Assisted Living Facility Manager Courses

Updated December 2020

The following groups offer assisted living facility (ALF) manager courses. It is your responsibility to determine the best course to meet your needs. Course requirements are listed in the Health and Human Services (HHSC) Chapter 553, Licensing Standards for Assisted Living Facilities, §553.41(a)(1)(B). HHSC does not review course curriculum or endorse any of the courses.

123 Online Courses

123 Online Courses is a Texas based provider of continuing education for long-term care professionals, approved by the National Association of Boards of Examiners for Nursing Home Administrators (NAB). Assisted Living Manager Classes are provided online and can be taken at your convenience.

The Assisted Living Facility Manager Courses covers the following topics:
- Caring for Residents with Alzheimer's Disease and Dementia
- Human Resources Management
- Assisted Living Facility Standards
- Resident Characteristics
- Ethics
- Financial Management
- Community Resources
- Federal and State Laws

123 Onlinecourses offers:
- 24 Hour required ALM Training which covers the initial 8 hours and the remaining 16 that needs to be completed for the first year
- 12 Hour Annual Continuing Education

Website: https://123onlinecourses.com/Assisted%20Living
Contact: Jackie Herrera RN BSN
Email: support@123onlinecourses.com
Phone: (713) 904-3571

ALM-CT. [Assisted Living Manager-Certification & Training] offers New and Renewal License Certification classes. Both Online and Face-to-Face classes are available. Full-Day,
Half Day and Evening Classes are offered to accommodate demanding schedules. These classes can be offered in both English and Spanish. Alzheimer’s Disease and Dementia Care classes preparing participants for Certified Dementia Practitioner (CDP) application are also provided. *Both CEs and CEUs are offered.*

**Contact:** Lin O'Neill, MBA, C.A.L.M., CDP, NADDCT  
**Phone:** (214) 557-6555  
**Email:** lin@alm-ct.com  
**Web:** www.ALM-CT.com

**Assisted Living Administrator Training Program** offers an online program by Provider Management, which is endorsed by the American College of Health Care Administrators (ACHCA) and approved by the National Association of Long Term Care Administrator Boards (NAB).  
**Contact:** Stella- Relias Support  
**Phone:** 877-843-8374 and select option 1  
**Email:** rlst@relias.com  
**Website:** https://www.careandcompliance.com/caregiver-state-requirements/states-o-z/texas/texas-assisted-living-training.html

**Assisted Living Solutions** offers the 24-hour management class.  
**Contact:** Caroline Bevers or Mae Guinanao  
**Phone:** 713-824-9775 or 832-419-1756  
**Email:** alsolutionsmcc@gmail.com

**Cedar Valley College (Dallas County Community College District) Contact:** Dollie Pope  
**Phone:** 972-860-8168  
**Email:** dpope@dcccd.edu

**CHA Seminars** is a Texas based provider of continuing education for long-term care professionals since 1991 and a Certified Sponsor of CEUs approved by the National Continuing Education Review Service (NCERS) of the National Association of Boards of Examiners for Nursing Home Administrators (NAB). CHA Seminars offers a variety of quality continuing education and training courses via webinars and self-study courses for Assisted Living Directors-Managers.
Our ALM Training course covers all topics required by the state of Texas in a live webinar using GoToMeeting. This course is offered every monthly and offers flexible scheduling and payment plans.

Our 12-hr CEU self-study packages meet the state annual continuing education requirements and individuals can print a certificate upon successful completion.

**Website:** www.CHAseminars.com  
**Contact:** Missy Stagner or Linda Rogers  
**Phone:** 512-336-1005; **Fax:** 512-336-1008  
**Email:** missy@CHAseminars.com or linda@CHAseminars.com

**Compliance Review Services Inc. Educational Unit** offers all online courses for ALF managers:  
- 8-hour required class Part I,  
- 16-hour required class Part II, and  
- 12-hour annual continuing education.  

