Kansas State Board of Nursing Continuing Nurse Education & IV Therapy Committee Agenda June 28, 2022

NOTE: The meeting will be held via Zoom. Link to access meeting to follow agenda.

Time: 12:30 p.m. - 2:00 p.m.

Committee Members: Julianna Rieschick, RN, MSN, NEA-BC – Chair

Lori Owen, LPN – V. Chair

Andrea Watson, RN, BSN, OCN, CCRP

Geovanne Gone, Public Member Melanie Burnett, MSN, RN Karen Aufdemberge, RN, BSN

Teresa Sanderson, RN

Staff: Chelsey Stephenson – Education Specialist, CNE

Carol Moreland, MSN, RN – Executive Administrator Michelle Brown, Senior Administrative Assistant

- I. Call to Order
- II. Review of On-Site Packet
- III. Additions/Revisions to the Agenda
- IV. Announcements
- V. Approval of Minutes March 29, 2022
- VI. Unfinished Business
 - 1. Update on CNE Regulations
 - 2. Five Year Legislative Review
 - a. K.S.A. 60-12-104 Approval of Continuing Education Offerings
 - b. K.S.A. 60-12-105 Definitions
 - 3. Initial LTP Applications
 - a. Elspiri Nursing Education
 - b. GEM Healthcare Consulting
 - c. Johnson County Department of Health and Environment
- VII. New Business
 - 1. IOA Statistical Report
 - 2. LTP 5-Year Renewals
 - a. Carrefour Associates
 - b. Dodge City Community College
 - c. Lawrence Memorial Hospital
 - d. Midland Care Connection
 - e. Salina Regional Health Center

- 3. Initial LTP Application
 - a. Last Made First
 - b. MedAlign Innovative Solutions LLC

VIII. Agenda for September 2022 Committee meeting

IX. Adjourn

Please note: Additional items which have come to the attention of the Board or Committee will be handled as time permits. Agenda is subject to change based upon items to come before the Board. Handouts or copies of materials brought to the Board or Committee for discussion by Committee Members or visitors must be submitted to staff 30 calendar days prior to start of the meeting. Any items received after the 30th calendar day may be addressed at the meeting at the discretion of the President of the Board or Chairperson of the Committee.

Please click the link below to join the webinar:

https://us02web.zoom.us/j/82953137752?pwd=WURIMUsxRzRmWlBTOVM0SUNqUmRKdz09

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Webinar ID: 829 5313 7752 Passcode: 4840516945

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Continuing Education for Mental Health Technicians

60-12-104

Approval of continuing education offerings. Approval of licensed mental health technician continuing education shall be in accordance with K.A.R. 60-9-107. (Authorized by K.S.A. 65-4203, implementing K.S.A. 65-4207; effective, T-85-49, Dec. 19, 1984; effective May 1, 1985; amended Sept. 27, 1993.)

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60-9-107

Approval of continuing nursing education. (a) Offerings of approved providers shall be recognized by the board.

- (1) Long-term provider. A completed application for initial approval or five-year renewal for a long-term continuing nursing education (CNE) providership shall be submitted to the board at least 60 days before a scheduled board meeting.
- (2) Single offering provider. The application for a single CNE offering shall be submitted to the board at least 30 days before the anticipated date of the first offering.
- (b) Each applicant shall include the following information on the application:
- (1) (A) The name and address of the organization; and
- (B) the name and address of the department or unit within the organization responsible for approving CNE, if different from the name and address of the organization;
- (2) the name, education, and experience of the program coordinator responsible for CNE, as specified in subsection (c);
- (3) written policies and procedures, including at least the following areas:
- (A) Assessing the need and planning for CNE activities;
- (B) fee assessment;
- (C) advertisements or offering announcements. Published information shall contain the following statement: "(name of provider) is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number:
- (D) for long-term providers, the offering approval process as specified in subsection (d);
- (E) awarding contact hours, as specified in subsection (e);
- (F) verifying participation and successful completion of the offering, as specified in subsections (f) and (g);
- (G) recordkeeping and record storage, as specified in subsection (h);
- (H) notice of change of coordinator or required policies and procedures. The program coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days; and
- (I) for long-term providers, a copy of the total program evaluation plan; and
- (4) the proposed CNE offering, as specified in subsection (i).
- (c) (1) Long-term provider. The program coordinator for CNE shall meet these requirements:
- (A) Be a licensed professional nurse;
- (B) have three years of clinical experience;
- (C) have one year of experience in developing and implementing nursing education; and
- (D) have a baccalaureate degree in nursing, except those individuals exempted under K.S.A. 65-1119 (e)(6) and amendments thereto.
- (2) Single offering provider. If the program coordinator is not a nurse, the applicant shall also include the name, education, and experience of the nurse consultant. The individual responsible for CNE or the nurse consultant shall meet these requirements:
- (A) Be licensed to practice nursing; and
- (B) have three years of clinical experience.
- (d) For long-term providers, the policies and procedures for the offering approval

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process shall include the following:

- (1) A summary of the planning;
- (2) the behavioral objectives;
- (3) the content, which shall meet the definition of CNE in K.S.A. 65-1117 and amendments thereto;
- (4) the instructor's education and experience, documenting knowledge and expertise in the content area;
- (5) a current bibliography that is reflective of the offering content. The bibliography shall include books published within the past 10 years, periodicals published within the past five years, or both; and
- (6) an offering evaluation that includes each participant's assessment of the following:
- (A) The achievement of each objective; and
- (B) the expertise of each individual presenter.
- (e) An approved provider may award any of the following:
- (1) Contact hours as documented on an offering agenda for the actual time attended, including partial credit for one or more contact hours;
- (2) credit for fractions of hours over 30 minutes to be computed towards a contact hour;
- (3) instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding any standardized, prepared curriculum;
- (4) independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results; or
- (5) clinical hours.
- (f) (1) Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:
- (A) The provider's name, address, provider number, and coordinator;
- (B) the date and title of the offering, and the presenter or presenters; and
- (C) the participant's name and license number, and the number of contact hours awarded.
- (2) Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:
- (A) The provider's name, address, provider number, and coordinator;
- (B) the participant's name and license number, and the number of contact hours awarded;
- (C) the title of the offering;
- (D) the date on which the offering was completed; and
- (E) either the completion of a posttest or a return demonstration.
- (g) (1) A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider.
- (2) Each certificate and each CE transcript shall be complete before distribution to the participant.
- (3) Each certificate and each CE transcript shall contain the following information:

- (A) The provider's name, address, and provider number;
- (B) the title of the offering;
- (C) the date or dates of attendance or completion;
- (D) the number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded;
- (E) the signature of the individual responsible for the providership; and
- (F) the name and license number of the participant.
- (h) (1) For each offering, the approved provider shall retain the following for two years:
- (A) A summary of the planning;
- (B) a copy of the offering announcement or brochure;
- (C) the title and objectives;
- (D) the offering agenda or, for independent study, pilot test results;
- (E) a bibliography;
- (F) a summary of the participants' evaluations;
- (G) each instructor's education and experience; and
- (H) documentation to verify completion of the offering, as specified in subsection (f).
- (2) The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals.
- (3) Each approved single offering CNE provider shall submit to the board the original signature roster and a typed, alphabetized roster of individuals who have completed an offering, within 15 working days of course completion.
- (i) (1) Long-term provider application. The provider shall submit two proposed offerings, including the following:
- (A) A summary of planning;
- (B) a copy of the offering announcement or brochure;
- (C) the title and behavioral objectives;
- (D) the offering agenda or, for independent study, pilot test results;
- (E) each instructor's education and experience;
- (F) a current bibliography, as specified in paragraph (d)(5); and
- (G) the offering evaluation form.
- (2) Single offering provider application. The provider shall submit the proposed offering, which shall include the information specified in paragraphs (i)(1)(A) through (G).
- (j) (1) Long-term provider application. Each prospective coordinator who has submitted an application for a long-term CNE providership that has been reviewed once and found deficient, or has approval pending, shall submit all materials required by this regulation at least two weeks before the next board meeting. If the application does not meet all of the requirements or the prospective coordinator does not contact the board for an extension on or before this deadline, the application process shall be considered abandoned. A new application and fee shall be submitted if a providership is still desired.
- (2) Single offering approval application. If the application for a single offering has been reviewed and found deficient, or has approval pending, the CNE coordinator shall submit all materials required by this regulation before the date of offering. If the application does not meet requirements before the offering deadline, the application

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shall be considered abandoned. There shall be no retroactive approval of single offerings.

- (k) (1) Each approved long-term provider shall pay a fee for the upcoming year and submit an annual report for the period of July 1 through June 30 of the previous year on or before the deadline designated by the board. The annual report shall contain the following:
- (A) An evaluation of all the components of the providership based on the total program evaluation plan;
- (B) a statistical summary report; and
- (C) for each of the first two years of the providership, a copy of the records for one offering as specified in paragraphs (h)(1)(A) through (H).
- (2) If approved for the first time after January 1, a new long-term provider shall submit only the statistical summary report and shall not be required to submit the annual fee or evaluation based on the total program evaluation plan.
- (I) (1) If the long-term provider does not renew the providership, the provider shall notify the board in writing of the location at which the offering records will be accessible to the board for two years.
- (2) If a provider does not continue to meet the criteria for current approval established by regulation or if there is a material misrepresentation of any fact with the information submitted to the board by an approved provider, approval may be withdrawn or conditions relating to the providership may be applied by the board after giving the approved provider notice and an opportunity to be heard.
- (3) Any approved provider that has voluntarily relinquished the providership or has had the providership withdrawn by the board may reapply as a long-term provider. The application shall be submitted on forms supplied by the board and accompanied by the designated, nonrefundable fee as specified in K.A.R. 60-4-103(a)(3). (Authorized by and implementing K.S.A. 2011 Supp. 65-1117 and K.S.A. 65-1119; effective March 9, 1992; amended Sept. 27, 1993; amended April 3, 1998; amended Oct. 25, 2002; amended March 6, 2009; amended May 10, 2013.)

60-12-105

Definitions. Definitions within this article of terms associated with licensed mental health technician continuing education shall be in accordance with K.A.R. 60-9-105. (Authorized by K.S.A. 65-4203; implementing K.S.A. 65-4205 and 65-4207; effective March 9, 1992; amended Sept. 27, 1993.)

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Continuing Education for Nurses

60-9-105

Definitions. For the purposes of these regulations, each of the following terms shall have the meaning specified in this regulation:

- (a) "Approval" means the act of determining that a provider ship application or course offering meets applicable standards based on review of either the total program or the individual offering.
- (b) "Approved provider" means a person, organization, or institution that is approved by the board and is responsible for the development, administration, and evaluation of the continuing nursing education (CNE) program or offering.
- (c) "Authorship" means a person's development of a manuscript for print or a professional paper for presentation. Each page of text that meets the definition of continuing nursing education (CNE), as defined in K.S.A. 65-1117 and amendments thereto, and is formatted according to the American psychological association's guidelines shall equal three contact hours.
- (1) Authorship of a manuscript means a person's development of an original manuscript for a journal article or text accepted by a publisher for statewide or national distribution on a subject related to nursing or health care. Proof of acceptance from the editor or the published work shall be deemed verification of this type of credit. Credit shall be awarded only once per topic per renewal period.
- (2) Authorship of a professional research paper means a person's completion of a nursing research project as principal investigator, co-investigator, or project director and presentation to other health professionals. A program brochure, course syllabus, or letter from the offering provider identifying the person as a presenter shall be deemed verification of this type of credit. Credit shall be awarded only once each renewal period.
- (d) "Behavioral objectives" means the intended outcome of instruction stated as measurable learning behaviors.
- (e) "Certificate" means a document that is proof of completion of an offering consisting of one or more contact hours.
- (f) "CE transcript" means a document that is proof of completion of one or more CNE offerings. Each CE transcript shall be maintained by a CNE provider.
- (g) "Clinical hours" means planned learning experiences in a clinical setting. Three clinical hours equal one contact hour.
- (h) "College course" means a class taken through a college or university, as described in K.S.A. 65-1119 and amendments thereto, and meeting the definition of CNE in K.S.A. 65-1117, and amendments thereto. One college credit hour equals 15 contact hours.
- (i) "Computer-based instruction" means a learning application that provides computer control to solve an instructional problem or to facilitate an instructional opportunity.
- (j) "Contact hour" means 50 total minutes of participation in a learning experience that meets the definition of CNE in K.S.A. 65-1117, and amendments thereto. Fractions of hours over 30 minutes to be computed towards a contact hour shall be accepted.
- (k) "Distance learning" means the acquisition of knowledge and skills through information and instruction delivered by means of a variety of technologies.

- (I) "Independent study" means a self-paced learning activity undertaken by the participant in an unstructured setting under the guidance of and monitored by an approved provider. This term shall include self-study programs, distance learning, and authorship.
- (m) "Individual offering approval" and "IOA" mean a request for approval of an education offering meeting the definition of CNE, pursuant to K.S.A. 65-1117 and amendments thereto, but not presented by an approved provider or other acceptable approving body, as described in K.S.A. 65-1119 and amendments thereto.
- (n) "In-service education" and "on-the-job training" mean learning activities in the work setting designed to assist the individual in fulfilling job responsibilities. In-service education and on-the-job-training shall not be eligible for CNE credit.
- (o) "Offering" means a single CNE learning experience designed to enhance knowledge, skills, and professionalism related to nursing. Each offering shall consist of at least 30 minutes to be computed towards a contact hour.
- (p) "Orientation" means formal or informal instruction designed to acquaint employees with the institution and the position. Orientation shall not be considered CNE.
- (q) "Program" means a plan to achieve overall CNE goals.
- (r) "Refresher course" means a course of study providing review of basic preparation and current developments in nursing practice.
- (s) "Total program evaluation" means a systematic process by which an approved provider analyzes outcomes of the overall CNE program in order to make subsequent decisions. (Authorized by and implementing K.S.A. 2015 Supp. 65-1117 and K.S.A. 65-1119; effective Sept. 2, 1991; amended March 9, 1992; amended April 26, 1993; amended April 3, 1998; amended April 20, 2001; amended Oct. 25, 2002; amended March 6, 2009; amended May 10, 2013; amended April 29, 2016.)

Long Term CNE Provider Checklist

(K.A.R. 60-9-107)

Name of Provider: Elspiri Nursing Education

Name of Program Coordinator: Jessica Trivett, MSN, RN, CEN, PCCN, FAEN

Date Received: 01/27/2022

Date to CNE Committee: 03/29/2022, 6/28/2022

Information Required	Received	NA
Completed application for initial approval or five-year	X	Cultio
enewal for LT CNE providership shall be submitted at		
east 60 days before a scheduled board meeting	77	
Initial Application Fee Received	X	
The name and address of the organization on the application	X	Today 1871
The name and address of the department or unit within the organization responsible for approving CNE, if different from the name and address of the organization	X	50 (1) (
The name, education and experience of the program coordinator responsible for CNE	X	s the terms of the same
Be a licensed professional nurse	X	a nai han lenta
California armaniana	X	ODE 2 FAILS
Have three years of chinical experience Have one year of experience in developing and implementing nursing education	X	A DOMESTIC
Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:		
Written policies and procedures, including at least the following areas:		
Assessing the Need and planning for CNE activities	X	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Fee Assessment	X	III MITE CENTRAL REST
• Advertisements or offering announcements. Published information shall contain the following statement: "(name of provider) is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number:		
Notice of Change of coordinator or required policies and procedures. The program coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days		

For long term providers, the policies and procedures for	*	
the Offering Approval Process shall include the		
following:		
A Summary of the Planning	X	
The Behavioral Objectives	X	
 The Content, which shall meet the definition of CNE in KSA 65-1117 	f X	
 The Instructor's Education and Experience, documenting knowledge and expertise in the content area 	X .	
 A Current Bibliography that is reflective of the offering content. The bibliography shall include books published within the past 10 years, periodicals published within the past five years, or both 		
 An offering Evaluation that includes each participant's assessment of the following: 		
The achievement of each objective	X	
 The expertise of each individual presenter 	X	
An approved provider may award any of the following:		
 Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours 	X	
Credit for fractions of hours over 30 mins to be computed towards a contact hour	X	
 Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum 		X
 Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results Clinical hours 		X
		X
Documentation of Attendance		
Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
 The provider's name, address, provider number, and coordinator 	X	
 The date and title of the offering, and the presenter or presenters 	X	
The participant's name and license number and the number of contact hours awarded	X	
Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:		
The provider's name, address, provider number, and coordinator	X	

The participant's name and license number, and the number of contact hours awarded	X	
The title of the offering	X	
The date on which the offering was completed	X	
Either the completion of a posttest or a return	X	
demonstration		10.20
Certificate of Attendance/CE Transcript	77	
A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider	X	
Each certificate and each CE transcript shall be complete before distribution to the participant	X	
Each certificate and each CE transcript shall contain the following information:		
The provider's name, address and provider number	Χ .	
The title of the offering	X	
The date or dates of attendance or completion	X	
 The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded 	X	
The signature of the individual responsible for the providership	X	
The name and license number of the participant	X	
Recordkeeping & Storage		
For each offering, the approved provider shall retain the following for two years:		
A summary of the planning	X	
A copy of the offering announcement or brochure	X	
The title and objectives	X	
The offering agenda or, for independent study, pilot test results	X	
A bibliography	X	
A summary of the participants' evaluations	X	
T 1: 1 - 1 1 1 1 1	X	
Documentation to verify completion of the offering	X	
The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals		
Two Proposed Offerings		
The provider shall submit two proposed offerings including the following:		i9.
A summary of planning	X	<u>X</u>

A copy of the offering announcement or brochure	X	Х
The title and behavioral objectives	X	X
 The offering agenda or, for independent study, pilot test results 	Х	Х
Each instructor's education and experience	X	X
A current bibliography	X	X
The offering evaluation form	X	X

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2 files were uploaded with this form: Elspiri Nursing Education Policy and Procedures Jan 2022.pdf, Elspiri Nursing Education sample program submissions KSBON January 2022 complete.pdf

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radio ~ Initial Application

Providername ~ Elspiri Nursing Education

providernum ~ ~

legalbody ~ J Trivett Consulting

address ~ 1385 Hwy 35

adress2 ~ Middletown, NJ 07748

telephone ~ 732-898-1222

email ~ jessica@jtrivettconsulting.com

coordinator ~ Jessica A. Trivett, MSN, RN, CEN, PCCN, FAEN

date $\sim 01-26-2022$

planningce ~ Policy #100: Process of Assessing Need and Planning CNE

Elspiri Nursing Education will follow a systematic process for assessing need and planning CNE offerings.

Need Assessment

1. Elspiri Nursing Education will assess need for CNE using informal and/or formal methods including:

a.Identifying healthcare facility business needs through formal or informal survey; b.Performing gap analysis through individual interviews, focus groups, surveys, and self-assessments

Assessment of Training Options

- 1.A list of training options and needs will be generated after the gap analysis has been completed.
- 2.All options will be carefully evaluated to determine which are:
- a.Urgent
- b.Important
- c.Not important
- 3. Elspiri Nursing Education will consider these factors when determining CEU offerings:

- a. Does the offering provide a solution to a problem?
- b. What is the cost of the training to those participating in the offering?
- c. What is the expected return on investment those participating in the offering can expect?
- d.Does the training assist with meeting legal compliance for individual participants or organizations?
- e.After all training options have been assessed, Elspiri Nursing Education will have a list of educational priorities suitable for individuals, departments and organizations.

Planning of CNE Offerings

- 1. The CNE Program Coordinator will then evaluate the list of educational priorities and plan CNE offerings for the upcoming year.
- 2.CNE offerings will be planned and scheduled with consideration given to:
- a. Where will the offering be conducted?
- b. How will offering be delivered?
- c.Is the offering suitable to be provided online?
- d.If the offering already exists, should it continue to be offered?

Date:			
Reviewed:		The state of the s	

feeassessment ~ Policy #101: Process For Fee Assessment

Participants will be aware of the cost of any CNE offering and the process for refunds at the time each offering is announced.

Fee Assessment

- 1. Elspiri Nursing Education will designate a fee for each CNE offering and publish the fee and refund policy at the time the offering is formally announced.
- 2. The fee for each offering will vary depending on cost of speaker(s), venue, advertising, length of offering.
- 3. The fee for the offering will be collected at the time of registration and will be payable electronically or with check via mail.
- 4. Payment of the fee secures registration for the offering.

Refunds

- 1.If a participant is unable to attend the offering as scheduled, refunds will be issued as follows:
- a. Notice received up to 7 days prior to scheduled event: 100% refund
- b. Notice received less 7 days prior to scheduled event: 0% refund
- 2. Refunds will be made within 14 days of receipt of notice.

Insufficient Funds

1.A \$35 fee will be assessed for any payment received that is returned to the organization for insufficient funds in addition to the fee for the offering. 2.A participant may not attend an offering until fees have been paid in full.
Date: January 8, 2022 Reviewed:
advertisement ~ Policy #102: Process For Advertisements or Announcements
CNE Offerings will be advertised.
Advertisements or Announcements
1.Elspiri Nursing Education will advertise CNE offerings in a variety of ways, including: a.On the internet via website, social media and email b.Radio c.Television d.Print advertising e.Mail 2.Published information shall contain the following statement: a.Elspiri Nursing Education is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved forcontact hours applicable for RN or LPN relicensure. Kansas State Board of Nursing Provider Number:
Date: Reviewed:
approvalprocess ~ Policy #103: Process For Offering Approval
Elspiri Nursing Education will approve offerings using a standardized system to ensure each offering is appropriate.
Approval Offering
1.Each CNE offering submitted to the CNE Program Coordinator must include: a.Summary of planning b.Behavioral Objectives c.Content shall meet the definition of CNE in KSA 65-1117(a) which states: Continuing nursing education means learning experiences intended to build upon

the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public. d.Instructor's education and experience documenting knowledge/expertise e.Current bibliography (books 10 years, periodicals 5 years) f.Offering evaluation that includes assessment of learner achievement of each objective, expertise of individual presenters

Date:	Reviewed:	,
Duto.	Reviewed:	

contacthours ~ Policy #104: Process For Awarding Contact Hours

Elspiri Nursing Education will award contact hours to participants for completion of full program offering or partial completion of offering.

Awarding Contact Hours

- 1.Participants completing an entire program offering will be awarded one contact hour based on 50 minutes of participation in a learning experience.
- 2.Credit for fractions of hours will be awarded to those completing an entire program offering as follows:
- a.15 minutes 0.25 contact hour
- b.30 minutes 0.50 contact hour
- c.45 minutes 0.75 contact hour

Instructor credit will be awarded as follows:

- d.2.0 contact hours for each hour of first-time presentation of an approved offering, excluding standardized prepared curriculum (e.g. ACLS, PALS, TNCC, ENPC, MANDT, etc)
- 3.Independent study credit will be awarded based on time required to complete the offering as documented by Elspiri Nursing Education's pilot time test results a.Pilot test time results will be measured as follows:
- i.A small group of pilot testers representative of the target audience will document time needed by each to complete the offering;
- ii. The CEU Program Coordinator will discard the highest and lowest times, total all remaining times and divide by remaining number of testers to determine the average time needed;
- iii.Contact hour credit will be awarded as per this policy.
- 4. Contact hours for clinical hours will not be awarded.

Partial Credit

- 1. Partial credit will be awarded as follows for late arrival or early departure:
- a.Participants arriving late or leaving early will note and initial either time of late arrival or early departure;
- b.Time for breaks will be subtracted from total hours participant was present at

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the offering. c.Total number of minutes attended will be divided by 50 to calculate number of contact hours to be awarded to participant.
Date: Reviewed:
verifycompletion ~ Policy #105: Process For Verifying Participation and Completion of The Offering Elspiri Nursing Education will verify participation and completion of offerings by participants.
Verifying Participation – Online Offerings
1.Participants will register for course offerings electronically. 2.Online course settings will not allow participants to advance to post-test and program evaluation without first viewing course content in its entirety. 3.Participants will be required to take a post-test and score 70% or greater to be awarded a Certificate of Continuing Nursing Education.
Verifying Participation – In Person Events
1.Participants will register for course offerings electronically. 2.Participants will sign in upon arrival for event and again after lunch and/or each subsequent day to verify attendance. 3.Participants will complete a program evaluation at the end of the offering.
Verifying Participation – Independent Study
1.Participants will register for course offerings electronically. 2.Participants will document and submit Independent Study Verification Form.
Documentation will include: a.Provider Name, Address, Provider Number, Name of Program Coordinator b.Title of offering
c.Date offering completed
d.Name of presenter(s) e.Participant name, email, and license number
f.Participant Signature g.Participants will email the completed form to: education@jtrivettconsulting.com 3.Participants will be required to take a post-test and score 70% or greater to be awarded a Certificate of Continuing Nursing Education. a.Upon receipt of the Independent Study Verification Form by Elspiri Nursing Education, participant will receive a link to complete the online post-test for the
offering. b.A score of 70% or greater is required for awarding of certificate of continuing
nursing education. c.Upon successful completion of the post-test participants will receive certificate of continuing nursing education electronically.

d.Elspiri Nursing Education staff will document post-test score, contact hours awarded, and date on the Independent Study Verification Form. e.The Independent Study Verification Form will then be scanned into the confidential and secure online records storage system to be maintained per policy
Date:
Reviewed:
recordkeeping ~ Policy #107: Process For Record Keeping And Storage
Elspiri Nursing Education will retain appropriate records for each offering, and store records securely and in manner that makes them easily retrievable by authorized personnel.
Record Keeping And Storage
1.Elspiri Nursing Education will retain the following records for each offering for a period of two years: a.Summary of planning b.Copy of announcement/brochure c.Title and objectives d.Offering agenda e.Pilot time test results if independent study f.Bibliography g.Summary of participant evaluations h.Each instructor's education and experience i.Documentation to verify completion of the offering j.Records will be stored electronically on a secure site with password protected access to be retrieved easily as needed by authorized personnel.
Date: Reviewed:
noticeofchange \sim Policy #108: Process For Notice of Change of Coordinator or Required Policies
The CNE Program Coordinator will notify Kansas State Board of Nursing in writing of any change to CEU Program Coordinator or required policies and procedures within 30 days.

CNE/IV Therapy 24

Process for Notifying Kansas State Board of Nursing of Changes

com - Secure Site
1.The CNE Program Coordinator will notify Kansas State Board of Nursing of any change to CEU Program Coordinator or required policies and procedures within 30 days. 2.Written notification will be mailed to: Kansas Board of Nursing Landon State Office Building 900 SW Jackson Street Suite 1051 Topeka, Kansas 66612-1230
Date:
Reviewed:
programevaluation ~ Policy #109: Total Program Evaluation
Elspiri Nursing Education will complete a total program evaluation annually and include findings in the annual report to Kansas State Board of Nursing.
Process for Total Program Evaluation
1.The CNE Program Coordinator will complete a total program evaluation at least annually and submit findings in the annual report to Kansas State Board of
Nursing. 2.The total program evaluation will include: a."a systematic process by which an approved provider analyzes outcomes of the overall continuing nursing education program in order to make subsequent
decisions"(60-9-105) 3. The total program evaluation will include evaluation of: a. Program administration, including program coordinator's responsibilities b. Program management, including policies and procedures c. Total program evaluation, including the ability of the plan to measure the overall effectiveness of the providership.
4.At least annually Elspiri Nursing Education will complete a total program
5. The CNE Program Coordinator will include the total program evaluation findings with the annual report submitted to Kansas State Board of Nursing.

Date: _____ Reviewed: _____ Total Program Evaluation

AreaFrequencyResp. PersonCriteriaFindingsActions/

Recommendations

Administration Review job description

Policies:

Assess need, planning

- written tool
- evaluation summaries Review survey for appropriateness; were survey findings and identified needs from evaluation summaries used in program planning Policies:

Fee Assessment Policy meets organization and customer needs Policies:

Announcement Review to be certain they reflect necessary information Policies:

Offering approval process Review policies and compare to KSBN requirements Policies:

Awarding contact hours Review agendas/pilot test results to verify contact hours awarded; review documentation of partial credit

Policies:

Verifying participation/

completion Review rosters and certificates; compare to KSBN requirements Policies:

Record keeping Audit contents of files for compliance with KSBN requirements Policies:

Notification of changes Review procedures for changes reported to KSBN Total Program Evaluation effectiveness Review total program evaluation and compare contents to KSBN requirements

Date CNE Program Coordinator

Submission date ~ 01-26-2022 23:02:47 **Form ID** ~ 1672730

Elspiri Nursing Education Policies

January 2022

Policy #100: Process of Assessing Need and Planning CNE

Elspiri Nursing Education will follow a systematic process for assessing need and planning CNE offerings.

Need Assessment

- 1. Elspiri Nursing Education will assess need for CNE using informal and/or formal methods including:
 - a. Identifying healthcare facility business needs through formal or informal survey;
 - b. Performing gap analysis through individual interviews, focus groups, surveys, and self-assessments

Assessment of Training Options

- 1. A list of training options and needs will be generated after the gap analysis has been completed.
- 2. All options will be carefully evaluated to determine which are:
 - a. Urgent
 - b. Important
 - c. Not important
- 3. Elspiri Nursing Education will consider these factors when determining CEU offerings:
 - a. Does the offering provide a solution to a problem?
 - b. What is the cost of the training to those participating in the offering?
 - c. What is the expected return on investment those participating in the offering can expect?
 - d. Does the training assist with meeting legal compliance for individual participants or organizations?
 - e. After all training options have been assessed, Elspiri Nursing Education will have a list of educational priorities suitable for individuals, departments and organizations.

Planning of CNE Offerings

- 1. The CNE Program Coordinator will then evaluate the list of educational priorities and plan CNE offerings for the upcoming year.
- 2. CNE offerings will be planned and scheduled with consideration given to:
 - a. Where will the offering be conducted?
 - b. How will offering be delivered?
 - c. Is the offering suitable to be provided online?
 - d. If the offering already exists, should it continue to be offered?

Date: Janua	ary 8, 1	2020		
Reviewed:			 	

Policy #101: Process For Fee Assessment

Participants will be aware of the cost of any CNE offering and the process for refunds at the time each offering is announced.

Fee Assessment

- 1. Elspiri Nursing Education will designate a fee for each CNE offering and publish the fee and refund policy at the time the offering is formally announced.
- 2. The fee for each offering will vary depending on cost of speaker(s), venue, advertising, length of offering.
- 3. The fee for the offering will be collected at the time of registration and will be payable electronically or with check via mail.
- 4. Payment of the fee secures registration for the offering.

Refunds

- 1. If a participant is unable to attend the offering as scheduled, refunds will be issued as follows:
 - a. Notice received up to 7 days prior to scheduled event: 100% refund
 - b. Notice received less 7 days prior to scheduled event: 0% refund
- 2. Refunds will be made within 14 days of receipt of notice.

Insufficient Funds

- 1. A \$35 fee will be assessed for any payment received that is returned to the organization for insufficient funds in addition to the fee for the offering.
- 2. A participant may not attend an offering until fees have been paid in full.

Date: January 8, 2022	
Reviewed:	

Policy #102: Process For Advertisements or Announcements

CNE Offerings will be advertised.

Advertisements or Announcements

- 1. Elspiri Nursing Education will advertise CNE offerings in a variety of ways, including:
 - a. On the internet via website, social media and email
 - b. Radio
 - c. Television
 - d. Print advertising
 - e. Mail
- 2. Published information shall contain the following statement:
 - a. Elspiri Nursing Education is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for ___contact hours applicable for RN or LPN relicensure. Kansas State Board of Nursing Provider Number:

Date: Janu:	ary 8, 2020
Reviewed:	

Policy #103: Process For Offering Approval.

Elspiri Nursing Education will approve offerings using a standardized system to ensure each offering is appropriate.

Approval Offering

- 1. Each CNE offering submitted to the CNE Program Coordinator must include:
 - a. Summary of planning
 - b. Behavioral Objectives
 - c. Content shall meet the definition of CNE in KSA 65-1117(a) which states: Continuing nursing education means learning experiences intended to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public.
 - d. Instructor's education and experience documenting knowledge/expertise
 - e. Current bibliography (books 10 years, periodicals 5 years)
 - f. Offering evaluation that includes assessment of learner achievement of each objective, expertise of individual presenters

Date: January	8, 2020
Reviewed:	

Policy #104: Process For Awarding Contact Hours

Elspiri Nursing Education will award contact hours to participants for completion of full program offering or partial completion of offering.

Awarding Contact Hours

- 1. Participants completing an entire program offering will be awarded one contact hour based on 50 minutes of participation in a learning experience.
- 2. Credit for fractions of hours will be awarded to those completing an entire program offering as follows:
 - a. 15 minutes 0.25 contact hour
 - b. 30 minutes 0.50 contact hour
 - c. 45 minutes 0.75 contact hour

Instructor credit will be awarded as follows:

- d. 2.0 contact hours for each hour of first-time presentation of an approved offering, excluding standardized prepared curriculum (e.g. ACLS, PALS, TNCC, ENPC, MANDT, etc)
- 3. Independent study credit will be awarded based on time required to complete the offering as documented by Elspiri Nursing Education's pilot time test results
 - a. Pilot test time results will be measured as follows:
 - i. A small group of pilot testers representative of the target audience will document time needed by each to complete the offering;
 - ii. The CEU Program Coordinator will discard the highest and lowest times, total all remaining times and divide by remaining number of testers to determine the average time needed;
 - iii. Contact hour credit will be awarded as per this policy.
- 4. Contact hours for clinical hours will not be awarded.

Partial Credit

- 1. Partial credit will be awarded as follows for late arrival or early departure:
 - a. Participants arriving late or leaving early will note and initial either time of late arrival or early departure;
 - b. Time for breaks will be subtracted from total hours participant was present at the offering.
 - c. Total number of minutes attended will be divided by 50 to calculate number of contact hours to be awarded to participant.

Date: January 8, 2020	
Reviewed:	

Policy #105: Process For Verifying Participation and Completion of The Offering

Elspiri Nursing Education will verify participation and completion of offerings by participants.

Verifying Participation – Online Offerings

- 1. Participants will register for course offerings electronically.
- 2. Online course settings will not allow participants to advance to post-test and program evaluation without first viewing course content in its entirety.
- 3. Participants will be required to take a post-test and score 70% or greater to be awarded a Certificate of Continuing Nursing Education.

Verifying Participation - In Person Events

- 1. Participants will register for course offerings electronically.
- 2. Participants will sign in upon arrival for event and again after lunch and/or each subsequent day to verify attendance.
- 3. Participants will complete a program evaluation at the end of the offering.

Verifying Participation - Independent Study

- 1. Participants will register for course offerings electronically.
- 2. Participants will document and submit Independent Study Verification Form. Documentation will include:
 - a. Provider Name, Address, Provider Number, Name of Program Coordinator
 - b. Title of offering
 - c. Date offering completed
 - d. Name of presenter(s)
 - e. Participant name, email, and license number
 - f. Participant Signature
 - g. Participants will email the completed form to: education@jtrivettconsulting.com
- 3. Participants will be required to take a post-test and score 70% or greater to be awarded a Certificate of Continuing Nursing Education.
 - Upon receipt of the Independent Study Verification Form by Elspiri Nursing Education, participant will receive a link to complete the online post-test for the offering.
 - b. A score of 70% or greater is required for awarding of certificate of continuing nursing education.
 - c. Upon successful completion of the post-test participants will receive certificate of continuing nursing education electronically.
 - d. Elspiri Nursing Education staff will document post-test score, contact hours awarded, and date on the Independent Study Verification Form.
 - e. The Independent Study Verification Form will then be scanned into the confidential and secure online records storage system to be maintained per policy.

