

# Over View of Rule Changes

Effective June 6, 2015

## **Administrator: R4-33-212**

Appointed to no more than one nursing care institution

May be appointed to a second nursing care institution

- If neither are under a provisional license
- The two are not more than 25 miles apart
- The appointment is no longer than 90 days at the second institution

Must designate an individual in writing who is accountable for the services provided at the institution when the administrator is not present who is:

- At least 21 years old
- Qualified through education and experience to fulfill the responsibilities
- Never had a license or certificate suspended or revoked by the Board

Must conspicuously display the name of the designee at all times

Place written designee's notice in their personnel file

Administrator must be available to the designee by telephone or electronically within 60 minutes

## **Standards of Conduct: R4-33-212**

- It is a violation if an administrator accepts an appointment in violation of R4-33-212.

## **Manager: R4-33-411**

Appointed to no more than two assisted living facilities

- The two facilities are not more than 25 miles apart

Must designate an individual in writing who is accountable for the services provided at the facility when the manager is not present who is:

- At least 21 years old
- Be a caregiver with at least 3 years' experience as a caregiver or temporary manager certificate
- Never had a license or certificate suspended or revoked by the Board

Must conspicuously display the name of the designee at all times

Place written notice of designation in their personnel file

Manager must be available to the designee by telephone or electronically within 60 minutes

## **Standards of Conduct: R4-33-407**

- It is a violation to allow a manager's certificate to be displayed unless the manager has been appointed as specified in R4-33-410.
- It is a violation to manage a facility in violation of R4-33-411.

**Initial Manager Certification: R4-33-401**

## Education:

- High school diploma or G.E.D.
- Complete a caregiver training program approved by the Board under R4-33-701
- Complete a manager training program approved by the Board under R4-33-601

Work experience: No change

Examination: No change

Training: No change (C.P.R. and first-aid)

**Exemptions:**

MD's, DO's RN's, LPN's and Arizona Administrators do not have to take the caregiver training, CPR or First-aid but they do have to take the manager training program.