

As of 1/2023

Nursing Home Administrators Board – Military Occupational Crosswalk

Licensed Occupations: [Nursing Home Administrator](#)

Air Force

Related Occupations (Military Occupation Code):

- Health Services Administrator (41A1A; 41A1; 41A3A; 41A3; 41A4A; 41A4; 41AXA; 41AX) [Commissioned Officer] **Page 2**

Army

Related Occupations: (Military Occupation Code):

- Health Care Administer (70A) [Officer] **Page 3**
- Health Services Administration (70B) [Officer] **Page 4**
- Patient Administration (70E) [Officer] **Page 5**

Coast Guard

Related Occupations: (Military Occupation Code):

- Health Services – General (90) [Officer] **Page 6**

Marines

Related Occupations (Military Occupation Code):

No related occupations

Navy

Related Occupations (Military Occupation Code):

- Health Care Administrator (0800) [Officer] **Page 7**

Nursing Home Administrators Board
Nursing Home Administrator

Experience/ Education Requirement	<p>Experience & Education Requirements for admission to the Nursing Home Administrator Examinations:</p> <ul style="list-style-type: none"> • Be at least 21 years of age • Complete an approved 120-hour Nursing Home Administration Course • Meet <u>education</u> and <u>experience</u> requirements: <ol style="list-style-type: none"> 1. Applicants are required to have <u>experience</u> in nursing home administration. 2. There are a variety of experience that meet the requirements. 3. <u>The specific type and amount of experience depends on the applicant's education level.</u> 4. If an applicant's bachelor's degree (BS) or master's degree (MS) is in healthcare administration, or their MS is in hospital administration, public health administration, or an academic area where there is an emphasis in related health facility administration, they are exempt from the 120-hour course. • In addition to the exams and 120-hour course (unless exempt from the course by education), an applicant must have one of the following forms of experience: <ol style="list-style-type: none"> A. An applicant with an MS: An 800-hour Administrator in Training (AIT) program; or 6 months as a full-time supervisor in a nursing home. B. An applicant with a BS: A 1000-hour AIT program; or 18 months (within the most recent 5 years) as a full-time supervisor in a nursing home with 1000 hours of service in the practice of nursing home administration; or 9 months as a full-time assistant administrator in a nursing home. C. An applicant with 2 years of college level study: 3 years (within the most recent 5 years) as a full-time supervisor in a nursing home with 1000 hours of service in the practice of nursing home administration; or 18 months as a full-time assistant administrator in a nursing home. D. An applicant with a currently renewed RN license: 6 months as a full-time director of nursing immediately followed by 12 months as a full-time assistant administrator in a nursing home; or 2 years (within the most recent 5 years) as a full-time director of nursing in a nursing home with 1000 hours of service in the practice of nursing home administration. E. An applicant with a high school diploma: 3 years (within the most recent 5 years) as a full-time supervisor in a nursing home with 1000 hours of service in the practice of nursing home administration; or 18 months as a full-time assistant administrator in a nursing home.
Examination Requirement	2 Examinations An applicant must pass the National Exam, which contains 2 sections: Core of Knowledge Exam for Long Term Care Administrators (CORE) and The Line of Service Exam - Nursing Home Administrators (NHA). The applicant must also pass the State Based Licensing Exam (Pennsylvania NHA).
Profession definition	Individuals licensed by the state board who engage in the planning, organizing, directing and control of the operation of a nursing home.

Air Force

Health Services Administrator (41A1A; 41A1; 41A3A; 41A3; 41A4A; 41A4; 41AXA; 41AX) [Commissioned Officer]