Date: January 8, 2020
Reviewed:

Policy #106: Process For Issuing Certificates of Completion

Elspiri Nursing Education will issue certificates of completion to participants based on verification of participation in offerings.

Issuing Certificates of Completion For Online Offering

- 1. Participants completing an online offering will be required to take a post-test.
- 2. A score of 75% or greater is required for issuing certificate of continuing nursing education.
- 3. Certificates of Completion will be provided electronically to participants completing online offerings.

Issuing Certificates of Completion For In Person Offering

- 1. Participants completing an in person offering will be required to sign in upon arrival, after lunch, and each subsequent day.
- 2. Certificates of Completion will be provided electronically to those participants with verified participation in each in person offering.

Date: January 8, 2020	
Reviewed:	

Policy #107: Process For Record Keeping And Storage

Elspiri Nursing Education will retain appropriate records for each offering, and store records securely and in manner that makes them easily retrievable by authorized personnel.

Record Keeping And Storage

- 1. Elspiri Nursing Education will retain the following records for each offering for a period of two years:
 - a. Summary of planning
 - b. Copy of announcement/brochure
 - c. Title and objectives
 - d. Offering agenda
 - e. Pilot time test results if independent study
 - f. Bibliography
 - g. Summary of participant evaluations
 - h. Each instructor's education and experience
 - i. Documentation to verify completion of the offering
 - j. Records will be stored electronically on a secure site with password protected access to be retrieved easily as needed by authorized personnel.

Date: January	8, 2020
Reviewed:	

Policy #108: Process For Notice of Change of Coordinator or Required Policies

The CNE Program Coordinator will notify Kansas State Board of Nursing in writing of any change to CEU Program Coordinator or required policies and procedures within 30 days.

Process for Notifying Kansas State Board of Nursing of Changes

- 1. The CNE Program Coordinator will notify Kansas State Board of Nursing of any change to CEU Program Coordinator or required policies and procedures within 30 days.
- 2. Written notification will be mailed to:

Kansas Board of Nursing Landon State Office Building 900 SW Jackson Street Suite 1051 Topeka, Kansas 66612-1230

Date: January 8, 2020	,	
Reviewed:		

Policy #109: Total Program Evaluation

Elspiri Nursing Education will complete a total program evaluation annually and include findings in the annual report to Kansas State Board of Nursing.

Process for Total Program Evaluation

- 1. The CNE Program Coordinator will complete a total program evaluation at least annually and submit findings in the annual report to Kansas State Board of Nursing.
- 2. The total program evaluation will include:
 - a. "a systematic process by which an approved provider analyzes outcomes of the overall continuing nursing education program in order to make subsequent decisions" (60-9-105)
- 3. The total program evaluation will include evaluation of:
 - a. Program administration, including program coordinator's responsibilities
 - b. Program management, including policies and procedures
 - c. Total program evaluation, including the ability of the plan to measure the overall effectiveness of the providership.
 - 4. At least annually Elspiri Nursing Education will complete a total program evaluation.
- 5. The CNE Program Coordinator will include the total program evaluation findings with the annual report submitted to Kansas State Board of Nursing.

Date: Janu	ary 8, 2020
Reviewed:	

Elspiri Nursing Education

Total Program Evaluation

Area	Frequency	Resp. Person	Criteria	Findings	Actions/
					Recommendations
Administration			Review job description	•	
Policies: Assess need, planning - written tool			Review survey for appropriateness; were survey findings and identified needs from evaluation summaries used in program		
- evaluation summaries			planning	·	
Policies: Fee Assessment			Policy meets organization and customer needs		
Policies: Announcement			Review to be certain they reflect necessary information		
Policies:			Review policies and compare to KSBN		
Offering approval process			requirements		
Policies: Awarding contact hours			Review agendas/pilot test results to verify contact hours awarded; review documentation of partial credit		
Policies: Verifying participation/			Review rosters and certificates; compare to KSBN requirements		
completion					
Policies: Record keeping			Audit contents of files for compliance with KSBN requirements		
Policies: Notification of changes			Review procedures for changes reported to KSBN		
Total Program Evaluation effectiveness			Review total program evaluation and compare contents to KSBN requirements		

cies:	Review procedures for changes reported to KSBN			
al Program Evaluation ctiveness	Review total program evaluation and compare contents to KSBN requirements			
Date	CNE P	Program Coor	dinator	

Certificate of Completion

THIS CERTIFIES THAT

License Number_____

HAS COMPLETED

Program Title

Earning a total of TBD Contact Hours

Elspiri Nursing Education has approved 4.30 Contact Hours Category of Clinical.

ACTIVITY DATE

ACTIVITY CODE

ACTIVITY LOCATION

NURSE PLANNER

Jessica A Trivett MSN, RN, CEN, PCCN, FAEN

Justier A. Trutt. MSN. P.N. CEN. PCCN. FAEN

Elspiri Nursing Education, 1365 NJ Route 35 #101, Middletown NJ, 07748

Elspiri Nursing Education is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for ___contact hours applicable for RN or LPN relicensure. Kansas State Board of Nursing Provider Number: ____

Elspiri Nursing Education

Questions? Contact the Elspiri Nursing Education Approver Unit Phone: 732-898-1222/Email: Jessica@jtrivettconsulting.com

3.0 Education Planning Table — (2015 Criteria)

Title of this Activity/Session:	Injuries			
Speaker(s)/Author(s);	Jessica Trivett, MSN, RN, CEN, PCCN, FAEN			
Date(s) of Activity: March	March 24, 2022			
	e the four categories of blast in			
outcome be asial result of participation in this activity). List th	ne most common types of injuri	es in each category—p	orimary, secondary, ter	tiary, and quaternary (miscellaneous)
A. Content Outline Provide an outline of the content	Construction of the state of th		BO CO CONTROL OF THE	Section and the section of the secti
A. in Content outline is a first of the content.		B.Time Frame: Approximate time :	C Speaker/Author: List speaker/author name:	D'LLearner/Engagement/Strategies(s): Selectionists Learner/Beobackmustperinculored
Background	ma-ouniced film: (Live from hards multiple) in mys viol	15 minutes	J. Trivett	Integrating opportunities for dialogue or question/answer
Terrorism				☐ Including time for self-check or reflection
Mumbai bombing 2006 London Subway bombing 2005			!	☐ Analyzing case studies ☐ Providing opportunities for problem-based learning
Murrah Federal Building Oklahoma City 1995				□Other—Describe: Click here to enter text.
Types of Blast Devices				
Car or truck bombs				
Improved Explosive Devices (pipe, Molotov Coc	ktail, fertilizer)			
"Dirty bomb"				
Classification of explosive High-order explosive				
Low-order explosive				
Non-Terrorism causes of blast injuries				
Household Accidents (pressure cookers, gas lea	aks)			
Common Hazards associated with explosive events		10 minutes	J. Trivett	☐ Integrating opportunities for dialogue or question/answer
Secondary devices Contaminates				☐ Including time for self-check or reflection ☐ Analyzing case studies
Shrapnel				☐ Providing opportunities for problem-based learning
Perpetrators as patients				□Other—Describe: Click here to enter text.
Blast Injuries		35 minutes	J. Trivett	Integrating opportunities for dialogue or question/answer
Blast Physics				☐ Including time for self-check or reflection
Injury Patterns				☐ Analyzing case studies
Categories of blast injuries (primary, secondary, Common injuries and treatments	tertiary, quartenary)			☐ Providing opportunities for problem-based learning ☐ Other—Describe: Click here to enter text.
Common injunes and treatments		7010-11-1-11-70-2-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-		
	1000	60=60=		Total Contact Hours
If Enduring—Method of calculating contact hours: ☐ Pilot	Study 🗆 Historical Data 🗆 C	omplexity of Content	Other—Describe:	

Questions? Contact the Elspiri Nursing Education Approver Unit Phone: 732-898-1222/Email: Jessica@itrivettconsulting.com

Date: January 16, 2022

Education Planning Table Completed By: J. Trivett, MSN, RN, CEN, PCCN, FAEN

By checking this box, I acknowledge I have included evidence-based references used for developing this educational activity on the following page.

Examples of acceptable sources of references

- Note: Earling Septimination available available available available available available evidence.

 Information available from the following organization/web site (organization/web site must use current available evidence within past 5—7 years as resource for readers; may be published or unpublished content; examples Agency for Healthcare Research and Quality, Centers for Disease Control, National Institutes of Health)
- Information available through peer-reviewed journal/resource (reference should be within past 5 7 years)
- Clinical guidelines (example www.guidelines.gov)
- Expert resource (individual, organization, educational institution) (book, article, web site)
- Textbook reference
- Other—Describe: Click here to enter text.

List References Below →

Hassan, S., Anwar, M. U., Muthayya, P., & Jivan, S. (2016). Burn injuries from exploding electronic cigarette batteries: An emerging public health hazard. Journal of Plastic, Reconstructive & Aesthetic Surgery: JPRAS, 69(12), 1716-1718. doi:10.1016/j.bjps.2016.09.014

Walker, P. F., Bozzay, J. D., Johnston, L. R., Elster, E. A., Rodriguez, C. J., & Bradley, M. J. (2020). Outcomes of tranexamic acid administration in military trauma patients with intracranial hemorrhage: a cohort study. *BMC Emergency Medicine*, 20(1), 1–6. https://doi.org/10.1186/s12873-020-00335-w

Nadworny, D., Davis, K., Miers, C., Howrigan, T., Broderick, E., Boyd, K., & Dunster, G. (2014). Boston Strong—One Hospital's response to the 2013 boston marathon bombings. JEN: Journal of Emergency Nursing, 40(5), 418-427. doi:10.1016/j.jen.2014.06.007

Veenema, T. G. (2012). Disaster Nursing and Emergency Preparedness: For Chemical, Biological, and Radiological Terrorism and Other Hazards, for Chemical, Biological, and Radiological Terrorism and Other Hazards, Third Edition. New York: Springer Publishing Company.

Giordano, N. A., Bader, C., Richmond, T. S., & Polomano, R. C. (2018). Complexity of the Relationships of Pain, Posttraumatic Stress, and Depression in Combat-Injured Populations: An Integrative Review to Inform Evidence-Based Practice. *Worldviews on Evidence-Based Nursing*, 15(2), 113–126. https://doi.org/10.1111/wvn.12274

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Page -- -- --

Questions? Contact the Elspiri Nursing Education Approver Unit Phone: 732-898-1222/Email: Jessica@itrivettconsulting.com

Summary of Planning

Blast injuries can occur from a number of sources including manmade terrorist incidents, accidental explosions including gas leaks, household accidents or motor vehicle crashes. Nurses need to be aware of types of injuries to expect when treating patients with blast injuries. Because these incidents may result in a mass casualty incident, emergency department nurses are not the only ones who may encounter these injuries. Discussions with nurse educators, managers and staff nurses have revealed that nurses do not feel prepared to take care of patients with blast injuries. This has been determined to be an urgent need due to the unplanned nature of this type of injury.

Instructor Bio

Jessica Trivett, MSN, RN, CEN, PCCN, FAEN has been a nurse for 24 years, spending over 17 of them in Emergency Department. She worked as a travel nurse for over 10 years and has worked in various size emergency departments from small community departments to large urban teaching facilities. One of her passions in emergency nursing is emergency / disaster preparedness. She presented on Emergency Nurses and disaster preparedness at the Biennial Congress of the World Association of Disaster and Emergency Medicine held in April 2017 in Toronto Canada.

Elspiri Nursing Education presents

Blast Injuries

Date: March 24, 2022

Time: 2pm - 3pm

Location: HMH at Home

Main Conference Room

1340 Campus Parkway, Wall NJ 07753

About the Speaker Jessica Trivett, MSN, RN, CEN, PCCN, FAEN has been a nurse for over 24 years, with over 17 spent in the Emergency Department.

At the conclusion the Participant will be able to Define the four categories of blast injuries List the most common types of injuries in each category primary, secondary, tertiary, and quaternary (miscellaneous)

Elspiri Nursing Education is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 1 (one) contact hour applicable for RN, LPN, or LMHT relicensure. Kansas State Board of Nursing Provider Number: XXXXX



Questions? Contact the Elspiri Nursing Education Approver Unit Phone: 732-898-1222/Email: Jessica@itrivettconsulting.com

3.0 Education Planning Table

Title of this Activity/Session:	Mentoring and Networki	Mentoring and Networking for Emergency Nurses		
Speaker(s)/Author(s).	Jessica Trivett			
Date(s) of Activity	March 30, 2022			
Learning(Outcome(s))(What will the learner outcome be as a result of participation in this activity):	Participants will identify	best practices for ide	entifying opportunites to both i lities for nurses in the early ar	mentor and be a mentor
and the state of t	ไปองเพราะหลาดสายไปกละเด้า เดือให้เห็นไปเปลี่ย		isələ 🗦 sələminsəlik və ələyəm	
A.;Content'Outline; Provide an outline of the content to be pre Learning outcome(s) in sufficient detail to determine consistency	rwith the learning	B. Time/Frame: #Approximate time	C.Speaker/Author: List	Dillearner Engagement Strategies (s): Selection list engagement strategies for each
outcome(s) and appropriate time allotted. Restatement of learn meet the criteria.	ing outcomes does not	required for	content area.	content area:
Definitions · Preceptor		10	Trivett	Integrating opportunities for dialogue or Q&A □ Including time for self-check or reflection
Mentor				☐ Analyzing case studies
Networking				☐ Small group discussion ☐ Providing opportunities for problem-based learning
1				☐ Assignments/testing/practice ☐Other—Describe:
Identifying opportunities for being mentored		40	Trivett	
Hospital sponsored Professional organizations				☐ Including time for self-check or reflection☐ Analyzing case studies
Alumni organizations				☐ Small group discussion
Identifying opportunities for Networking Hospital				☐ Providing opportunities for problem-based learning ☐ Assignments/testing/practice
Professional organizations				□Other—Describe:
Alumni organizations Virtual				
Identifying opportunities to be a mentor		10	Trivett	☐ Integrating opportunities for dialogue or Q&A
Hospital sponsored Professional organizations				☐ Including time for self-check or reflection☐ Analyzing case studies
Alumni organizations				☐ Small group discussion
				☐ Providing opportunities for problem-based learning ☐ Assignments/testing/practice
				☐ Other—Describe:
(c/Ala)	ANTERNAS ALGANAM INTERNAS PER	60 ÷ 60 =	ji istornovacji istoplata	
*Speakers/Authors should work with the activity Nurse Planner to				
**If Enduring—Method of calculating contact hours: Pilot Students **If Enduring—Method of calculating contact hours: Pilot Students **If Enduring—Method of calculating contact hours: **If Enduring contact hours: **If Endurin	•	☐ Complexity of Conte		
Education Planning Table Completed By: Jessica T	rivett, MSN, RN, CEN, PC	CCN	Date: January 1	17, 2022

🗵 By checking this box, I acknowledge I have included evidence-based references used for developing this educational activity on the following page.

Examples of acceptable sources of references Voite East session presentation or unstable a viriation/reference less (complete feelow). Presentations/contents feed besi available evidence. Information available from the following organization/web site (organization/web site must use current available evidence within past 5—7 years as resource for readers; may be published or unpublished content; examples – Agency for Healthcare Research and Quality, Centers for Disease Control, National Institutes of Health) Information available through peer-reviewed journal/resource (reference should be within past 5 – 7 years) Clinical guidelines (example - www.guidelines.gov) Expert resource (individual, organization, educational institution) (book, article, web site)

- Textbook reference
- Other—Describe:

€ List References Below

Grossman, S. (2013). Mentoring in nursing: A dynamic and collaborative process, second edition. New York: Springer Publishing Company.

Hunt, Pamela MSN, BS, RN, NEA-BC The mentoring relationship, Nursing Management (Springhouse): October 2019 - Volume 50 - Issue 10 - p 5-6 doi: 10.1097/01.NUMA.0000580616.68498.67

Jakubik LD, Eliades AB, Weese MM. Part 1: An overview of mentoring practices and mentoring benefits. Pediatr urs.2016;42(1):37-8.

Lee-Hsieh, J., O'Brien, A., Liu, C., Cheng, S., Lee, Y., & Kao, Y. (2016). The development and validation of the clinical teaching behavior inventory (CTBI-23): Nurse preceptors' and new graduate nurses' perceptions of precepting. Nurse Education Today, 38, 107-114. doi:10.1016/j.nedt.2015.12.005

MacLaren JA. Supporting nurse mentor development: An exploration of developmental constellations in nursing mentorship practice. Nurse Educ Pract. 2018 Jan;28:66-75. doi: 10.1016/j.nepr.2017.09.014. Epub 2017 Sep 22. PMID: 28965020

Van Camp, J., & Chappy, S. (2017). Featured article: The effectiveness of nurse residency programs on retention: A systematic review. AORN Journal, 106, 128-144. doi:10.1016/j.aorn.2017.06.003

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Summary of Planning

Discussions with staff nurses and aspiring nursing leaders revealed they were often told to "network and get a mentor" to help in achieving their career goals. However they also said they were never given any guidance in how to network or find a mentor. Multiple studies have shown that having a mentor increases nurses satisfaction and can increase the longevity of their nursing careers, Based on these finding, this topic has been deemed to be important to nurses especially in the early years of their nursing career. This presentation will fill in the gaps in the knowledge regarding how to network to find a mentor or the next step of a nurse's career.

Instructor Bio

Jessica Trivett, MSN, RN, CEN, PCCN, FAEN has been a nurse for 24 years, spending over 17 of them in Emergency Department. She is an active member of the Emergency Nurses Association and has served in numeous positions at the local, state and national levels, networking with emergency nurses from across the globe. She has served as a mentor to numerous nurses who are looking to advance their nursing careers.

Elspiri Nursing Education presents Mentoring and Networking for ED Nurses

Date: March 30, 2022

Time: 2pm - 3pm

Location: Riverview Medical Center

Blaisdel Conference Room

1 Riverview Plaza, Red Bank, NJ 07701

About the Speaker

Jessica Trivett, MSN, RN, CEN, PCCN, FAEN
has been a nurse for over 24 years, with over 17 spent in the

Emergency Department.

At the conclusion the Participant will be able to
Identify best practices for identifying opportunities to both
mentor and be a mentor
Discuss networking opportunities for nurses in the early and
mid stages of their career

Elspiri Nursing Education is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 1 (one) contact hour applicable for RN, LPN, or LMHT relicensure.

Kansas State Board of Nursing Provider Number: XXXXX

Long Term CNE Provider Checklist

(K.A.R. 60-9-107)

Name of Provider: GEM Healthcare Consulting

Name of Program Coordinator: Veronica Birch BSN, RN-BC

Date Received: 01/21/2022

Date to CNE Committee: 03/29/2022, 6/28/2022

Information Required	Received	NA
Completed application for initial approval or five-year	X	
renewal for LT CNE providership shall be submitted at		
least 60 days before a scheduled board meeting Initial Application Fee Received	77	
The name and address of the organization on the	X X	
application	X	
The name and address of the department or unit within	X	
the organization responsible for approving CNE, if		
different from the name and address of the organization		
The name, education and experience of the program coordinator responsible for CNE	X	
Be a licensed professional nurse	X	
Have three years of clinical experience	X	
Have one year of experience in developing and implementing nursing education	X	
Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:		
Written policies and procedures, including at least the following areas:		
Assessing the Need and planning for CNE activities	X	
 <u>Fee Assessment</u> 	X	
 Advertisements or offering announcements. Published information shall contain the following statement: "(name of provider) is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: 	X	
 Notice of Change of coordinator or required policies and procedures. The program coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days 	X	

it at a lister and proceedures for		
For long term providers, the policies and procedures for the Offering Approval Process shall include the		
following: • A Summary of the Planning	X	
TT TO 1 1 1 Objectives	X	
	X	
The Content, which shall meet the definition of CNE in KSA 65-1117	73	
• The Instructor's Education and Experience,	X	
documenting knowledge and expertise in the		
content area		
A Current Bibliography that is reflective of the	X	
offering content. The bibliography shall include		
books published within the past 10 years,		
periodicals published within the past five years,		
or both		•
The state of the s		
An offering Evaluation that includes each		
participant's assessment of the following: The achievement of each objective	X	
	X	
 The expertise of each individual presenter 	I A	
An approved provider may award any of the following:		
Contact hours as documented on an offering	X	
agenda for the actual time attending, including		
partial credit for one or more contact hours		
Credit for fractions of hours over 30 mins to be	X	
computed towards a contact hour		
Instructor credit, which shall be twice the length		X
of the first-time presentation of an approved		
offering, excluding an standardized, prepared		
curriculum		V
 Independent study credit that is based on the 		X
time required to complete the offering, as		
documented by the provider's pilot test results		X
Clinical hours		
Documentation of Attendance		
Each provider shall maintain documentation to verify that		
each participant attended the offering. The provider shall		
require each participant to sign a daily roster, which shall		
contain the following information: The provider's name, address, provider number	X	
and coordinator	'	
The date and title of the offering, and the	e X	
presenter or presenters		
The participant's name and license number and	i X	
the number of contact hours awarded		
Each provider shall maintain documentation to verif		
completion of each independent study offering,		
applicable. To verify completion of an independent study		
offering, the provider shall maintain documentation that	"	
includes the following: The provider's name, address, provider number	r. X	
and coordinator	7	
and coordinator		

779	T	
The participant's name and license number, and the number of contact hours awarded	X	
The title of the offering	X	
The date on which the offering was completed	X	
Either the completion of a posttest or a return	X	
demonstration	^^	
Certificate of Attendance/CE Transcript		
A certificate of attendance shall be awarded to each	X	
participant after completion of an offering, or a CE transcript shall be provided according to the policies and		
procedures of the long-term provider		
Each certificate and each CE transcript shall be	X	
complete before distribution to the participant		
Each certificate and each CE transcript shall contain the		
following information:		
The provider's name, address and provider number	X	
The title of the offering	X	
The date or dates of attendance or completion	X	
	X	
 The number of contact hours awarded and, if 	X	
applicable, the designation of any independent study or instructor contact hours awarded		
The signature of the individual responsible for	X	
the providership	A	
The name and license number of the participant	X	
Recordkeeping & Storage		
For each offering, the approved provider shall retain the following for two years:		
A summary of the planning	X	
A copy of the offering announcement or	X	
brochure	20	
The title and objectives	X	
• The offering agenda or, for independent study,	X	
A bibliography	X	
A summary of the participants' evaluations	X	
Each instructor's education and experiences	X	
Documentation to verify completion of the	X	
offering	47	
The record storage system used shall ensure	X	
confidentiality and easy retrieval of records by authorized individuals		
Two Proposed Offerings		
The provider shall submit two proposed offerings,	治	## ### ### ### ### ### ### ### #### ####
including the following:	117	
A summary of planning	X	X

		1 72" 1
A copy of the offering announcement or	X	^
brochure		77
The title and behavioral objectives	X	X
The offering agenda or, for independent study,	X	X
pilot test results	~~	v
Each instructor's education and experience	X	<u> </u>
A current bibliography	X	X
The offering evaluation form	X	X

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 \sim private and confidential decrypted data \sim

Reference No.: 25078 Date submitted: Jan 20 21:54 2022

15 files were uploaded with this form: <u>GEM CNE 107 - Process For Record Keeping And Storage 1 (1).docx</u>, <u>GEM CNE 108 - Process For Notice Of Changes To Coordinator Or Policies 1.docx</u>, <u>GEM CNE 109 - Total Program Evaluation 1.docx</u>, <u>GEM Independent Study Participation Verification.docx</u>, <u>GEM.Attendance Roster 1.xlsx</u>, <u>malnutrition proposal.docx</u>, <u>res rights proposal.docx</u>, <u>GEM Certificate of Completion.pdf</u>, <u>GEM CNE 100 - Assessing Need And Planning CNE 1.docx</u>, <u>GEM CNE 101 - Fee Assessment 1.docx</u>, <u>GEM CNE 102 - Advertising - Announcements 1.docx</u>, <u>GEM CNE 106 - Process for Issuing Certificates of Completion 1.docx</u>, <u>GEM CNE 105 - Process For Verifying Participation 1.docx</u>, <u>GEM CNE 103 - Process For Offering Approval 1.docx</u>, <u>GEM CNE 104 - Process For Awarding Contact Hours 1.docx</u>

www.ksbn.org

radio ~ Initial Application

Providername ~ GEM HEALTHCARE CONSULTING

providernum ~ ~

legalbody ~ ~

address ~ 2810 E TRINITY MILLS RD SUITE 209

adress2 ~ CARROLLTON, TX 75006

telephone ~ 513-800-3347

email ~ veronica@gemhealthcareconsult.com

coordinator ~ VERONICA BIRCH BSN, RN-BC

date ~ 01-20-2022

planningce ~ Need Assessment

RECEIVED

JAN 2 1 2022 * 14

KSBN EDUCATION

- 1.Gem Healthcare will assess need for CNE using informal and/or formal methods including:
- a.Identifying healthcare facility business needs through formal or informal survey;
- b.Performing gap analysis through individual interviews, focus groups, surveys, and self-assessments

Assessment of Training Options

- 1.A list of training options and needs will be generated after the gap analysis has been completed.
- 2.All options will be carefully evaluated to determine which are: a.Urgent
- b.Important

c.Not important

3.Gem Healthcare will consider these factors when determining CEU offerings:

a. Does the offering provide a solution to a problem?

b. What is the cost of the training to those participating in the offering? c. What is the expected return on investment those participating in the offering can expect?

d.Does the training assist with meeting legal compliance for individual

participants or organizations?

e.After all training options have been assessed, (Insert Your Provider Name) will have a list of educational priorities suitable for individuals, departments and organizations.

Planning of CNE Offerings

1.The CNE Program Coordinator will then evaluate the list of educational priorities and plan CNE offerings for the upcoming year.2.CNE offerings will be planned and scheduled with consideration given

2.CNE offerings will be planned and scheduled with consideration given to:

a. Where will the offering will be conducted?

b. How will offering be delivered?

c.Is the offering suitable to be provided online?

d.If the offering already exists, should it continue to be offered?

feeassessment ~ Fee Assessment

1.GEM Healthcare will designate a fee for each CNE offering and publish the fee and refund policy at the time the offering is formally announced.

2. The fee for each offering will vary depending on cost of speaker(s),

venue, advertising, etc...

3. The fee for the offering will be collected at the time of registration and will be payable electronically or with check via mail.

4. Payment of the fee secures registration for the offering.

Refunds

1.If a participant is unable to attend the offering as scheduled, refunds will be issued as follows:

a. Notice received up to 7 days prior to scheduled event: 100% refund

b. Notice received less 7 days prior to scheduled event: 0% refund

2. Refunds will be made within 14 days of receipt of notice.

Insufficient Funds

1.A \$35 fee will be assessed for any payment received that is returned to the organization for insufficient funds in addition to the fee for the offering.

2.A participant may not attend an offering until fees have been paid in

full.

advertisement ~ Advertisements or Announcements

- 1.GEM Healthcare will advertise CNE offerings in a variety of ways, including:
- a.On the internet via website, social media and email
- b.Radio
- c.Television
- d.Print advertising
- e.Mail
- 2. Published information shall contain the following statement:
- a.GEM Healthcare is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for ____contact hours applicable for RN, LPN, or LMHT relicensure.

Kansas State Board of Nursing Provider Number: _____

approvalprocess ~ Approval Offering

- 1.Each CNE offering submitted to the CNE Program Coordinator must include:
- a.Summary of planning
- b.Behavioral Objectives
- c.Content shall meet the definition of CNE in KSA 65-1117(a) which states: Continuing nursing education means learning experiences intended to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public.
- d.Instructor's education and experience documenting knowledge/expertise
- e.Current bibliography (books 15 years, periodicals 5 years)
- f.Offering evaluation that includes assessment of learner achievement of each objective, expertise of individual presenters

contacthours ~ Awarding Contact Hours

- 1. Participants completing an entire program offering will be awarded one contact hour based on 50 minutes of participation in a learning experience.
- 2.Credit for fractions of hours will be awarded to those completing an entire program offering as follows:
- a.15 minutes 0.25 contact hour
- b.30 mintues 0.50 contact hour
- c.45 minutes 0.75 contact hour

Instructor credit will be awarded as follows:

d.2.0 contact hours for each hour of first time presentation of an approved offering, excluding standardized prepared curriculum (e.g. ACLS, PALS, TNCC, ENPC, MANDT, etc)

- 3.Independent study credit will be awarded based on time required to complete the offering as documented by GEM Healthcare's pilot time test results
- a. Pilot test time results will be measured as follows:
- i.A small group of pilot testers representative of the target audience will document time needed by each to complete the offering;
- ii.The CEU Program Coordinator will discard the highest and lowest times, total all remaining times and divide by remaining number of testers to determine the average time needed;
- iii.Contact hour credit will be awarded as per this policy.
- 4. Contact hours for clinical hours will not be awarded.

Partial Credit

- 1.Partial credit will be awarded as follows for late arrival or early departure:
- a.Participants arriving late or leaving early will note and initial either time of late arrival or early departure;
- b. Time for breaks will be subtracted from total hours participant was present at the offering.
- c.Total number of minutes attended will be divided by 50 to calculate number of contact hours to be awarded to participant.

verifycompletion ~ Verifying Participation – Online Offerings

- 1. Participants will register for course offerings electronically.
- 2.Online course settings will not allow participants to advance to posttest and program evaluation without first viewing course content in its entirety.
- 3. Participants will be required to take a post-test and score 70% or greater to be awarded a Certificate of Continuing Nursing Education.

Verifying Participation - In Person Events

- 1. Participants will register for course offerings electronically.
- 2.Participants will sign in upon arrival for event and again after lunch and/or each subsequent day to verify attendance.
- 3. Participants will complete a program evaluation at the end of the offering.

Verifying Participation - Independent Study

- 1. Participants will register for course offerings electronically.
- 2.Participants will document and submit Independent Study Verification Form. Documentation will include:
- a.Provider Name, Address, Provider Number, Name of Program Coordinator
- b.Title of offering
- c.Date offering completed

- d.Name of presenter(s)
- e.Participant name, email and license number
- f.Participant Signature
- g.Participants will email the completed form to:

veronica@gemhealthcareconsult.com

- 3. Participants will be required to take a post-test and score 70% or greater to be awarded a Certificate of Continuing Nursing Education. a. Upon receipt of the Independent Study Verification Form by (Insert Your Provider Name), participant will receive a link to complete the online post-test for the offering.
- b.A score of 70% or greater is required for awarding of certificate of continuing nursing education.
- c.Upon successful completion of the post-test participants will receive certificate of continuing nursing education electronically.
- d.GEM Healthcare staff will document post-test score, contact hours awarded, and date on the Independent Study Verification Form. e.The Independent Study Verification Form will then be scanned into the confidential and secure online records storage system to be maintained per policy.

recordkeeping ~ Record Keeping And Storage

- 1.GEM Healthcare will retain the following records for each offering for a period of two years:
- a.Summary of planning
- b.Copy of announcement/brochure
- c.Title and objectives
- d.Offering agenda
- e. Pilot time test results if independent study
- f.Bibliography
- g.Summary of participant evaluations
- h. Each instructor's education and experience
- i.Documentation to verify completion of the offering
- j.Records will be stored electronically on a secure site with password protected access to be retrieved easily as needed by authorized personnel.

noticeofchange ~ Process for Notifying (Insert Your State) State Board of Nursing of Changes

- 1.The CNE Program Coordinator will notify Kansas State Board of Nursing of any change to CEU Program Coordinator or required policies and procedures within 30 days.
- 2. Written notification will be mailed to:

Landon State Office Building

900 SW Jackson Street

10th Floor, Suite 1051

Topeka, Kansas 66612-1230

programevaluation ~ Process for Total Program Evaluation

- 1. The CNE Program Coordinator will complete a total program evaluation at least annually and submit findings in the annual report to Kansas State Board of Nursing.
- 2. The total program evaluation will include:
- a."a systematic process by which an approved provider analyzes outcomes of the overall continuing nursing education program in order to make subsequent decisions"(60-9-105 (s)
- 3. The total program evaluation will include evaluation of:
- a.Program administration, including program coordinator's responsibilities
- b. Program management, including policies and procedures
- c.Total program evaluation, including the ability of the plan to measure the overall effectiveness of the providership.
- 4.At least annually GEM Healthcare will complete a total program
- 5.The CNE Program Coordinator will include the total program evaluation findings will be included with the annual report submitted to Kansas State Board of Nursing

Submission date $\sim 01\text{-}20\text{-}2022\ 21\text{:}54\text{:}36$ **Form ID** ~ 1672730

Veronica Birch

MBA, BSN, LNHA, RN-BC, NE-BC, RAC-CT, DNS-CT, QCP

Dallas, TX 513-800-3347 veronica@gemhealthcareconsult.com

PROFESSIONAL SUMMARY

- Board Certified Nurse Executive and Gerontological Nurse.
- Licensed Nursing Home Administrator.
- Dedicated nurse with over 20 years in the long-term care industry, committed to delivering quality, patient-centered care.
- Specializing in Reimbursement optimization and education, as well as Survey Management.
- Quality Assurance and Performance Improvement Certified Professional (QCP), with extensive experience in SNF QAPI systems and performance improvement project management.

WORK HISTORY

VP OF CLINICAL REIMBURSMENT | 08/2019 - Current Southwest LTC LLC - Plano, TX

- Hire, train, manage, and evaluate all clinical reimbursement staff in the company. Currently overseeing 35 MDS Coordinators.
- Track, trend and identify areas of improvement as well as opportunities for growth.
 Areas include CMS 5-star reporting, CMS Quality Reporting Program, CMS Value Based Purchasing Program, CMS Quality Measures Reporting, and, Oklahoma Pay for Performance Program, and Texas Quality Incentive Payment Program.
- Ensure that reimbursement structures are managed, evaluated, and capture accurate resource utilization at all the facilities levels.
- Partner with the Clinical, Financial and Rehab teams to develop and enhance clinical reimbursement tools and systems.

PRESIDENT | 02/2019 – Current Gem Health Care Consulting - Dallas, TX

- Developed a New Director of Nursing training program for facility clients to train nurses who were new to the DON role. Provide ongoing mentorship and education to these DONs.
- Consistently managed client needs through survey preparedness activities including
 mock survey, chart review, and education of Nursing administration resulting in positive
 survey outcomes.
- Improved client facility quality measures and facility 5-star ratings through consistent hard work and dedication to educating and empowering the staff.
- Supported nursing home administrators and regional operations staff in improving operations and resolving issues to deliver top-notch customer service while maintaining and meeting budget.
- Developed and updated clinical systems and nursing policies and procedures to comply with local, state, and federal regulations.
- Strengthened training and nursing knowledge by developing continuing education programs and virtual training workshops on topics including nursing documentation, care planning, patient centered care, and reimbursement systems.

ASSISTANT DIRECTOR OF NURSING | 08/2017 - 08/2019 Highland Springs - Dallas, TX

 Developed new process for employee evaluation which resulted in marked performance improvements.

 Reviewed nursing documentation daily to ensure completion, accuracy, and follow up on any concerns or condition changes that were noted.

 Developed policies to align procedures with nursing home strategic initiatives and complied with statutory, regulatory, regional and national guidelines.

 Supervised floor staff including RN/LPN Charge nurses, as well as Certified Nursing Assistants. Provided delegation training and evaluation to floor staff.

 Weekly rounds with facility attending physicians and consulting physicians such as wound care doctor, psychiatrist, podiatrist, and dentists.