**Website:** www.complianceviewservices.com  
**Contacts:** Dr. Kimberley Kelly RN, BSN, MSN, DNP, CEO  
**Phone:** 832-237-2525; Toll Free: 1-866-969-3569  
**Fax:** 832-237-2505  
**Email:** dr.kimberleykelly@complianceviewservices.com  
**Mailing Address:** 11201 Steeple Park Drive, Houston, TX 77065.

**K&K Consulting** offers an Assisted Living Facility Manager training course that consists of 24 hours/CEUs (mixture of online and live seminars), which includes 8 hours in Assisted Living Facility Standards, to keep you in compliance with HHSC ALF licensing standards. Six hours/CEUs is also awarded in Ethics. The Assisted Living Facility Manager courses provided by K&K Consulting are approved by National Association of Long Term Care Administrators Board (NAB) and Texas State Board of Social Worker Examiners.

The Assisted Living Facility Manager Course covers the following topics:  
- Caring for Residents with Alzheimer's Disease and Dementia  
- Human Resources Management  
- Marketing  
- Assisted Living Facility Standards  
- Resident Characteristics  
- Ethics  
- Food and Nutrition Services  
- Qualifications and Role of Assisted Living Facility Manager  
- Basic Principles of Management  
- Financial Management  
- Community Resources  
- Federal and State Laws  

**Website:** http://www.LTCCONS.ORG  
**Contact:** Dr. Charles Vallier, PhD, MBA, BSBA, LNFA, CRCMP, CALA, CDP, CADDCT  
**Phone:** (409) 939-1030
LA Theiss Consulting, Inc is a Texas based firm made up of industry professionals who specialize in the areas of: Gerontology, Rules and Regulations, Operations, and Life Safety and Fire Code Compliance. New and Renewal classes are offered in half-day, full day, and evening classes. Group, and one-on-one private sessions, are available to accommodate demanding schedules. All ALM courses meet Texas Administrative Code 553.41(a)(1)(B) requirements.

The Assisted Living Facility Manager Course covers the following topics:
- Assisted Living Standards
- Resident Characteristics (including dementia)
- Resident Assessment
- Principles of Management
- Food and Nutrition Services
- State and Federal laws
- Americans with Disability Act
- Older American’s Act
- Community resources
- Ethics
- Financial Management
- COVID-19 Response Plans

Contact: Linda Meyer-Theiss
Phone: 254-793-0067
E-Mail: theissconsulting@hotmail.com
Address: Austin, Texas Metroplex

Leading Age Texas offers an all online course for ALF managers. This course is designed to provide ALF managers with the required hours of training for either the 24 hours of the first year or the 12 hours in subsequent years. Each of the three 8-hour modules provides the following:
- Assisted Living Managers: 8 hours
- Administrators (NAB): 8 hours
- Social Workers: .8 CEUs

Website: https://leadingagetexas.org/
Contact: Melanie Harrison
Phone: 512-467-2242
Email: melanie@leadingagetexas.org

Long Term Care Education.com offers a distance learning correspondence course.
Website: http://www.ltce.com
Contact: James E. Allen, Ph.D.
McLennan Community College (Waco)
McLennan offers a model that includes the ALF required content but also addresses the topical requirements of the NFA licensure rules. This means that completing the five academic courses offered at MCC moves an individual toward credentialing both as an ALF Manager and as an NF Administrator at the same time. Upon completion of the five academic courses, the student can be awarded a Certificate in Assisted Living Facility Management from MCC.

Contact: Joe Arrington
Phone: 254-299-8770
Email: jarrington@mclennan.edu

Relias LLC
Relias offers initial certification classes both live, live online, and self-paced online CEU courses for administrators throughout the United States. We offer ALF manager training courses that consists of a 16-hour online component and an 8-hour live online or in-person class component to help you keep in compliance with the Health and Human Services Commission (HHSC) regulations. We are also preparing 6- and 12-hour bundles of memory care training for admins and direct care staff. Relias offers courses to help individuals meet the full 24-hour state training requirement, including:

- Basic principles of management
- Resident characteristics
- Resident assessment
- Working with residents
- Food and nutrition services
- Federal law
- Community resources
- Ethics
- Financial management