Job Duties	<ul style="list-style-type: none"> • Coordinate health service programs with federal agencies to execute health services programs • Formulate, interpret, and implement policy associated with both peace and wartime • Monitor and direct health service programs covering a wide array of manage
Education/ Training	<ul style="list-style-type: none"> • Undergraduate or Graduate degree in: Health Administration, Healthcare Administration, Healthcare Management, Health Management and Policy, Health Services Administration, Hospital Administration, Accounting, Business Administration, Business Management, Economics, Finance, Marketing, Statistics, Information Systems Management, Business Analytics, Architecture, Architectural Engineering, Civil Engineering, Construction Management • Undergraduate: Biomedical Engineering, Clinical Engineering and Health Management/Health Systems Engineering, Operations Research, or other closely related degrees
Qualifications	<ul style="list-style-type: none"> • Desired GPA of 3.0 or above • Minimum score of 292 on the GRE or 500 on the GMAT, taken within the last five years • Completion of the six-week Health Services Administration Course
Related Credentials Offered	<ul style="list-style-type: none"> • Home Care Clinical Specialist – OASIS (HCS-O) • Home Care Coding Specialist – Hospice (HCS-H) • Electronic Health Record Certification (EHRC) • Certified in Healthcare Human Resources • Certified Healthcare Protection Administrator (CHPA)

Licensure Requirement – Military Experience Equivalency Notes

Experience/ Education Requirement	Some of the degrees listed for these positions may assist the servicemember in being exempt from the 120-hour course, but the servicemember would still need to demonstrate proof of completing the required experience to be eligible to sit for the exams.
Examination Requirement	Servicemember must demonstrate proof of passing both the national and state examinations to satisfy requirement for licensure.

Nursing Home Administrators Board
Nursing Home Administrator

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Army
Health Care Administer (70A) [Officer]

Job Duties	<ul style="list-style-type: none"> • Coordinate care delivered by the health care consortium • Advises commanders on health care delivery and the management of health care facilities • Establishes and implements policies/procedures affecting the U.S. Army Health Care System • Responsible for providing administrative services to the Army's health care facilities.
Education/ Training	<ul style="list-style-type: none"> • Bachelor's degree in health care management or related field • Minimum of 3 years' experience in a fixed medical/dental facility or field activity • Job training for medical service corps officers includes completing an Officer Basic Leadership Course • Training includes: <ul style="list-style-type: none"> ○ Army Health Care system, Army doctrine and basic soldier/leader skills
Qualifications	<ul style="list-style-type: none"> • Ability to make accurate, immediate decisions • Perform under stress • Apply critical technical and thinking skills • Tremendous concentration
Related Credentials Offered	<ul style="list-style-type: none"> • Certified Professional in Healthcare Risk Management • Certified in Healthcare Human Resources • Certified Medical Manager • Certified Healthcare Access Manager • Fellow of the Healthcare Financial Management Association (FHFMA)

Licensure Requirement – Military Experience Equivalency Notes

Experience/ Education Requirement	<p>It is possible that the education required for this position may exempt an applicant from the 120-hour course, but the servicemember would still need to demonstrate proof of completing the required experience to be eligible to sit for the exams.</p>
Examination Requirement	<p>Servicemember must demonstrate proof of passing both the national and state examinations to satisfy requirement for licensure.</p>

Nursing Home Administrators Board
Nursing Home Administrator

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Army
Health Services Administration (70B) [Officer]

Job Duties	<ul style="list-style-type: none"> • Plan, coordinate and monitor the treatment of our patients • Advise unit commanders/staff in medical/nonmedical areas of patient evacuation, treatment, and tracking • Practice preventive medicine, organize administration, supply equipment, train staff and maintain equipment • Responsible for ensuring the Army's health care facilities run efficiently.
Education/ Training	<ul style="list-style-type: none"> • Bachelor's degree in healthcare management or related field • Job training for medical service corps officers includes completing an Officer Basic Leadership Course • Training includes: <ul style="list-style-type: none"> ○ Army Health Care system, Army doctrine and basic soldier/leader skills
Qualifications	<ul style="list-style-type: none"> • Ability to make accurate, immediate decisions • Perform under stress • Apply critical technical and thinking skills • Tremendous concentration
Related Credentials Offered	<ul style="list-style-type: none"> • Certified Professional in Healthcare Risk Management • Certified in Healthcare Human Resources • Certified Medical Manager • Certified Healthcare Access Manager • Fellow of the Healthcare Financial Management Association (FHFMA)

Licensure Requirement – Military Experience Equivalency Notes

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Nursing Home Administrators Board
Nursing Home Administrator

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Army
Patient Administration (70E) [Officer]