Participated in daily meetings with department heads to discuss census information, admissions and discharges for residents. Coordinated and attended weekly care plan meetings with residents and their families to discuss care, goals, and outcomes and then updated and/or developed care plan.

 Communicated with patients with compassion while keeping medical information private.

DIRECTOR OF NURSING | 01/2015 - 07/2017 Cooper's Trace Nursing and Rehab - Cincinnati, OH

- Developed policies to align procedures with nursing home strategic initiatives and complied with statutory, regulatory, regional and national guidelines.
- Promoted capital components of various case mix rates by identifying and initiating strategies to improve current case mix index to achieve optimal reimbursement.
- Worked closely with attending physicians to maintain optimum levels of communication for the effective and efficient coordination of care for our residents.
- Ensured adherence to clinical policies and procedures, as well as state regulations for continued company compliance.
- Managed team of 50 nursing employees, overseeing the hiring, training, and professional growth of employees.
- Worked closely with nursing staff to establish and deliver to ensure clinical needs of our patients were met.

CHARGE NURSE | 06/2014 - 01/2017 Terrace View Gardens - Cincinnati, OH

- Provided basic patient care and treatment, such as administering medications, following physician orders, monitoring vital signs, and dressing wounds. Completed daily documentation of care provided and patient response.
- Communicated with doctors regarding condition changes in a timely manner.
- Explained course of care and medications, including side effects to patients and caregivers in easy-to-understand terms.
- Clearly and thoroughly explained diagnoses, treatment options and procedures to patients and loved ones, checking in to verify understanding.
- Collaborated with interdisciplinary teams on evaluation of care plan outcomes, implementing or adjusting interventions accordingly.
- Provided skilled, timely and level-headed emergency response to critically ill patients.
- Helped patients complete day-to-day tasks, including bathing, dressing and eating.
- Strengthened training and nursing knowledge by taking part in continuing education programs and nursing workshops.
- Observed and documented patient factors such as diets, physical activity levels and behaviors to understand conditions and effectively modify treatment plans.
- Offered exceptional care and support to individuals recovering from acute incidents, and dealing with chronic conditions CNE/IV Therapy 59 -59-

STAFF DEVELOPMENT DIRECTOR | 10/2009 - 05/2014 East Galbraith Healthcare - Cincinnati, OH

- Conducted thorough evaluation of staff absenteeism progress, enforcing necessary improvement strategies.
- Responsible for in servicing/education 300 employees on a monthly and as needed basis, organize and conduct new hire orientation.
- Performance improvement program coordinator, responsible for tracking areas of facility that need corrective action and implementing corrective plans.
- Performed daily clinical rounds on the nursing units.

SKILLS

- ANCC Board Certified Geriatric Nurse
- ANCC Board Certified Nurse Executive
- AANAC Resident Assessment Coordinator
 AANAC QAPI Certified Professional (QCP) Certification (RAC-CT)
- AADNS Director of Nursing Services Certification (DNS-CT)

 - ANCC Board Certified Case Management

EDUCATION

Western Governors University - Dallas, TX, Master of Business Administration Healthcare Management, 05/2020

Western Governors University - Dallas, TX, Bachelor of Science Nursing, 12/2018

Excelsior College - Albany, NY, Associate of Applied Science Nursing, 10/2015

Cincinnati Public School of Practical Nursing - Cincinnati, OH, Practical Nurse Certificate Practical Nursing, 08/2000

Policy #100: Process of Assessing Need And Planning CNE GEM Healthcare will follow a systematic process for assessing need and planning CNE offerings			
Date:	Reviewed:		

Need Assessment

- 1. Gem Healthcare will assess need for CNE using informal and/or formal methods including:
 - a. Identifying healthcare facility business needs through formal or informal survey;
 - b. Performing gap analysis through individual interviews, focus groups, surveys, and self-assessments

Assessment of Training Options

- 1. A list of training options and needs will be generated after the gap analysis has been completed.
- 2. All options will be carefully evaluated to determine which are:
 - a. Urgent
 - b. Important
 - c. Not important
- 3. Gem Healthcare will consider these factors when determining CEU offerings:
 - a. Does the offering provide a solution to a problem?
 - b. What is the cost of the training to those participating in the offering?
 - c. What is the expected return on investment those participating in the offering can expect?
 - d. Does the training assist with meeting legal compliance for individual participants or organizations?
 - e. After all training options have been assessed, (Insert Your Provider Name) will have a list of educational priorities suitable for individuals, departments and organizations.

Planning of CNE Offerings

- 1. The CNE Program Coordinator will then evaluate the list of educational priorities and plan CNE offerings for the upcoming year.
- 2. CNE offerings will be planned and scheduled with consideration given to:
 - a. Where will the offering will be conducted?
 - b. How will offering be delivered?
 - c. Is the offering suitable to be provided online?
 - d. If the offering already exists, should it continue to be offered?

Fee Assessment

- 1. GEM Healthcare will designate a fee for each CNE offering and publish the fee and refund policy at the time the offering is formally announced.
- 2. The fee for each offering will vary depending on cost of speaker(s), venue, advertising, etc...
- 3. The fee for the offering will be collected at the time of registration and will be payable electronically or with check via mail.
- 4. Payment of the fee secures registration for the offering.

Refunds

- 1. If a participant is unable to attend the offering as scheduled, refunds will be issued as follows:
 - a. Notice received up to 7 days prior to scheduled event: 100% refund
 - b. Notice received less 7 days prior to scheduled event: 0% refund
- 2. Refunds will be made within 14 days of receipt of notice.

Insufficient Funds

- 1. A \$35 fee will be assessed for any payment received that is returned to the organization for insufficient funds in addition to the fee for the offering.
- 2. A participant may not attend an offering until fees have been paid in full.

Policy #102: Process For Advertisements or Announcements			
CNE Offerings w	will be advertised.		
Date:01/12	12/2022 Reviewed:	_	
Advertisements	ts or Announcements		
a. C b. R c. T d. P e. N 2. Publishe a. G	ealthcare will advertise CNE offerings in a variety of ways, including: On the internet via website, social media and email Radio Television Print advertising Mail ded information shall contain the following statement: GEM Healthcare is approved as a provider of continuing nursing education by Kansas State Board of Nursing. This course offering is approved forcontact hours applicable for RN, LPN, or LMHT relicensure. Kansas State Board of Nursing Provider Number:	, the	

Policy #103: Process For Offering Approval	
GEM Healthcare will approve offerings using a staappropriate.	andardized system to ensure each offering is
Date:1/12/2022	Reviewed:

Approval Offering

- 1. Each CNE offering submitted to the CNE Program Coordinator must include:
 - a. Summary of planning
 - b. Behavioral Objectives
 - c. Content shall meet the definition of CNE in KSA 65-1117(a) which states:

 Continuing nursing education means learning experiences intended to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public.
 - d. Instructor's education and experience documenting knowledge/expertise
 - e. Current bibliography (books 15 years, periodicals 5 years)
 - f. Offering evaluation that includes assessment of learner achievement of each objective, expertise of individual presenters

Policy #105: Process For Verifying Participation and Completion of The Offering						
GEM Healthcare will verify participation and completion of offerings by participants.						
Date:1/212/2022	Reviewed:	_				
	and the second s					

Verifying Participation – Online Offerings

- 1. Participants will register for course offerings electronically.
- 2. Online course settings will not allow participants to advance to post-test and program evaluation without first viewing course content in its entirety.
- 3. Participants will be required to take a post-test and score 70% or greater to be awarded a Certificate of Continuing Nursing Education.

Verifying Participation – In Person Events

- 1. Participants will register for course offerings electronically.
- 2. Participants will sign in upon arrival for event and again after lunch and/or each subsequent day to verify attendance.
- 3. Participants will complete a program evaluation at the end of the offering.

Verifying Participation – Independent Study

- 1. Participants will register for course offerings electronically.
- 2. Participants will document and submit Independent Study Verification Form. Documentation will include:
 - a. Provider Name, Address, Provider Number, Name of Program Coordinator
 - b. Title of offering
 - c. Date offering completed
 - d. Name of presenter(s)
 - e. Participant name, email and license number
 - f. Participant Signature
 - g. Participants will email the completed form to: veronica@gemhealthcareconsult.com
- 3. Participants will be required to take a post-test and score 70% or greater to be awarded a Certificate of Continuing Nursing Education.
 - a. Upon receipt of the Independent Study Verification Form by (Insert Your Provider Name), participant will receive a link to complete the online post-test for the offering.
 - b. A score of 70% or greater is required for awarding of certificate of continuing nursing education.
 - c. Upon successful completion of the post-test participants will receive certificate of continuing nursing education electronically.

- d. GEM Healthcare staff will document post-test score, contact hours awarded, and date on the Independent Study Verification Form.
- e. The Independent Study Verification Form will then be scanned into the confidential and secure online records storage system to be maintained per policy.

Policy #104: Process For Awarding Contact Hours

GEM Healthcare will award contact hours to participants for completion of full program offering or partial completion of offering.

Date:01/12/2022	Reviewed	d:

Awarding Contact Hours

- 1. Participants completing an entire program offering will be awarded one contact hour based on 50 minutes of participation in a learning experience.
- 2. Credit for fractions of hours will be awarded to those completing an entire program offering as follows:
 - a. 15 minutes 0.25 contact hour
 - b. 30 mintues 0.50 contact hour
 - c. 45 minutes 0.75 contact hour

Instructor credit will be awarded as follows:

- d. 2.0 contact hours for each hour of first time presentation of an approved offering, excluding standardized prepared curriculum (e.g. ACLS, PALS, TNCC, ENPC, MANDT, etc)
- 3. Independent study credit will be awarded based on time required to complete the offering as documented by GEM Healthcare's pilot time test results
 - a. Pilot test time results will be measured as follows:
 - A small group of pilot testers representative of the target audience will document time needed by each to complete the offering;
 - The CEU Program Coordinator will discard the highest and lowest times, total all remaining times and divide by remaining number of testers to determine the average time needed;
 - iii. Contact hour credit will be awarded as per this policy.
- 4. Contact hours for clinical hours will not be awarded.

Partial Credit

- 1. Partial credit will be awarded as follows for late arrival or early departure:
 - a. Participants arriving late or leaving early will note and initial either time of late arrival or early departure;
 - b. Time for breaks will be subtracted from total hours participant was present at the offering.
 - c. Total number of minutes attended will be divided by 50 to calculate number of contact hours to be awarded to participant.

Policy #106: Process For Issuing Certificates of Completion				
GEM Healthcare will issue certificates of completion to participants based on verification of participation in offerings.				
Date:1/12/2022	Reviewed:			

Issuing Certificates of Completion For Online Offering

- 1. Participants completing an online offering will be required to take a post-test.
- 2. A score of 75% or greater is required for issuing certificate of continuing nursing education.
- 3. Certificates of Completion will be provided electronically to participants completing online offerings.

Issuing Certificates of Completion For In Person Offering

- 1. Participants completing an in person offering will be required to sign in upon arrival, after lunch, and each subsequent day.
- 2. Certificates of Completion will be provided electronically to those participants with verified participation in each in person offering.

Policy #107: Process For Record Keeping And Storage

GEM Healthcare will retain appropriate records for each offering, and store records securely and in manner that makes them easily retrievable by authorized personnel.

Date: ____1/12/2022_____ Reviewed: _____

Record Keeping And Storage

- GEM Healthcare will retain the following records for each offering for a period of two years:
 - a. Summary of planning
 - b. Copy of announcement/brochure
 - c. Title and objectives
 - d. Offering agenda
 - e. Pilot time test results if independent study
 - f. Bibliography
 - g. Summary of participant evaluations
 - h. Each instructor's education and experience
 - i. Documentation to verify completion of the offering
 - Records will be stored electronically on a secure site with password protected access to be retrieved easily as needed by authorized personnel.

Policy #108: Process For Notice of Change of Coordinator or Required Policies

The CNE Program Coordinator will notify Kansas State Board of Nursing in writing of any change to CEU Program Coordinator or required policies and procedures within 30 days.

Date: ____01/12/2022______ Reviewed: _______

Process for Notifying (Insert Your State) State Board of Nursing of Changes

1. The CNE Program Coordinator will notify Kansas State Board of Nursing of any change to CEU Program Coordinator or required policies and procedures within 30 days.

2. Written notification will be mailed to:
 Landon State Office Building
 900 SW Jackson Street
 10th Floor, Suite 1051

Topeka, Kansas 66612-1230

Policy #109: Total Program Evaluation GEM Healthcare will complete a total program evaluation annually and include findings in the annual report to Kansas State Board of Nursing. Reviewed: 01/12/2022___ Date:

Process for Total Program Evaluation

- 1. The CNE Program Coordinator will complete a total program evaluation at least annually and submit findings in the annual report to Kansas State Board of Nursing.
- 2. The total program evaluation will include:
 - a. "a systematic process by which an approved provider analyzes outcomes of the overall continuing nursing education program in order to make subsequent decisions" (60-9-105 (s)
- 3. The total program evaluation will include evaluation of:
 - a. Program administration, including program coordinator's responsibilities
 - b. Program management, including policies and procedures
 - c. Total program evaluation, including the ability of the plan to measure the overall effectiveness of the providership.
 - 4. At least annually GEM Healthcare will complete a total program evaluation.
- 5. The CNE Program Coordinator will include the total program evaluation findings will be included with the annual report submitted to Kansas State Board of Nursing.

-72-

Attendance Roster

Title:

Presenter:

Contact Hours: 1.0

Date:

Provider #: XXXXXXX

CNE Provider: GEM Healthcare

CNE Program Coordinator:

Veronica Birch MBA, BSN, RN-BC

Participant Name	RN or LPN	License Number	Email:/Address	Contact Hours Awarded
				feoricaestuninissamatueo
	,	•		
				-
	· · · · · · · · · · · · · · · · · · ·			

CERTIFICATE

OF COMPLETION

FIRST NAME LAST NAME LICENSE#: XXXXXXXXXX DATE:00/00/0000

HAS SUCESSFULLY COMPLETED

RESIDENT RIGHTS

and has been awarded 1.0 contact hour.

Breh RN

Veronica Birch MBA, BSN, RN-BC CNE Program Coordinator



GEM Healthcare Consulting, Dept of Continuing Education 2810 E. Trinty Mills Rd. Suite 209, Carrollton, TX 75006; Provider#:XXXXXXXX

Total Program Evaluation

Area	Frequency	Resp. Person	Criteria	Findings	Actions/
					Recommendations
Administration	ĺ		Review job description		
Policies: Assess need, planning			Review survey for appropriateness; were survey findings and identified needs from		
- written tool	·		evaluation summaries used in program planning		
Policies:			Policy meets	<u> </u>	
Fee Assessment			organization and customer needs		
Policies:	<u> </u>	ļ	Review to be certain		
Announcement			they reflect necessary information		
Policies:			Review policies and compare to KSBN		
Offering approval process			requirements		
Policies: Awarding contact hours			Review agendas/pilot test results to verify contact hours awarded; review documentation of partial credit		
Policies: Verifying participation/			Review rosters and certificates; compare to KSBN requirements		
completion					
Policies:			Audit contents of files for compliance with KSBN requirements		
Record keeping Policies:	<u> </u>	-	Review procedures for		
	-		changes reported to KSBN		
Notification of changes			l .		
Total Program Evaluation effectiveness			Review total program evaluation and compare contents to KSBN requirements		

<u> </u>	
Policy meets organization and	
they reflect necessary	
compare to KSBN requirements	
Poviow agendas/pilot	
test results to verify contact hours awarded; review documentation of partial credit	·
Review rosters and certificates; compare to KSBN requirements	
compliance with KSBN requirements	
Review procedures for changes reported to KSBN	
Review total program evaluation and compare contents to KSBN requirements	
	organization and customer needs Review to be certain they reflect necessary information Review policies and compare to KSBN requirements Review agendas/pilot test results to verify contact hours awarded; review documentation of partial credit Review rosters and certificates; compare to KSBN requirements Audit contents of files for compliance with KSBN requirements Review procedures for changes reported to KSBN Review total program evaluation and compare contents to KSBN

CNE Program Coordinator

MALNUTRITION:

The importance of identifying malnutrition in the elderly.

Malnutrition among old age above 65 years has a devastating impact on morbidity, mortality, increasing the health care cost. Malnutrition in those over the age of 65 years often goes unrecognized and under-treated.

LEARNING OBJECTIVES:

- Define malnutrition and impact on the elderly
- Identify contributing factors to malnutrition
- Identify tools to assess for malnutrution and risk of malnutrition
- Identify various treatments for malnutrition

REGISTER TODAY at gemhealthcareconsult.com

GEM Healthcare is an approved provider of continuing nursing education by the Kansas State Board of Nurising. This course offering is approved for 1.0 contact hours applicable for RN, LPN, or LMHT relicensure. Kansas State Board of Nursing Provider#: XXXXXXX



MALNUTRITION:

The importance of identifying malnutrition in the elderly.

Presenter: Veronica Birch, BSN, RN-BC

Objectives:

Upon completion of the offering the participants will be able to:

- Define malnutrition and impact on the elderly
- Identify contributing factors to malnutrition
- Identify tools to assess for malnutrition and risk of malnutrition
- Identify various treatments for malnutrition

SUMMARY OF PLANNING:

The incidence of malnutrition ranges from 23% to 60% among institutionalized older adults. Poor nutritional status and malnutrition in the elderly population are important areas of concern. Malnutrition and unintentional weight loss contribute to progressive decline in health, reduced physical and cognitive functional status, increased utilization of health care services, premature institutionalization, and increased mortality. Within the last 2 months GEM Healthcare Consulting informally surveyed nurses online to determine their understanding of malnutrition. Based on the responses of all nurses surveyed, and the prevalence of weight loss and malnutrition, we believe this offering, MALNUTRITION: The importance of identifying malnutrition in the elderly, is urgently needed.

OUTLINE

- 1) Introduction
- 2) What is malnutrition
 - a) Definitions
 - b) Signs of malnutrition in elderly
 - c) Results of malnutrition in elderly
- 3) Risk Identification
 - a) Risk tools/assessments
- 4) Treating malnutrition
 - a) IDT approach
- 5) Summary

MALNUTRITION AGENDA-TIMED

- 1) Introduction- 5 MINUTES
- 2) What is malnutrition- TOTAL 30 MINUTES
 - a) Definitions (5 MINUTES)
 - b) Signs of malnutrition in elderly (15 MINUTES)
 - c) Results of malnutrition in elderly (10 MINUTES)
- 3) Risk Identification-TOTAL 15 MINUTES
 - a) Risk tools/assessments (15 MINUTES)
- 4) Treating malnutrition- TOTAL 15 MINUTES
 - a) IDT approach (15 MINUTES)
- 5) Summary- 5 MINUTES

TOTAL PRESENTATION: 70 MINUTES

BIBLIOGRAPHY

 Wallace JI. Malnutrition and enteral/parenteral alimentation. In: Hazzard WR, Blass JP, Ettinger WH Jr, Halter JB, Ouslander JG, editors. Principles of geriatric medicine and gerontology. 4th ed. New York: McGraw-Hill; 1999. pp. 1455–69. p. [Google Scholar]

2. Evans, C. (2005). Malnutrition in the elderly: A multifactorial failure to thrive. The Permanente journal. Retrieved January 21, 2022, from

https://www.ncbi.nlm.nih.gov/pmc/articles/PMC3396084/

3. Volkert, D., Beck, A. M., Cederholm, T., Cereda, E., Cruz-Jentoft, A., Goisser, S., de Groot, L., Großhauser, F., Kiesswetter, E., Norman, K., Pourhassan, M., Reinders, I., Roberts, H. C., Rolland, Y., Schneider, S. M., Sieber, C. C., Thiem, U., Visser, M., Wijnhoven, H. A. H., & Derts, Wirth, R. (2019, July 4). Management of malnutrition in older patients-current approaches, evidence and open questions. Journal of clinical medicine. Retrieved January 21, 2022, from https://www.ncbi.nlm.nih.gov/pmc/articles/PMC6678789/

INSTRUCTOR INFO

Veronica Birch MBA, BSN, LNHA, RN-BC, NE-BC, has over 20 years' experience in long term and post-acute care. Veronica has a wide and varied background in long term care leadership roles such as a Director of Nursing, and MDS Consulting with a focus in case mix optimization and quality improvement. She has served as President of the Ohio Association of Nurse Assessment Coordinators and helped to develop training curriculum for the state's many MDS and SNF nurses. As President of Gem Healthcare Consulting, she is committed to empowering, improving outcomes, and ensuring delivery of quality, patient-centered care in the evolving skilled nursing and post-acute market.

Cincinnati Public School of Practical Nursing, Cincinnati OH

Excelsior College, Associate Degree of Science in Nursing 2016

Western Governors University, Bachelor of Science in Nursing 2018

Western Governors University, MBA Healthcare Management 2020

GEM Healthcare Consulting- Department of Continuing Nursing Education

COURSE TITLE: MALNUTRITION: The importance of identifying malnutrition in the elderly.
DATE:
INSTRUCTIONS: Your opinion of this continuing education activity is important in planning future educational activities. Please indicate how you rate the activity in the categories listed below by circling the number which indicates your response to each statement.
1 = Strongly Disagree 2 = Disagree 3 = Agree 4 = Strongly Agree.
Please make any written comments on the reverse of this form.
· ****
RELATIONSHIP OF OBJECTIVES TO OVERALL PURPOSE/GOAL(S) OF THE ACTIVITY:
In general, the below listed objectives were reflective of the overall purpose/goal of the activity. 1 2 3 4
Overall Purpose/Goal: To educate participants on the resident's bill of rights.

LEARNER'S ACHIEVEMENT OF OBJECTIVE OF THE CONTINUING EDUCATION ACTIVITY:
Objective 1: Define malnutrition and impact on the elderly. 1 2 3 4 Objective 2: Identify contributing factors to malnutrition. 1 2 3 4 Objective 3: Identify tools to assess for malnutrition and risk of malnutrition. 1 2 3 4 Objective 4: Identify various treatments for malnutrition. 1 2 3 4

TEACHING EFFECTIVENESS OF EACH INDIVIDUAL FACULTY MEMBER/PRESENTER: VERONICA BIRCH BSN, RN-BC
The presentation was organized and easy to follow. 1 2 3 4 The teaching methods were appropriate for the subject area and content. 1 2 3 4 The speaker demonstrated knowledge/expertise in the topic. 1 2 3 4

The speaker was confident speaking before an audience. 1 2 3 4 The speaker exhibited enthusiasm for the topic. 1 2 3 4

The speaker clarified content in response to questions. 1 2 3 4

The speaker demonstrated regard for previous knowledge and experience of the learner. 1 2 3 4 The presentation level was appropriate for the background and experience of the learner. 1 2 3 4

FUTURE LEARNING OPPORTUNITIES THAT WOULD BE BENEFICIAL INCLUDE:

The content was based on current professional/scientific information. 1 2 3 4

RESIDENT RIGHTS:

Keeping residents safe, while also supporting their rights to self-determintation.



LEARNING OBJECTIVES:

- Understand the Resident Bill of Rights
- Understand the meaning of self-determination.
- Identify violations of resident rights.
- Identify 3 ways nurses can respect and uphold resident rights.

REGISTER TODAY at gemhealthcareconsult.com

GEM Healthcare is an approved provider of continuing nursing education by the Kansas State Board of Nursing. This course offering approved for 1.0 contact hours applicable for RN, LPN, or LMHT relicensure. Kansas State Board of Nursing Provider#: XXXXXXX



RESIDENT RIGHTS:

Keeping residents safe, while also supporting their rights to self-determination.

Presenter: Veronica Biro	ch, BSN,	KM-RC
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Objectives:

Upon completion of the offering the participants will be able to:

- Understand the Resident Bill of Rights
- Understand the meaning of self-determination.
- Identify 3 violations of resident rights.
- Identify 3 ways nurses can respect and uphold resident rights.

SUMMARY OF PLANNING:

According to a report by the Kansas City Star in December 2019, "Seven nursing homes and rehab centers in the Kansas City area have been cited for abuse or neglect, according to reports from the Centers for Medicare and Medicaid Services." After reviewing CMS survey results for the 324 Nursing homes in the state it was revealed that 35% had serious deficiencies from 2018-2020. Many of the deficiencies noted were rooted in Resident Rights violations. Within the last 2 months GEM Healthcare Consulting informally surveyed nurses online to determine their understanding of resident rights. Based on the responses of all nurses surveyed, and the continued deficiencies noted during long term care survey process, we believe this offering, Resident Rights: Keeping Residents safe while supporting their rights to self-determination, is urgently needed.

RESIDENT RIGHTS TIMED AGENDA

- 1) Introduction 5 MINUTES
- 2) What are the resident bill of rights?- 30 MINUTES
- 3) What is Self-Determination- 15 MINUTES
- 4) Upholding Resident Rights -15 MINUTES
- 5) Summary- 5 MINUTES

TOTAL PRESENTATION TIME: 70 MINUTES

OUTLINE

- 1) Introduction
- 2) What are the resident bill of rights?
 - a) Definitions
 - 1. Be Treated W/Respect
 - 2. Participate In Activites
 - 3. Be Free From Discrimination
 - 4. Be Free from Abuse and Neglect
 - 5. Be Free from Restraints
 - 6. Make Complaints
 - 7. Get Proper Medical Care
 - 8. Have your Representative Notified
 - 9. Get Information on Services and Fees
 - 10. Manage Your Money
 - 11. Get Proper Privacy, Property, and Living Arrangements
 - 12. Spend Time With Visitors
 - 13. Get Social Services
 - 14. Leave the Nursing Home
 - 15. Protection against Unfair Transfer or Discharge
 - 16. Form or Participate in Resident Groups
 - 17. Have family and friends involved in care.
- 3) What is Self-Determination
 - a) Definitions
 - b) Examples in nursing home
- 4) Resident Right Violations
 - a) Definitions
 - b) Examples in nursing homes
- 5) Upholding Resident Rights
 - a) Examples and best practices for nurses to uphold Resident Rights in the nursing home.
- 6) Summary

BIBLIOGRAPHY

Best and worst nursing homes around Kansas City: List reveals those cited for abuse. (2019, December 18). Retrieved January 12, 2022, from https://www.kansascity.com/news/business/health-care/article238366003.html#storylink=cpy

Nursing home inspect. ProPublica. (2020, March 17). Retrieved January 12, 2022, from https://projects.propublica.org/nursing-homes/state/KS

State of Kansas - Office of Information Technology Services. (n.d.). Resident rights. Retrieved January 12, 2022, from https://ombudsman.ks.gov/resources/issues/lists/learn-about-the-issues-affecting-long-term-care-residents/resident-rights

INSTRUCTOR INFO

Veronica Birch MBA, BSN, LNHA, RN-BC, NE-BC, has over 20 years' experience in long term and post-acute care. Veronica has a wide and varied background in long term care leadership roles such as a Director of Nursing, and MDS Consulting with a focus in case mix optimization and quality improvement. She has served as President of the Ohio Association of Nurse Assessment Coordinators and helped to develop training curriculum for the state's many MDS and SNF nurses. As President of Gem Healthcare Consulting, she is committed to empowering, improving outcomes, and ensuring delivery of quality, patient-centered care in the evolving skilled nursing and post-acute market.

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Excelsior College, Associate Degree of Science in Nursing 2016

Western Governors University, Bachelor of Science in Nursing 2018

Western Governors University, MBA Healthcare Management 2020

GEM Healthcare Consulting- Department of Continuing Nursing Education

COURSE TITLE: <u>Resident Rights: Keeping Residents safe while supporting their rights to self-determination.</u>

DA.	TE:	
-	, -,	

INSTRUCTIONS:

Your opinion of this continuing education activity is important in planning future educational activities. Please indicate how you rate the activity in the categories listed below by circling the number which indicates your response to each statement.

1 = Strongly Disagree 2 = Disagree 3 = Agree 4 = Strongly Agree.

Please make any written comments on the reverse of this form.

RELATIONSHIP OF OBJECTIVES TO OVERALL PURPOSE/GOAL(S) OF THE ACTIVITY:

In general, the below listed objectives were reflective of the overall purpose/goal of the activity. 1 2 3 4

Overall Purpose/Goal:

To educate participants on the resident's bill of rights.

LEARNER'S ACHIEVEMENT OF OBJECTIVE OF THE CONTINUING EDUCATION ACTIVITY:

Objective 1: Understand the Resident Bill of Rights 1 2 3 4

Objective 2: Understand the meaning of self-determination. 1234

Objective 3: Identify 3 violations of resident rights. 1234

Objective 4: Identify 3 ways nurses can respect and uphold resident rights. 1 2 3 4

TEACHING EFFECTIVENESS OF EACH INDIVIDUAL FACULTY MEMBER/PRESENTER: VERONICA BIRCH BSN, RN-BC

The presentation was organized and easy to follow. 1234

The teaching methods were appropriate for the subject area and content. 1 2 3 4

The speaker demonstrated knowledge/expertise in the topic. 1234

The content was based on current professional/scientific information. 1234

The speaker clarified content in response to questions. 1 2 3 4

The speaker demonstrated regard for previous knowledge and experience of the learner. 1 2 3 4

The presentation level was appropriate for the background and experience of the learner. 1 2 3 4

The speaker was confident speaking before an audience. 1 2 3 4

The speaker exhibited enthusiasm for the topic, 1234

FUTURE LEARNING OPPORTUNITIES THAT WOULD BE BENEFICIAL INCLUDE:

Long Term CNE Provider Checklist

(K.A.R. 60-9-107)

Name of Provider: Johnson County Department of Health & Environment

Name of Program Coordinator: Latasha Reed, MSN, WHNP-BC

Date Received: 01/07/2022

Date to CNE Committee: 03/29/2022, 6/28/2022

T 0 11 TO 1 T	D	NTA
Information Required	Received.	NA
Completed application for initial approval or five-year	. X	
renewal for LT CNE providership shall be submitted at least 60 days before a scheduled board meeting		
Initial Application Fee Received	X	
The name and address of the organization on the	X	
application	Λ	
The name and address of the department or unit within	X	
the organization responsible for approving CNE, if	12	
different from the name and address of the organization		
The name, education and experience of the program	X	
coordinator responsible for CNE		
Be a licensed professional nurse	X	
Have three years of clinical experience	X	
Have one year of experience in developing and	X	
implementing nursing education		
Have a baccalaureate degree (unless held this	X	
position for the provider at least five years		
immediately prior to January 1, 1977)		
Policies & Procedures:		
Written policies and procedures, including at least the		
following areas:		
Assessing the Need and planning for CNE	X	
activities		
Fee Assessment	X	
 Advertisements or offering announcements. 	X	
Published information shall contain the		
following statement: "(name of provider) is		
approved as a provider of continuing nursing		
education by the Kansas State Board of Nursing.		
This course offering is approved for contact		
hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing		
provider number:		
Notice of Change of coordinator or required	X	
policies and procedures. The program	15	
coordinator shall notify the board in writing of		
any change of the individual responsible for the		
providership or required policies and procedures		
	I .	

For long term providers, the policies and procedures for		
the Offering Approval Process shall include the		
following:	v	
A Summary of the Planning	X	
The Behavioral Objectives	X	
 The Content, which shall meet the definition of CNE in KSA 65-1117 	X	
 The Instructor's Education and Experience, documenting knowledge and expertise in the content area 	X	
 A Current Bibliography that is reflective of the offering content. The bibliography shall include books published within the past 10 years, periodicals published within the past five years, or both 	X	·
 An offering Evaluation that includes each participant's assessment of the following: 		
■ The achievement of each objective	X	
The expertise of each individual presenter	Х	·
An approved provider may award any of the following:		
Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours	X	·
Credit for fractions of hours over 30 mins to be computed towards a contact hour	X	
 Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum 		X
 Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results 		X
Clinical hours		X
Documentation of Attendance		
Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
The provider's name, address, provider number, and coordinator	X	
 The date and title of the offering, and the presenter or presenters 		
The participant's name and license number and the number of contact hours awarded		
Each provider shall maintain documentation to verify completion of each <u>independent study offering</u> , if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:		
The provider's name, address, provider number, and coordinator	X	

 The participant's name and license number, and the number of contact hours awarded 	X	
The title of the offering	X	
The date on which the offering was completed	, X	
Either the completion of a posttest or a return demonstration	X	
Certificate of Attendance/CE Transcript		
A certificate of attendance shall be awarded to each	X	
participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider	45 .	•
Each certificate and each CE transcript shall be complete before distribution to the participant	X	
Each certificate and each CE transcript shall contain the following information:		
The provider's name, address and provider number	X	
The title of the offering	X	
The date or dates of attendance or completion	X	
 The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded 	X	
The signature of the individual responsible for the providership	X	
The name and license number of the participant	X	
Recordkeeping & Storage		
For each offering, the approved provider shall retain the following for two years:		
A summary of the planning	X	
A copy of the offering announcement or brochure	X	,
The title and objectives	X	
The offering agenda or, for independent study, pilot test results	X	
A bibliography	X	
A summary of the participants' evaluations	X	
Each instructor's education and experiences	X	
Documentation to verify completion of the offering		
The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals		
Two Proposed Offerings		
The provider shall submit two proposed offerings, including the following:		792
A summary of planning	X	X
· · · · · · · · · · · · · · · · · · ·		

A copy of the offering announcement or brochure	X	X
The title and behavioral objectives	X	X
The offering agenda or, for independent study, pilot test results	Х	Х
Each instructor's education and experience	X	X
A current bibliography	X	X
The offering evaluation form	X	X

Reference No.: 25066 Date submitted: Jan 7 11:50 2022

radio ~ Initial Application

Providername ~ Johnson County Department of Health & Environment

providernum ~ NA

legalbody ~ Johnson County Government

address ~ 11875 S Sunset Drive, Suite 300

adress2 ~ Olathe, KS 66061

telephone ~ 9134778351

email ~ latasha.reed@jocogov.org

coordinator ~ Latasha Reed, MSN WHNP-BC

date ~ 01-07-2022

RECEIVED

JAN 7 2022 #4

KSBN EDUCATION

planningce ~ The JCDHE Logistics Team currently reviews the department's workforce development plan and mandated training plans for compliance with national accreditation and grant work plans. Therefore, similar responsibility will be placed on this Team to determine what CNE subjects should be presented and how those presentations will meet KSA 65-1117(a).

The Logistics Team is composed of the following: the Workforce Development Coordinator, the Business Operations Division Director, the CNE Program Coordinator, the KPHA/APHA representative (also a Registered Nurse), and a Public Health Emergency Planner.

Training topics for CNEs will be derived from public health workforce assessments conducted at the local, state, and national levels. Additionally, training topics can be presented to the Team by JCDHE staff members and cross-sectional partners on an ongoing basis. Copies of the most recent needs assessment findings are attached; see Appendix A.

The Team will utilize a Training Proposal to determine what subjects should be presented and to ensure that the presentation will meet the definition of CNE in KSA 65-1117(a); a copy of the Training Proposal is attached; see Appendix B.

feeassessment ~ •JCDHE employees will not be charged a fee.
•Johnson County Government departments, offices, and agencies will be charged \$25.00 per presentation using their staff to manage announcements, registration, payment, and evaluation pickup, unless otherwise arranged; no limit on participants. NOTE: JCDHE will not provide staff members to manage the logistics of the presentations

except when, JCDHE employees are participating in or leading the presentation.

•External organizations: \$30.00 per hour using JCDHE's Workforce Development Coordinator to manage announcements, registration, payment, and evaluation pick-up.

Forms of Acceptable Payment:

Cards (VISA/MASTERCARD), if advance online registration is utilized. Checks should be made payable to the Johnson County Department of Health & Environment.

