



**BOARD OF EXAMINERS OF NURSING CARE INSTITUTION ADMINISTRATORS AND  
ASSISTED LIVING FACILITY MANAGERS**

**Katie Hobbs**  
Governor

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**Jack Confer**  
Executive Director

**NCIA Board Fee Schedule, Effective May 6, 2024**

Arizona Administrative Code: R4-33-104  
Authorizing Statute: A.R.S. § 36-446.03  
Implementing Statute: A.R.S. §§ 36-446 et seq.

**R4-33-104. Fees**

**A. Under the authority provided at A.R.S. § 36-446.12(A), the Board establishes and shall collect the following fees related to nursing care institution administrators.** The fees are nonrefundable unless A.R.S. § 41-1077 applies:

1. Initial application, \$183
2. Arizona examination, \$610
3. Re-administer Arizona examination, \$183
4. Issuance of a license, \$488 or \$20.33 for each month remaining in the biennial period, whichever is less;
5. Duplicate license, \$91.50
6. Biennial active license renewal, \$488;
7. Biennial inactive license renewal, \$244;
8. Late renewal, \$122;
9. Temporary license, \$366;
10. Certify licensure status, \$18.30;
11. Review sponsorship of a continuing education, \$12.20 per credit hour;
12. Review a licensed administrator's request for continuing education credit, \$6.10 per credit hour.

**B. Under the authority provided at A.R.S. § 36-446.03(B), the Board establishes and shall collect the following fees related to assisted living facility managers.** The fees are nonrefundable unless

A.R.S. § 41-1077 applies:

1. Initial application, \$183;
2. Arizona examination, \$183;
3. Re-administer Arizona examination, \$183;
4. Issuance of a certificate, \$183 or \$7.63 for each month remaining in the biennial period, whichever is less;
5. Duplicate certificate, \$91.50;
6. Biennial active certificate renewal, \$183;
7. Biennial inactive certificate renewal, \$122;
8. Late renewal, \$91.50;
9. Temporary certificate, \$122;
10. Review sponsorship of a continuing education, \$12.20 per credit hour;

11. Review a certified manager's request for continuing education credit, \$6.10 per credit hour.

**C. Under the authority provided at A.R.S. § 36-446.03(B), the Board establishes and shall collect the following fees related to approval of an assisted living facility manager training program.** The fees are nonrefundable unless A.R.S. § 41-1077 applies:

1. Initial approval, \$1,222; and
2. Renewal approval, \$732.

**D. Under the authority provided at A.R.S. § 36-446.03(B), the Board establishes and shall collect the following fees related to approval of an assisted living facility caregiver training program.** The fees are nonrefundable unless A.R.S. § 41-1077 applies:

1. Initial approval, \$1,830; and
2. Renewal approval, \$1,586.

**E. Under the authority provided at A.R.S. § 36-446.03(B), the Board establishes and shall collect the following fees related to approval of an assisted living facility caregiver medication management training program.** The fees are nonrefundable unless A.R.S. §

41-1077 applies:

1. Initial approval, \$366; and
2. Renewal approval, \$305