

Georgia State Board of Long-Term Care Facility Administrators

Note: Fees are non-refundable. All applications should include an additional \$10.00 processing fee for paper applications and an additional \$5.00 processing fee for online applications.

Applications for Licensure	
Nursing Home Administrator-In-Training (AIT)	\$ 225.00
NHA Licensure by Exam	\$ 100.00
NHA Licensure by Reciprocity (Endorsement)	\$ 200.00
Nursing Home (AIT) Training Site Approval	\$ 100.00
Nursing Home (AIT) Preceptor Approval	\$ 75.00
ALCA & PCHA Licensure by Exam	\$ 100.00
ALCA & PCHA Licensure by Reciprocity (Endorsement)	\$ 200.00

Renewal & Reinstatement	
On-time Renewal Fee – NHA	\$ 125.00
On-time Renewal Fee – ALCA & PCHA	\$ 125.00
On-time Renewal Fee – Nursing Home (AIT) Training Site	\$ 75.00
On-time Renewal Fee – Nursing Home (AIT) Preceptor	\$ 50.00
<i>*Licenses and approvals expire December 31st of odd numbered years</i>	
Late Renewal Fee – NHA	\$ 187.50
Late Renewal Fee – ALCA & PCHA	\$ 187.50
Late Renewal Fee – Nursing Home (AIT) Training Site	\$ 112.50
Late Renewal Fee – Nursing Home (AIT) Preceptor	\$ 75.00
<i>* Late Renewal period is from January 1st through January 31st of even numbered years</i>	
Reinstatement Fee – NHA	\$ 200.00
Reinstatement Fee – ALCA & PCHA	\$ 200.00
Reinstatement Fee – Nursing Home (AIT) Training Site	\$ 150.00
Reinstatement Fee – Nursing Home (AIT) Preceptor	\$ 100.00

Request for Inactive Status or Reactivate License	
Application for NHA Inactive Status	\$ 100.00
Application for ALCA & PCHA Inactive Status	\$ 100.00
Application to Reactivate NHA License	\$ 200.00
Application to Reactivate ALCA & PCHA License	\$ 200.00

License Pocket Card	\$ 25.00
License Verification (can be completed online)	\$ 35.00
Decorative Wall Certificate	\$ 50.00

Checks should be made payable to the Georgia State Board of Long-Term Care Administrator Boards. Checks returned for insufficient funds will be assessed a service charge pursuant to O.C.G.A. §16-9-20. Exam fees are paid directly to the National Association of Long Term Care Administrator Boards (NAB).