Insufficient fund checks will be handled by the Treasury group in the Johnson County Treasury Taxation and Vehicles Department.

Upon written request, and with approval from the CNE Program Coordinator, a full refund will be granted if the request is made at least one week before the offering. Requests made less than one week before the offering will not be refunded.

advertisement ~ Fliers will be distributed to announce the CNE via e-mail and will also be posted to the JCDHE Inside JoCo (SharePoint) Professional Development Page, no less than two weeks prior to the offering.

Fliers will include the following details: topic, date, time, location, audience, cost (if applicable), registration deadline, and contact hours applicable for re-licensure to be granted by the Johnson County Department of Health and Environment as an approved provider of continuing education by the Kansas Board of Nursing (KSBN). This last section will be on the brochure/flier of each offering: The Johnson County Department of Health & Environment is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for ____contact hours applicable for RN, LPN, or LMHT re-licensure. Kansas State Board of Nursing Provider Number:

Copies of 2 sample announcements are attached; Appendix C.

approvalprocess ~ Before the course offering, the following will be completed and on file:

- 1.Summary of planning
- 2.Behavioral Objectives (60-9-105 d)
- 3. Content which shall meet definition of CNE in KSA 65-1117(a)

CNE/IV Therapy 93

4.Instructor's education and experience documenting knowledge/expertise

5. Current bibliography (books 10 yr, periodicals 5 yr)

6.Offering evaluation that includes assessment of learner achievement of each objective, expertise of individual presenters.

contacthours ~ Participants will receive contact hours as documented on an offering agenda for the actual time attended, including partial credit for one or more contact hours.

Credit for fractions of hours over 30 minutes will be computed towards a contact hour in increments of 15 minutes (0.25).

Instructor credit, will be twice the length of the first-time presentation of an approved offering, excluding any standardized, prepared curriculum.

Participants who arrive more than 10 minutes late will not receive credit. Participants who leave early, will receive partial credit.

JCDHE will not offer independent study credit or clinical (lab) hours.

verifycompletion ~ Participants of a CNE offering shall be required to sign a daily attendance roster. The roster shall contain the following: the provider's name, address, provider number and coordinator; the date and title of the offering and the presenter(s); the participant's name and license number, and the number of contact hours awarded. Rosters will be stored and accessible to the Board for five years.

Independent study offerings are not applicable.

Certificates of attendance shall be awarded to participants after completing an offering. Each certificate shall be completed by the Workforce Development Coordinator or designee, before distribution to participants. Each certificate shall contain the provider's name, address and provider number, title of the offering, date(s) of attendance, number of contact hours awarded, the Program Coordinator's signature, and the name and license number of the participant.

A sample copy of the the roster is attached; Appendix D. A sample copy of the certificate of attendance is attached; Appendix E.

recordkeeping ~ All records will be kept for five years and stored in the following ways:

1. Electronic copies will be in a folder labeled "Nursing" in JCDHE's G

CICNE/IV Therapy 94

Drive (shared drive).

- •G:\Collaboration\Cross Divisional Work\Continuing Education\Nursing
- 2.Hard copies will be in folders organized by date in the Continuing Education section of the Workforce Development Coordinator's filing cabinet; see drawer labeled "Professional Development."

Records that are more than four years old will be archived according to department procedures and county policies.

noticeofchange ~ The Program Coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days.

programevaluation ~ JCDHE will conduct a systematic process by which an approved provider analyzes outcomes of the overall continuing nursing education program in order to make subsequent decisions (60-9-105 (s)).

A copy of the total program evaluation plan is attached; Appendix F.

Submission date $\sim 01-7-2022\ 13:03:20$ **Form ID** ~ 1672730

LaTasha Reed, MSN WHNP-BC 807 North Juniper Court Gardner, KS 66030 Tel: (913) 530-1157

Email: reedtasha@hotmail.com; Latasha.Reed@jocogov.org

PROFESSIONAL OBJECTIVE

To utilize my diverse professional and clinical experience in conjunction with my passion for women's health as a dedicated practitioner. I look forward to employing my excellent communication skills, active listening ability, critical thinking, and attention to detail in a well-rounded practice, entity, or organization that is dedicated to the care of women.

LICENSES AND CERTIFICATIONS

Licenses

- Missouri APRN License Number: 2015037208. Expiration Date: April 30th, 2023
- Kansas APRN License Number: 76910. Expiration Date: March 31st, 2024
- Missouri Registered Nursing License Number: 2004031756. Expiration Date: April 30th, 2023
- Kansas Registered Nursing License Number: 13-94098. Expiration Date: March 31st, 2024

Certifications

- Basic Cardiac Life Support Expiration Date: October 31st, 2023
- WHNP NCC ID Number: REE-1-0439-4454. Expiration Date: September 15th, 2024
- Controlled Substance Registration Certificate (DEA), Expiration Date: April 30th, 2022 *Registration number available upon request

PROFESSIONAL EXPERIENCE

Women's Health Nurse Practitioner (Public Health APRN) Johnson County Department of Health and Environment Clinical Services – Olathe, KS September 2019 - Present

Providing direct care to a diverse population of both women and men in a public health setting (via community clinic) in the form of:

- Well Woman Exams
- Breast problems/complications
- Prenatal Care
- Contraceptive counseling and prescribing
- IUD insertion/removal and (removal of) contraceptive implants
- STI screening/treatment
- Evaluation of basic GYN problems (menstrual irregularities, pelvic pain, vaginal and urinary symptoms, etc.)

Women's Health Nurse Practitioner The Urogynecology Center, LLC – Overland Park, KS November 2015 - August 2019

Providing direct care to women ranging from the management of basic GYN issues (well-woman exams, sexually transmitted infection - STI testing, GYN problem visits, etc.) to those with Urogynecological conditions (pelvic organ prolapse, urinary and fecal incontinence, Overactive bladder – OAB, Interstitial cystitis - IC/Bladder pain

syndrome, recurrent urinary tract infections - UTIs, pelvic pain, Lichen Sclerosus/Planus, vulvodynia, etc.). Responsibilities include the following:

- Completing follow-up visits to evaluate various pharmacological and non-pharmacological therapies (ex:
 OAB medications, pelvic floor physical therapy, behavior modification, muscle relaxant use, topical steroid
 application etc.).
- Successfully performing PTNS (Posterior Tibial Nerve Stimulation) for management of both OAB and urinary urge incontinence symptoms.
- Assisting in directing/re-directing the plan of care for patients and adjusting treatment to their preferred comfort level and compliance.
- Performing pre-operative education/counseling for surgery (specifically prolapse repair, InterStim, urethral sling placement, etc.) in addition to post-operative visits (including examination).
- Administering intravesical therapy for IC management and performing in-office straight catheterization multiple times per day.

Women's Health Nurse Practitioner Dr. Woods Wellness Clinic – Lee's Summit, MO

November 2018 - April 2019

Assisting in the management of Functional/Integrative Medicine, BHRT (bioidentical hormone replacement), bariatric (non-surgical), and thyroid optimization patients. Responsibilities include the following (under the direct supervision of my collaborating provider):

- Reviewing lab results, performing follow-up visits, education on lifestyle changes, etc.
- Administering BHRT injections and performing hormone pellet insertion

Women's Health Nurse Practitioner Planned Parenthood of the Great Plains – Kansas City, MO

October 2017 - November 2018

Direct care was provided to a diverse population of predominately adolescent/child-bearing women in the form of:

- Well Woman Exams
- Contraceptive counseling
- Insertion/removal of IUD and contraceptive implants
- STI screening/treatment
- Evaluation of basic GYN problems (menstrual irregularities, pelvic pain, vaginal and urinary symptoms, etc.)

Labor and Delivery Staff RN (PRN Relief) Shawnee Mission Medical Center – Merriam, KS

June 2013-December 2017

Provided direct and compassionate care to a diverse population of Antepartum and Intrapartum patients on a 26+ bed unit (approx. 300-500 deliveries/month) from Triage to admission through delivery/recovery. *I have almost 14 years of staff nursing experience caring for high risk Intrapartum and Antepartum patients with conditions such as:

- Preterm Labor,
- Preeclampsia,
- Gestational Hypertension,
- Gestational Diabetes,
- Placenta Previa,
- Hyperemesis Gravidarum

SKILLS

- Performing annual well woman exams and incorporating preventative care efforts into basic management of preexisting health conditions.
- Performing pelvic exams, clinical breast exams, wet mount interpretation/vaginal cultures, cervical cancer screening, and collection of STI cultures.

- Performing IUD insertion and removal (Mirena, Skyla, Kyleena, and ParaGard)
- Nexplanon contraceptive implant insertion and removal
- Recognizing the importance of adopting the practice standards of my collaborating physician and/or employer.
- Strong work ethic and the ability to function as a "team player" with a willingness to perform tasks outside of my pre-determined responsibilities.
- Eagerness to learn and expand my current skill set/knowledge base to serve as a contributing member to my employer or practice.

EDUCATION AND TRAINING

- Master of Science, Nursing Women's Health Nurse Practitioner, May 2015 University of Missouri at Kansas City - Kansas City, MO
- Bachelor of Science, Nursing May 2004 University of Kansas City - Kansas City, KS

PROFESSIONAL AFFILIATIONS

- Sigma Theta Tau Nursing Honor Society, International Lambda Phi Chapter (Membership Induction - April 6th, 2015)
- National Association of Nurse Practitioners in Women's Health (2014 present)
- Uzazi Village (Co-founder) Vice President, May 2012- August 2013, President, September 2013 - 2016

PROFESSIONAL DEVELOPMENT

- 17th Annual NPWH Premiere Conference on Women's Health, Savannah, GA 2014.
- MERCK Nexplanon (contraceptive implant) Training, Overland Park, KS May 2015
- Laborie Urodynamic Testing Training, Chicago, IL 2016
- AUGS Advanced Practice Provider Course, Minneapolis, MN April 2018
- Word Link Medical BHRT Series Part I, Salt Lake City, UT January 2019

AWARDS AND PROFESSIONAL RECOGNITION

- 2014 National Association of Nurse Practitioners in Women's Health (NPWH) 17th Annual Conference Student Reporter (Inaugural Class Member)
- Whole Heart Award: Shawnee Mission Medical Center 2014 & 2015
- Greater Kansas City Black Nurses Association Nurse of Color Award Nominee 2012

REFERENCES

Nicole McClain, MSN WHNP-BC

Women's Health Nurse Practitioner Johnson County Health Department (Olathe, KS) Phone: (913) 909-8146

Email: nicole.mcclain@jocogov.org

Bobby Mickens, MSN WHNP-BC

Women's Health Nurse Practitioner Swope Health Services (Kansas City, MO)

Phone: (816) 521-9561

Email: Bobby.mickens@gmail.com

D'Lita Parker, MSN WHNP-BC

Women's Health Nurse Practitioner – Truman Medical Center (Hospital Hill)/ Planned

Parenthood, Missouri (Kansas City, MO)

Phone: (816) 678-5514

Email: dlitaparker@gmail.com

Eva Shay, RN BSN

Manager of Maternity Services - Shawnee Mission Medical Center (Merriam, KS)

Phone: (913) 632-4200 Email: eva.shay@ahss.org

Malaika Woods, MD (OB/GYN)

Lee's Summit Center for Women's Wellness/Dr. Woods Wellness (Lees Summit, MO)

Phone: (816) 806-7006 Email: <u>mwoods98@me.com</u>



CNE Policies & Procedures

Program Coordinator: Latasha Reed Workforce Development Coordinator: Kira King



Table of Contents

	CNE Policies & Procedures by Area	Page
I.	Assessing Need & Planning Continuing Nursing Education (CNE)	3
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VII.	Record Keeping and Storage	9
VIII.	Notice of Change of Coordinator or Required Policies	10

It is the policy of the Johnson County Department of Health & Environment (JCDHE) that the organization is responsible for approving nursing continuing education, that the Continuing Nursing Education (CNE) Program Coordinator shall be a registered nurse with three years of clinical experience, baccalaureate degree and at least one year of experience developing and implementing educational offering, and that the Workforce Development Coordinator shall manage the logistics of each available offering to comply with the regulations set forth in 60-9-105, 60-9-107, and the procedures set forth in this document.



Assessing Need & Planning Continuing Nursing Education (CNE)

The JCDHE Logistics Team currently reviews the department's workforce development plan and mandated training plans for compliance with national accreditation and grant work plans. Therefore, similar responsibility will be placed on this Team to determine what CNE subjects should be presented and how those presentations will meet KSA 65-1117(a).

The Logistics Team is composed of the following: the Workforce Development Coordinator, the Business Operations Division Director, the CNE Program Coordinator, the KPHA/APHA representative (also a Registered Nurse), and a Public Health Emergency Planner.

Training topics for CNEs will be derived from public health workforce assessments conducted at the local, state, and national levels. Additionally, training topics can be presented to the Team by JCDHE staff members and cross-sectional partners on an ongoing basis.

The Team will utilize a Training Proposal to determine what subjects should be presented and to ensure that the presentation will meet the definition of CNE in KSA 65-1117(a).

If the training subject has been approved, the Team will utilize a Needs Analysis to ensure that the presentation will meet the definition of CNE in KSA 65-1117(a).



Fee Assessment

JCDHE employees will not be charged a fee.

• Johnson County Government departments, offices, and agencies will be charged \$25.00 per presentation <u>using their staff</u> to manage announcements, registration, payment, and evaluation pickup, unless otherwise arranged; no limit on participants.

• External organizations: \$30.00 per presentation using JCDHE's Workforce Development Coordinator to manage announcements, registration, payment, and evaluation pick-up, plus:

o \$30 for 1-25 registrants

o \$40 for 26 - 50 registrants

o \$50 for 51-75 registrants

o \$60 for 76 - 100 registrants

o \$70 for 100+ registrants

Forms of Acceptable Payment:

Cards (VISA/MASTERCARD), if advance online registration is utilized. Checks should be made payable to the <u>Johnson County Department of Health & Environment</u>.

Insufficient fund checks will be handled by the Treasury group in the Johnson County Treasury Taxation and Vehicles Department.

Upon written request, and with approval from the CNE Program Coordinator, a full refund will be granted if the request is made at least one week before the offering. Requests made less than one week before the offering will not be refunded.



Process for Advertisements or Announcements

Flyers will be distributed to announce the CNE via e-mail and will also be posted to the JCDHE Inside JoCo (SharePoint) Professional Development Page, no less than two weeks prior to the offering.

Flyers will include the following details: topic, date, time, location, audience, cost (if applicable), registration deadline, and contact hours applicable for re-licensure to be granted by the Johnson County Department of Health and Environment as an approved provider of continuing education by the Kansas Board of Nursing (KSBN). This last section will be on the brochure/flier of each offering: The Johnson County Department of Health & Environment is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for ___contact hours applicable for RN, LPN, or LMHT re-licensure. Kansas State Board of Nursing Provider Number: ____



Process for Offering Approval

Before the course offering, the following will be completed and on file:

- 1. Summary of planning
- 2. Behavioral Objectives (60-9-105 d)
- 3. Content which shall meet definition of CNE in KSA 65-1117(a)
- 4. Instructor's education and experience documenting knowledge/expertise
- 5. Current bibliography (books 10 yr, periodicals 5 yr)
- 6. Offering evaluation that includes assessment of learner achievement of each objective, expertise of individual presenters.



Process for Awarding Contact Hours

For offerings 60 minutes or more, contact hours as documented on an offering agenda will be granted for the actual time attended. The participant must attend the entire presentation and be no later than 10 minutes at the beginning. If leaving early, contact hours of active time attending (partial credit) will be granted in increments of 15 minutes (0.25).

For offerings less than 60 minutes, contact hours as documented on an offering agenda will be granted for the actual time attended. The participant must attend the entire presentation. No credit will be given for late arrivals. If leaving early, no credit will be given.

Upon request, presenters will be given a certificate for instructor credit, with two contact hours for each hour of first-time presentation of an approved offering, excluding standardized prepared curriculum.

JCDHE will not offer independent study credit or clinical (lab) hours.



Process for Verifying Participation and Completion of Offering

Participants of a CNE offering shall be required to sign a daily attendance roster. The roster shall contain the following: the provider's name, address, provider number and coordinator; the date and title of the offering and the presenter(s); the participant's name and license number, and the number of contact hours awarded. Rosters will be stored and accessible to the Board for five years.

Independent study offerings will not be applicable.

Certificates of attendance shall be awarded to participants after completing an offering. Each certificate shall be completed by the Workforce Development Coordinator or designee, before distribution to participants. Each certificate shall contain the provider's name, address and provider number, title of the offering, date(s) of attendance, number of contact hours awarded, the Program Coordinator's signature, and the name and license number of the participant.



Process for Record Keeping and Storage

All records will be kept electronically for five years and stored on the department's shared drive (G Drive) in the following location: G:\Collaboration\Cross Divisional Work\Continuing Education\Nursing

Records that are more than five years old will be archived according to department procedures and county policies.



Process for Notice of Change of Coordinator or Required Policies

The Program Coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days.

Health & Environment

LGBTQ+

Friday, July 17, 2020, 2:00pm - 4:00pm

Presenter: Inoru Wade, Midwest Rainbow Research Institute

Location: Sunset Drive Office Building, 11811 S Sunset Drive, Olathe, KS 66061, Room 1070/1075

KANSAS BOARD OF NURSING CNE ROSTER - 2 CONTINUING EDUCATION HOURS

Last Name	First Name	Professional Title/Position	License Number	Signature	Phone	Contact Hrs Awarded
	·					
					·	
						•

Johnson County Department of Health & Environment

11875 S. Sunset Drive, Suite 300, Olathe, KS 66061, (913) 477-1218 KSBN Nursing Provider No. 123456-7890 Program Coordinator: Debra Kellison, RN

CERTIFICATE OF COMPLETION

LGBTQ+

2 CONTACT HOURS

Presented to:

Kira King

License #: 123456

JOHNSON COUNTY

Health & Environment

Program Coordinator: Debra Kellison: RN

Johnson County Department of Health & Environment

111875 S Sunset Drive, Suite 300, Olathe, KS 66061

KSBN Provider Number: 128456-7890

JOHNS N COUNTY
Health & Environment

Total Program Evaluation 2022

Date of Evaluation:

Area	Frequency	Responsible Person(s)	Criteria	Findings	Actions/Recommendations
Administration	Annually	Executive Team	Review Workforce Development Coordinator job description		
Policies: Assessing Need & Planning CNEs	Annually	Workforce Development Coordinator & Program Coordinator	Review tools for appropriateness; were survey findings and identified needs from evaluation summaries used in program planning?	-	
Policies: Fee Assessment	Annually	Workforce Development Coordinator & Business Operations Division Director	Meets organization and customer needs		
Policies: Announcement	Annually	Workforce Development Coordinator	Review to be certain they reflect necessary information		
Policies: Offering approval process	Annually	Workforce Development Coordinator & Program Coordinator	Review policies and compare to KSBN requirements		
Policies: Awarding contact hours	After each offering	Workforce Development Coordinator	Review agenda to verify contact hours awarded; review documentation of partial credit		
Policies: Verifying participation	After each offering	Workforce Development Coordinator	Review rosters and certificates; compare to KSBN requirements		
Policies: Record keeping	Annually	Workforce Development Coordinator	Audit contents of files for compliance with KSBN requirements		
Policies: Notification of changes	Annually	Workforce Development Coordinator	Review procedures for changes reported to KSBN		
Total Program Evaluation Effectiveness	Annually	Workforce Development Coordinator & Program Coordinator	Review total program evaluation and compare contents to KSBN requirements		CNE/IV Therapy 53:1

CNE/IV Therapy 112



L6..TQ+

Friday, July 17, 2020, 2:00pm - 4:00pm

Presenter: Inoru Wade, Midwest Rainbow Research Institute

Location: Sunset Drive Office Building, 11811 S Sunset Drive, Olathe, KS 66061, Room 1070/1075

KANSAS BOARD OF NURSING CNE ROSTER - 2 CONTINUING EDUCATION HOURS

	Last Name	First Name	Professional Title/ Position	License Number	Signature	Phone	Contact Hrs Awarded
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Johnson County Department of Health & Environment

11875 S. Sunset Drive, Suite 300, Olathe, KS 66061, (913) 477-1218 KSBN Nursing Provider No. 123456-7890

Program Coordinator: Tasha Reed, MSN WHNP-BC

HIV/AIDS & SYPHILIS BASICS FOR PUBLIC HEALTH 2022

ented By: Nick de La Torre, Senior disease Intervention Specialist (DIS)

ABOUT

In this course, we will review the basics of HIV and Syphilis transmission; symptomatology, testing, and treatment regimens for both conditions in addition to applicable preventative measures for HIV (PrEP/PeP).

The attendee who completes this course will leave with a basic understanding of appropriate testing/retesting and result interpretation, treatment protocols (for both positive results and exposure), how to proceed when receiving discordant results, the importance of taking a detailed medical/sexual history, and the role of DIS/public health providers in patient care,



Friday April 22, 2022 / 2-3:30p

Sunset Drive Office Bldg 11811 S, Sunset Drive Room 1070/1075 Olathe, KS 66061



Agenda

2-2:30pm: Introduction, HIV/AIDS and Syphilis basics 2:30-2:50pm: Result interpretation/treatment 2:50-3pm: Break 3-3:30: PrEP/PEP and case scenarios

This offering is available to JCDHE Staff only. Register in KS-Train by Monday April 18th, 2022 (KS-TRAIN 112233)

The Johnson County Department of Health & Environment is an approved provider of continuing nursing education by the Kansas State Board of Nursing, This course is approved for 1.5 contact hours applicable for RN 1 DN 27 LMHT re-licensure, Kansas State Board 15 Contact hours applicable for RN 1 DN 27 LMHT re-licensure.

Presented By: Inoru Wade, Midwest Rainbow Research Institute

In this course, we will examine Gender and Sexual Minorities within the United States. You will leave this course understanding 1) Statistics and terminology regarding the population of the LGBTQ+ Community in our country 2) the history and science behind sexual orientation and gender identity 3) The history of official administrative policy, regulations, and laws that negatively impacted the LGBTO+ Community within the United States and 4) The modern day crises that the community faces and your role in helping alleviate those issues.

1400 — 1500; Stats & Terminology 1500 — 1505: Brenk 1505 — 1555: History & Science 1555 — 1600: Questions

LGBTQ+

Friday July 17, 2020

1400 - 1600

Sunset Drive Office Bldg. 11811 S Sunset Drive Room 1070/1075 Olathe, KS 66061

This offering is available to JCDHE Staff only.

Register in KS-TRAIN by: Friday, July 10, 2020 KS-TRAIN #123456

The Johnson County Department of Health & Environment as an approved provider of continuing nursing education by the Kansas Board of Nursing. This course offering is approved for 2 contact hours applicable for RN, LPN, or LMHT re-licensure. Kansas Board of Nursing Provider Number 123456-7890.

HIV/AIDS & SYPHILIS BASICS FOR PUBLIC HEALTH 2022

Sample CNE Evaluation

Course

Please rate the following three items using the five-point scale below:

(1 = strongly disagree; 2 = disagree; 3 = neutral; 4 = agree; 5 = strongly agree)

NOTE: the course questions will paraphrase the objectives established for the respective offering.

- 1. I have a general understanding of HIV/AIDS and Syphilis basics.
- 2. After completing this course, I am confident in my ability to interpret results and recommend applicable treatment.
- 3. The PrEP/PEP case scenarios enhanced my knowledge, skills, and abilities in testing, interpretation, and treatment protocols.

Please tell us at least one thing you liked about the session.

Please tell us one thing that could be improved with this session.

Would you recommend today's session to others? Why or why not?

<u>Presenter</u>

Please rate the following five statements using the five-point scale below:

(1 = strongly disagree; 2 = disagree; 3 = neutral; 4 = agree; 5 = strongly agree)

NOTE: in the case where there is more than one presenter, the presenter's name will be listed and the following questions will be repeated for each presenter of the respective offering.

- 1. The presenter was knowledgeable about the subject matter.
- 2. The presenter had an effective presentation style.
- 3. The presenter was helpful with questions.
- 4. The presenter managed time well.
- 5. I would attend another continuing education offering led by this presenter again.

Do you have any ideas or suggestions for future topics?



HIV/AIDS & SYPHILIS BASICS FOR PUBLIC HEALTH 2022

Sample Bibliography

Pitts, C.J. (2020). Sexually Transmitted Infections, An Issue of Nursing Clinics, 1st Edition. Elsevier.

Saha, S., & Samanta, G. P. (2019). Modelling and optimal control of HIV/AIDS prevention through PrEP and limited treatment. *Physica A: Statistical Mechanics and its Applications*, 516, 280-307. https://doi.org/10.1016/j.physa.2018.10.033

JOHNS N COUNTY
Health & Environment

LGBTQ+

Sample Bibliography

McGraw, J. S., Chinn, J., & Mahoney, A. (2021). Historical, doctrinal, and empirical insights into Latter-day Saint sexual minorities' psychological and interpersonal functioning. *Journal of GLBT Family Studies*, 17(2), 168-195.https://doi.org/10.1007/s00127-020-01946-1

Smalley, K.B., Warren, J., and Barefoot, K.N. (2017). LGBT Health: Meeting the Needs of Gender and Sexual Minorities. Springer Publishing Company.

March 2022

IOAs

Peceived: 122 pproved: 99 Denied: 22 Pending: 0

LTP Applications

Received: 0 Approved: 0 Denied: 0 Pending: 0

SP Applications

Received: 1 Approved: 1 Denied: 0 Pending: 0

IVT Providership Applications

Received: 0
Approved: 0
Denied: 0
ending: 0

April 2022

IOAs

Received: 66 Approved: 52 Denied: 11 Pending: 0

LTP Applications

Received: 2 Approved: 0 Denied: 0 Pending: 2

SP Applications

Received: 0 Approved: 0 Denied: 0 Pending: 0

IVT Providership Applications

Received: 0
Approved: 0
Denied: 0
Pending: 0

May 2022

IOAs

Received: 76 Approved: 65 Denied: 11 Pending: 0

LTP Applications

Received: 0
Approved: 0
Denied: 0
Pending: 0

SP Applications

Received: 9
Approved: 8
Denied: 1
Pending: 0

IVT Providership Applications

Received: 0 Approved: 0 Denied: 0 Pending: 0

Name of Provider: Carrefour LT0280-0612

Long Term CNE Provider Checklist (K.A.R. 60-9-107)

	Information Required	Received	NA
	ted application for initial approval or five-year renewal for LT CNE rship shall be submitted at least 60 days before a scheduled board	×	
	ne and address of the organization on the application	×	
respons	ne and address of the department or unit within the organization ible for approving CNE, if different from the name and address of mization	X	
The nan	ne, education and experience of the program coordinator responsible	X	
•	Be a licensed professional nurse	×	
•	Have three years of clinical experience	×	
•	Have one year of experience in developing and implementing nursing education	X	
•	Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
	Policies & Procedures:		
Written	policies and procedures, including at least the following areas:		
•	Assessing the need and planning for CNE activities	X	
•	Fee assessment	X	
•	Advertisements or offering announcements. Published information shall contain the following statement: "(name of provider) is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number:	X	
	Notice of change of coordinator or required policies and procedures. The program coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days	×	
	ng term providers, the policies and procedures for the offering		
	al process shall include the following:	V	
•	A summary of the planning	^	
•	The behavioral objectives The content, which shall meet the definition of CNE in KSA 65- 1117	X	
•	The instructor's education and experience, documenting knowledge and expertise in the content area	X	
•	A current bibliography that is reflective of the offering content. The bibliography shall include books published within the past 10 years, periodicals published within the past five years, or both	×	
•	An offering evaluation that includes each participant's assessment of the following:		
	■ The achievement of each objective	X	
	 The expertise of each individual presenter 	X	

Information Required	Received	NA
An approved provider may award any of the following:		
Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours	X	
Credit for fractions of hours over 30 mins to be computed towards a contact hour	X	
• Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum	X	
• Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results		×
Clinical hours		*
Documentation of Attendance		
Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
The provider's name, address, provider number, and coordinator	X	() () () () () ()
The date and title of the offering, and the presenter or presenters	X	
The participant's name and license number and the number of contact hours awarded	X	and the live of
Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:		
The provider's name, address, provider number, and coordinator	The state of the s	X
The participant's name and license number, and the number of contact hours awarded	What is a second of	X
The title of the offering		X
The date on which the offering was completed	14	X
Either the completion of a posttest or a return demonstration		X
Certificate of Attendance/CE Transcript		
A certificate of attendance shall be awarded to each participant after		
completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider	×	
Each certificate and each CE transcript shall be complete before distribution to the participant	X	
Each certificate and each CE transcript shall contain the following information:		
The provider's name, address and provider number	X	
The title of the offering	X	
The date or dates of attendance or completion	X	
 The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded 	X	
 The signature of the individual responsible for the providership 	× /	1

Information Required	Received	NA
The name and license number of the participant	X	1 6 6
Recordkeeping & Storage		
For each offering, the approved provider shall retain the following for two years:		
A summary of the planning	X	
A copy of the offering announcement or brochure	X	
The title and objectives	X	
The offering agenda or, for independent study, pilot test results	X	
A bibliography	\times	
A summary of the participants' evaluations	X	
Each instructor's education and experiences	X	
Documentation to verify completion of the offering	×	
The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals	X	
Program Evaluation Plan		
For long-term providers, a copy of the total program evaluation plan	X	
Two Proposed Offerings		
The provider shall submit two proposed offerings, including the following:		
A summary of planning	×	
A copy of the offering announcement or brochure	X	
The title and behavioral objectives	X	
The offering agenda or, for independent study, pilot test results	X	
Each instructor's education and experience	X	
A current bibliography	X	
The offering evaluation form	X	

5/2014

Reference No.: 25103 Date submitted: Apr 8 15:31 2022

RECEIVED

APR 11 2022

KSBN EDUCATION

radio ~ Renewal

Providername ~ Carrefour/Crossroads Hospice and Palliative Care Duc

providernum ~ LT0280-0612

legalbody ~ Carrefour Associates, L.L.C.

address ~ 10810 E. 45 St. South, #300

adress2 ~ Tulsa, OK 74146

telephone ~ 19186880989

email ~ deanna@c4llc.com

coordinator ~ DeAnna Looper

date ~ 04-08-2022

planningce ~ Disclaimer: Although I have been the Program, Coordinator since 2011-2012, The past 2+ years have been difficult. Due to the pandemic, the use of the CNE program was not utilized to our full potential.

Program Evaluation-report reviewed with current members of the advisory committee on 01/07/2022. CNE Planning Committee members consist of a group of highly qualified nursing professionals which includes myself, who is an RN with 32 years nursing experience, but also board certified Hospice and Palliative Care Nurse, Board Certified Hospice and Palliative Care Administrator, certified legal nurse consultant, Board certified in Healthcare Compliance and Certified Professional Compliance Officer. Another RN member has 32 years' experience in nursing, is also Board Certified as a Hospice and Palliative Care Nurse, a full-time, experienced attorney with 20+ years in healthcare arena, and a Master level Licensed Social Worker who also has a Master's in Theology, with 18 years the healthcare arena palliative care to review, plan and discuss what CNE subjects should be provided for the upcoming year.

All members will discuss trends in the industry, needs based on qualify improvement identified needs, recommendations and request from clinical personnel and our community partners as well as the need for changes and/or events. This allows a comprehensive analysis from not only from a nursing standpoint, social work, and spiritual standpoint, but also from a regulatory, legal and compliance related aspect to help ensure that the information is relevant, factual and to also broaden the materials to help ensure clinical competency and increase participants knowledge base, as well as maintaining the participants interest and needs.

Reviewed summary findings, past evaluations, additional comments and suggestions for additional trainings, topics, needs and ultimately, ideas and the structure for presentations.

Reviewed program evaluations to determine if topics presented, environment in which the training was held in the past was conducive to learning and if the materials provided were effective and beneficial to the participants.

Reviewed materials to ensure that all meets the KSBN regulations and requirements and the definition of CNE from 65-1117 (a)) "Continuing nursing education means learning experiences intended to build upon the educational and experiential bases of the registered professional and licensed practice nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public. Performed an overall review of the topics and materials in the CNE's were performed by each advisory committee member separately and as a group.

No changes to the committee were determined to be needed at this time and no issues identified.

feeassessment \sim Fee schedule was evaluated at the program evaluation meeting held 01/07/2022.

Discussed current fee schedule. Currently, Crossroads has not elected to charge for CNE's.

However, in the future if a CNE event has been deemed appropriate for fee schedules, committee discussed normal procedures such as refunds for cancellations. Registration fees will be refunded in full if cancellation notice is received five (5) days prior to the activity. Refunds after this date will be subject to a 50% administrative fee. Substitutions may be accepted, or the fee can be transferred to another Carrefour/Crossroads Hospice CNE activity.

Carrefour Associates/ Crossroads Hospice CNE Program reserve the right to cancel or postpone CNE activities, to limit registration or to change instructors.

In the event of a cancellation for any reason, such as insufficient registration response, or condition beyond their control, the liability of Carrefour Associates/Crossroads Hospice shall be limited to a full refund of registration fees only. However, no transportation costs, lodging,

meals, or lost wages will be refunded.

Business Checks, albeit not used as frequently, will be made out to "Carrefour Associates".

A service charge of \$30.00 is assessed for returned checks.

Credit Card payments will be accepted. Also reviewed various companies for the best cost/services including Payment Cloud®, Stax®, Flagship® and Square®. PayPal is another option for payments.

No specific "app" or credit card payment system has been chosen over another.

No issues or needed changes identified ii process for Fee Assessment.

advertisement ~ Discussed the need for and plans to establish upcoming events and announcements/advertisements to be utilized.

Approved to utilization of brochures, flyers and online postings (including website and social media platforms, such as Facebook). All materials must be submitted to the committee no later than thirty (30) days in advance of event for approval prior to event to ensure KSBN language of KAR 60-9-107(b)(3)(C).is present.

Utilize TAG as needed to help with branding of products and uploading to website/Facebook.

Reviewed previously used materials /flyer(s) posted to ensure information was correct, contained the necessary language and explained the offerings of self-study materials.

No issues identified.

approvalprocess ~ Committee verified process for offering approval.

Reviewed with the committee to ensure offerings will be completed and include the required information before presentation the following:

- -Summary of planning
- -Behavioral objectives of the offering
- -The content of the offering meets the definition of CNE pursuant to KSA 65-1117;
- -Documentation is received of each instructor's experience and CNE/IV Therapy 125

education;

- -The bibliography of each presentation is received and up to date. This will be reviewed prior to each event to ensure compliance.
- -The post event evaluation form will be used for the learner to assess achievement of the objectives, review the participants' overall satisfaction as well as access from the learner's perspective, their opinions regarding the presenter's expertise on the topic matter.

No changes in the process for offering approval needed at this time.

contacthours ~ During meeting, committee reviewed past CNE/contact hours and calculations that were and will be awarded for self-study(s) and live events. No partial credits were or will be provided for any self-study. Agreed to continue with previous process.

The method used to calculate contact hours for actual attendance that will be awarded for each presentation includes the following:

A contact hour is based on 60 minutes of instruction.

The minimum number of contact hours to be awarded is 0.25. All computations must be rounded down.

Contact hours may be awarded in increments of tenths, for example, 2.1.

15 minutes = 0.25 contact hour, 30 minutes = 0.5 contact hour, 60 minutes = 1 contact hour. In the event of 50 minutes of instruction will be rounded down to 0.75 contact hours-not 1 contact.

