

Resources to Become a Licensed Assisted Living Facility Administrator

Updated: 09/15/2024

Disclaimer: VALA does not specifically endorse any of the resources from other organizations. The links below are from a variety of sources and may not match exactly to the current versions of the NAB exam. Some of the resources may also require registration or fees.

Virginia Board of Long-Term Care Administrators:

- FAQs – Assisted Living Facility Administrators-In-Training: https://www.dhp.virginia.gov/nha/alfa_ait_faq.htm
- FAQs – Assisted Living Facility Administrators: https://www.dhp.virginia.gov/nha/alfa_faq.htm
- FAQs – [Preceptors](#)
- Assisted Living Facility Administrators Education and Experience Matrix: https://www.dhp.virginia.gov/media/dhpweb/docs/ltc/forms/ALFA_Education_Experience_Matrix.pdf
- Forms & Applications: <https://www.dhp.virginia.gov/Boards/LTCA/ApplicantResources/ApplicationsForms/>

NAB Preparation Resources:

- How to Get Started: <https://www.nabweb.org/seeking-licensure/how-to-get-started>
- NAB Study Guide, Exam References, & Practice Exams: <https://www.nabweb.org/seeking-licensure/exam-study-material/study-resources>
- NAB Candidate Handbook (January 2024): https://candidate.psiexams.com/bulletin/display_bulletin.jsp?ro=yes&actionname=83&bulletinid=781&bulletinurl=.pdf
- NAB Exam Study Material: <https://www.nabweb.org/seeking-licensure/exam-study-material>
- PSI Testing Excellence FAQs: <https://www.psiexams.com/test-takers/support/>
- GMetrix Practice Exams: <https://www.gmetrix.com/Products/Filter?Version=NAB>
- NAB AIT program Manual: <https://www.nabweb.org/seeking-licensure/ait-information/ait-program-manual>

Preceptor Resources to Help Prepare an AIT

- Preceptor Information: <https://www.nabweb.org/seeking-licensure/preceptor-information>
- [Preceptor Training Modules](#)

Support & Training Organizations:

- VALA – Administrator-In-Training Information: <https://www.valainfo.org/ait%20preceptor%20info>
- VCU Department of Gerontology: Training Programs (occasionally offer RCAL Exam Prep Course): <https://vcuagewaveevents.virginiainteractive.org/Home/Search/101>
- American College of Health Care Administrators:
 - AIT/Preceptor Collaborative Resources: <https://www.achca.org/ait-preceptor-resources>
 - Annotations Across Lines of Services in LTC: https://www.achca.org/assets/docs/AITPreceptor/Annotation_of_Tasks_Performed_Across_LOS_in_LTC.pdf
- Next Generation Training (Free - Nursing Home Administrator Exam Prep): <https://www.lamontgjonas.com/p/nursing-home-administrator-mini-course>
- American Assisted Living Caregivers Credentialing Center (Irvin Land): <https://www.aalccc.com/>

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Online Training Elements:

- Quizlet NAB Exam Study Flashcards Sets:
 - <https://quizlet.com/100323698/nab-rcal-law-flash-cards/>
 - <https://quizlet.com/14071765/nab-exam-flash-cards/>
 - <https://quizlet.com/469993537/nab-exam-study-guide-flash-cards/>
 - <https://quizlet.com/496082776/nab-rcal-exam-flash-cards/>
 - <https://quizlet.com/516787484/nab-core-practice-exam-110-questions-flash-cards/>
 - <https://quizlet.com/585171891/nab-exam-study-set-flash-cards/>
 - <https://quizlet.com/705331493/nab-rcal-ohlsen-flash-cards/>
 - <https://quizlet.com/560015814/nab-core-practice-exam-flash-cards/>
 - <https://quizlet.com/117926692/nab-practice-questions-flash-cards/>
 - <https://quizlet.com/590109143/nha-line-of-service-exam-flash-cards/>
- Brainscape
 - <https://www.brainscape.com/flashcards/nab-8-2604327/packs/4559416>

Prepare for Taking a Test:

- Mayo Clinic - Reducing test anxiety: <https://www.mayoclinic.org/diseases-conditions/generalized-anxiety-disorder/expert-answers/test-anxiety/FAQ-20058195>
- What is Test Anxiety?: <https://www.verywellmind.com/what-is-test-anxiety-2795368>
- Treating Test Anxiety – Treatment Guide: <https://www.therapistaid.com/therapy-guide/treating-test-anxiety>

Career Planning Resources for Beyond the Test:

- VALA Career Center: https://www.valainfo.org/jobs_search.asp
- Argentum
 - Senior Living Career Center: <https://seniorlivingcareers.argentum.org/>
 - Career Learning Center: <https://seniorlivingcareers.argentum.org/jobseekers/resources/blueskyLMS/>
- NAB/ACHCA AIT Career Development Toolkit:
https://higherlogicdownload.s3.amazonaws.com/NABWEB/83f96e48-ff33-4aa9-a7b1-6b20b4ac6dcf/UploadedImages/Documents/NAB_ACHCA_AIT_Career_Development_Toolkit.pdf
- VA Dept of Health Professions Occupational Roadmap:
<https://www.dhp.virginia.gov/Roadmap/OccupationalRoadmap.pdf>
- VA Board of Long Term Care Administrators Profession Annual Reports:
<https://www.dhp.virginia.gov/PublicResources/HealthcareWorkforceDataCenter/ProfessionReports/Long-TermCareAdministratorsReports/>