Job Duties	<ul style="list-style-type: none"> • Advises commanders and staff in all aspects of patient administration • Plans, organizes, directs, and controls patient administration in a variety of health care agencies • Collects and analyzes patient and institutional data • Assists medical staff in evaluating quality of patient care and in developing criteria and methods for such an evaluation • Advises the medical commander on issues pertaining to patient administration, third party collection programs, clinical informatics, and patient movement, • Serves as an advisor on matters pertaining to health services facility management, organization, operation, professional staff functions, and the standards prescribed by the Joint Commission for Accreditation of Health Care Organizations
Education/ Training	<ul style="list-style-type: none"> • Master's degree • Job training for medical service corps officers includes completing an Officer Basic Leadership Course • Training includes: <ul style="list-style-type: none"> ○ Army Health Care system, Army doctrine and basic soldier/leader skills
Qualifications	<ul style="list-style-type: none"> • Ability to make accurate, immediate decisions • Perform under stress • Apply critical technical and thinking skills • Tremendous concentration
Related Credentials Offered	<ul style="list-style-type: none"> • Certified Patient Care Technician/Assistant (CPCT/A) • National Certified Patient Care Technician (NCPCT) • Patient Care Technician Certification (PCTC)

Licensure Requirement – Military Experience Equivalency Notes

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Coast Guard
Health Services – General (90) [Officer]

Job Duties	<ul style="list-style-type: none"> • Plan, organize, and direct patient administration in a variety of healthcare settings, including headquarters, health services facilities, clinical support divisions, and departments of a military medical/dental facility • Collect and analyze patient and institutional data • Assist medical staff in evaluating quality of patient care and in developing criteria and methods for such an evaluation • Review organization activities and recommend changes in, or better utilization of, facilities, services, and staff • Direct the preparation of biometric reports, directives, correspondence, and memoranda pertaining to health services administration • Prepare and exercise emergency, disaster, and defense plans • Integrate cost management, quality, and access to care issues into health services programs • Direct hospital accreditation program and management improvement studies
Education/ Training	<ul style="list-style-type: none"> • Degree in medical administration • Job-specific training content may include: <ul style="list-style-type: none"> ○ Planning and directing health services ○ Patient unit management ○ Nursing service administration ○ Facilities planning and medical logistics ○ Patient care and administration
Qualifications	<ul style="list-style-type: none"> • Ability to express ideas clearly and concisely • Interest in healthcare • Interest in planning and directing the work of others • Interest in working closely with people
Related Credentials Offered	<ul style="list-style-type: none"> • Certified in Infection Control (CIC) • Primary Certification in Public Health/Community Medicine • Certified Safety and Health Manager (CSHM) • Certified Professional in Healthcare Risk Management (CPHRM) • Certified in Public Health (CPH)

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Navy
Health Care Administrator (0800) [Officer]

Job Duties	<ul style="list-style-type: none"> • Evaluate medical and humanitarian needs after an earthquake or a natural disaster • Oversee proper construction of a new hospital at home or abroad • Manage the budget of a department, division, or an entire facility • Make recommendations on how to continue delivering quality health care in cost-effective ways • Evaluate the training needs of personnel and make recommendations
Education/ Training	<ul style="list-style-type: none"> • Upon completing graduate school, those pursuing a Health Care Administrator position are required to attend Officer Development School (ODS) in Newport, R.I. • ODS is a five-week program that provides a comprehensive and intense introduction to the responsibilities of Navy Staff Corps Officers. • Administrators learn about the military structure of the U.S. Navy, its rich history of traditions and customs, leadership development and military etiquette.
Qualifications	<ul style="list-style-type: none"> • Master's degree with a major in health care, hospital, or health services administration (MHA). MHAs must be accredited by the Commission on Accreditation of Healthcare Management Education (CAHME) <ul style="list-style-type: none"> ○ Or a master's degree in business administration (MBA) with a concentration in Health Care Administration. MBAs must be accredited by the American Assembly of Collegiate Schools of Business (AACSB) ○ Or have a master's degree in public health accredited by the Council on Education for Public Health (CEPH) in Public Health (Concentration in Administration) • Residency completion and employment experience in Health Care Administration (PPO, HMO, Managed Care) • GPA of 3.0 or higher on a 4.0 scale • Letters of recommendation from military or civilian personnel
Related Credentials Offered	<ul style="list-style-type: none"> • Certified in Public Health (CPH)

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