



Vermont Secretary of State
Office of Professional Regulation
Nursing Home Administrators
VT State Jurisprudence Exam

Exam # 1

Directions and Information:

1. This is an open book examination.
2. Once you have completed the exam and answer sheet please upload only the answer sheet to your online application.
3. Six or more answers incorrect is a failing score and you will need to redo this examination.

Vermont State Jurisprudence Exam Study Material References

The Vermont Nursing Home Administrator State Jurisprudence Exam has questions from the following references:

- Vermont Statutes and Rules
- <https://dail.vermont.gov/resources/>

Nursing Home Administrators State Examination Answer Sheet (EXAM #1)

Candidate Name: _____

Today's Date: _____

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25. A B C D E

Corrected by:	Grade:
Date	Pass / Fail

1. The authority for the rules governing the licensing, operation and standards of care in nursing homes in the State of Vermont are derived from:
 - a. state statutes and federal statutes
 - b. Office of Professional Regulation
 - c. State statutes
 - d. The Department of Disabilities, Aging and Independent Living

2. State statute (33 V.S.A § 7106) authorizes the Department of Disabilities, Aging and Independent Living to grant variance from the rules for licensing and operating nursing homes if it determines that:
 - a. strict compliance would impose a substantial hardship on the licensee
 - b. there is less protection for the health, safety and welfare of residents
 - c. a rule is difficult to implement
 - d. the state rule supersedes the federal nursing facility regulation

3. If the licensing agency wishes to examine the books and accounts of any nursing facility the licensing agency must first seek the approval of the:
 - a. governing body of the nursing facility
 - b. Director of the Office of Professional Regulation
 - c. Commissioner of the Department of Disabilities, Aging and Independent Living
 - d. Secretary of the Agency of Human Services

4. Which one of the following statements best describes a duty of the licensing Agency? It is the licensing agency's responsibility to provide:
 - a. copies of each notice of practice issued to each licensed nursing facility
 - b. copies of each notice of practice and procedure, form, or set of instructions issued to each licensed nursing facility
 - c. all information issued as requested by each nursing facility
 - d. copies of each inspection report as requested by each nursing facility
5. Inspection by the licensing agency of a nursing facility occurs:
 - a. prior to application for a license
 - b. during the application process
 - c. before licensing the facility
 - d. after licensing the facility

6. Application for a license to open a nursing home in the State of Vermont is made to the:
 - a. Agency of Human Services
 - b. Department of Health
 - c. Department of Banking, Insurance, Securities & Health Care Administration
 - d. Office of Professional Regulation
7. Once a nursing facility receives a license certificate it should be:
 - a. posted in a conspicuous place on the facility premises
 - b. posted at the corporate headquarters of the licensed facility
 - c. posted in the administrator's office
 - d. kept in a secure place with other important documents
8. There are plans to expand the number of residents that will be admitted to a licensed nursing facility. This plan should include:
 - a. contacting the licensing agency to keep them informed of the plans
 - b. requesting advice from the licensing agency about the feasibility of the plan
 - c. seeking approval of the plan prior to admitting any additional residents
 - d. applying for a new license once the new residents have been admitted
9. A nursing home administrator attempting to use an expired license may be subject to the fullest extent of the law which includes:
 - a. imprisonment
 - b. fine
 - c. revocation
 - d. imprisonment and fine
10. If a licensee plans to discontinue operation of the nursing facility, the administrator must notify the licensing agency within the following period of time:
 - a. thirty days prior to discontinuing operations
 - b. sixty days prior to discontinuing operations
 - c. ninety days prior to discontinuing operations
 - d. one hundred and twenty days prior to discontinuing operations

11. After the licensee notifies the licensing agency in writing of plans to discontinue operation of the nursing facility, the administrator will:
 - a. provide a written transfer plan to the licensing agency at least sixty days prior to the closing date
 - b. arrange for immediate (30 days) transfer/discharge of all residents
 - c. admit residents for short term stay only
 - d. obtain transfer/discharge dates for all residents from the licensing agency

12. Establishing the written policies regarding the rights and responsibilities of nursing home residents is done by the nursing facility's:
 - a. governing body
 - b. nursing home administrator
 - c. medical director
 - d. director of nursing