Our recertification courses cover:
- Understanding Dementia
- Emergency and disaster preparedness
- Effective leadership
  ... and more

Website: https://reliasacademy.com/assistedliving
Contacts: Mel Llapitan, Lead Instructor
Phone: 760-808-6124
Email: mllapitan@relias.com
Mailing Address: 1010 Sync Street, Suite 100, Morrisville, NC 27560
Senior Living University offers online and off-line courses.
Website: www.SeniorLivingU.com
Contact: Training Advisor
Phone: 800-258-7030

Tarrant County College offers classes at two campuses.
Contact: Marilynn Leigh (South Campus) or Princess Jackson (Northeast Campus)
Phone: 817-515-5718 or 817-515-6438

Texas Assisted Living Association (TALA) offers classes in different locations throughout the state.
Contact: Gail Harmon
Phone: 512-463-6604
Email: Gail.Harmon@Tala.org

Texas Health Care Association – Education Foundation (THCA-EF) is developing a new 24- hour course as a series of three separate 8-hour sessions. THCA-EF currently offers continuing education for ALF managers throughout the year, during our LTC/AL Spring Quality Symposium, our Annual Convention and Trade Show, and during region meetings. All educational offerings for ALF managers and nursing home administrators are submitted for and provide NAB-approved hours.
Website: www.txhca.org
Contact: Sue Wilson, LMSW
Phone: 512-458-1257

Texas Organization of Residential Care Homes (TORCH) offers the 24- hour manager courses.
Website: www.txtorch.com
Contact: John Darby, Executive Director
Phone: (833) 898-6724, Fax: (833) 757-2721
Email: info@txtorch.com

The Bridge of Time
Lilly Adrian, The Bridge of Time, LLC.
Memory Care Program Developer, Trainer and Consultant.
BS/Soc/Psych., CDP, ADC, CDCM, CADDCT, CALM, Advanced Grief Facilitator.
The Bridge of Time presents Education and Training for Memory Care Best Practices, along with providing tools that are needed to make a difference in the way we care, as professionals and family caregivers, for those with dementia.
Fred Worley
Architect, Consultant and Life Safety Expert
Retired from the Texas Department of Aging and Disability Services, Fred has a private architectural practice, specializing in assisted living, residential and regulatory design. His consulting is specific to the conversion of single-family homes into licensed assisted living facilities in neighborhoods. Fred also does Mock Surveys and Feasibility Inspections in the area of Life Safety. Together, As preferred Vendors for the State of Texas, Provides the Certified Assisted Living Managers Certification Course, required by the State of Texas for those who oversee, as a Director, any Assisted Living Community or AL Memory Care.

Contact: Lilly Adrian  
Email: Laadrian1953@yahoo.com  
Phone: (325)-864-0031  
Website: https://bridgeoftimetraining.com/  
Contact: Fred Worley  
Email: fred@fworleyarchitect.com  
Phone: (512)452-2138

Vincent Career Training Institute  
Vincent Career Training Institute is a nurse owned and operated organization and Texas based provider of continuing education. We offer both continuing education and professional development courses. Established in 2008, VCTI is a Certified Sponsor (#S1333318) of CEUs approved by the National Continuing Education Review Service (NCERS) of the National Association of Long-Term Care Administrators Boards (NAB). We offer a variety of continuing education and training courses online, via webinars and self-study courses for Assisted Living Directors/Managers. Our ALM Training course covers all topics required by the state of Texas using an online instructor-led Learning Management System (LMS.) Courses are affordable with optional payment plans. Our 12-hr CEU program meet the state annual continuing education requirements and individuals can print a certificate immediately upon successful completion.  
• 8-hour required class Part I, • 16-hour required class Part II, and • 12-hour annual continuing education requirements listed in the Health and Human Services (HHSC) Chapter 553, Licensing Standards for Assisted Living

Website: www.vincentcareertraining.com  
Phone: 713-364-4435  
Email: Info@vincentcareertraining.com