

# Wisconsin Department of Safety and Professional Services

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## NURSING HOME ADMINISTRATOR EXAMINING BOARD

### APPLICATION FOR EXAMINATION

**Examination Information:** To register for the examinations, contact National Association of Long Term Care Administrator Boards (NAB) directly at [www.nabweb.org](http://www.nabweb.org).

The Nursing Home Administrator's licensure examination is a two-part examination. The first part is the National examination is prepared by NAB. The second part is prepared by the Wisconsin State Law examination. Applicants for initial licensure must successfully complete both parts of the examination. Reciprocal applicants, who have successfully completed the NAB examination in another state, are only required to take the Wisconsin State Law examination. The content of the National examination can be accessed at [www.nabweb.org](http://www.nabweb.org). The content for the State Law examination can be accessed at [www.dsps.wi.gov](http://www.dsps.wi.gov).

Professional Examination Service (PES) will administer the National examination prepared by the National Association of Long Term Care Administrator Boards (NAB) and the Wisconsin State Law examination. Fees for the National and State examination will be assessed by NAB.

#### **INSTRUCTIONS:**

1. APPLICATION - Apply online via LicenseE, <https://license.wi.gov/>.
2. FEE(S) - Payable in LicenseE.  
\$15.00 Exam Contract Fee  
RETAKE FEE(S): \$15.00 Contract Exam Fee (State Law Exam) **and/or** \$15.00 Contract Exam Fee (NAB Exam)

**GENERAL EXAM INFORMATION:** <https://dsps.wi.gov/Pages/Professions/NursingHomeAdministrator/Exams.aspx>