

**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

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

Residence Inn Raleigh Crabtree  
Raleigh, NC

On site courses at the Residence Inn Raleigh Crabtree 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:

**Management Practice  
Patient Care  
Survey Process  
Finance  
Personnel  
Exam Preparation/Interview Process/Personal Professional Survival  
Industry Overview**

For Hotel Accommodations please contact the Residence Inn Raleigh Crabtree at 919-279-3000 and mention that you are with the NC Board of Examiners for Nursing Home Administrators AIT 6 Day Lecture Class. The Residence Inn offers breakfast with accommodations. The room rate is \$119 plus tax. Please note this rate expires 30 days prior to the course dates.

Classes typically start around 8:30am and usually end around 5pm. There are three 6 day courses offered through out 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 and more information, please contact:

**Ms. Martha Bell  
Associate Director**

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# 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**