13. The ongoing development of and adherence to procedures for implementing policies is the role of a nursing facility's:
 - a. director of nursing
 - b. nursing home administrator
 - c. business manager
 - d. medical director

14. Residents and their families have the right to review which of the following facility records:
 - a. all resident records
 - b. past state survey and inspection reports
 - c. current and past federal survey and inspection reports
 - d. current and past state and federal survey and inspection reports

15. Which one of the following statements **best** describes the nursing facility's policy responsibilities for advanced directives:

- a. provide an opportunity for competent residents to have input into the formulation of advanced directives
- b. check residents' records annually for current advanced directives
- c. provide an opportunity for all residents to have input into the formulation of advanced directives
- d. post all policies and procedures regarding advanced directives in each resident's room so there is a clear understanding of the need for advanced directives

16. If a resident is to be transferred within the nursing facility, the individual and his/her family member or legal representative must be given the reasons for the:

- a. move at least 24 hours prior to the transfer
- b. transfer in writing in a language they understand
- c. move in writing, 72 hours prior to the transfer
- d. transfer 30 days prior to the move

17. Which one of the following statements describes a behavior which reflects that the resident is being treated with recognition of his/her dignity?

- a. residents are addressed by their first name by all staff so that all residents are treated similarly
- b. residents are permitted to have personal property at the nursing facility if they are aware their items might be used by other residents
- c. a staff member asks a resident to return a personal belonging to its owner after the owner reports that it was removed without his/her consent
- d. a resident has a dressing changed by the caregiver while he/she is alone in the day room

18. A resident tells you that she would like to make a telephone call but finds it difficult to have a private conversation with so many people around. The action that is warranted in this situation is to:

- a. sympathize with her and let her know that you agree that it is impossible to conduct a private conversation in this environment
- b. ask her what the nature of the phone call is and assess if it needs to be a private conversation
- c. direct her to a telephone located in a quiet area where she can conduct a private conversation
- d. reassure her that no one is listening to her telephone conversation from the location she usually uses

19. The position of director of activity programs is vacant. An advertisement to recruit applicants for the position should include which of the following qualifications?

- a. registered therapeutic recreation specialist or an activity professional who is eligible for certification by a recognized accrediting body
- b. therapeutic recreation professional or activities professional with 5 years experience in a recreational program
- c. trainee in a course approved by the licensing agency
- d. activities professional with 2 years of experience

20. The controlled drug policy of the nursing facility must contain provision for:

- a. maintaining and periodically reconciling an account of all controlled drugs
- b. maintaining an approved inventory of controlled drugs
- c. notifying residents and family members of the nursing facility's policy regarding controlled drugs
- d. maintaining an educational program for all staff members about the therapeutic uses of controlled drugs

21. To determine if a nursing facility has sufficient nursing staff, care may be evaluated by:

- a. resident and family assessments
- b. anecdotal records and by means specified by the licensing agency
- c. individual care plans and resident assessments
- d. resident assessments, individual care plans, and as specified by the licensing agency

22. In order to protect the safety of residents, personnel, and the public from fire, the facility must meet the provisions of the:

- a. local fire marshal
- b. Vermont Department of Public Safety
- c. Vermont Department of Environmental Conservation
- d. Vermont Department of Disabilities, Aging, and Independent Living

23. Title 18, Chapter 46, Section 2051 defines a nursing home administrator as that individual who is duly licensed by the Office of Professional Regulation and is:
- a. charged with the general administration of a nursing home
 - b. an owner of a nursing home
 - c. responsible only for fiscal management
 - d. accountable for only the shared duties related to administration of a nursing home
24. The director of the Office of Professional Regulation, with the advice of the Advisors, has exclusive authority to:
- a. determine the operating rules for nursing homes and nursing home administrators
 - b. prosecute those who violate the laws governing nursing home administrators
 - c. conduct courses and training sufficient to meet the requirements for licensure
 - d. determine the qualifications, skill, and fitness of any person to serve as a nursing home administrator
25. A person is eligible to apply for licensure as a nursing home administrator if he/she presents proof that he/she is:
- a. at least 18 years of age
 - b. mentally and physically able to perform as a nursing home administrator
 - c. mentally and physically able to perform as a nursing home administrator and is at least 21 years of age
 - d. at least 18 years of age, mentally and physically able to perform as a nursing home administrator, and possesses a bachelor's degree