One hour of instruction plus a portion is awarded as follows:

- 1 hour plus 15 minutes = 1.25 hours
- 1 hour plus 30 minutes = 1.5 hours
- 1 hour plus 45 minutes = 1.75 hours
- 1 hour plus 60 minutes = 2 hours

In the event of "independent study" the materials are provided to the participants and are predesignated for the CNE awarded. The award is determined on a pilot completion by an individual completing the study and determining the completion time. The above formula is used.

No changes for awarding contact hours were identified as needed.

verifycompletion ~ During the meeting, the committee reviewed process for verifying participation and completion of offerings.

The committee formally reviewed current attendance roster for compliance to reflect KAR 60-9-107(f)(g) requirements.

The attendance roster includes date, topic of presentation/educational program, name of presenter, name and address of provider, provider number, KSBN statement, CNE award to be provided, section for participant printed name, discipline/designation, (RN, LPN), signature and professional license number.

Will require independent study participants will submit the original attestation statement of completion as well as any posttests accompanying the educational materials. This will be accepted in electronic format, as well as hardcopy if electronic methods are unavailable to the participant.

No issues or need for changes identified. **recordkeeping** ~ During the meeting the committee reviewed record keeping procedures and storage procedures.

All records of offerings will be maintained in a secured location, in either an electronic format within the CNE Coordinator's company computer/server or if hardcopy, within a lockable file cabinet, within the office of the CNE Coordinator (with limited access) for a minimum period of two (2) calendar years.

All records will follow strict confidentiality measures.

Any information with financial information will be protected and redacted as necessary.

Records to be retained include master educational materials used in presentation and/or self-study, attendance rosters, Copy(s) of master certificate for each presentation, copies of all participant evaluation(s), copies of any publications such as flyers, posts on social media sites, biographies of presenters. Additionally, all CNE Program Committee meeting minutes, review procedures and program evaluation summaries will be retained.

No issues identified or need for change of processes.

noticeofchange ~ Committee reviewed processes for notice of change in coordinator or change in required policies.

During the meeting, concurred that KSBN will be notified within thirty (30) calendar days of an actual change or with a proposed changes by two methods. 1) in writing, via USPS mail, c/o KSBN, LANDON STATE OFFICE BUILDING, 900 SW JACKSON, SUITE 1051, TOPEKA, KS 66612-1230 and 2) via email to the KSBN to the attention of Chelsey Stephenson at chelsey.stephenson@ks.gov. of any and all changes of policies, procedures, or in the event of a change in CNE coordinator.

A copy of the notification will be retained in file as evidence of completion.

No issues identified or need for change/additional processes for notification of change.

programevaluation ~ Committee review and discussed the need and requirements per the KSBN for a Total Program Evaluation.

Each and every January (exact day to be set no later than December of each year) a date will be established.

The CNE Committee Members will convene to perform a Total Program Evaluation for the previous year and plan for the upcoming (current) year.

A minimum of 75% of committee members within membership must be present and able to attend meeting or the meeting will be rescheduled. Due to COVID, this meeting can be held virtually by utilizing several methods. Microsoft Teams, ZOOM or telephonic conference (in the event that members are traveling/unable to access face-to-face electronic methods.

No issues identified.

Submission date ~ 04-8-2022 15:31:34 **Form ID** ~ 1672730



Expect more from us. We do.

KSBN Long Term CNE Continuing Education Program Policies and Procedures



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1 Introduction

This policy and procedure manual has been developed by the Carrefour Associates in order to provide the necessary information to evaluate and determine CNE delivery. Crossroads Hospice and Palliative Care/Carrefour Associates are working with approval and authorization by the Kansas Board of Nursing (KSBN) to provide the CNE to nurses. Throughout this Policy and Procedure Manual, Crossroads Hospice and Palliative Care will be referred to as "Crossroads or CRH".

1.1 History

Crossroads Hospice and Palliative Care/Carrefour Associates, L.L.C. is committed to being at the forefront of the hospice and palliative care industry...with this commitment we want to provide the best and most productive educational opportunities to staff, healthcare professionals and the community at large.

1.2 **Changes in Policy**

This manual supersedes all previous manuals and memos.

While every effort is made to keep the contents of this document current, Crossroads reserves the right to modify, suspend, or terminate any of the policies or procedures. Changes will be modified with a version and date of change with a brief description of the changes within the footer of the manual.

2 Process of assessing need and planning CNE's

In an effort to provide the best educational experience, Crossroads is determined to continually reevaluate the needs of staff, healthcare professionals, ancillary personnel, facilities, and the community. Therefore an informal and formal assessment process is in place to continually determine educational needs.

All Nursing CNE's will be evaluated and devised from following the definition of CNE from the Kansas Nurse practice act "...Continuing nursing education means learning experiences intended to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public."

2.1 Assessing needs/Program Meeting Guidelines

Crossroads will use formal and informal processes

Informal process will be obtained from evaluating needs whereby information received from student evaluations, feedback, and input from correspondence. When an emergent need is determined, the committee members will meet to evaluate the course material and appropriate CNE's to assign to the course.



- Informal process will consist of a quarterly virtual meeting (either via phone conference, Skype or other means of contact) with the members of the CNE program committee.
- Formal process will consist of an annual meeting, in person, with a minimum of 75% of the
 committee members in presence to thoroughly evaluate the program, course materials,
 appropriate CNE's to assign to courses and other required activities to ensure KSBN
 regulations and requirements for the program is met and the program compliant.

2.2 Advisory Committee

The committee will consist of a minimum of the program director (or appropriate representative), as well as designated members with a wide range of experience and will not exceed 10 members. The committee will meet annually to determine current educational situation and discuss how any improvements will be made. The meeting will be facilitated by the Program Administrator or designated representative and meeting minutes will be kept. The following will be address at each meeting at a minimum.

- Review of current courses offered
- Identification of future educational needs
- Evaluation of current courses under review
- Address any anticipated or current course changes
- Review of evaluations
- Review of suggestions for new or revised topics/courses

3 Process for Fee Assessment

(See fee assessment)

3.1 Fee Assessment/Refunds for Cancellations/Payments for Events

Crossroads will maintain the right to offer CE programs at no charge at our discretion. Crossroads will not charge for CE provided to Crossroads or Carrefour employees. In the event that charges are deemed appropriate, the CE fees will be assessed at \$15.00 per contact or credit hour with a maximum of \$150.00 for any CE program over ten (10) contact hours. Any changes in fee assessments will be evaluated by the advisory committee before implementation. Any check returned for insufficient funds will be assessed at \$30.00 for each returned check. Checks will be made out to "Carrefour Associates."

Checks returned because of bank errors will be deposited after written notification is received from the bank and a \$30.00 service charge is paid by the participant. Participants should request reimbursement of the service charge from their bank.

A stop payment of a check is considered a returned check and therefore as indicated, a service charge of \$30.00 is assessed.



The total cost of the program course will be refunded to the registrant if a program is cancelled by Carrefour/Crossroads. The total cost of the program course registration fees will be refunded to the registrant if a program is cancelled by the participant up to five (5) days prior to the activity. Refunds after this date frame will not be permitted. However, substitutions of participants will be accepted or the fee can be transferred to another Carrefour/Crossroads Hospice CNE activity at no additional cost. No refunds will be made for travel or transportation costs, lodging, accommodations, meals or lost wages.

Every attempt is made to offer programs as advertised. Crossroads Hospice reserves the right to adjust the speaker, program, location, dates, times, etc., to accommodate unforeseen weather, presenter or environmental needs. Crossroads Hospice is not responsible for any travel expenses incurred by registrants if a program is cancelled or altered. Every effort will be able to contact registrants with any changes prior to the program.

Process for advertisements or announcements 4

All advertisements and announcements need to be collaborated with TAG to ensure proper branding and verbiage. Any new CNE courses being evaluated must have a sample brochure to be submitted and approved by the program administrator.

General Guidelines 4.1

Per requirements by the Kansas Board of Nursing the brochure shall contain the following: Crossroads Hospice and Palliative Care is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for ___contact hours applicable for RN, LPN, or LMHT re-licensure. Kansas State Board of Nursing Provider Number: XXXX-XXXX

An example is on Appendix A

5 Process for offering approval

Summary of Planning 5.1

Planning for CNE will be conducted by assessing the needs by either informal or formal needs assessment process. The planning will be conducted by the advisory committee and will discuss the current need, available resources, instructor educational knowledge, and delivery method. Additionally all potential content will be evaluated for proper behavioral objectives, and content meeting KSA 65-1117.

Behavioral Objectives 5.2

Per Kansas Board of Nursing, a behavioral objective is defined as "...the intended outcome of instruction stated as measurable learner behaviors". Per this guideline, all courses must have the defined behavioral objective in order to meet the criteria.



5.3 Content

Content which shall meet definition of CNE in KSA 65-1117 "Continuing nursing education means learning experiences intended to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public."

Instructor/Presenter 5.4

Instructors/Presenters will be evaluated by their education and experience. Additionally documentation reflecting the presenter/instructor's knowledge and experience will be maintained in the records by the program administrator.

Current Bibliography 5.5

Each course offered will maintain a current bibliography (book 10 yr, periodicals 5 yr) for course information. Additionally each course will be annually evaluated for current and relevant corrections or additions.

Offering Evaluation 5.6

- Assessment of Learner achievement of each objective
- Expertise of individual presenters

Process for awarding contact hours 6

Contact Hours 6.1

Contact hours will equate to 50 minutes of face to face instruction. A pilot group will be used to trial the course and determine the appropriate number of hour(s) necessary to award. At this time no fraction of hours or independent study will be offered. Students must be present for the entire offering to receive CNE credit. When program deems imperative to provide contact hours for fraction of hours, independent study, or clinical hours the advisory board will determine the changes and make the appropriate changes in the policy and procedure manual.

6.2 Procedure for late arrivals/early departures

Attendance and punctuality is necessary to ensure delivery of information is complete and understood. Attendees should be at the presentation on time. Therefore late arrivals or early departures must coordinate with the instructor/presenter(s) to determine if absence is going to



affect the information needed for the course. Typically missing 15 minutes of the course will forfeit the CNE's offered.

Pilot Testers

At this time no independent study CNE's will be offered. Pilot students will be used to evaluate the content of any new course to be offered. The pilot testers will consist of at least 5 nurses that are representative of the target audience. The course will be given to the pilot testers in its entirety with all materials, test, and evaluations given. A documented report will be given to the program administrator to include material, time required to deliver, and style of delivery. Pilot testers will also be given an opportunity to evaluate the course with strengths and potential improvements.

Credit Fractions 6.3

No partial credits are awarded for any live event one hour or less or for materials with a credit award of 1 CNE. One half credit will be awarded for live events of more than one hour as long as the participant attends at least 75% of the event. No partial credits are awarded to self-study materials regardless of the assigned CNE award.

Process for verifying Participation and completion of the offering 7

Documentation to verify participant attendance 7.1

- Sign a daily attendance roster
- Roster contain the providers name, address, provider number and coordinator: the date and title of the offering and the presenter(s); The participant's name and license number, and the number of contact hours awarded

Certificate 7.2

- Certificates of attendance shall be awarded to participants after completing an offering;
- Each certificate shall be complete before distribution to participants;
- Each certificate shall contain the provider's name, address and provider number, title of the offering, date(s) of attendance, number of contact hours awarded and if applicable, the designation of any independent study or instructor contact hours awarded; signature of individual responsible for the providership, name and license number of the participant



8 Process for Record Keeping and Record Storage

8.1 Record keeping

For each offering the approved provider shall retain the following for two years: summary of the planning, copy of announcement/brochure, title and objectives, offering agenda or, for independent study, pilot time test results, bibliography, summary of participant evaluations; each instructor's education and experience; documentation to verify completion of the offering as specified in subsection (f).

8.2 Record Storage

Record storage system is established to assure confidentiality and easy retrieval of records by authorized individuals. Carrefour / Crossroads will retain the following for two (2) years.

- Summary of the planning
- Copy of the announcement/brochure
- Title and objectives
- Offering agenda
- · Summary of participant evaluations,
- Bibliography
- Pilot time test results if applicable
- Each instructors education and experience
- Documentation to verify completion of the offering

9 Process for notice of change of coordinator or required policies

9.1 Change of coordinator

The program coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within thirty (30) days of the change.

9.2 Change of required policies

The program coordinator will notify the Kansas board of Nursing, in writing, with any changes on the required policies within thirty (30) days of the change.



10 **Total Program Evaluation**

10.1.1 Program Evaluation

It is the desire of this program to continually improve the education process. With this in mind, it is necessary to frequently re-evaluate the program to ensure the information and presentation is accurate and current. Program evaluation will occur, as stated, informally quarterly and formally on an annually basis with the members of the advisory committee. Emergent meetings may be utilized as needed when/if an evaluation is necessary at other times other than specified.

The program will evaluate each course for content, flow of information, presentation visual aids, audience, presentation style, and format.

During the program evaluation, necessary changes within the course material(s) visual aids, publications such as brochures, pamphlets, flyers, and pertinent documents will be made to ensure the accuracy and relevance of the educational materials.

APPENDICES 11

Brochure Example

Certificate Example

Program Evaluation Example

Attendance Record Example



INSTRUCTOR EXPERIENCE BIOGRAPHY

DeAnna Looper RN, CHPN, CHPCA, LNC, CHC, CPCO is the Clinical and Regulatory Advisor to the Board for Carrefour Associates/Crossroads Hospice. She has been employed with Carrefour/Crossroads Hospice for 27 years.

She started her health care career as a medical transcriptionist in high school and then a certified nurse aide. She then attended dental assistant training, which were only precursor that led her to pursue her goal to become a Registered Nurse. She has 43 + years' experience in health care, with 32 + years' experience as a registered nurse, including medical/surgical, orthopedics, ICU telemetry step-down unit, surgery, post-anesthesia recovery, community nursing, Indian health, home health and currently and most extensively, in hospice and palliative care.

She has 26 + years of hospice and palliative care experience with experience in nursing education and administration for Carrefour Associates, the management company for Crossroads Hospice. Her focus and expertise is in regulatory, clinical and legal compliance and performing and promoting clinical excellence through education of other leaders. She has developed all Policies, Procedures, Standards of Practices, clinical forms, personnel forms, payroll forms and documents as well as countless educational and training materials which has been used for over 27 years throughout all the Crossroads' sites as well as used within the Home Office -Carrefour and C2 Communication, the call center. She is responsible for all State, Federal and CHAP survey preparation, coordination, completion of the Corrective Action Plans as needed, as well as any necessary steps to ensure regulatory compliance and licensure. She works side by side with the legal department and HR department to monitor to employee satisfaction and help mitigate risk. She is responsible for managing the quality assurance program, including regulatory and compliance aspects related to CAHPS, HIS, PEPPER reports, billing audits and reducing risks within the entire organization. She handles all incoming complaints, grievances and incidents and performs all investigations into such activities.

She is a Certified Hospice and Palliative Care Nurse (CHPN) which indicates educational excellence as a hospice and palliative care nurse. In addition, she is a Certified Hospice and Palliative Care Administrator (CHPCA) which indicates expertise in administration, including regulatory compliance. DeAnna attended Kaplan University to pursue and obtain a certification as a Legal Nurse Consultant. She is also an HPNA Approved Educator, a Certified ELNEC Trainer and a Certified Grief Recovery Specialist. DeAnna has also received board certification in Health Care Compliance through the HCCA and also a certification in Certified Professional Compliance Officer through AAPC. She has also completed additional certification training through the Health Care Compliance Association in regard to COVID 19 Essentials for Healthcare Compliance.

In regards to her lifelong pursuit of higher education, she has received education for a medical transcriptionist and then for dental assisting from Tulsa Technology Center. She also attended Tulsa Junior College, as well as the University of Oklahoma and Kaplan University to advance her nursing degrees and experience. She is a member of the Hospice and Palliative Nurses Association, HCCA, SCCE, and AAPC. She has had many articles and publications related to hospice and palliative care published in electronic newsletters, medical journals, magazines and educational pamphlets as well as in social media outlets. She continues to devote her career to educating and supporting hospice and palliative care personnel as well as monitoring and working diligently with others to ensure state, federal and CHAP regulatory compliance, clinical excellence and legal compliance for the eleven (11) Crossroads Hospice agencies located throughout the United States.



Her passion does not end with hospice and palliative care. She has been married 36 years to whom she calls her "best friend." She has two children, a son who has just recently retired from a lifelong military in the US Army, and a daughter a disabled veteran who is also a registered nurse in a NICU. She has 6 grandchildren whom she adores and devotes as much of her, albeit limited, free time as possible. She loves martial arts in which she has a First-Degree Black Belt in American Taekwondo, and outdoor gardening. Her favorite passion is attending concerts from bands in the classic rock genre, enjoying music with a new interest in collecting 70's Classic Rock vinyl.

Publications:

"Nutrition and End of Life Care", Crossroads Hospice Educational Pamphlet, March 1998

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"Multiple Sclerosis-When does the "Great Imitator" become End Stage? – Hospice Views-Crossroads Hospice Blog 3/1/15 www.crossroadshospoice.com

"What's that stuff in my symptom kit?" Hospice Views-Crossroads Hospice Blog: 8/2015 www.crossroadshospoice.com

"Compassion Fatigue-How Can I keep Doing This?"- Hospice Views- Crossroads Hospice Blog-09/2015 at www.crossroadshospice.com

"My how we have grown-20-year look back" Hospice Views--Crossroads Hospice Blog-10/2015 at www.crossroadshospice.com

"When Dementia is a Factor" Educational pamphlet. 10/30/15 Tag Communications publication

"The Primary Care Physician and the Hospice Plan of Care" -12/01/15. Hospice Views Publication.

"Pain Management Through Palliative Care" 9/15/16-Hospice Views Publication.

"A hospice Nurse's response to the Kaiser Health News Article" –10/20/16- Kaiser Health News publication

"The Primary Care Physician and the Hospice Plan of Care" - Hospice Views-Crossroads Hospice Blog-12/2015 at www.crossroadshospice.com

"Palliative Care-What is it and when is it a good option?"-Hospice Views-Crossroads Hospice Blog-09/2016 at www.crossroadshospice.com

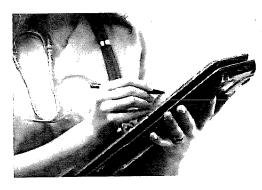
Free Continuing Education Program



Legal Issues for Healthcare Providers-Back to the Basics

Advance your role as a healthcare professional DATE: Wed-6/29/22 -15:00 & Thur. 6/30/22-09:00

2 CNE's awarded after successful completion-



As healthcare professionals-education is key. Understanding legal pitfalls is paramount in preventing a lawsuits and protecting yourself. This educational program will revisit the very "basics" regarding issues in healthcare. This is series one of a two part program.

This course focuses on:

- -Understanding what constitutes "falsification"
- -Understanding the definition of "theft"
- Understanding differences in abuse, negligence, neglect
 - -What violations could result in loss of license?
 - -Describe how to legally correct an error in the chart.
- —-Hippocratic Oath? What does that really mean?
 Upon completion you should be able to improve your knowledge on what could lead to legal pitfalls and how to prevent them!

Carrefour/Crossroads Hospice and Palliative Care is approved as a provider for continuing education by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN or LPN relicensure. Kansas Board Of Nursing Provider #LT0208-0612

Contact your supervisor to sign up for this training.

References:

Garner, Bryan, A. Black's Law Dictionary-Eighth Edition, Minnesota, 2004

<u>Hippocratic Oath: the Original and Revised Version-The Practo for Doctors.</u> Last Editorial Review: March 10, 2015-Retrieved May 1, 2019- https://doctors.practo.com/the-hippocratic-oath-the-original-and-revised-version

American Bar Association Journal "<u>Most Physicians Will Be Sued for Medical</u>
<u>Malpractice, Though Payouts Are Few, Study Finds"</u> August 18, 2011, Retrieved April 28, 2012.

http://www.abajournal.com/news/article/most_physicians_will_be_sued_for_medical_malpractice_though_payouts_are_few/>

RD-Right Diagnosis-"Nursing Malpractice Statistics". Posted May 5,, 2012-Retrieved May 5, 2012 http://www.rightdiagnosis.com/medical-malpractice_statistics.htm

The Latest Statistics Regarding Nurses and Medical Claims-NALTO- Posted May 12, 2015. Retrieved and updated 03/11/2020 https://www.cadls.com/blog/category/nurses/



Expect more from us. We do.

COURSE EVALUATION: Legal Issues for the Healthcare Provider Name: (optional) _____ Date: Please indicate your discipline: APRN: □ RN:□ LPN: □ Other:□ **Course Objectives:** 1. After completing this course, do you feel the course objectives were met? a. Ability to understand and define falsification. Yes □ No □ Yes □ No □ b. Ability to understand and define theft. c. Ability to define the difference in abuse, negligence & neglect. Yes \square No \square d. Ability to legally correct an error in a medical record. Yes □ No □ Yes □ No □ e. Ability to define the Hippocratic Oath. If answered no, please explain why: Using the scoring scale: (1=Poor, 3 = Average, 5=Excellent), complete the course evaluation and submit to presenter after course completion. Circle the appropriate score. 2. The information was well organized. 1 2 3 4 5 3. The topic is relevant to your current job duties. 1 2 3 4 5 5 4. The materials were well-presented. 1 2 3 4 5 5. The speaker was knowledgeable in the topic provided. $1\square 2\square 3\square 4\square 5\square$ 6. The environment was conducive to learning. 1 2 3 4 5 7. The teaching methods used were effective. 1 2 3 4 5 8. The length of the presentation was appropriate 1 2 3 4 5 9. The information will now be used in your current role. $1\square \ 2\square \ 3\square \ 4\square \ 5\square$ 10. Would you recommend this topic to others? Yes □ No □ If answered #10 "no"- please explain why: What other topics would you like to recommend? Additional Comments:



10810 E. 45 ST. South, STE: 300, Tulsa, OK 74146 - (918) 688-0989

Crossroads is approved as a provider for continuing education through the Kansas State Board of Nursing- Provider #: LT0280-0612

EDUCATIONAL CNE PROGRAM ATTENDANCE RECORD ROSTER

Topic:				Date:
Presented by:				Time in:
		ontact hours after successful completion.		Time out:
Participants-Please complete information	requested belo	w and sign. Thank you. Will retain copy in file for a	minimum period of 2 year	ars.
Participant's Name (Print Legibly)	Discipline	Participant's Signature	License #:	Address, City, State, Zip
		4		
			2	
			2	
				·

CNE/IV Flerie eaply 14522

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Crossroads:

Expect more from us. We do.

Free Continuing Education Program

Alzheimer's disease-an overview of a terminal condition-A self-study

Advance your role as a healthcare professional

DATE: 04/19/22 One day only.

2 CNE's awarded after successful completion

Alzheimer's disease is a common condition that we encounter as a healthcare professional. Ensuring a complete understanding of the disease progression, common symptoms and treatment is paramount in delivering excellence to our patients and their family members.

This course focuses on:

- -Defining Alzheimer's disease.
- -Identifying risk factors.
- -Describing how the disease progresses.
- -Identifying current medication regimens.

Upon completion you will be able to demonstrate an enhanced understanding of Alzheimer's disease, the progression and the treatment and enhance your role as a

Crossroads Hospice is approved as a provider for continuing education by the Kansas State Board of Nursing . Provider #LT0280-0612

Contact clinical office for self study materials.

Crees, Alex. Fox News Study-<u>Omega 3 May Help Lower Risk of Alzheimer's disease</u>, 3, May 2012, Retrieved May 3, 2012 http://wwwfoxnews.com/heatlh> Renewed 01/11/2020

Ferrell, Betty R. and Nessa Coyle. Oxford Textbook of Palliative Nursing -Third Edition New York, Oxford Press, 2010 Renewed 01/11/2020

The Corridor Group, <u>Hospice Quick flips-The Corridor Guide For Hospice Clinicians-Palmetto GBA</u> Version, Kansas/California, 2006-Updated 2010 Renewed 01/11/2020

U.S. National Institutes of Health. National Institute on Aging. <u>Alzheimer's Disease Medication Fact Sheet</u> (2005). July, 2011-Updated March 2012. Retrieved April 27, 2012. http://www.nia.nih.gov/alzheimers/publication/alzheimers-disease-medications-fact-sheet Renewed 01/11/2020

National Institutes of Health. National Institute on Aging. <u>Alzheimer's Disease</u>. June, 1, 2010. Retrieved April 25, 2012. http://www.nia.nih.gov/alzheimers/publication/alzheimers-disease-fact-sheet Renewed 01/11/2020

Kaye, Peter . Symptom Control In Hospice and Palliative Care, Maine, The Hospice Education Institute, 2006. Renewed 01/11/2020



Expect more from us. We do.

COURSE EVALUATION: Alzheimer's Disease

Name: (optional)		Date:		
Please indicate your discipline:				
Nurse: □	Social Worker:□		Other:□	
	Poor, 3 = Average, 5=Excelle senter after course completion.			
1. Was the information well	organized?	1□ 2□	3□ 4□ 5□	
2. Was the topic relevant to	your current job duties?	1□ 2□	3□ 4□ 5□	
3. Were the materials well-p	presented?	1□ 2□	3□ 4□ 5□	
4. Was the speaker knowled	geable in the topic provided?	1□ 2□	3□ 4□ 5□	
5. Do you feel that the cours	se objectives were met?	1 2 2	3□ 4□ 5□	
6. Was the environment con	ducive to learning?	1 2 2	3□ 4□ 5□	
7. Were the teaching method	ds used effective?	1□ 2□	3□ 4□ 5□	
8. Were the materials / hand	outs useful?	1□ 2□	3□ 4□ 5□	
9. Will you use the informat	tion in your current role?	1□ 2□	3□ 4□ 5□	
10. Would you recommend	this topic to others?	1 2 2	3□ 4□ 5□	
What other topics would you	ı like to recommend?			
Additional Comments:				



Summary of Planning of KSBN Long Term CNE Provider Program

Annual Meeting and Annual Program Review and Analysis Date: Thursday -04/08/21-Meeting Time 09:30-11:45 Review Period July 1, 2020-June 30, 2021

Provider Number LT0280-0612

Program Coordinator: DeAnna Looper RN, CHPN, CHPCA, CHC, CPCO-Chief Compliance Officer.

Meeting Location: Carrefour office/ZOOM meeting -Mixed meeting, both in person and virtual.

Members: Light Breakfast (Continental due to COVID) provided for members present.

Note: Jan, Feb, March meetings were held via telephone conference due to logistical issues. Annual meeting was planned and held today (4/8/21) instead of January, due to issues associated with the pandemic. Discussed briefly on previous phone conferences but formal meeting held until today.

Annual Meeting Initiated

04/08/20221- 09:30 CST- Carrefour main conference room with large screen for ZOOM meeting.

Roll Call

All members present (either in person or remotely).

Program Evaluation -July 1, 2020-June 30, 2021

- 1. Reviewed policies and procedures-No changes needed at this time.
 - a. Outcome: Meets KSBN guidelines
- 2. Reviewed flyers/programs/brochures-No changes in the formatting but a focus on adding information regarding virtual trainings, as necessary.
 - a. Outcome: Meets KSBN guidelines
- 3. Reviewed CNE and contact hour awards for self-study programs. Due to COVID-19, unable to have any live events in 2020 and most likely, most of 2021. Discussed the benefits of onsite trainings and live event CNE and contact hours- awards/credits appropriate per KSBN guidelines. Discussed need for more regulatory focused materials due to the increased scrutiny and need for compliance.
 - a. Outcome: Meets KSBN guidelines
- 4. Reviewed current membership.
 - a. Outcome: All members approved for membership
- 5. Reviewed test sample for (5) Independent Study program.
 - a. Outcome: Committee approved outline/topics on 2 topics. Other remaining topics to be reviewed next year.
- 6. Reviewed developed self-study materials and ongoing need for more materials.
- 7. Set dates for upcoming virtual vs. live training on Annual Legal, Regulatory and Compliance Round Table Event. (coordinated with T. Posey-Attorney). Due to COVID, this was not



Summary of Planning of KSBN Long Term CNE Provider Program performed in 2020. Planning for summer months for all locations either virtually or in person, based on the CDC recommendations.

8. Set dates for monthly meetings.

Annual and Ongoing Planning:

- 1. Reviewed and discussed comments from all past live events and self-study events especially due to COVID and inability to have one on one type trainings or group trainings. Reviewed current Relias online training and how to add additional trainings.
- 2. Confirmed that Legal, Regulatory and Compliance Training at all sites to be performed during the 2020 year. Discussed the inability to perform last year's training, and the adverse outcomes related to this issue.
- 3. Plans to develop one (1) new educational material monthly and additional trainings related to topics suggested and received from the Legal, Regulatory and Compliance Round Table Training.
- 4. Plans to develop trainings specifically to infection control, the pandemic, COVID, staff and patient educational needs as well as staff burnout, "COVID fatigue" seen with staff, patients, and caregivers.

Follow Up Q & A Session:

Discussed suggestions provided to members from staff. Very poor response this year due to COVID. Staff appear to be suffering from COVID fatigue and are not engaged in CNE at this point. However, reviewed and discussed infection control procedures-specifically related to the pandemic/COVID.

Addressed staff burnout and loss of personnel d/t COVID related issues.

Discussed incentives for staff regarding their CEU needs in conjunction with current available CEU through Relias Educational portal.

Discussed developing CNE training on the topic of the COVID vaccine.

Discussed additional training in regard to the differences between palliative and hospice and the criteria. Due to the ongoing issues associated with legalize medical marijuana in multiple states, patients requesting guidance on this substance, we will continue to address the state specific medical marijuana and how to handle requests from patients/family members due to inability to recommend.

Develop training on COVID, the above criteria on PC vs. EOL.

Discussed the need to expound on non-conventional treatments such as music therapy, pet therapy, essential oils, massage therapy, stress relieving techniques and requirements for policies, training.

Discussed educational trainings and materials for patients, caregivers, and contracted facility staff.



Summary of Planning of KSBN Long Term CNE Provider Program

Conclusion:

In addition to the reviewing the above data, the committee members discussed providing opportunity for Microsoft Teams, ZOOM and other platforms as remote educational means due to the wide variables in comfort level among staff, even though the number of positive COVID cases have dropped.

Discussed upcoming date for all future meetings, with the next meeting held in May and reviewed dates for the meetings. Clayton Farmer CEO and Perry Farmer, COO will be invited to attend.

Will send email regarding February meeting and tentative dates for future 2020 monthly meeting/call times.

Adjourned Meeting:

11:45

Name of Provider: Dodge City Community College LT0003-0527

Long Term CNE Provider Checklist (K.A.R. 60-9-107)

Information Required	Received	NA
Completed application for initial approval or five-year renewal for LT CNE		
providership shall be submitted at least 60 days before a scheduled board	X	
meeting	X	
The name and address of the organization on the application	^	1 1
The name and address of the department or unit within the organization responsible for approving CNE, if different from the name and address of	×	
the organization		
The name, education and experience of the program coordinator responsible	V	
for CNE	X	
Be a licensed professional nurse	X	
Have three years of clinical experience	X	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Have one year of experience in developing and implementing nursing education	X	
Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:		
Written policies and procedures, including at least the following areas:		
Assessing the need and planning for CNE activities	×	3. 1771 N
Fee assessment	×	
Advertisements or offering announcements. Published		
information shall contain the following statement: "(name of provider) is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number:	X	
Notice of change of coordinator or required policies and procedures. The program coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days	×	
For long term providers, the policies and procedures for the offering		
approval process shall include the following:		
A summary of the planning	Λ	
The behavioral objectives	X	A 62 . 21 . 5 .
The content, which shall meet the definition of CNE in KSA 65- 1117	×	
The instructor's education and experience, documenting knowledge and expertise in the content area	X	
A current bibliography that is reflective of the offering content. The bibliography shall include books published within the past 10 years, periodicals published within the past five years, or both	X	
An offering evaluation that includes each participant's assessment of the following:		
■ The achievement of each objective	X	111
The expertise of each individual presenter	X	

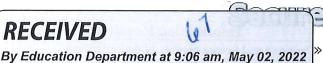
Information Required	Received	NA
An approved provider may award any of the following:		
 Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours 	X	
 Credit for fractions of hours over 30 mins to be computed towards a contact hour 	X	
 Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum 	X	
 Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results 		× ×
Clinical hours		X
Documentation of Attendance		
Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
The provider's name, address, provider number, and coordinator	X	
• The date and title of the offering, and the presenter or presenters	X	
• The participant's name and license number and the number of contact hours awarded	X	
Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:		
The provider's name, address, provider number, and coordinator	X	
The participant's name and license number, and the number of contact hours awarded	X	
The title of the offering	X	
The date on which the offering was completed	X	
Either the completion of a posttest or a return demonstration	X	
Certificate of Attendance/CE Transcript		
A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider	X	
Each certificate and each CE transcript shall be complete before distribution to the participant	X	
Each certificate and each CE transcript shall contain the following information:		
The provider's name, address and provider number	X	
The title of the offering	X	
The date or dates of attendance or completion	X	
 The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded 	X	
The signature of the individual responsible for the providership	×	

Information Required	Received	NA
The name and license number of the participant	X	
Recordkeeping & Storage		
For each offering, the approved provider shall retain the following for two years:		
A summary of the planning	X	
A copy of the offering announcement or brochure	X	1.70
The title and objectives	X	
The offering agenda or, for independent study, pilot test results	X	
A bibliography	X	
A summary of the participants' evaluations	X	1000
Each instructor's education and experiences	X	5 5471
Documentation to verify completion of the offering	X	119. 6
The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals	×	
Program Evaluation Plan		
For long-term providers, a copy of the total program evaluation plan	Χ	
Two Proposed Offerings		
The provider shall submit two proposed offerings, including the following:		
A summary of planning	X	J MO
A copy of the offering announcement or brochure	X	
The title and behavioral objectives	X	
The offering agenda or, for independent study, pilot test results	X	
Each instructor's education and experience	X	
A current bibliography	X	Carl Harris
The offering evaluation form	X	

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Reference No.: 25120 **Date submitted:** Apr 29 16:02 2022

9 files were uploaded with this form: DCCC LTCNE Sample Rosters.pdf, KSBN LTCNE Total Program Evaluation Dodge City Community College 20-21.pdf, DCCC LTCNE 5 Year Application 2022 (POLICIES).pdf, DCCC LTCNE Sample Certificate.pdf, DCCC LTCNE Sample Pamphlet.pdf, LTCNE Workshop Planning (Blank).pdf, Mechele Hailey Curriculum Vitae 02-2022.pdf, Mental Health Symposium Offering Documents.pdf, ABCs of Pain Management Offering Documents.pdf

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radio ~ Renewal

Providername ~ Dodge City Community College

providernum ~ LT0003-0527

legalbody ~ NA

address ~ 2501 N. 14th Ave

adress2 ~ Dodge City, KS 67801

telephone ~ 620-471-4111

email ~ mhailey@dc3.edu

coordinator ~ Mechele Hailey, DNP, RNC-OB, CNE

date ~ 04-29-2022

planningce ~ Process of Assessing Need and Planning CE Offerings

- 1.KSBN CNE Definition—"Continuing nursing education means learning experiences intended to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public."
- The CNE Program Coordinator and CNE committee review recommendations from previous CNE evaluations, advisory board suggestions, DNE faculty suggestions and suggestions made from the local healthcare communities. The subjects are chosen after careful review of meeting the CNE definition and requirements by KSBN.
- 3. Behavioral objectives for each offering will be approved by the CNE committee and CNE Program Coordinator prior to any development of advertising or handout materials related to the offering.
- 4. Offerings must meet requirements of continuing education definitions according to the Kansas Nurse Practice Act and not be information that

is presented in basic nursing content required for meeting professional and practical nursing requirements. The offering must enhance the practice, education, administration, research or theory development of nurses.

