



Personality + Career

You are a good fit for our Long Term Care Administration program if you are detail-oriented, possess leadership and communication skills, are a problem-solver, and have a willingness to learn and grow throughout your career. Successful individuals are also organized and people-focused. In this career path you will enjoy educating and developing yourself with leadership skills and knowledge gained each day.

Program	Credential	What do students learn in the program?	What do students earn?	Career Opportunities	Are graduates prepared for/to complete exams for specific credentials/licensing/certifications at the end of the program (each credential level)?	Required Tools, Supplies, and Uniforms
Long Term Care Administration – Assisted Living Focus	Associate of Applied Science	Students learn the role of assisted living, administration requirements, operational systems, and the regulations and standards of practice. Students will take specific coursework on food and nutrition, physical environment and safety, marketing and public relations, and financial management for long-term care. Students will study concepts in leadership, gerontology, ethics, and death and dying. Specific coursework related to assisted living administration will equip students with the role of assisted living, administration requirements, and the regulations and standards of practice.	\$28.90 per hour; \$60,112 annually.	Assisted Living Administrator Executive Director	Completion of the Assisted Living Administration I course meets the basic education regulatory requirement for assisted living administrators in Nebraska. Students residing outside of Nebraska should speak to a Long Term Care Administration advisor to determine specific state requirements.	A computer is needed to complete online coursework.
Long Term Care Administration – Nursing Home Administration Focus	Associate of Applied Science	Students gain knowledge, skills and abilities for all systems within a nursing home facility. Students will take specific coursework on food and nutrition, physical environment and safety, marketing and public relations, and financial management for long-term care. Students will also study concepts in leadership, gerontology, ethics, and death and dying. Students learn about the legislative process and Medicare and Medicaid fundamentals, Nursing Facility Standard – the State Operations, including the Long Term Care Survey process.	\$28.90 per hour; \$60,112 annually.	Nursing Home Administrator Executive Director Provisional Administrator Chief Executive Director Chief Executive Officer Regional Director Assisted Living Administrator	Students will need to complete the Administrator in Training (AIT) program and take the national exam. Students will complete a Nursing Home Administrator licensing exam review course, including practice exams, preparing them to take the National Association of Long Term Care Administrator Boards (NAB). A practicum course is offered through the Continuing Education Division that assists with the AIT process.	A computer is needed to complete online coursework.
Long Term Care Administration – Nursing Home Administration	Certificate	Students will take courses to prepare them to manage long-term care facilities. Students will also complete a Nursing Home Administrator licensing exam review course, including practice exams.	\$28.90 per hour; \$60,112 annually.	Nursing Home Administrator Executive Director Provisional Administrator Chief Executive Director Chief Executive Officer Regional Director Assisted Living Administrator	The certificate is for those who have already earned an associate degree or higher in another program of study and who are seeking licensure as a nursing home administrator. Students will need to complete the Administrator in Training (AIT) program and take the national exam. A practicum course is offered through the Continuing Education Division that assists with the AIT process.	A computer is needed to complete online coursework.

» Your Next Steps to Choose SCC

- ▶ Schedule a Campus Visit - southeast.edu/visit
- ▶ Explore career options with an Admissions Counselor - southeast.edu/admissionsadvising
- ▶ Apply - southeast.edu/applynow

» Paying for SCC

- ▶ Free Application for Federal Student Aid (FAFSA) - studentaid.gov/h/apply-for-aid/fafsa
- ▶ Scholarships - southeast.edu/scholarships
- ▶ Payment Plan - mycollegepaymentplan.com/southeast
- ▶ Veteran Education Benefits - southeast.edu/veterans-services
- ▶ GAP Assistance Program - southeast.edu/gap
- ▶ Children of State Teammate Tuition Reimbursement Program - southeast.edu/children-of-state-teammate-tuition-reimbursement-program



Scan this code to access the course listing

Contact Admissions to get started!

402-437-2600, 800-642-4075 ext. 2600

✉ admissions@southeast.edu



Our Long Term Care Administration program allows you to choose the career pathway that best fits you. Whether that's leading a team in assisted living or working within nursing home administration officer, this program provides the skills you'll need. As an administrator, you are the chief executive responsible for planning, organizing, leading, and supervising the operations of a home for the aged licensed by Health and Human Services.

Based on the state in which you plan to begin your career you will need to complete an administrator-in-training program in addition to your degree. An LTCA practicum course offered through SCC's Continuing Education Division that assists you with the administrator-in-training process. During the practicum class you are eligible to take the National Association of Long Term Care Administrator Boards. This may vary from state to state.

There are many career opportunities within long-term care, so it's important to know the difference between a Nursing Home Administrator, an Assisted Living Administrator and Home- and Community-Based services.

Program Contact Information

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The SCC Experience

- » You will gain hands-on knowledge by working in facilities, gaining experience in real-life situations, helping you prepare to lead others, manage multimillion-dollar budgets and facilities, and ensure the safety and well-being of others.
- » SCC's Long Term Care Administration program is flexible to help you achieve your career goals. Courses are offered online, allowing you the flexibility you need!
- » The program uses hands-on experiences gained through interviews with leadership teams, tours, etc. to equip students with skills and a true understanding of the administrator role. Students learn the level of commitment needed to excel in the field.



Program	Credential	Location	Credit Hours Required	Resident cost*	Non-Resident cost*	Starting Term(s)	Number of Semesters Required - Full Time	Is Summer Term Required for Full Time?	Online Option	Can the Program be Completed Entirely Online?	Part-Time Option	Class Schedule
Long Term Care Administration – Assisted Living	Associate of Applied Science	Online	61	\$8,087	\$9,368	Fall Spring	4	No	Yes	Yes	Yes	Program courses are offered entirely online. General education and required Business courses are offered in person, online, and hybrid.
Long Term Care Administration – Nursing Home Administration	Associate of Applied Science	Online	64	\$8,438	\$9,782	Fall Spring	4	No	Yes	Yes	Yes	Program courses are offered entirely online. General education and required Business courses are offered in person, online, and hybrid.
Long Term Care Administration–Nursing Home Administration	Certificate	Online	18	\$3,056	\$3,434	Fall Spring	1-2	No	Yes	Yes	Yes	Program courses are offered entirely online.

Minimum requirement: Associate degree with five core educational requirements for NHA Licensure (*this is specifically the requirement for Nebraska.) If taking classes from another state, please speak with your program advisor
 Administrator-In-Training/Mentoring program
 National Association of Long Term Care Administrator Boards (NAB) exam