



# Health Services Executive (HSE): Prospective Applicant FAQ

## General Qualification and Application

- **What are the pathways to seek the HSE qualification?**  
There are two main paths: the **Education Pathway**, which is for graduates of a NAB HSE accredited program, and the **Career Pathway**, which requires at least three years of experience as an administrator of record at a licensed skilled nursing facility.
- **Do I need a degree from a NAB HSE accredited program to seek the qualification?**  
No, you do not. If your degree is not from an HSE accredited program, you would need to use the **Career Pathway**, which requires at least three years of experience as an administrator of record at a skilled nursing facility.
- **What coursework will I need?**  
There is no specific coursework required to seek the qualification. The requirements for the HSE can be found in the Health Services Executive Application Handbook. There are also no specific HSE courses.
- **Does the required three years of experience need to be in the preceding three years?**  
The three years of experience does not need to be in the preceding three years. However, the Credentialing Commission will want to see that a candidate is still engaged in the senior living and aging services arena in the last few years, possibly as an instructor, consultant, or at a corporate level.
- **Typically, how long does the HSE certification process take?**  
Once all information has been submitted and no follow-up is needed, it can take a month or less for the Credentialing Commission to approve your application. After approval, you will have up to two years to apply for, schedule, and complete the RCAL & HCBS exams.

## Exams and Testing

- **What exams will I have to pass?**  
You will need to pass the national RCAL (Residential Care/Assisted Living) and HCBS (Home and Community Based Services) exams. As a licensed NHA, you should have already passed the national NHA exam.
- **Once my application is approved, how quickly can I sit for the RCAL and HCBS exams?**  
Once your HSE application is approved, you must submit an RCAL & HCBS exam application, which is typically approved within two weeks. You would then schedule with Pearson VUE, and seating availability can vary by location. You have a 90-day window to take the exams once the exam application has been approved.
- **Can the RCAL and HCBS exams be taken simultaneously?**  
Yes, if Pearson VUE has the appointment availability, you can take the RCAL & HCBS exams on the same day.

## Maintenance and Renewal

- **How frequently does the HSE qualification need to be renewed?**  
You do not need to renew the HSE qualification. You only need to have an active NHA license to be considered HSE qualified.
- **Are NAB Continuing Education Courses (CE) the same as those required for HSE?**  
States that offer an HSE license will set their own renewal requirements. NAB does not require CEs for licensure renewal, as we do not issue licenses. The state where you are licensed can confirm how many and what type of continuing education credits they accept for licensure renewal.

## Resources

- **Is there a website that provides all this information?**  
Yes, you can find more information on the [NAB website](#).
- **NAB Website:** [NAB HSE Information](#)
- **Application Handbook:** [Health Services Executive Application Handbook](#)