended at 23 Ill. Reg. 5728, effective April 30, 1999)