Rules of
Department of Health and
Senior Services
Division 73—Missouri Board of
Nursing Home Administrators
Chapter 1—Organization and Description of Board

<table>
<thead>
<tr>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>19 CSR 73-1.010 General Organization</td>
<td>3</td>
</tr>
</tbody>
</table>
Title 19—DEPARTMENT OF
HEALTH AND SENIOR SERVICES
Division 73—Missouri Board of
Nursing Home Administrators
Chapter 1—Organization and
Description of Board

19 CSR 73-1.010 General Organization

PURPOSE: The purpose of this regulation is
to comply with section 536.023(3), RSMo
1986, which requires each agency to adopt as
a regulation, a description of its operations
and methods and procedures where the pub-
lic may obtain information or make submis-
sion or requests.

(1) The Missouri Board of Nursing Home
Administrators is a licensing board within the
Department of Health and Senior Services.

(2) It is the function of the board to—
   (A) Determine the qualifications of appli-
cants for licensure to practice nursing home
administration in this state;
   (B) Issue licenses to those persons who
meet the standards of professional compe-
tence set forth in the statutes and as deter-
mined at the discretion of the board; and
   (C) Approve continuing education activi-
ties and courses of instruction and training
required of applicants or licensees.

(3) The board is further charged with main-
taining high standards of professional compe-
tence and ethical conduct among nursing
home administrators.

(4) The board may investigate complaints
against licensees and upon finding grounds
for disciplinary action, as defined in section
344.050, RSMo Supp. 1987, may cause a
formal complaint to be filed before the
Administrative Hearing Commission, seeking
a determination of whether the licensee is
subject to disciplinary action of his/her
license. Upon finding grounds for denial of
an initial or renewal license, the board shall
send written notice of denial by certified mail
indicating the right of the applicant to seek a
formal hearing on the board’s decision with
the Administrative Hearing Commission
according to the provisions of sections

(5) The board shall meet as necessary to fully
attend to the matters before the board. Public
notice shall be given by the executive secre-
tary before the date of the meeting. The time
and location for each meeting may be
obtained by contacting the executive secretary
of the board, 2023 St. Mary’s Boulevard, PO
Box 570, Jefferson City, MO 65102, (573)
751-3511.

(6) The public may obtain information from
the board, or make submissions or requests
to the board, by writing the executive secre-
tary of the board.

AUTHORITY: section 344.070, RSMo 2000.*
This rule was previously filed as 13 CSR 73-
1.010. Original rule filed Sept. 10, 1976,
effective Dec. 1, 1976. Rescinded and read-
opted: Filed May 13, 1980, effective Aug. 11,
1980. Amended: Filed April 14, 1983, effec-
tive July 11, 1983. Amended: Filed Oct. 16,
1985, effective Feb. 28, 1986. Amended:
Moved and amended: Filed Jan. 31, 2003,

*Original authority: 344.070, RSMo 1969, amended 1979,