- 5.Learning objectives, bibliography information, and presenter credentials must be submitted 60 days prior to the offering date and are reviewed by the CNE Committee for compliance with the definition of CNE pursuant to KSA 65-1117.
- 6.Planning documents are utilized to ensure all needed components are being addressed during planning. (See attached document example)
- 7.Evaluation forms shall include assessment of achievement of learner objectives and the expertise of each presenter. The evaluation form is returned at the time the certificate is issued.

feeassessment ~ Process for Fee Assessment

- 1.The DNE CE Committee usually charges \$10.00 per CE unit for continuing education credit. DCCC Students and the general public are traditionally charged \$10.00 and \$15.00 respectively for non-credit attendance.
- 2.Refunds are given if a workshop does not meet the enrollment quota (7) or in the event of inclement weather. If an enrollee requests a refund prior to the date of the offering and there have not prior expenditures for refreshments or other needs for the offering, the request is usually granted.
- 3.Insufficient fund checks are processed through our business office and sent by the bank to a collection agency.

advertisement ~ Process for Advertisements or Announcements

- 1.The CNE committee designs and arranges for the printing of brochures for upcoming offerings. Materials distributed for advertising and announcing offerings include pamphlets mailed and emailed to members and facilities in the local and surrounding communities, advisory board members and inclusion in KSBN newsletter (time permitted). Electronic copies are available by email to anyone requesting information.
- 2. The following statement is placed on CEU offering materials: a.DCCC is an approved provider of continuing nursing education by the

Kansas State Board of Nursing. This course offering is approved for (insert number of approved contact hours here) contact hours applicable for APRN, RN or LPN re-licensure. Kansas State Board of Nursing Provider Number: LT0003-0527

3. Sample pamphlet is attached

approvalprocess ~ Process for Offering Approval

- 1.The Program Coordinator evaluates the suggestions made for needed CNE from suggestions made during Advisory Board meetings and facilities/nurses expressing needs for certain topics. The subjects are chosen after careful review of meeting the CNE definition and requirements by KSBN.
- 2. Summary of planning including meeting minutes are kept on file for each offering.
- 3.Behavioral objectives for each offering will be approved by the CNE committee and CNE Program Coordinator prior to any development of advertising or handout materials related to the offering.
- 4.Offerings must meet requirements of continuing education definitions according to the Kansas Nurse Practice Act and not be information that is presented in basic nursing content required for meeting professional and practical nursing requirements. The offering must enhance the practice, education, administration, research or theory development of nurses.
- 5.Learning objectives, bibliography information, and presenter credentials must be submitted 60 days prior to the offering date and are reviewed by the CNE Committee for compliance with the definition of CNE pursuant to KSA 65-1117.
- 6.Presenter resumes are carefully reviewed for appropriate credentials, education and experience. This experience and/or education shall be evaluated for appropriateness based on the material being presented.
- 7.Bibliography content shall:
- a. Reflect material being presented in the offering
- b.Include books published within the past 10 years, and/or
- c.Periodicals published within the last 5 years.
- 8.Planning documents are utilized to ensure all needed components are being addressed during planning. (See attached document example)
- 9.Evaluation forms shall include assessment of achievement of learner objectives and the expertise of each presenter. The evaluation form is

returned at the time the certificate is issued.

contacthours ~ Process for Awarding Contact Hours

- 1.Contact hours will be awarded as documented on the agenda for the actual time attending, including partial credit for one or more contact hours.
- 2.Calculation of contact hours for actual attendance will be based on a 50-minute hour. Partial credit may be given for fractions of hours over 30 minutes, towards a contact hour. No credit will be given for presentations and attendance lasting less than 30 minutes.
- 3.Full credit for offerings will be figured by calculating the entire time the offering is held and subtracting the minutes for breaks and lunch. This time is converted to total minutes and then divided by 50 to get contact hours.
- 4. The sign-in roster is used to document late arrivals and early departures on the roster. The certificate for awarding CNE is adjusted to reflect the actual hours the learner was present. Sign-in is also required after lunch breaks and for each day (if applicable). Rosters will reflect actual number of hours attended and awarded.
- 5.Instructor credit is offered for a first-time presentation and is equated to 2 contact hours for each hour of the first-time presentation of an approved offering, excluding standardized prepared curriculum.
- 6.Independent study programs will be awarded credit based on the time required to complete the offering. This is determined by documentation provided by pilot test results.
- 7.According to KSA 60-9-105, any clinical hours awarded shall be 1 contact hour for every 3 clinical hours of planned learning experiences in the clinical setting.

verifycompletion ~ Process for Verifying Participation and Completion of Offering

- 1.Rosters are used to certify attendance and signatures are required for both AM and PM sessions. Content of the rosters will include pertinent information as required by statute 60-9-107.
- 2.The roster will be maintained to provide documentation to verify that each participant attended the offering. The roster shall be signed daily by the participant and shall include the following information: a.Provider's name, address, provider number and coordinator. b.Participant's name and license number and the number of contact

hours awarded

- c.Title of offering
- d.Date of offering (including completion date)
- e.Presenter(s) names
- 3.A completed Certificate of Attendance is awarded to participants who complete the CE offering. Each certificate shall be complete before distribution to the participant. The Certificate of Attendance contains pertinent information as required by statute 60-9-107.
- 4. Requirements for certificates shall include:
- a.Provider's name, address, provider number
- b. Title of offering
- c.Date or dates of attendance or completion
- d.Name and license number of participant
- e.Number of contact hours awarded
- f.If applicable, the designation of any independent study or instructor contact hours awarded
- g.Name and signature of program coordinator
- 5. Sample roster and Certificate of Attendance is attached.

recordkeeping ~ Process for Record Keeping and Storage

- 1.CNE records shall be maintained in a locked storage unit within the Department of Nurse Education for a minimum of two years following the completion of the offering.
- 2.Records will include:
- a.A summary of the planning
- b.Copy of offering announcement or brochure including:
- i.Title of offering
- ii.Objectives of offering
- iii.Instructor(s) education and experience
- c.Offering agenda or pilot test results for independent study
- d.Bibliography provided by presenter(s)
- e.Summary of participants' evaluations
- f.Copy of certificates to verify completion of the offering

noticeofchange ~ Process for Notice of Change of Coordinator or Required Policies

- 1.Notification is provided upon change of coordinator position within 30 days of change or as requested by KSBN.
- 2.In March 2017, DCCC notified KSBN of a new coordinator. The coordinator has remained the same since that time.

3. Policy changes are reported according to KSBN guidelines.

programevaluation ~ Total Program Evaluation

- 1.A total program evaluation is completed each year in the fall for the previous period.
- 2.A total program evaluation for time period July 1, 2020 to June 30, 2021 was completed by the program coordinator and members of the CNE committee.
- 3. The evaluation form is attached.

Submission date \sim 04-29-2022 16:02:31 **Form ID** \sim 1672730

Dodge City Community College Department of Nurse Education CNE 5 Year Renewal Application 2022

Name and Address of Organization

Dodge City Community College 2501 N. 14th Ave. Dodge City, KS 67801 Kansas State Board of Nursing Provider Number: LT 0003-0527

Name and Address of Department within the Organization Responsible for CNE

Physical Address: (mailing address remains the same as the main campus)
Dodge City Community College Department of Nurse Education
308 W. Frontview Rd.
Dodge City, KS 67801

Name, Education and Experience of CNE Program Coordinator

- KSBN Requirements—The CNE Coordinator must be a registered nurse with 3 years of clinical experience, baccalaureate degree and at least one year of experience developing and implementing educational offerings.
- 2. DCCC CNE Program Coordinator is Mechele L. Hailey, DNP, RNC-OB, CNE (see attached CV)

Process of Assessing Need and Planning CE Offerings

- KSBN CNE Definition—"Continuing nursing education means learning experiences intended to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public."
- The CNE Program Coordinator and CNE committee review recommendations from previous CNE evaluations, advisory board suggestions, DNE faculty suggestions and suggestions made from the local healthcare communities. The subjects are chosen after careful review of meeting the CNE definition and requirements by KSBN.
- Behavioral objectives for each offering will be approved by the CNE committee and CNE Program Coordinator prior to any development of advertising or handout materials related to the offering.
- 4. Offerings must meet requirements of continuing education definitions according to the Kansas Nurse Practice Act and not be information that is presented in basic nursing content required for meeting professional and practical nursing requirements. The offering must enhance the practice, education, administration, research or theory development of nurses.
- Learning objectives, bibliography information, and presenter credentials must be submitted 60 days prior to the offering date and are reviewed by the CNE Committee for compliance with the definition of CNE pursuant to KSA 65-1117.
- Planning folders are utilized to ensure all needed components are being addressed during planning. (See attached example file folder form)
- Evaluation forms shall include assessment of achievement of learner objectives and the expertise of each presenter. The evaluation form is returned at the time the certificate is issued.

Process for Fee Assessment

- 1. The DNE CE Committee usually charges \$10.00 per CE unit for continuing education credit. DCCC Students and the general public are traditionally charged \$10.00 and \$15.00 respectively for noncredit attendance.
- 2. Refunds are given if a workshop does not meet the enrollment quota (7) or in the event of inclement weather. If an enrollee requests a refund prior to the date of the offering and there have not prior expenditures for refreshments or other needs for the offering, the request is usually granted.
- 3. Insufficient fund checks are processed through our business office and sent by the bank to a collection agency.

Process for Advertisements or Announcements

- 1. The CNE committee designs and arranges for the printing of brochures for upcoming offerings. Materials distributed for advertising and announcing offerings include pamphlets mailed and emailed to members and facilities in the local and surrounding communities, advisory board members and inclusion in KSBN newsletter (time permitted). Electronic copies are available by email to anyone requesting information.
- The following statement is placed on CEU offering materials:
 - DCCC is an approved provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for (insert number of approved contact hours here) contact hours applicable for APRN, RN or LPN re-licensure. Kansas State Board of Nursing Provider Number: LT0003-0527
- 3. Sample pamphlet is attached

Process for Offering Approval

- 1. The Program Coordinator evaluates the suggestions made for needed CNE from suggestions made during Advisory Board meetings and facilities/nurses expressing needs for certain topics. The subjects are chosen after careful review of meeting the CNE definition and requirements by KSBN.
- 2. Summary of planning including meeting minutes are kept on file for each offering.
- Behavioral objectives for each offering will be approved by the CNE committee and CNE Program Coordinator prior to any development of advertising or handout materials related to the offering.
- 4. Offerings must meet requirements of continuing education definitions according to the Kansas Nurse Practice Act and not be information that is presented in basic nursing content required for meeting professional and practical nursing requirements. The offering must enhance the practice, education, administration, research or theory development of nurses.
- 5. Learning objectives, bibliography information, and presenter credentials must be submitted 60 days prior to the offering date and are reviewed by the CNE Committee for compliance with the definition of CNE pursuant to KSA 65-1117.
- 6. Presenter resumes are carefully reviewed for appropriate credentials, education and experience. This experience and/or education shall be evaluated for appropriateness based on the material being presented.

Dodge City Community College Department of Nurse Education CNE 5 Year Renewal Application 2022

- 7. Bibliography content shall:
 - a. Reflect material being presented in the offering
 - b. Include books published within the past 10 years, and/or
 - c. Periodicals published within the last 5 years.
- 8. Planning folders are utilized to ensure all needed components are being addressed during planning. (See attached example file folder form)
- 9. Evaluation forms shall include assessment of achievement of learner objectives and the expertise of each presenter. The evaluation form is returned at the time the certificate is issued.

Process for Awarding Contact Hours

- 1. Contact hours will be awarded as documented on the agenda for the actual time attending, including partial credit for one or more contact hours.
- 2. Calculation of contact hours for actual attendance will be based on a 50-minute hour. Partial credit may be given for fractions of hours over 30 minutes, towards a contact hour. No credit will be given for presentations and attendance lasting less than 30 minutes.
- 3. Full credit for offerings will be figured by calculating the entire time the offering is held and subtracting the minutes for breaks and lunch. This time is converted to total minutes and then divided by 50 to get contact hours.
- 4. The sign-in roster is used to document late arrivals and early departures on the roster. The certificate for awarding CNE is adjusted to reflect the actual hours the learner was present. Sign-in is also required after lunch breaks and for each day (if applicable). Rosters will reflect actual number of hours attended and awarded.
- 5. Instructor credit is offered for a first-time presentation and is equated to 2 contact hours for each hour of the first-time presentation of an approved offering, excluding standardized prepared curriculum.
- 6. Independent study programs will be awarded credit based on the time required to complete the offering. This is determined by documentation provided by pilot test results.
- 7. According to KSA 60-9-105, any clinical hours awarded shall be 1 contact hour for every 3 clinical hours of planned learning experiences in the clinical setting.

Process for Verifying Participation and Completion of Offering

- 1. Rosters are used to certify attendance and signatures are required for both AM and PM sessions. Content of the rosters will include pertinent information as required by statute 60-9-107.
- 2. The roster will be maintained to provide documentation to verify that each participant attended the offering. The roster shall be signed daily by the participant and shall include the following information:
 - a. Provider's name, address, provider number and coordinator.
 - b. Participant's name and license number and the number of contact hours awarded
 - c. Title of offering
 - d. Date of offering (including completion date)
 - e. Presenter(s) names

Dodge City Community College Department of Nurse Education CNE 5 Year Renewal Application 2022

- 3. A completed Certificate of Attendance is awarded to participants who complete the CE offering. Each certificate shall be complete before distribution to the participant. The Certificate of Attendance contains pertinent information as required by statute 60-9-107.
- Requirements for certificates shall include:
 - a. Provider's name, address, provider number
 - b. Title of offering
 - c. Date or dates of attendance or completion
 - d. Name and license number of participant
 - e. Number of contact hours awarded
 - If applicable, the designation of any independent study or instructor contact hours awarded
 - Name and signature of program coordinator
- 5. Sample roster and Certificate of Attendance is attached.

Process for Record Keeping and Storage

- 1. CNE records shall be maintained in a locked storage unit within the Department of Nurse Education for a minimum of two years following the completion of the offering.
- Records will include:
 - a. A summary of the planning
 - b. Copy of offering announcement or brochure including:
 - i. Title of offering
 - ii. Objectives of offering
 - iii. Instructor(s) education and experience
 - c. Offering agenda or pilot test results for independent study
 - d. Bibliography provided by presenter(s)
 - e. Summary of participants' evaluations
 - Copy of certificates to verify completion of the offering

Process for Notice of Change of Coordinator or Required Policies

- 1. Notification is provided upon change of coordinator position within 30 days of change or as requested by KSBN.
- 2. In March 2017, DCCC notified KSBN of a new coordinator. The coordinator has remained the same since that time.
- Policy changes are reported according to KSBN guidelines.

Total Program Evaluation

- 1. A total program evaluation for time period July 1, 2020 to June 30, 2021 was completed by the program coordinator and members of the CNE committee.
- 2. The evaluation form is attached.

Curriculum Vitae Dr. Mechele L. Hailey

PO Box 738 (mailing), 215 E. Oak St. • Bucklin, KS 67834 479-544-8058 (cell) mechele.hailey@gmail.com

Education

Doctor of Nursing Practice 6/2019 Graduate with Distinction Concentration-Leadership Capella University, Minneapolis, MN

Master of Science in Nursing 8/2014 Concentration- Nursing Education Walden University, Minneapolis, MN

Diploma in Nursing

12/1993

Registered Nursing

Baptist School of Allied Health, Little Rock, AR

Employment & Professional History

Employment & 1 vozozza	
Academia Dodge City Community College, Dean of Nursing and Allied Health Oklahoma Wesleyan University, Adjunct Online Nursing Faculty Accreditation Commission for Education in Nursing, Peer Evaluator Dodge City Community College, Director of Nursing and Allied Health Dodge City Community College, Interim Director & Professor of Nursing Grand Canyon University, Adjunct Nursing Instructor Online (RN-BSN) Dodge City Community College, Professor of Nursing Dodge City Community College, Part-Time Clinical Instructor	2020—Present 2020—Present 2019—Present 2016—2020 2015—2016 2014—2017 2014—2015 2013—2014
Clinical Practice St. Catherine Hospital, Staff Nurse PRN Western Plains Medical Complex, Director of Women's Services & Staff RN Mercy Medical Center/St Mary's Hospital, Clinical Coordinator, CN III Willow Creek Women's Hospital, Clinical Supervisor & Educator St. Mary's Hospital, Charge Nurse & Perinatal Loss Counselor Springdale Memorial Hospital, Charge Nurse & Educator	2019—2020 2011—2014 2003—2011 2001—2003 1998—2001 1994—1998

Publications

Doctoral Capstone Sexual Assault Nurse Examiner (SANE) Program Evaluation Meeting the students where they are: Supporting critical thinking in the new classroom environment (Elsevier Nursing Education Blog Post)

Activities

Activities Introductory Leadership Training	December 2020
National Society of Leadership and Success—Introductory Leadership Training	June 2021
Item Writing Panel Member NCLEX-PN for NCSBN (Volunteer)	Various
Multiple book reviews for nursing education publishers	V di To dis

Licenses

Kansas RN License Arkansas RN License California RN License	ID # 14-114690-071 ID # R44376 ID # 701974 ID # RN195654 ID # 87585	Multi-state Active Status Inactive Status Expired, Inactive Inactive Status
Arizona RN License Oklahoma RN License		Inactive Status Expired, Inactive

Certifications

National League of Nursing Certified Nurse Educator Inpatient Obstetrics (RNC-OB) Healthcare Provider CPR (American Heart Association)

Current Current Current

Awards and Honors

Golden Key International Honor Society Sigma Theta Tau International Honor Society for Nursing Graduation with Distinction from Capella University

Memberships

American Nurses Association Kansas Council for Associate Degree Nurse Educators Kansas Council for Practical Nurse Educators Kansas Nurses Association National League of Nursing National Society of Leadership and Success Organization for Associate Degree Nursing

ABC's of Pain Management: Acute, Basic, Chronic, End of Life, & Geriatric

Registration Deadline is April 17, 2017

Name:
Address:
City, State, Zip:
Home Phone:
Work Phone:
Email:
Home County:
Date of Birth:
Ethnic Origin: Caucasian Hispanic
African/American Other
Country of Citizenship: USA Other
RN:
Certification/License #:
Fees: CEU credit: \$75.00 Public (non-CEU credit) \$30.00 DC3 Student or Employee \$15.00

Registration Information: Make Checks payable to: Dodge City Community College. The fee includes course materials and Lunch. Class is limited to 50 participants. For more information please call: 1-800-367-3222 ext. 241 or 620-227-9241. To register, mail to: Lisa Carpenter 2501 North 14th Avenue, Dodge City KS 67801-2399 or fax this form to 620-227-9319.

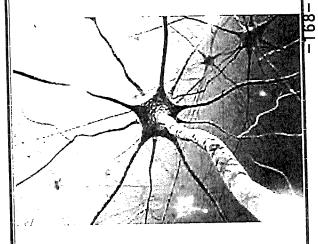
Special Notice

Presentation will take place in the DCCC Theatre. Writing surfaces are not available. Participants may bring their own lab desk or writing surface. We accommodate persons with disabilities. Please call our office and a continuing education representative will contact you to discuss your accommodation needs. In order to assure accommodation, please register at least two weeks before the start of the event. DCCC is committed to equal opportunity for all students, regardless of age, sex, race, color, nationality, ethnic origin, religion, disability or veteran status. In consideration of presenters and other participants we ask that you do not bring infants or children. Please do not bring hobbies such as sewing, knitting, crocheting, or letter writing to the program. We cannot control the temperature of the room, please bring a SWEATER.

DCCC DEPARTMENT OF NURSE EDUCATION

PRESENTS

ABC'S OF PAIN
MANAGEMENT:
ACUTE, BASIC, CHRONIC,
END OF LIFE,
&
GERIATRIC



April 24, 2017

Dodge City Community College
Campus Theatre
Dodge City, KS 67801
8:00 am-4:00 pm

CNE/IV/Thorany 169

Agenda 8:00-8:30 Registration 8:30-11:45 Morning session 11:45-12:30 Lunch (provided) 12:30-3:45 Afternoon session 3:45-4:00 Wrap up

A 15 minute break will be taken in the morning and in the afternoon.

Target Audience:

RN's, LPN's, and Social Workers, Emts, Physicians, Pharmacists

C. E. U. Credit:

Dodge City Community College Department of Nursing Education is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering is approved for 6 contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: LT0003-0527.

Workshop Cancellation Policy:

DCCC reserves the right to cancel any workshop that does not meet enrollment quota. Anyone who has preregistered will receiv

e a full refund in the event the workshop is cancelled. In the event of inclement weather participants will be notified of cancellation via local radio

About the Speaker

ABC's of Pain Management:

Acute, Basic, Chronic, End of Life, &

Geriatric

Presented by Melanie Simpson PhD, RN-BC, OCN, CHPN, CPE



Melanie Simpson is the Team Coordinator for the Pain Management Resource Team at The University of Kansas Hospital. It is a nurse-run, inpatient, pain management consult service. In this position, she consults on all types of pain management issues including acute, post-operative and persistent/chronic pain

&

syndromes. She has worked in pain management full-time for over twenty years, starting as Nurse Coordinator for Cancer Pain Management and moving inpatient to begin the Pain Management Resource Team in 2001

Dr. Simpson has a Bachelor's Degrees in both Nursing and Human Relations, a Master's degree in Health Services and a Doctoral Degree in Health Administration. She is nationally certified in Pain Management, Oncology, Hospice and Palliative Nursing and is a Certified Pain Educator. Melanie is the recipient of the 2012 ANCC National Magnet Nurse of the Year Award for Exemplary Professional Practice and the 2016 Kansas University Medical Center Honorary Nursing Alumna Award. She is active both locally and nationally in several professional organizations including; American Pain Society, American Society for Perianesthesia Nursing and she is the President of the American Society for Pain Management Nursing.

OBJECTIVES

- State the four processes involved in the pain pathway
- List components of a comprehensive pain assessment
- · Describe multimodal analgesia
- Interpret an equianalgesic dosing table
- Identify two nonpharmacologic interventions for pain management



DODGE CITY COMMUNITY COLLEGE EVALUATION FORM

ABC's of Pain Management:

Acute, Basic, Chronic, End of Life, & Geriatric

April 24, 2017

Please check one RN - 22 LPN - 5 LBSW - 1 BCPC - 1 Student - 37 Other - 4 = 70 respondents

How did you hear about the program? Brochure - 5 Employer - 15 School -38 Other -12 = 70

	Excellent	Good	Satisfactory	<u>Needs</u> <u>Improvement</u>	Unsatisfactory
A. Speaker: Melanie Simpson	67	3			
the Cate a superson	63	7		,	
B. Overall quality of the program C. Handout Materials	54	13	3		
D. Physical facilities	38	15	14	3	
E. This workshop allowed achievement of my personal objectives	55	14	1		
F. Would you suggest any changes in this program? (Additional comments can be made on the back of this page.)					

Please review the following objectives, then indicate your choice:

1.	State the four processes involved in the pain pathway.	Met - 70	Not Met
2.	List components of a comprehensive pain assessment.	Met - 70	Not Met
3.	Describe multimodal analgesia	Met - 70	Not Met
4.	Interpret an equianalgesic dosing table.	Met - 70	Not Met
5.	Identify two nonpharmacologic interventions for pain management.	Met - 70	Not Met

Would you suggest any changes in this program? (Additional comments can be made on the back of this page.)

This was a very educational presentation! I learned quite a bit I didn't know and was reminded and updated on the topics I was aware of. Thank you!

Melanie was an excellent speaker. I learned so much!

A neat educational experience. Thanks for keeping spirits light and fun!

Put evaluation forms in folder. Wonderful speaker! I love passionate people.

Very informative! It was good to learn "no – no's" & more about what drugs are not okay to "mix".

Great presentation. Speaker was highly informative and easy to understand.

Great Speaker!

Would have been helpful to have some light in the theater – couldn't see the presenter or my hand out very well.

Turn on the lights & the AC down. Speaker made several statements on the room being dark & no changes were made.

I wish the room would have had better lighting. I wish we could have seen the speaker better.

Location & better lighting.

Better lighting

Needed the lights on

Separate experienced nurses from students to focus on the basics.

Enjoy Melanie so much. Great relevant Information.

Speaker talked very quickly – at times difficult to understand or comprehend. More with names of meds unfamiliar with.

Would be better if it was somewhere with tables.

A place with tables.

Very knowledgeable. Enjoyed the presentation.

Thank you. Very educational.

A lot of information of trying to explain medications during second session. Seemed rushed.

It would have been better if the lights were turned on - very hard to see.

Great content & presentation.

Melanie Simpson is incredibly knowledgeable & skilled in educating others. She is personable & interactive with her audience. I thoroughly enjoyed her program.

Very informative.

Exellent! Phenomenal presentation!

Great presentation. Everyone in healthcare should receive more education on pain management.

Great information!

Great presentation!

Great education!

Have someone from the facility work on the lights so its not dark & don't need glare from the doors being open.

Great speaker. Knows how to keep the crowds attention!

Entertaining and informative.

Facility with more lighting/maybe tables to be able to take notes. Great program. Thank you for facilitating this. Well worth It!!

Dodge City Community College Department of Nursing and Allied Health

2501 North 14th Avenue Dodge City KS 67801 Continuing Nursing Education Certificate

For Attending:

ABC's of Pain Management:
Acute, Basic, Chronic, End Of Life, and Geriatric
on
April 24, 2017

Presented by

Melanie Simpson, PhD, RN-BC, OCN, CHPN, CPE

EARNING 6.0 CONTACT HOURS

Mechele Hailey

P.O. Box 738

Bucklin, KS 67834

License # 114690

Provider:

Dodge City Community College Allied Health

Provider No. LT00030527

Director of Nursing & Allied Health Configuring Education

ABC'S OF PAIN MANAGEMENT Acute, Basic, Chronic, End of Life & Geriatric

April 24, 2017

Melanie H. Simpson, Ph.D., RN-BC, OCN, CHPN, CPE

08:30 - 10:00 am

10:00 - 10:15 am Break

10:15 - 11:45 am

11:45 - 12:30 am Lunch

12:30 - 1400 pm

14:00 – 14:15 pm **Break**

14:15 - 15:45 pm

Objectives:

State the four processes involved in the pain pathway

List components of a comprehensive pain assessment

Describe multimodal analgesia

Interpret an equianalgesic dosing table

Identify two nonpharmacologic interventions for pain management

MELANIE H. SIMPSON, PhD, RN-BC, OCN, CHPN, CPE

Home 10165 Mackey St. Overland Park, KS 66212 913-631-0931 home phone 913-744-8278 cell phone

Pain Management Resource Team, The University of Kansas Hospital 2087 Delp, 3901 Rainbow Blvd, Kansas City, KS 66160 913-588-7708 phone, 913-588-8005 fax, msimpson@kumc.edu

POSITIONS HELD

	The Woman City VS
	Dein Management Resource Team. The University of Kansas Hospital, Kansas City, Ko
2007- Present	Team Coordinator, Pain Management Resource Team, The University of Kansas Hospital, Kansas City, KS Nurse Clinician, Pain Management Resource Team, The University of Kansas Hospital, Kansas City, KS
	Educator and Residing Vancas University Cancer Center, Kansas City, KS
1998 - 2005	Educator and Resource - Pain and Fantairy Cancer Center, Kansas City, KS Oncology Nurse Clinician, Kansas University Cancer Center, Kansas City, KS Oncology Nursing Society, Pittsburgh, PA
2001	Oncology Nurse Clinician, Kansas University Cancer Center, Kansas City, No Oncology Nurse Educator, Oncology Education Services, Oncology Nursing Society, Pittsburgh, PA Oncology Nurse Educator, Oncology Education Services, Oncology Nursing Society, MO Project Facilitator, Nursing Leadership Institute, Midwest Bioethics Center, Kansas City, KS
1999 - 2002	Project Facilitator, Nursing Leadership Institute, Midwest Biocinics Conton, Lancard Center, Kansas City, KS Nurse Clinician, Palliative Care Consult Service, Kansas University Medical Center, Kansas City, KS
1999 - 2002	
1998 - 2000	Nurse Clifficiali, Fathantic Cancer Center, Kansas City, KS
1996 - 98, 2000	Nurse Clinician, Patriative Care Consult very very street Consult very very street Consult very very street Consult very very street Consult very very very very very very very very
1006 - 2000	Nurse Coordinator, Cancer Pain Management Service, Randon Stands
1990 - 2000	Clinical Coordinator, Vencor Hospice, Kansas City, MO Clinical Coordinator, Vencor Hospice, Kansas City, MO Openlage & Hematology Assoc. of Kansas City, Kansas City, MO
1995	
1991 - 1995	Clinical Coordinator, Vencor Hospice, Kansas City, MO Office Nurse, Richard Mundis, MD, Oncology & Hematology Assoc. of Kansas City, Kansas City, MO Office Nurse, Richard Mundis, MD, Oncology & Hematology Assoc. of Kansas City, Kansas City, MO
1989 - 1991	Office Nurse, Richard Munds, MB, Choolegy Staff Nurse, Maternal-Child Unit, Humana Hospital, Overland Park, KS Staff Nurse, Maternal-Child Unit, Humana Hospital, Overland Park, KS Clinician II, Medical-Surgical/Oncology Unit, St. Joseph Health Center, Kansas City, MO
	Clinician II Medical-Surgical/Oncology Unit, St. Joseph Fleath Center, Ramous 1977
1987 - 1996	Cimilatin, Montan Carpana
	The proof to the contract to t

MEMBERSHIPS AND COMMITTEES

Professional

American Society for Pain Management Nursing (ASPMN), 1996 - Present

President, 2016-Present, President-Elect, 2015-2016

Board of Directors, 1999 - 2002, 2010-2012, 2015- Present

Board Liaison to Communication Committee, 2016-Present

Board Liaison to Membership Committee, 1999-2001

Board liaison to Clinical Practice Committee and Palliative Care, Task Force, 2000 - 2001

Chapter Development Committee, 2002 - 2006, 2011-present, Co-Chair 2014-2015, Board Liaison, 2011-2012, 2015-

2016, Master Faculty for Certification Review Course, 2006-2012,

REMS Task Force, 2010-2012, Board liaison REMS Task Force 2010-2012,

American Society for Pain Management Nursing, Greater Kansas City Chapter, 1996 - Present

President 1998, 2006, & 2010

Program Committee, 1996 - 2001, Chairperson 1997

Education Committee 2012- Present

American Pain Society (APS), 1997 - Present,

Nursing Special Interest Group 1999-Present

Nominating Committee, 2015-2016

Midwest Pain Society, 1997 - Present

American Society of PeriAnesthesia Nurses (ASPAN) - 2015- Present

ASPAN Liaison to Pain Action Alliance to Implement a National Strategy (PAINS) 2015-Present

ASPAN Liaison to American Society for Pain Management Nursing 2016-Present

State Pain Policy Advocacy Network (SPPAN) - 2015-Present,

Leadership Advisory Council, 2016-Present

American Society of Pain Educators (ASPE) - 2013-Present

Kansas Partnership for Pain Management - 2013- Present,

Expert Panel 2013-Present

Kansas University Medical Center Human Subjects Committee (IRB), 2010-Present

Pain Management Nursing, Journal Reviewer, 2011-Present

Surgical Pain Consortium, Member 2012- Present,

Executive Steering Committee, 2012-Present

Kansas Nurse Assistance Program, Board of Directors, 2004 - Present

Center for Practical Bioethics (Midwest Bioethics Center), 1998 - Present

Hospice and Palliative Nurses Association, 1995 - 2009, 2016- Present

Oncology Nursing Society, 1987-2009

Kansas Cancer Pain Initiative, 1996 - 2006,

Nominating Committee, Chair 1999 - 2000

Public Education Committee, 1996 - 1997

Professional Education Committee, 1997- 2002, Chair, 1998, 2000

Community

Cancer Action, Inc., Board of Directors, 2008 - 2015, 2000 - 2007, 2008 - 2015

Vice-President, 2004 & 2012, President - 2005 & 2006, 2013-2014

Council of Consultants, 1999 - Present

Program Planning Committee 2001 - 2002

Resource Development Committee - 2008-2012, Chair, 2009, 2015-present

Nominating Committee, 2009-2015, Chair 2010, 2014, 2015

Soroptimist International of the Americas, 2009-Present

Soroptimist International of Kansas City, 2009 - Present,

Live Your Dreams Award Committee, Chair, 2016-Present

President 2012-2013, President-Elect 2011-2012, Vice President - 2010-2011

Service Objectives Awards Committee, Chair, 2010-2011

Women's Opportunity Award Committee, 2009-2012

Ruby Award Committee, 2010-2015,

Ways & Means Committee, 2013-2015,

Nominating Committee Chair, 2015

Soroptimist of Kansas City Foundation, Board Trustee, 2010-2014

EDUCATION

2005 2008	WARREN NATIONAL UNIVERSITY Cheyenne, WY Doctor of Philosophy, Health Administration
2000 - 2004	CALIFORNIA COLLEGE FOR HEALTH SCIENCES National City, Orthography of Science in Health Services, Community Health
1992 - 1994	MIDAMERICA NAZARENE COLLEGE Olame, KS Backelor of Science, Nursing
1989 - 1990	MIDAMERICA NAZARENE COLLEGE Glation, KS
1984 - 1986	KANSAS CITY KANSAS COMMUNITY COLLEGE Kansas City, KS Associate of Arts, Nursing
1978 - 1979	INDIANA UNIVERSITY Bloomington, IN General introductory courses

PROFESSIONAL LICENSURE/CERTIFICATION, AWARDS, MISC

Registered Nurse licenses in Kansas, 13-056498-072 and Missouri, RN 107971

Certified Pain Educator - American Society of Pain Educators- 2015 -present

Certified Pain Management Nurse - American Nurses Credentialing Center - 2005- present

Oncology Certified Nurse - Oncology Nursing Certification Corporation - 1990 - present

Certified Hospice and Palliative Nurse - National Board for Certification of Hospice and Palliative Nurses - 2000- present

Master Faculty for American Society for Pain Management Nursing Certification Review Course - 2006- 2012

Master Faculty for American Society for Pain Management Safety Monitoring - 2009-2012

Magnet Nurse of the Year - Exemplary Professional Practice-The University of Kansas Hospital - 2012

ANCC National Magnet Nurse of the Year - Exemplary Professional Practice- 2012

Kansas University Medical Center Honorary Nursing Alumna Award-2016

Nursing Alliance Leadership Academy- Nursing Organizations Alliance-Louisville, KY, August 2016

RESEARCH/QI

Nursing ECHO Director - Replication of the Project ECHO Educational Approach. 2015-Present

Co-Investigator- Protocol Number HSC "Liposomal Bupivacaine (Exparel) for Postoperative Pain Control for Open and Laparoscopic Abdominal Hernia Repair". 2014-Present

Primary Investigator – Protocol Number HSC 11110, "Prevalence of Sexual Dysfunction in Chronic Back Pain Patients on Long-Term Opioid Therapy". 2007 – 2008

Study Coordinator - Protocol Number FEN-201, BDSI, "A double-blind, placebo controlled evaluation of the efficacy, safety and tolerability of BEMA™ fentanyl in the treatment of breakthrough pain in cancer subjects". 2005–2007

Data Manager - Protocol Number AC 600/006, Anesta Corporation, "Evaluation of Actiq Titration Practices in the Clinical Setting". 1999-2000

Data Manager - Protocol Number HD95-0802, Purdue Pharma, L.P., "Double-Blind, Randomized, Two-Period Crossover Study Comparing the Efficacy, Safety and Pharmacokinetic and Pharmacodynamic Profiles of Oral Administration of Hydromorphone Hydrochloride Controlled-Release Capsules and Hydromorphone Hydrochloride Immediate-Release Tablets for Cancer-Related Pain". 1996-1998

Data Manager - Protocol Number HD95-0803, Purdue Pharma, L.P., "Open Label Study of the Effectiveness, Safety and Pharmacokinetic and Pharmacodynamic Profiles of Oral Administration of Hydromorphone Hydrochloride Controlled-Release Capsules (QD) in Patients with Moderated to Severe Cancer-Related Pain". 1996-1998

Data Manager - Kadian Vs MS Contin, ZENECA Pharmaceuticals, "A Randomized, Open-Label, Cross-Over Trial to Compare the Efficacy, Subject Preference, and Safety of Kadian (Morphine Sulfate Sustained Release) Capsules Vs MS Contin in the Management of Subjects With Chronic Moderate to Severe Cancer Pain". 1996-1997

PUBLICATIONS

Simpson, M. H. & Bruckenthal, P. (2016). The current state of perioperative pain management: Challenges and potential opportunities for nurses. AORN Journal, 104 (6S), pp S17-S22.

