

**North Carolina State Board of Examiners  
For Nursing Home Administrators**

3733 National Drive, Suite 110  
Raleigh NC 27612  
919-571-4164 Fax: 919-571-4166  
www.ncbenha.org email: [nhaboard@ncbenha.org](mailto:nhaboard@ncbenha.org)

**6-Day Lecture Class  
NURSING HOME ADMINISTRATION CLASS**

**Board Office  
Raleigh, NC**

On site courses at the Board Office in Raleigh are taught by licensed administrators and others in our profession. **This class is required prior to licensure and should be completed while you are in the AIT Program.** The class is based on the Domains of Practice as well as information from professionals in the industry. **This class is not an exam prep course.** Topics to be discussed below:

**Industry Overview  
Leadership/AIT Survival Skills and Exam Prep  
Pharmacy/Personnel  
Resident Care  
Survey Process  
Finance**

**Classes typically start at 9:00am and usually end around 5pm. There are three 6 day courses offered throughout the year the first course begins in January, the second course begins in May and the third course begins in September.**

You may start with any individual session and you may attend in any sequence. For cost see registration form and for more information, please contact:

**Ms. Martha Bell  
Associate Director**

**ncbenha@mindspring.com  
919-571-4164**

**Hotel Accommodations can be made at any of the following hotels:**

<b>Residence Inn Raleigh Crabtree</b>	<b>919-279-3000</b>
<b>LaQuinta Inn at Crabtree</b>	<b>919-785-0071</b>
<b>Fairfield Inn Crabtree</b>	<b>919-881-9800</b>
<b>Hampton Inn at Crabtree</b>	<b>919-881-7080</b>
<b>Courtyard Marriott</b>	<b>919-782-6868</b>
<b>Embassy Suites</b>	<b>919-881-0833</b>
<b>Marriott at Crabtree</b>	<b>919-781-7000</b>

**There are many hotels in Raleigh these are just some that are less than a mile from the Board Office and are close to Crabtree Valley Mall.**

# AIT 6 Day Lecture Course Dates

## 2019

### WINTER 2019

January 22, 2019	Industry Overview
January 23, 2019	Leadership/AIT Survival Skills & Exam Prep
February 19, 2019	Pharmacy/Personnel
February 20, 2019	Resident Care
March 26, 2019	Survey Process
March 27, 2019	Finance

### SUMMER 2019

May 21, 2019	Industry Overview
May 22, 2019	Leadership/AIT Survival Skills & Exam Prep
June 18, 2019	Pharmacy/Personnel
June 19, 2019	Resident Care
August 20, 2019	Survey Process
August 21, 2019	Finance

### FALL 2019

September 17, 2019	Industry Overview
September 18, 2019	Leadership/AIT Survival Skills & Exam Prep
November 5, 2019	Pharmacy/Personnel
November 6, 2019	Resident Care
December 10, 2019	Survey Process
December 11, 2019	Finance

# 2019 AIT 6 Day Lecture Course

3733 National Drive, Suite 110  
Raleigh, NC

## Registration Form

PLEASE PRINT OR TYPE

Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Training Facility and Preceptor Name: \_\_\_\_\_

\_\_\_\_\_

Date of Board for Interview: \_\_\_\_\_

Number of Weeks in Training Requested/Granted: \_\_\_\_\_

**PLEASE CHECK THE COURSE DATES YOU ARE INTERESTED IN ATTENDING**

\_\_\_\_\_ Winter 2019 (January 22 & 23, February 19 & 20, March 26 & 27, 2019)

\_\_\_\_\_ Summer 2019 (May 21 & 22, June 18 & 19, August 20 & 21, 2019)

\_\_\_\_\_ Fall 2019 (September 17 & 18, November 5 & 6, December 10 & 11, 2019)

**FEE:            \$200 PER DAY    make checks payable to NC BENHA**

**\*\*\*Fee must be received prior to attending each class. Can be paid by check, money order, or by credit card online.\*\*\***

**REGISTRATION AND FEE MUST BE RECEIVED BY THE BOARD OFFICE NO LATER THAN 10 BUSINESS DAYS PRIOR TO THE COURSE TO ENSURE THAT YOU HAVE A SEAT IN THAT CLASS**

NC BENHA 3733 National Drive, Suite 110, Raleigh, NC 27612