Bruckenthal, P. & Simpson, M. H. (2016). The role of the perioperative nurse in improving surgical patients' clinical outcomes and satisfaction: Beyond medication. AORN Journal, 104 (68), pp S1-S8

- Surprise, J. K. & Simpson, M. H. (2015). One hospital's initiatives to encourage safe opioid use. Journal of Infusion Nursing, 38(4), pp. 278-283.
- Simpson, M.H. (2015). Pain. In Wilkinson, J.M., Treas, L.S., Barnett, K. L., and Smith, M. H. Fundamentals of Nursing Volume 1 Theory, Concepts, and Applications (3rd ed. pp.790-815). Philadelphia, PA: F.A. Davis Company This book received 2015 AJN Book of the Year awards in 2 divisions: 1st Place in the Medical-Surgical Nursing/Fundamentals 2nd Place in Adult Primary Care division
- Joshi, G. P., Beck, D. E., Emerson, R. H., Halaszynski, T. M., Jahr, J.S., Lipman, A. G., Nihira, M. A., Sheth, K. R., Simpson, M. H., and Sinatra, R. S. (2014). Defining new directions for more effective management of surgical pain in the United States: Highlights of the inaugural Surgical Pain Congress. The American Surgeon, 80, pp 219-228.
- Surprise, J. K. & Simpson, M. H. (2014). PCA: Is that patient- or provider-controlled analgesia? Journal of Radiology Nursing, 33, pp 18-22.
- Simpson, M. H. (2012). Pain. In M. Hickey & S. Newton (Eds.), Telephone Triage for Oncology Nurses (2nd ed. pp. 199-201). Pittsburgh, PA: Oncology Nursing Society.
- O'Conner-Von, S., Osterlund, H., Shin, L. & Simpson, M.H. (2010). Integrative therapies used in pain management nursing. In B. St. Marie (Ed.), Core Curriculum for Pain Management Nursing, (2nd ed., pp. 307-318). Kendall Hunt Publishing.
- Simpson, M. H. (2010). Moderate sedation/analgesia. In B. St. Marie (Ed.), Core Curriculum for Pain Management Nursing, (2nd ed., pp. 319-327). Kendall Hunt Publishing.
- Elliott, J. & Simpson, M.H. (2010). Persistent pain management. In B. St. Marie (Ed.), Core Curriculum for Pain Management Nursing, (2nd ed., pp. 381-460). Kendall Hunt Publishing.
- Simpson, M. H. (2009). Pain management. In Alexander, M, Corrigan, A., Gorski, L., Hankins, J. & Perucca, R. (Eds.), Infusion Nurses Society Infusion Nursing an Evidenced-Based Approach, (3rd Ed) (pp 372-390). St. Louis: Saunders.
- Simpson, M. H. (2006, October) Pain Management Evidence-based medicine nursing guideline. Published electronically on HealthGate Data Corp.'s Collaboration Architect Web-based application. www.healthgate.com,

- Simpson, M. H. (2005). Pain, In M. Hickey & S. Newton (Eds.), Telephone Triage for Oncology Nurses (pp. 171-173). Pittsburgh, PA: Oncology Nursing Society.
- Foster, S. & Simpson, M. H. (2003, October 24). "Ouch!!! It Shouldn't Hurt to Have Your Pain Relieved!" Practice Pointers (Nursing Newsletter the University of Kansas Hospital) 2 (9) 10.
- Simpson, M. H. (2002, December 20). Pre-emptive Analgesia for all Surgery Patients. Practice Pointers (Nursing Newsletter the University of Kansas Hospital, 1 (14) 4.
- Foster, S. & Simpson, M. H. (2002, August 23). Don't Slam Narcan. Practice Pointers (Nursing Newsletter the University of Kansas Hospital),1 (10) 3.
- Foster, S. & Simpson, M. H. (2002, July 19). Show Demerol the Door! Practice Pointers (Nursing Newsletter the University of Kansas Hospital) 1 (9) 3.
- Simpson, M. H. (2001, Spring). "Can Nondrug Therapies Help Manage Pain?" Spirit and Breath, (The Newsletter of the Alliance for Lung Cancer Advocacy, Support, and Education), 6(2): 4-5.
- Simpson, M. H. (2000). "Educating Nurse Leaders in Ethics and End-of-Life Care." Bioethics Forum 15(4): 25-28.
- Simpson, M. H. (2000). "Managing the Chronic Pain Patient Through an Acute Pain Episode." Abstract. Journal of PerlAnesthesia Nursing 15(3):209.
- Simpson, M. H. (1999). "Midwest Bioethics Center's Nursing Leadership Institute 1999." ASPMN Pathways (American Society of Pain Management Nurses Newsletter) 8(4):6.

SELECTED EDUCATIONAL PRESENTATIONS

Over 400 invited lectures given

Caring for the Complex Pain Management Patient with a Terminal Illness, October 2016, continuing education for nurses, Midwest Hospice and Palliative Nurses Association Provisional Group, Brio Restaurant, Kansas City, MO Pain Management Review Course, September 2016, continuing education for nurses, The University of Kansas Hospital,

Implementation of Multimodal Analgesia into Practice and Consideration of Alternative Therapies, September & October 2016, The Opioid-Reducing Multimodal Pain Strategy Consultant Meeting, Denver, CO, Atlanta, GA, Los Angeles, CA Opioid Safety in the Hospital and After Discharge, August 2016, continuing education for nurses, Providers' Clinical Support System for Opioid Therapies live webinar, American Society for Pain Management Nursing.

Multimodal Approach to Managing Perioperative Pain, August 2016, continuing education for nurses, The Heat is On!

MOKAN PANA & AORN Summer Seminar, Salina Regional Heath Center, Salina, KS

Pain Management from the Basics to End-of-Life, July 2016, continuing education for nurses, Sizzlin' Summer Symposium 2016, Care of Patients and Families through the Circle of Life, Whiskey Creek, Hays KS

Advocacy in Nursing, June 2016, education for nurses, Kansas Nurse Leader Residency Program, The University of Kansas Hospital, Kansas City, KS

Pain Management Basics, June 2016, continuing education for nurses, Rose Medical Center, Denver, CO Managing Pain in the Complex Patient, June 2016, continuing education for nurses, Swedish Medical Center, Englewood, CO Making Right Choices in Managing Pain, June 2016, continuing education for nurses, The Medical Center of Aurora, North

HCAHPS: How is Your Patient's Pain Perceived?, May 2016, continuing education webinar for nurses, Great Plains Quality Innovation Network, Kansas Foundation for Medical Care, Kansas City, KS

Moving Toward a More Patient-Centric Approach to Perioperative Care, May 2016, nursing education, NAON (National Association of Orthopaedic Nurses) 36th Annual Congress, Buena Vista, FL.

Keep the Line Moving: Improving Pain Control, May 2016, continuing nursing education, 5 Star Symposium, The University

Managing Pain in the Oncology Patient, April 2016, continuing education for healthcare professionals, Heartland Cancer Center Oncology Symposium, Heartland Cancer Center, Garden City, KS

Getting Multimodal Analgesia into Practice: One Hospital's Very Long Journey, April 2016, education for physicians, The Opioid-reducing Multimodal Pain Strategy Consultant Meeting, Baltimore, MD

Trauma Pain Management: A case of two brothers, April 2016, continuing education for physicians, Via Christi Quarterly Trauma Conference, Via Christi Hospital, Pittsburg, KS

The Ethics and Use of Pain Management Agreements, April 2016, continuing medical education for physicians, Kansas Association of Osteopathic Medicine Spring Conference, Overland Park, KS

Moving Toward a More Patient-Centric Approach to Perioperative Care, April 2016, nursing education, AORN (Association of

Operating Room Nurses) Surgical Conference & Expo, Executive Summit, Anaheim, CA Managing Pain in the Critically Ill, April 2016, continuing education for advanced practice professionals, NP/PA Critical Care

Boot Camp, The University of Kansas Hospital, Kansas City, KS PAIN 101 Pain Management Basics, March 2016, continuing education for nurses, Liberty Hospital, Liberty, MO

Controlled Substance Agreements through an Ethical Lens: A Point Counterpoint Debate, September 2015, continuing

education for nurses, American Society for Pain Management Nursing 25th National Conference, Atlanta, GA Building Membership, September 2015, continuing education for nurses, Chapter Leadership Forum, American Society for

Pain Management Nursing 25th National Conference, Atlanta, GA

The Use of Multimodal Analgesia in Treating Acute Pain; Tools to Implementation, August 2015, continuing education for nurses, Greater Kansas City Chapter American Society for Pain Management Nursing, Kansas City, MO

Caring to Comfort, July 2015, continuing education for nurses, The University of Kansas Hospital, Kansas City, KS

Trauma Pain Management: A case of two brothers, July 2015, continuing education for nurses and physicians, Trauma Lecture

Series, The University of Kansas Hospital, Kansas City, KS Managing Pain in the Hospitalized Patient, July 2015, continuing education for nurses and physicians, The Medical Center of

Steps to Safely Manage Chronic Pain in Your Practice, June 2015, continuing education for nurses and physicians, North

Central Kansas Symposium on Family Medicine, Salina Regional Health Center, Salina, KS

Pain Management as a Social Transaction, May 2015, continuing education for nurses, 5 Star Symposium, Indian Creek

Campus, The University of Kansas Hospital, Overland Park, KS Multimodal Analgesia, April 2015, Medical Staff education, Research Medical Center, Kansas City, MO

Multimodal Approach to Managing Pain, March 2015, continuing education for CRNAs, Missouri Association for Nurse

Anesthetists (MoANA) Spring Meeting, Intercontinental Hotel, Kansas City, MO.

Treating Pain in the Hospitalized Patient, February 2015, continuing education for physicians, Centerpoint Medical Center,

Every day Challenges of Dealing with Chronic Pain, November 2014, continuing education for healthcare providers, Kansas

Partnership for Pain Management inaugural conference Management of Chronic Pain, Wichita, KS

Management of Acute and Chronic Pain, October 2014, continuing education for physicians, Kansas American College of

Better Pain Management in Critical Care, September 2014, continuing education for healthcare professionals, Critical Care

Managing the Chronic Pain Patient through an Acute Pain Bpisode, May 2014, continuing education for nurses, North Kansas

Managing Pain in the Critically III, May 2014, continuing education for physicians, Kansas City Southwest Clinical Society,

Current Management in Critical Care Conference, Overland Park, KS Safe Prescribing of Opioids, April 2014, continuing education for nurses, The University of Kansas Hospital, Kansas City, KS Managing Pain in the Hospitalized Patient, April 2014, continuing education for physician and nurses, North Platte, NE

Overview and Types of Pain, April 2014, guest lecturer, PRN Course, Blessing-Rieman College of Nursing, Quincy, IL Pharmacotherapy in Multimodal Pain Management, March 2014, continuing education for physicians, Society of Gynecologic

Pain Management in the Renal/Pancreas Post-Transplant Patient, November 2013, continuing education for nurses, The

Evidence-based Pain Management Practice, October 2013, continuing education for healthcare professionals, Heartland Association of Research Professionals 15th Annual Conference, Overland Park, KS

Quality: The race without a finish line, October 2013, continuing education for nurses, Opening Keynote Presentation,

American Society for Pain Management Nursing National Conference, Indianapolis, IN Good Pain Management = Higher Patient Satisfaction, Making the Comfort Connection, October 2013, continuing education

Managing Pain in Home Care and Hospice. October 2013, continuing education for nurses (7 contact hours), Nebraska

Association of Home & Community Health Agencies, Hastings, NE Managing Pain in the Hospitalized Patient, September, 2013, continuing education for nurses (7 contact hours), Pain

Conference 2013, University of Louisville Hospital, Louisville, KY

Managing Pain for the Oncology Patient in all Settings, September 2013, continuing education for nurses, Community

Optimal Use of Opioids as a Part of Multimodal Pain Management, August 2013, Perioperative Pain Management Symposium,

Managing Pain in the Hospitalized Patient, June 2013, education for physicians, Internal Medicine On-Call Lecture Series, The

Houston We have a Problem: Treating Pain in the High Risk Patient, May 2013, continuing education for nurses, 5 Star Symposium, The University of Kansas Hospital, Kansas City, KS

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Managing Pain in the Outpatient Setting, April 2013, continuing medical education for physicians, Kansas Medical Education

Foundation, Topeka, KS The Management of Postsurgical Pain: and Treating Pain at the Source with EXPAREL, April 2013, American Society of Perianesthesia Nurses National Conference, Chicago IL

The Principles of Acute, Chronic & Procedural Pain Management, March 2013, continuing education for healthcare professionals, Topics in Trauma Burn Care, KUMC, Kansas City, KS

Managing Pain in the Urology Patient, Urology Resident Lecture Series, KUMC, Kansas City, KS

Managing Complex Pain Patients, March 201, Postsurgical Pain Congress, Celebration, FL

Making Pain Management Painless, February 2013, continuing medical education for physicians, Kansas Medical Education Foundation, Topeka, KS

Pain Management in the Perioperative Period, January 2013, continuing education for nurses, KUMC, Kansas City, KS New Ideas for Managing Pain in the Trauma Patient, January 2013, Trauma Lecture Series, KUMC, Kansas City, KS Pain Management: Old and New Agents, September 2012, continuing education for nurses, Nebraska Association of Perianesthesia Nurses 29th Annual State Conference, Hastings, NE

Managing Pain in the Hospitalized Patient, September 2012, continuing education for healthcare professionals, McCook, NE Making Pain Management a Priority, September 2012, continuing education for healthcare professionals, Susan B. Allen

Providing Opioid Therapy Safely, August 2012, Family Medicine Resident Lecture Series, KUMC, Kansas City, KS Opioids for Pain Management, July 2012, continuing education for nurses (2 contact hours), ITV to Garden City, KS Managing Pain in the Hospitalized Patient, July 2012, Internal Medicine Resident Lecture Series, KUMC, Kansas City, KS Managing Pain in Home Care, July 2012, continuing education for nurses (2 contact hours), St Joseph Health Center, Kansas

Safely Managing Pain in the Emergency Department, June 2012, ED Resident Lecture Series, KUMC, Kansas City, KS Pain in Oncology Patients, June 2012, Clinical Didactic Resident Lecture Series for the Department of Radiation Oncology,

Managing Pain and Other Symptoms at End-of Life, June 2012, continuing education for nurses (3 contact hours), The Aged and the Dying in Prisons: Changing Care and Changing Lives, Lakin, WV

Managing Pain in Your Practice, May 2012, Family Medicine Resident Lecture Series, KUMC, Kansas City, KS Managing Pain in Head and Neck Cancer, May 2012, education for support group, KU Cancer Center, Kansas City, KS Where Does it Hurt? Managing Pain in the Hospitalized Patient, May 2012, continuing education for nurses (6 contact hours),

Managing Pain in the Pediatric Patient, May 2012, continuing education for nurses (2 contact hours), Salina Regional Hospital,

Safe Use of Methadone in Pain Management, May 2012, Family Medicine Resident Lecture Series, Salina Regional Hospital,

Managing Pain in Your Practice, May 2012, continuing medical education for physicians, Salina Medical Society, Salina, KS Managing Pain at End-of Life, May 2012, continuing education for nurses (6 contact hours), Solomon County Hospice, Beloit,

Managing Cancer Pain, April 2012, continuing education for nurses (1.5 contact hours), Missouri Homecare Association, Tan-Tar-A, Lake of the Ozarks, MO

Managing Pain in the Elderly, March 2012, continuing education for nurses, (6.5 contact hours), Sebetha KS Making Pain Management more Positive, March 2012, continuing education for nurses (6 contact hours), St. Francis Hospital,

Certification for Pain Management Review Course, February 2012, continuing education for nurses 6 contact hours), North Kansas City Hospital, North Kansas City, MO

Safe Use of Methadone in Pain Management, February 2012, continuing education for nurses (1.5 contact hours), Greater Kansas City Chapter American Society for Pain Management Nursing, Kansas City, KS

Pain Management in Acute, Chronic and End-of Life Patients, February 2012, continuing education for healthcare providers (4

Pain Control from the Drug Seeker to the Pain Patient all while reducing and not fostering opioid abuse, February 2012, continuing education for healthcare professionals (3 contact hours), Colby, KS

Getting Pain Management Started at KU, January 2012, education for healthcare professionals, St. Luke's Hospital, Kansas

Pain Management in the Orthopedic Surgical Patient, January 2012, continuing education for nurses (2 contact hours),

American Society for PeriAnesthesia Nurses, Omaha, NE Caring for the Older Adult with Pharmacologic Abuse, Addiction and Tolerance, May 2011, continuing education for nurses,

Haven't got Time for the Pain, March 2011, continuing education for nurses (4 contact hours), St. Francis Hospital, Topeka,

Evaluating Pain in the Elderly, March 2011, continuing education for nurses, Kansas Association for Homes and Services for

Pharmacological Management of Pain, February 2011, continuing education for nurses, Center of Aging, Kansas University

Managing Pain in the Elderly Population, October 2010, continuing education for nurses (6.5 contact hours), Meadowlark

Seeking Drugs or Seeking Relief? Addiction, tolerance and dependence, October 2010, continuing education for healthcare

professionals, Pain Week at Via Christi, Wichita, KS Pain Management for Nurses: The Basics and Beyond, October 2010, continuing education for healthcare professionals, Pain

"I take more than this at home!" Pain Management in the Opioid Tolerant Patient, October 2010, continuing education for healthcare professionals, Pain Week at Via Christi, Wichita, KS

Pain Management in the ICU Patient -- What comes after Fentanyl? October 2010, continuing education for healthcare

professionals, Pain Week at Via Christi, Wichita, KS

Opioid Overdose, October 2010, Psychiatry Resident Lecture Series, Pain Week at Via Christi, Wichita, KS Care in the Immediate Post Operative Period: Balancing Pain Management and Safety, October 2010, continuing education for

healthcare professionals, Pain Week at Via Christi, Wichita, KS Pain Management in the Clinic Setting, October 2010, continuing education for healthcare professionals, Family Medicine

Noon Conference, Pain Week at Via Christi, Wichita, KS Pain in the Medial Patient Migraines to Diabetic Foot Ulcers, October 2010, continuing education for healthcare professionals,

Pain in the Surgical Patient: Inpatient and Immediate Post Op at Home, October 2010, continuing education for healthcare

professionals, Surgery Grand Rounds, Pain Week at Via Christi, Wichita, KS "Trauma"tic Pain, October 2010, continuing education for healthcare professionals, Pain Week at Via Christi, Wichita, KS Pain Team in the Acute Care Setting, October 2010, continuing education for healthcare professionals, Anesthesia Grand

Rounds, Pain Week at Via Christi, Wichita, KS Patients with Complex Pain; On a scale of 0-10...it's a 12!, October 2010, continuing education for healthcare professionals, Internal Medicine Grand Rounds, Pain Week at Via Christi, Wichita, KS

Pain Pharmacology: Choosing the right medication, October 2010, continuing education for healthcare professionals, Pain

Taking the Pain OUT of Procedures and Treatments; "We're almost done" is not enough, October 2010, continuing education

for healthcare professionals, Pain Week at Via Christi, Wichita, KS Pain in Oncology: Case Studies in the Medical and Surgical Cancer Patient, October 2010, continuing education for healthcare professionals, Pain Week at Via Christi, Wichita, KS

Managing Pain in the Opioid Tolerant Patient during an Acute Pain Episode, October 2010, continuing education for

healthcare professionals, Orthopedic Grand Rounds, Pain Week at Via Christi, Wichita, KS

Improving Patient Satisfaction with Pain Management, October 2010, continuing education for healthcare professionals, Pain

Giving Pain Patients Something to Laugh About, June 2010, continuing education for nurses (4 contact hours), Jackson county Community Council "Laughing Through the Pain" Conference, Holton, KS

Pain Management, March 2010, continuing education for nurses, ELNEC (End-of-Life Nursing Education Consortium)

Pediatric Palliative Care Course, The University of Kansas Hospital, Kansas City, KS

Controlling Trauma Pain, March 2010, continuing education for healthcare professionals, Trauma Grand Rounds, Truman

Managing the Complex Post-op Pain Patient, March 2010, continuing education for nurses, Metro KC ASPAN Conference, St

Managing Chronic Pain, January 2010, continuing education for physicians, Flint Hills Medical Society, Emporia Country

Managing Your Patient's Acute Pain, January 2010, continuing education for nurses (3.5 contact hours), St Francis Hospital,

Managing Pain in the Hospice Patient, November 2009, education for nurses, Promises Kept Hospice, Wichita, KS Managing Pain at the End of Life, October 2009, continuing medical education for physicians, Sixth Annual Hospice Medical directors Retreat, Great Wolf Lodge, Kansas City, KS Assessing and Managing Physical Pain, October 2009, continuing education for healthcare professionals, Palliative and End-

of-Life Care: Providing Excellence in Kansas, The University of Kansas Hospital, Kansas City, KS

Pain Management for Aging Services, September 2009, continuing education for nurses (7 contact hours), Hughes

Managing Pain in Long-Term Care, May 2009, continuing education for nurses, Windsor Place, Coffeyville & Iola, KS Managing Pain in the Pediatric Population, May 2009, continuing education for healthcare professionals, Pediatric Grand Rounds, The University of Kansas Hospital. Kansas City, KS

Making Pain Management a Priority, May 2009, continuing education nurses, (7 contact hours), North Platte, NE

Managing Pain in Your Practice, May 2009, continuing education for physicians, North Platte NE

Pain Control in the Trauma Patient, May 2009, continuing education for healthcare providers, 23rd Annual Midwest Trauma

Maximizing Adjuvant Agents in Persistent Pain Management, April 2009, continuing education for physicians, Golden Valley

Managing Your Patient's Pain, April 2009, continuing education for nurses, (6.5 contact hours), Republic County Hospital,

Belleville, KS, Salina Regional Hospital, & Salina, KS Managing Complex Pain Patients, April 2009, continuing education for physicians, Salina Country Club, Salina, KS Methadone: 1+2=4, April 2009, continuing education for nurses, 7th Annual Greater Kansas City Chapter and St. Louis Chapter of American Society of Pain Management Nursing Conference, Tan-Tar-A Resort, Lake of the Ozarks, MO Managing Pain, February 2009, continuing education for nurses, Association of Pediatric Hematology Oncology Nurses

Association of Greater Kansas City, The university of Kansas Hospital, Kansas City, KS

Pain Management, January 2009, continuing education for healthcare professionals, Wilson Medial Center, Neodesha, KS Pain Management Basics & Minimizing Maternal Discomfort, November 2008, continuing education for nurses, Washington Section Association of Women's Health, Obstetric, and Neonatal Nurses (AWHONN), Annual Conference, Suncadia Resort,

Methadone for Chronic Pain Management, November 2008, continuing education for healthcare professionals, 4th Annual

UPMC Pain Management Symposium, Nemacolin Woodlands Resort, Farmington, PA

From Lumbago to Lambada: Low Back Pain and Sexual Dysfunction, October 2008, continuing education for nurses, Greater Kansas City Chapter of the Association of Rehabilitation Nurses, Overland Park, KS

Making Pain Less Traumatic, October 2008, continuing education for healthcare professionals (one contact hour), Trauma Grand Rounds, The University of Kansas Hospital, Kansas City, KS

Medication Safety, October 2008, Public education, Greater Kansas City Chapter American Society for Pain Management Nursing, North Kansas City, MO

Writing a Scholarly Paper, September 2008, continuing education for nurses, (one contact hour), University of Kansas

Managing Pain in Long-Term Care, July 2008, continuing education for nurses, (16 contact hours), Kansas Association of Homes and Services for the Aging, Salina, KS

Managing Chronic Pain in the Substance Dependent Patient, June 2008, continuing medical education for physicians, (1 CME),

Treating the Drug Addicted Patient for Pain, June 2008, continuing medical education for physicians, (1 CME), Pittsburg, KS Appropriate Management of Chronic Pain, June 2008, continuing education for Physicians Assistants, (3 contact hours),

Kansas Association of Physician's Assistants Annual Meeting, Wichita, KS Acute Pain Management, April 2008, continuing education for healthcare professionals, (3 contact hours), Hayes, KS Pain Management in Long-Term Care, February 2008, continuing education for nurses, (3 contact hours), Coffeyville, KS A New Look at Pain Management, February 2008, continuing education for nurses, (3 contact hours), Independence, KS Pain Management in Home Health Care, February 2008, continuing education for healthcare professionals, (2 contact hours),

Identifying the Big Risk with Pain Management, September 2007, continuing education for healthcare professionals, (2 contact hours), 2007 Kansas Association of Risk and Quality Management Annual Fall Conference, Wichita, KS

Planning for a Painless Future, September 2007, continuing education for nurses, (1.5 contact hours), American Association of Nurse Life Care Planners 7th Annual Educational Conference, Orlando, FL

Acute, Post-Surgical & Persistent Pain, September & October 2007, continuing education for nurses (6.3 contact hours),

Eugene and Portland, OR and Harrisburg, Altoona & Pittsburg, PA Pain Management Certification Review Course, August 2007, continuing education for nurses (7 contact hours), St. John's

Oncology Pain Update, April 2007, continuing education for nurses, (1 contact hour), Shawnee Mission Medical Center,

Complementary Approaches to Pain Management, March 2007, continuing education for healthcare professionals, (1 contact hour), Integrative Cancer Care Conference, Overland Park, KS

Methadone for Chronic Pain Management, March 2007, continuing education for nurses (1 contact hour), American Society for Pain Management Nursing National Meeting, Addison TX

PRACTICAL Interventions for Acute, Post-Surgical & Persistent Pain, October 2006, continuing education for nurses, (7.6 contact hours), Portland, ME and Manchester, NH.

Pain, January 2006, continuing education for nurses (1 contact hour), CATN-II Course in Advanced Trauma Nursing, The University of Kansas Hospital, Kansas City, KS

Perfecting Pain Management, October & November 2005, continuing education for nurses (7 contact hours), Linthicum, MD, Arlington, VA, Farmington, CT, Trumbull, CT

Pain Management in Burn Patients, October 2005, continuing education for nurses (1 contact hour), The 3rd Annual Region VII

Burn Conference, Regents Center, Overland Park, KS

Pain Management Documentation, September 2005, continuing education for nurses (I contact hour), The University of

Using Duragesic in Chronic Pain Management, August 2005, continuing education for nurses (1 contact hour), The University

Using Methadone in Chronic Pain Management, July 2005, continuing education for nurses (1.5 contact hours), The University of Kansas Hospital, American Society for Pain Management Nursing Greater Kansas City Chapter, Kansas City, KS Opioids in Persistent Pain, April 2005, Continuing education for nurses, Mangianno's Restaurant, Edina, MN

Perfecting Pain Management: The Basics and Beyond, March 2005, continuing education for nurses (7 contact hours), Country

Assessment: The Cornerstone of Pain Management & Blueprint for a Great Pain Team, February 2005, continuing education

for nurses (3 Contact hours), Huntsville Hospital, Huntsville, AL

Managing Persistent Pain in the Elderly, September 2004, Continuing education for nurses (1.5 contact hours), Geriatric

Managing Chronic Pain, September 2004, continuing education for physicians and nurses (1.5 contact hours), Knipling

Pain and Symptom Management, September 2004, continuing education for nurses (2 contact hours), Mercy Hospital, Cedar

Review of Analgesics & Nonpharmacologic Interventions in Pain Management, August 2004, continuing education for physicians and nurses, (3 contact hours), 2nd Annual Person Centered Pain Management Conference, Albuquerque, NM Every Kansan Deserves Good Pain Management, July 2004, continuing education for nurses (7 contact hours), Horton, KS Wound Pain Management, July 2004, continuing education for nurses (2 contact hours), Area Health Education Center, Hayes,

Making Pain Less Traumatic, May 2004, continuing education for nurses (4 contact hours), Topics in Trauma, The University

Pain and Symptom Management in Palliative Care, April 2004, continuing education for nurses (2 contact hours), Central

Haven't Got Time for the Pain, May 2004, continuing education for multidisciplinary health care professionals (6 contact

hours), Johnson County Community College, Overland Park, KS Managing PAIN in Your Patients, April 2004, continuing education for nurses (7 contact hours), Overland Park Regional

A Wound Here a Wound There Manage Their Pain With Extra Care, March 2004, continuing education for nurses and

physicians (2 contact hours), Marriott Hotel, Wichita, KS

Pain Management 2004, February 2004, continuing education for nurses (7 contact hours), Hutchinson Hospital, Hutchinson,

Pain Resource Nurse Program (PRN), January 2004, continuing education for nurses, The University of Kansas Hospital,

Managing Pain in the Trauma Patient, November 2003, continuing education for nurses (4 contact hours), physicians, and

EMTs, Jefferson County Emergency Service, Oskaloosa, KS Pain Management in the Substance Dependant Patient, October 2003, continuing education for nurses (4 contact hours),

Nuts and Bolts of Complicated Pain Issues: A case study approach, October 2003, continuing education for nurses, Tan-Tar-A

Managing Pain in Theory and in Practice, October 2003, continuing education for nurses (4 contact hours), St. Paul's Bpiscopal

Every Kansan Deserves Good Pain Management, October 2003, continuing education for nurses (7 contact hours), Manhattan

PRN (Pain Resource Nurse Program), September 2003, continuing education for nurses, Kansas University Medical Center,

Our Goal is Pain Control, August 2003, continuing education for nurses (4 contact hours), Republic County Hospital,

Managing Chronic Pain, June 2003, Public Forum, Kansas University Medical Center, Kansas City, KS Managing Acute Pain, May 2003, continuing medical education for physicians, Manhattan Country Club, Manhattan, KS Maximizing the Use of Fentanyl in PCAs, April 2003, continuing education for nurses (2 contact hours), VA Medical Center,

Assessing and Managing Chronic Pain in Long-Term Care, March 2003, Education for multidisciplinary staff, McKinsey's

Chop House Restaurant, Colorado Springs, CO, Westin Hotel, Denver, CO. Acute Pain Management, February 2003, continuing education for physicians, Medical Staff meeting, Columbia Regional Hospital, Columbia, MO

The Basics in Pain Management, February 2003, continuing education for nurses, Columbia Regional Hospital, Columbia, MO.

Symptom Management in Palliative Care, February 2003, continuing education for pharmacists (2 contact hours), Sheraton Hotel, Overland Park, KS.

Using All the Tools in the Pain Management Toolbox. February 2003, continuing education for physicians, pharmacists and nurses, Marriott Hotel, Albuquerque, NM.

The Forgotten Vital Sign, December 2002, continuing education for nurses, Advances in Trauma Care Symposium, Trauma Education Consortium, Kansas University Medical Center, Kansas City, KS

Post-op Pain Management, November 2002, continuing education for nurses, Kansas University Medical Center, Kansas City, KS.

Acute Pain Management, October 2002, Education for multidisciplinary staff, Kansas City Culinary Center, Overland Park, KS Medication Management for Neuropathic Pain, September 2002, Education for support group, St. Luke's Hospital, Kansas City, MO.

Guidelines and Prescribing Principles in Opioid Therapy, August 2002, continuing education for nurses, Pappadeaux's

Restaurant, Dallas, TX

<u>Cancer Pain Management</u>, July 2002, continuing education for nurses (2 contact hours), Marriott Hotel, Franklin, TX

<u>Last Hours of Living</u>, May 2002, continuing education for physicians and nurses, EPEC Curriculum, Kansas University

Medical Center, Kansas City, KS

Cancer Pain Management: A Case Study, April 2002, continuing education for nurses, Mercy Hospital, John Stoddard Cancer Center, Des Moines, IA

Kadian in Pain Management, March 2002, Education for physicians and nurses, Menorah Medical Center, Overland Park, KS Principles in Pain Management, March 2002, continuing education for physicians and nurses (2 contact hours), Lovelace Medical Center, Albuquerque, NM

Assessment Techniques in Pain Management for the Elderly, March 2002, continuing education for nurses, Rochester Memorial Hospital, Rochester, NY

Pain Management 2002, It's Up To Youl March 2002, continuing education for nurses (7 contact hours), Skaggs Hospital, Branson, MO

Special Populations, Considerations and Ethics in Pain Management, January 2002, continuing education for nurses (4 contact hours), Republic County Hospital, Belleville, KS

Pain Management Education: A Prerequisite for Caring for Your Patients in Pain, December 2001, continuing education for nurses (7 contact hours), St. Francis Hospital, Topeka, KS

Chronic Pain in Long-Term Care, November 2001, continuing education for nurses, Holiday Inn, Stuart, FL
3-D Pain Management: Discovery, Decisions and Dilemmas, November 2001 and November 2002, continuing education for nurses (7 contact hours), Cox Medical Center, Springfield, MO

Pain Management and the Substance Dependent Patient, November 2001, Multidisciplinary education, Psychiatry Grand Rounds, Cotton O'Neil VAMC, Topeka, KS

Managing Chronic Pain, November 2001, Education for physicians, Mortons Steakhouse, Kansas City, MO
Putting the "Care" in Health Care: Treating Your Patient's Pain, November 2001, continuing education for nurses (6 contact hours), Stormont-Vail Hospital, Topeka, KS

Using Long-Acting Opioids in Pain Management, November 2001, Education for nurses, Lawyers Club, St. Louis, MO Special Consideration for Pain Management in the Elderly, November 2001, continuing education for nurses, Skaggs Hospital, Branson, MO

Anemia in the Oncology Patient, November 2001, Education for physicians, Old Town Restaurant, Wichita, KS

What is Your Part in Implementing the New JCAHO Standards for Pain Management, October 2001, continuing education for multiple disciplines, Iowa Methodist Hospital System, Des Moines, IA

Treatment of Chronic Non-malignant Pain, October 2001, continuing education for nurses, Old Mill Restaurant, Dothan, AL Managing Chronic Nonmalignant Pain, October 2001, Education for physicians, UTEP Dinner Theater, El Paso, TX Advocating for the Patient in Pain, October 2001, continuing education for multidisciplinary staff, VAMC, Oklahoma City, OK

<u>Understanding and Managing Cancer-Related Fatigue</u>, September 2001, continuing education for nurses, Mary Greely Hospital, Ames, IA

Overview of Blood Disorders, September 2001, continuing education for nurses (2 contact hours), Central Iowa Chapter Oncology Nursing Society, Des Moines, IA

Historical Aspects of Pain Management and Physiology of Pain, The New JCAHO Standards for Pain Management, August 2001, continuing education for multidisciplinary staff, Pain Management Awareness Week, VAMC, Birmingham, AL Pain Assessment in the Elderly Patient, Pain Medications in the Elderly, August 2001, Continuing education for physicians, nurses and pharmacists, "Compassionate Options: End-of-Life Care for Nursing Home Residents", HCFA National Meeting, Cobb Galleria Center, Atlanta, GA

Pharmacotherapy in Pain Management, August 2001, continuing education for nurses, PRN Program, Mount Sinai Medical Center, Miami, FL

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Pharmacotherapy in Pain Management, July 2001, continuing education for physicians and nurses (2 contact hours), Crowne

Anemia in the Oncology Patient, June 2001, continuing education for nurses, Gus's Azalea Restaurant, Mobile, AL Plaza Hotel, Albuquerque, NM Pain the 5th Vital Sign, May 2001, continuing education for nurses, Coral Gables Hospital, Coral Gables, FL Substance Abuse in Pain Management, May 2001, continuing education for nurses, Skaggs Hospital, Branson, MO Geriatric Anemia and Cognitive Function, May 2001, continuing education for nurses, Phelps County Hospital, Rolla, MO Cancer Pain Management for the Experienced Practitioner, April 2001 continuing education for nurse practitioners, Bristol

Management of Radiation and Chemoradiation-Induced Anemia, April 2001, Education for physicians and nurses, Cox

Managing Chronic Pain, April 2001, Education for physicians and nurses, Patrick Air Force Base, Melbourne, FL

Choosing the Appropriate Analgesic, Education for nurses, Voila Restaurant, Melbourne, FL

Update on Pain Management, April 2001, continuing education for physicians and nurses, Medicine Grand Rounds, VA

Management Strategies and Treatment Related to Fatigue, April 2001, continuing education for nurses, Des Moines Chapter

New JCAHO Guidelines for Pain Management, March 2001, continuing education for nurses, Philippine Nurses Association of Oncology Nursing Society, Botanical Gardens, Des Moines, IA

Greater Kansas City, Baptist Medical Center, Kansas City, MO Managing Chronic Pain, March 2001, continuing education for physicians, nurses and pharmacists, Pain and Symptom

Management Conference, Amarillo College West Campus, Amarillo, TX

Cancer Pain Management for the Experienced Practitioner, March 2001, continuing education for nurses, Hilton Suites Hotel,

Listening to Our Patients in Pain, Health Ethics in Pain Management, March 2001, continuing education for physicians and

nurses, Kansas Health Ethics Seventh Annual Ethics Conference, Wichita, KS Closing the Gap in Cancer Pain Management, March 2001, continuing education for nurses, Salina Oncology Nursing Society,

Understanding How to Manage Our Patient's Pain, March 2001, continuing education for nurses (7 contact hours), Olathe

Knowledge and Attitudes in Pain Management, March 2001, Education for pharmacists, St. Francis Hospital, Topeka, KS Opioids in Pain Management, February 2001, continuing education for nurses (2 contact hours), Newman Hospital, Emporia,

Sick and Tired of Being Tired and Sick, February 2001, continuing education for nurses, St. Francis Hospital, Topeka, KS Pain the 5th Vital Sign, February 2001, continuing education for nurses, Palmetto General Hospital, Hialeah, FL Pain Management 2001: Closing the Gap on Cancer Pain Management, February 2001, continuing education for nurses, Cape

Girardeau Oncology Nursing Society, Enchanted Garden Restaurant, Jackson, MO Update on Pain Management, January 2001, Multidisciplinary education, Little Dublin Restaurant, Joplin, MO Choosing the Right Analgesic, January 2001, Multidisciplinary education, Cox Medical Center, Springfield, MO Update on Pain Management, December 2000, continuing education for physicians, Medicine Grand Rounds, VA Medical

Don't Let Grandma Hurt, December 2000, continuing education for nurses (4 contact hours), Liberty Hospital, Liberty, MO Assessment of Pain and Nonpharmacologic Methods of Pain Management, December 2000, continuing education for

Current Trends in Cancer Pain Management, December 2000, continuing education for nurses, Bombay Café, Birmingham, AL Pain Management: Learning to Use the Tools We Have, November 2000, continuing education for nurses (6 contact hours), St.

Nursing Practices in Pain Management, November 2000, continuing education for nurses, Doubletree Hotel, Gainesville, FL Listening to Our Patients in Pain, November 2000, continuing education for multidisciplinary staff, North Florida Veterans

The New JCAHO Standards for Pain Management, November 2000, continuing education for nurses, Kansas University

Angels of Mercy Pain Management, November 2000, continuing education for nurses (2 contact hours), Freeman Hospital, Medical Center, Kansas City, KS

Update on Anemia, November 2000, Staff education, St. Louis Breast and Cancer Center, St. Louis, MO Understanding How to Manage Our Patient's Pain, November 2000, continuing education for nurses, Community Hospital,

Current Trends in Cancer Pain Management, October 2000, Multidisciplinary staff education, Nebraska Health Systems,

Managing the Chronic Pain Patient Through an Acute Pain Episode, October 2000, continuing education for nurses, Rochester General Hospital, Rochester, NY

Common Physical Symptoms, Depression, Delirium, and Anxiety, Last Hours of Living, October 2000, continuing education for multidisciplinary staff, EPEC (Educating Physicians in End of Life Care) Program, Kansas City Veterans Administration Medical Center, Kansas City, MO

Pain Management the Fifth Vital Sign, October 2000, continuing education for nurses (6 contact hours), Memorial Hospital Pembroke, Pembroke Pines, FL

New JCAHO Standards for Pain Management, October 2000, Staff education, Truman Medical Center, Kansas City, MO Cost Containment: Managing Pharmacy Cost Related to Pain Management, September 2000, continuing education multiple disciplines (2 contact hours), Care Beyond Cure Annual Symposium and Exposition, Chateau on the Lake Resort & Convention Center, Branson, MO

Dosing and Titration with Transdermal Fentanyl, September 2000, Nurse and physician education, Grand Cru Restaurant, Columbia. MO

Listening to Our Patients in Pain, and Sick and Tired of Chronic Pain, September 2000, continuing education for multidisciplinary staff, VA Medical Center, Oklahoma City, OK

Assessment and Intervention for Pain, September 2000, continuing education for nurses, Neosho Memorial Regional Medical Center, Chanute, KS

Listening to Our Patients in Pain, August 2000, Continuing education for nurses and physicians, University of Alabama at Birmingham Hospital and Veterans Affairs Hospital, Birmingham AL

New Directions in Pain Management, August 2000, continuing education for nurses and physicians, University of Alabama at Birmingham Hospital, Birmingham, AL

Assessment and New Trends in Cancer Pain Management, August 2000, Nurse and physician education, Cajun Wharf Restaurant, Little Rock, AR

Managing Chronic Pain, July 2000, continuing education for physicians, Medicine Grand Rounds, Leavenworth Veterans Affairs Hosnital Leavenworth KS

Affairs Hospital, Leavenworth, KS

New Directions in Pain Management, July 2000, continuing education for nurses (4 contact hours), Crown of Texas Hospice, Conroe. TX

Anemia and the Advanced Practice Nurse, June 2000, continuing education for nurses, Wichita Oncology Nursing Society, Wichita. KS

Opioid Dosing, June 2000, continuing education for nurses, Little Rock Oncology Nursing Society, Little Rock, AR

Pain Management in Long-Term Care, June 2000, Staff education, Trinity Lutheran Manor and Providence Place, Kansas City,

KS

How to Get Institutional Commitment to Good Pain Management, June 2000, continuing education for nurses, Columbia Edmond Medical Center, Edmond OK

Pain Management Basics and Recognizing the Dying Process, May 2000, continuing education for nurses (2 contact hours), Newman Memorial County Hospital, Emporia, KS

Communicating with Physicians to Meet Your Patient's Pain Needs, May 2000, continuing education for nurses, Missouri Hospice & Palliative Care Association meeting, Liberty Hospital, Liberty, MO

mospice & ramative Care Association meeting, Liberty Mospital, Liberty, 1720

Managing Pain; Acute or Chronic, May 2000, continuing education for nurses, Neosho Memorial Regional Medical Center,

Chaptile KS

Pain and Symptom Management in the Assisted Living Setting, May 2000, continuing education for nurses, Assisted Living Federation of America Annual Meeting Alexandria VA

Federation of America Annual Meeting, Alexandria, VA

How to Get Institutional Commitment to Good Pain Management, May 2000, continuing education for nurses, Stormont-Vail
Hospital, Topeka, KS

Managing The Chronic Pain Patient Through An Acute Pain Episode, April 2000, continuing education for nurses (2 contact hours), Westin Crown Center Hotel, American Society of PeriAnesthesia Nurses 19th National Conference, Kansas City, MO New Directions in Pain Management, April 2000, continuing education for nurses, Children's Hospital, Oklahoma University, Oklahoma City. OK.

Pain Management Basics, March 2000, continuing education for nurses, Veterans Administration Medical Center, Gainesville,

Managing Chronic Cancer Pain, March 2000, continuing education for physicians and nurses, Shands Cancer Center,

Pain Management at the End of Life, March 2000, continuing education for nurses, Best Western Grand Hotel, Gainesville, FL Addressing Multiple Issues of Pain Control, March 2000, continuing education for nurses, St. John's Regional Medical Center, Joplin, MO

Pain Management in Long-Term Care, March 2000, Family support group, Johnson County Nursing Center, Olathe, KS New Directions in Pain Management, March 2000, continuing education for nurses (6 contact hours), Republic Co. Hospital, Bellville, KS Managing Pain and Other End-of-Life Issues, March 2000, continuing education for nurses, Sunset Manor Nursing Center,

Frontenac, KS

<u>Perspectives on End-of-Life Care</u>, February 2000, continuing education for nurses, Hutchinson Hospital, Hutchinson, KS

12

Overview of Cancer Pain Management, February 2000, continuing education for nurses, Southwest Missouri Oncology

Nursing Society, Jeramiah's Restaurant, Cape Girardeau, MO

Palliative Care the KUMC Way, January 2000, Kansas City Area Chaplains' meeting, Kansas University Medical Center,

Pain Management in the New Millennium, January 2000, Staff education, Staten Island University Hospice, Staten Island, NY

Last Hours of Living, January 2000, AMA EPEC (Education for Physicians on End-of-Life Care) Training Course, Continuing

education for physicians and nurses, Kansas University Medical Center, Kansas City, KS

Getting Started in Pain Management, January 2000, Staff education for the Pain Management Task Force, Truman Medical

Assessment and New Trends in Pain Management, January 2000, continuing education for physicians and nurses, Veterans Administration Medical Center, Kansas City, MO

13

88-

Mental Health Symposium

Registration Deadline is July 31, 2015
Name:
Address:
City, State, Zip:
Home Phone:
Work Phone:
Home County:
Date of Birth:
Ethnic Origin: Caucasian Hispanic
African/American Other
Country of Citizenship: USA Other
RN:
Certification/License #:
Fees: CEU credit: \$75.00 Public (non-CEU credit) \$15.00 DC3 Student \$10.00

Registration Information: Make Checks payable to: Dodge City Community College. The fee includes course materials and Lunch. Class is limited to 50 participants. Prizes will be given away for registered participants. For more information please call: 1-800-367-3222 ext. 241 or 620-227-9241. To register, mail to: Ginger Rupp, RN, 2501 North 14th Avenue, Dodge City KS 67801-2399 or fax this form to 620-227-9319.

Special Notice

We accommodate persons with disabilities. Please call our office and a continuing education representative will contact you to discuss your accommodation needs. In order to assure accommodation, please register at least two weeks before the start of the event. DCCC is committed to equal opportunity for all students, regardless of age, sex, race, color, nationality, ethnic origin, religion, disability or veteran status. In consideration of presenters and other participants we ask that you do not bring infants or children. Please do not bring hobbies such as sewing, knitting, crocheting, or letter writing to the program. We cannot control the temperature of the room, please bring a SWEATER.

DCCC DEPARTMENT OF
NURSE EDUCATION
AND
COMPASS BEHAVIORAL HEALTH

PRESENTS

MENTAL HEALTH SYMPOSIUM

STRESS: TO BE AVOIDED OR EMBRACED?

SUICIDE AWARENESS

DIAGNOSIS & TREATMENT OF DEPRESSION



August 6, 2015
DCCC
BOARD ROOM
STUDENT UNION
DODGE CITY COMMUNITY COLLEGE
DODGE CITY, KS 67801
9:00 AM—3:00 PM

Agenda

8:30-9:00 Registration

9:00-10:15 1st Speaker

10:30-12:00 2nd Speaker

12:00-12:45 Lunch (on your own)

12:45-1:00 Afternoon Registration

1:00-3:00 3rd Speaker

A 10 minute break will be taken in the morning and in the afternoon at speaker's discretion.

Target Audience:

RN's, LPN's, and Social Workers

C. E. U. Credit:

Dodge City Community College Department of Nursing Education is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering is approved for 6 contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: LT0003-0527.

Compass Behavioral Health is an approved BRSB CEU provider. This program is for 6 contact hours.

Workshop Cancellation Policy:

DCCC reserves the right to cancel any workshop that does not meet enrollment quota. Anyone who has pre-registered will receive a full refund in the event the workshop is cancelled. In the event of inclement weather participants will be notified of cancellation via local radio & television.

About the Speakers

Stress: To be Avoided or Embraced?

Presented by Tracy Davies

Stress is a term that is commonly used to describe a wide variety of human responses. It is widely accepted that stress is bad for health and should be avoided. Can you remember a time in your life when you were completely unburdened by stress? If you've ever felt your hands get sweaty on a job interview or felt your heart pounding in anticipation of taking a test, you have felt the effects of stress on your body. Stress is part of daily life that most people find difficult to avoid. Stress gets so much bad press that people have forgotten that some stress is actually good for us. While it might seem optimal to avoid stress, it may not always be a feasible or desirable strategy. This presentation reviews the contextual definitions of stress and how reframing our perceptions of stress may actually help us find ways to consider embracing it.

Objectives:

- The audience will be able to reclassify stress from simply harmful to potentially helpful
- The audience will be able to tailor skills to maximize the health benefits of stress adaptation

Tracy Davies, MSN, APRN, AGNP, PMHNP-BC is a board certified, multispecialty advanced practice registered nurse with a background in mental and physical health care. Ms. Davies completed her graduate and post graduate education at the University of Kansas and has been in practice for twelve years in a variety of settings from outpatient, residential, to partial hospital as well as inpatient. Ms. Davies also serves as a clinical preceptor for the advanced practice graduate nursing programs at Wichita State University, Washburn University, and the University of Kansas. Her clinical interests involve the holistic management of medically and psychiatrically complex individuals. Ms. Davies is currently employed at Compass Behavioral Health in family psychiatric and mental Health care in Dodge City Kansas.

Suicide Awareness presented by Kent S. Hill

This workshop will cover a variety of topics related to suicide such as current statistics, cultural issues, and theories. The primary focus will be on prevention, and will cover: risk factors, warning signs, assessment/screenings, and interventions.

Objectives:

- Participants will learn at least 5 warning signs of suicide.
- Participants will learn the SAD PPERSON FI-AT risk assessment.
- 3. Participants will learn how to collaboratively form a comprehensive safety plan.

Kent S. Hill, LMLP, LCP, LCAC is the Regional Director of the Scott City office of Compass Behavioral Health. He has worked as a psychotherapist for 29 years. In the past he also worked as an adjunct faculty member for Garden City Community College teaching various psychology courses. Kent's professional interests include: stress management; trauma-informed care; integration of behavioral health and primary care; wilderness therapy; neurosequential model of therapeutics; substance use treatment; legal & ethical issues; and suicide prevention.

Diagnosis and Treatment of Depression Presented by Donald Graber

Objective: At the end of this training participants should be able to recognize various types of depression and understand the various components of effective treatment including the roles of various professional disciplines and treatment modalities.

Donald Graber, M.D. is certified by the American Board of Psychiatry and Neurology, Life Fellow American Psychiatric Association. He has 40 years experience in a wide variety of mental health settings. Currently, he is the Medical Director for Compass Behavioral Health including Behavioral Health Unit at St. Catherine Hospital.

Dodge City Community College 2501 North 14th Avenue Dodge City KS 67801 Continuing Nursing Education Certificate

For Attending:

Mental Health Symposium

on

August 6, 2015

Sponsored and Presented by:

Compass Behavioral Health
Tracy Davies, MSN, APRN, GNP, PMHNP-BC
Kent S. Hill, LMLP, LCP, LCAC
Donald Graber, M.D.

EARNING 6.0 CONTACT HOURS

Martha A. Meza-Hinojosa

1808 Laurel St, Apt 2

Garden City, KS 67846

License # 2721

Mechely Haily MSN, ENC Interim Director of Allied Health Continuing Education Provider:

Dodge City Community College Allied

Health

Provider No. LT00030527

Mental Health Symposium Consolidated Bibliography (includes references for all presentations)

Stress: To be Avoided or Embraced?

Czabala, C. & Miedziun P. (2015). Stress management techniques. *Psychiatry and Psychotherapy*, 14 (4), 23-30. doi: 10.12740/APP/61082

Maldonado, M. (2014). How stress affects mental health. *Psych Central*. Retrieved from https://psychcentral.com/blog/archives/2014/02/25/how-stress-affects-mental-health/

Mental Health America. (2015). Stress. Retrieved from http://www.mentalhealthamerica.net/conditions/stress

National Institute of Mental Health. (n.d.). 5 things you should know about stress. Retrieved from https://www.nimh.nih.gov/health/publications/stress/index.shtml

Suicide Awareness

Jones, S. (2015). A rural, community-based suicide awareness and intervention program. Rural and Remote Health, 15(1), 2972.

Levitt, A. J., Lorenzo, J., Yu, V., Wean, C., Miller-Solarino, S. (2011). Suicide awareness and prevention workshop for social workers and paraprofessionals. *Journal of Social Work Education*, 47(3), 607-613.

National Institute of Mental Health. (2014). Suicide prevention. Retrieved from https://www.nimh.nih.gov/health/topics/suicide-prevention/index.shtml

National Suicide Prevention Lifeline. (2015). We can all prevent suicide. Retrieved from https://suicidepreventionlifeline.org/how-we-can-all-prevent-suicide/

Yellow Ribbon Suicide Prevention Program (2015). Yellow Ribbon. Retrieved from https://yellowribbon.org/

Diagnosis and Treatment of Depression

Anxiety and Depression Association of America. (2014). Depression: Understand the Facts. Retrieved from https://www.adaa.org/understanding-anxiety/depression

Morimoto, S.S., Kanellopoulos, D., Manning, K.J. (2015). Diagnosis and Treatment of Depression and Cognitive Impairment. *Annals of the New York Academy of Sciences*, 1345(1), 36-46. doi: 10.1111/nyas.12669

National Institute of Mental Health. (2014). Depression. Retrieved from https://www.nimh.nih.gov/health/topics/depression/index.shtml

U.S. Department of Health and Human Services. (2015). Mental Health.gov. Retrieved from https://www.mentalhealth.gov/

Dodge City Community College 2501 North 14th Avenue Dodge City KS 67801 Continuing Nursing Education Certificate

For Attending:

Mental Health Symposium

on

August 6, 2015

Sponsored and Presented by:

Compass Behavioral Health Tracy Davies, MSN, APRN, GNP, PMHNP-BC

Kent S. Hill, LMLP, LCP, LCAC Donald Graber, M.D.

EARNING 6.0 CONTACT HOURS

Martha A. Meza-Hinojosa

1808 Laurel St, Apt 2

Garden City, KS 67846

License # 2721

Provider: Dodge Ci

Dodge City Community College Allied

Health

Provider No. LT00030527



Dodge City Community College Evaluation Form MENTAL HEALTH SYMPOSIUM

Stress: To be Avoided or Embraced? **Suicide Awareness**

Diagnosis & Treatment of Depression August 6, 2015

Please check One

RN - 5

LPN-1

LBSW - 1 LMSW-1

LCMFT - 1

LPC-1

LSCSW-1 TCM/WAF-4

Case Manager - 2

Care Coordinator - 1

Employment Specialist - 1

Mediator/Advocate - 6

Community Corrections - 2

Other - 12

How did you hear about the program?

Brochure

Employer 24

Other

6

9

Use the following scale to indicate the chose that is applicable to each item:

Use the following scale t	o indicate	the chose that is a	Needs Improvement	110	catic	actory		
Excellent 5	Good 4	Satisfactory 3	Needs Improvement 2	4	3	2	1	TOTAL

Rate the speakers and program

A Speaker: Tracy Davis

B Speaker: Kenst S. Hill

C Speaker: Donald Graber

D Overall quality of the program

E Handout Materials

F Physical facilities

G This workshop allowed achievement of my personal

objectives.

14	18	5	2		3.73
28	11				4.10
21	10	4	4		3.42
23	13	3			3.91
16		5			3.88
21	15	2	1		3.87
24	12	3			3.90
L	L	<u> </u>		Lance	3.83

Overall rating

Please review the following objectives, then indicate your choice.

- 1 Ability to reclassify stress from simply harmful to potentially
- helpful. 2 Ability to tailor skills to maximize the health benefits of stress adaptation.
- 3 Learn at least 5 warning signs of suicide.
- ⁴ Learn the SAD PPERSON FIAT risk assessment
- 5 Learn how to collaboratively form a comprehensive safety plan.
- Recognize various types of depression
- 7 Understand the various componments of effective treatment including the roles of various professional disciplines and tratment modalities.

Met	Not Met
36	3
36	3
39	
39	
35	4
34	5
34	5

Would you suggest any changes in this program?

No

Power points are helpful in all presentations - helps focus and reduces rambling.

Seats spread out more

None

No

It was very helpful

Additional comments:

It was hard to pay attention after lunch.

Donald Graber - Rambled, no focus. Worst speaker of the entire day. The topic was Depression. That's what I signed up to hear for the time! Not what I got!

Excellent for people who are in the field already, but please remember some of us don't have the full background. I did have a great deal of background from personal experience due to my bipolar though (which I did not fall into any category you mentioned and really wanted to mention that).

Provide trainings helpful to ongoing education inhuman trafficking for volunteers and staff.

I enjoyed Dr. Graber including God in his presentations - because God is the ultimate reality.

We would like a training on PTSD & any more trainin g on mental had meds.

Although no all objectives were met, I did learn a lot more things which I think I would find applicable in my occupation.

Nice facility

Kent needs to know about Yellow Ribbon.

Speakers are wonderful.

Tracy could have spoken louder, even with mic she was difficult to hear/understand.

Less science, more common words.

Enjoyed speakers.

Enjoyed the speakers.

Enjoyed the program.

Very Informative Lots of great suggestions! Great speakers!

Title of Offering & Presenter(s)

LTCNE Provider: Dodge City Community College Department of Nurse Education, 2501 N. 14th Ave., Dodge City, KS 67801 Provider # LT0003-0527; Coordinator- Mechele Hailey, DNP, RNC-OB, CNE

Regionatalen

Date of Offering

B1	License No		Signature	Signature
Name	ALL COLORS	CEU	AM	PM
	Circle One	Credit		
	RN LPN LBSW LMSW Other			
	License No:	CEU	AM	PM
	Circle One	Credit		
	RN LPN LBSW LMFT Other			PM
	License No:		AM	PIVI
	Circle One	Credit		
))	RN LPN LBSW LMSW Other			PM
	License No:	CEU		1 111
	Circle One	Credit		
	RN LPN LBSW LMSW Othe	CEU	AM	PM
		Credit	i	
	Circle One RN LPN LBSW LMSW Othe			
		CEU	AM	РМ
	License No: Circle One	Credi	I	
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	License No:	CEU	AM	PM
	Circle One	Credi	t	
	RN LPN LBSW LMSW Other	er		
	License No:	CEU	AM	PM
	Circle One	Cred	it	
	RN LPN LBSW LMSW Other			
	License No:	CEU	l .	PM
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	RN LPN LBSW LMSW Oth	er		

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Speaker Fee			
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Room or Venue Plan	nning ——————————————————————————————————		
Venue	nning		
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Venue Room Contact	nning		
Venue Room Contact Information	nning		
Venue Room Contact Information Booking	nning		
Venue Room Contact Information	nning		
Venue Room Contact Information Booking Confirmation	nning		
Venue Room Contact Information Booking	nning		
Venue Room Contact Information Booking Confirmation	nning		
Venue Room Contact Information Booking Confirmation	nning		
Venue Room Contact Information Booking Confirmation	nning		

Meals/Break Planning

Meals/Dieak i Jaim	
Beverages	
Breakfast	
Breaks	
Lunch	·
Special Requests & Other	
Participant Packet	s/Documents
Agenda	
Bibliography	
Evaluation	
Handouts	
Registration Forms	
Folders	
Certificates	
Other	

Registrations tracked using electronic spreadsheet.

peaker Documents			
Document	Date Received	Date Reviewed	Notes
Acceptance			
CV			Behavioral objectives:
Objectives			Deliavioral objectives.
Outline			Books within 10 years:
Bibliography			Articles within 5 years:
Handouts			Uploaded: Printed:
Audiovisual Needs			
Travel Arrangements			Airfare: Car/Pickup: Other:
			Reservation Details:
Hotel Accommodations			Other:
			Amount:
Speaker Fees			Checks Mailed:

Post-Offering Debrief:	- <i>(</i>)	Other Participants:
Number of Participants	Nurse Participants:	
Contact Hours Awarded (with full attend	ance)	- Partial attendance:
Number of Certificates Issued: Full atte	endance:	
Total Costs		
Total Revenues		
Evaluation Results		
Requests		
Notes:		

Total Program Evaluation Dodge City Community College Allied Health Continuing Education

July 1, 2020-June 30, 2021

Area	Frequency	Resp. Person	Criteria	Findings	Actions/
		en e			Recommendations
Administration	Annually	 Dean of Nursing and Allied Health DCCC Allied Health Continuing Nurse Education (CNE) Committee 		Health, Administrator of DC3 Nursing Continuing Education as of July 2020-June 2021 meets or exceeds all requirements according to December 2020 Nurse Practice Act, Regulation 60-9-107(c): Mechele Hailey, DNP, RNC-OB RN for 27 years, PT Nurse Educator 2013-2014, FT Nurse Educator 2017, Interim Director 2015-2016 Director 12/2016 to 10/2020 Dean 10/2020 to present	No changes
Policies: Assess need, planning - written tool - evaluation summaries	Annually	and Allied Healt DCCC Allied Health		Policies reviewed and reapproved by the committee Fall 2020. Findings from advisory board and surveys from previous offerings identified the need for pharmacology update, cultural awareness, community health (LGBTQ, homeless, disaster preparedness, sexual assault and domestic violence). No LTCNE offerings were held during the 2020-2021 year due to COVID concerns and restraints as well as restrictions on location availability.	

olicies:	Annually	•	Dean of Nursing Po	olicy meets organization F	Officies were reviewed and reappress	None
oncies.	1 11111111111		and Allied Health an	d customer needs	y the committee Fall 2020.	
ee Assessment		•	DCCC Allied Health	1	Fee assessments remain unchanged:	
			Continuing Nurse	-	The DNE CE Committee usually	
			Education (CNE)		charges \$10.00 per CE unit for	
			Committee		continuing education credit. DCCC	
					Students and the general public are	
					raditionally charged \$10.00 and	
					\$15.00 respectively for non-credit	
					attendance.	
					Refunds are given if a workshop does	
					not meet the enrollment quota (7) or in	
					the event of inclement weather. If an	
					enrollee requests a refund prior to the	
					date of the offering and there have not	
					prior expenditures for refreshments or	
		Ì			other needs for the offering, the request	
					is usually granted.	
			İ		Insufficient fund checks are sent by the	
					bank to a collection agency.	
Policies:	Annually		Dean of Nursing	Review to be certain they	Reviewed fall of 2020 and found to	None
Policies:	Amuany		and Allied Health		contain necessary information	
A		•	DCCC Allied	information		
Announcement		1	Health			
			Continuing Nurse			
ž			Education (CNE)			
			Committee	1::1	Presenters are contacted during the	None
Policies:	Annually		Dean of Nursing	Review policies and	summer months prior to fall and during	1
		1		compare to KSBN requirements	the summer and/or fall months for	
Offering approv	al		DOCULAR.	redamemen	spring semesters. Learning objectives,	
process		A. A. Carlotte	Health Continuing Nurse		bibliography information, and	
		-	Education (CNE)		presenter credentials must be submitted	d
		1	Committee		60 days prior to the offering date and	
			Committee		oo days prior to the outering	

Policies: Awarding contact	Annually	and Allied Health	Review agendas/pilot test results to verify contact nours awarded; review documentation of partial	are reviewed by the CNE Committee for compliance with the definition of CNE pursuant to KSA 65-1117. Presenters are chosen after careful review of presenter's resume, including credentials, education and experience. Planning folders are utilized to ensure all needed components are being addressed during planning. No individual study offerings or CNE offerings were held in 2020-2021. Contact hours calculation remains unchanged.	None
Policies:	Annually	Dean of Nursing and Allied Health	Review rosters and certificates; compare to KSBN requirements	No individual study offerings or CNE offerings were held in 2020-2021.	None
Verifying participation/		DCCC Allied Health Continuing Nurse	7		
completion		Education (CNE) Committee			

olicies: ecord keeping	Annually	Dean of Nursing and Allied Health DCCC Allied Health Continuing Nurse Education (CNE) Committee	offerings were held in 2020-2021.	
Policies: Notification of changes	Annually	 Dean of Nursing and Allied Health DCCC Allied Health Continuing Nurse Education (CNE) Committee 	No changes were reported/needed to be reported to KSBN. Plan for change submission is formal letter via USPS. All areas of the program are in	Committee will begin meeting again in
Total Program Evaluation effectiveness	Annually	 Dean of Nursing and Allied Health DCCC Allied Health Continuing Nurse Education (CNE) Committee Review total program evaluation and comparents contents to KSBN requirements		September 2021 for planning and evaluation.

Name of Provider: Lawrence Memorial Hospital LT0035-0927

Long Term CNE Provider Checklist (K.A.R. 60-9-107)

Information Required	Received	NA
Completed application for initial approval or five-year renewal for LT CNE providership shall be submitted at least 60 days before a scheduled board	X	1.25
meeting The name and address of the organization on the application	×	118.
The name and address of the department or unit within the organization responsible for approving CNE, if different from the name and address of the organization	X	
The name, education and experience of the program coordinator responsible for CNE	X	1 0017
Be a licensed professional nurse	X	
Have three years of clinical experience	X	1 1000
Have one year of experience in developing and implementing nursing education	X	
• Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:		
Written policies and procedures, including at least the following areas:		
Assessing the need and planning for CNE activities	X	10.25
Fee assessment	\times	(117° a 1)
• Advertisements or offering announcements. Published information shall contain the following statement: "(name of provider) is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number:	*	. 1 (1) 1 (1) 1 (1) 2 (2) 2 (2) 2 (2) 1 (
 Notice of change of coordinator or required policies and procedures. The program coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days 	Tarana X and San	
For long term providers, the policies and procedures for the offering approval process shall include the following:		
A summary of the planning	X	
The behavioral objectives	X	e from sales
• The content, which shall meet the definition of CNE in KSA 65-1117		1
The instructor's education and experience, documenting knowledge and expertise in the content area	X	4 4 181
 A current bibliography that is reflective of the offering content. The bibliography shall include books published within the past 10 years, periodicals published within the past five years, or both 		
 An offering evaluation that includes each participant's assessment of the following: 		
■ The achievement of each objective	X	
■ The expertise of each individual presenter	X	

Information Required	Received	NA
An approved provider may award any of the following:		
 Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours 	X	
 Credit for fractions of hours over 30 mins to be computed towards a contact hour 	X	
 Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum 	X	
 Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results 		X
Clinical hours		X
Documentation of Attendance		
Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
The provider's name, address, provider number, and coordinator	X	
The date and title of the offering, and the presenter or presenters	Χ	
• The participant's name and license number and the number of contact hours awarded	X	
Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:		
The provider's name, address, provider number, and coordinator	X	
The participant's name and license number, and the number of contact hours awarded	X	
The title of the offering	X	
The date on which the offering was completed	X	
Either the completion of a posttest or a return demonstration	X	
Certificate of Attendance/CE Transcript	10.652627333	
A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider	X	
Each certificate and each CE transcript shall be complete before distribution to the participant	X	
Each certificate and each CE transcript shall contain the following information:		
The provider's name, address and provider number	X	
The title of the offering	X	
The date or dates of attendance or completion	Χ	
 The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded 	X	
The signature of the individual responsible for the providership	X	

Information Required	Received	NA
The name and license number of the participant	X	TO CHARLE
Recordkeeping & Storage		
For each offering, the approved provider shall retain the following for two years:		
A summary of the planning	X	ninc'es
A copy of the offering announcement or brochure	X	net c
The title and objectives	X	
The offering agenda or, for independent study, pilot test results	X	30107 73
A bibliography	\times	
A summary of the participants' evaluations	X	217 27 1 2
Each instructor's education and experiences	X	
Documentation to verify completion of the offering	X	1
The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals	15 1 × 1	
Program Evaluation Plan		
For long-term providers, a copy of the total program evaluation plan	. X	Dark (1
Two Proposed Offerings		
The provider shall submit two proposed offerings, including the following:		
A summary of planning	X	
A copy of the offering announcement or brochure	X	a utb
The title and behavioral objectives	X comment	1 Addres
The offering agenda or, for independent study, pilot test results	X	97 110
Each instructor's education and experience	X	udisp
A current bibliography	\mathbf{X}	2-5/19/
The offering evaluation form	X	122

5/2014

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Reference No.: 25124 Date submitted: May 4 09:45 2022

12 files were uploaded with this form: <u>Speaker CV.pdf</u>, <u>Speaker Disclosure Report for Dana Hawkinson MD.pdf</u>, <u>SARS COV 2 Variants Slides.pdf</u>, <u>Jan 20 2022 Flyer for Covid - SARS 2 (1).pdf</u>, <u>Jan 20 2022 Eval Results for Covid - SARS 2.pdf</u>, <u>Activity Attendance Report for AIN0146 on Jan 20 2022.pdf</u>, <u>Eeds Attendance for 2.17.2022.pdf</u>, <u>Feb 17 2022 Eval Results for Burnout and COVID (1).pdf</u>, <u>Speaker Disclosure Report for Meagan Dwyer PhD.pdf</u>, <u>Speaker Resume.pdf</u>, <u>Presentation Slides.pdf</u>, <u>Feb 17 2022 Flyer for Burnout and COVID.pdf</u>

www.ksbn.org

radio ~ Renewal

Providername ~ Lawrence Memorial Hospital

providernum ~ LT0035-0927

legalbody ~ ~

address ~ 325 Maine Street

adress2 ~ Lawrence, KS 66044

telephone ~ 7857667383

email ~ ken.sarber@lmh.org

coordinator ~ Nathan Jones

date $\sim 05-04-2022$

planningce ~ Needs assessment are performed on an ongoing basis

from a variety of sources including class

evaluations, needs assessment surveys, nursing performance

improvement (PI) data, leadership

requests, and nursing council/committee requests.

Committees that contribute to topics are the Standards, Practice, and Education Council and the Continuing Medical Education Committee both make recommendations based on data collected by the organization and feedback from staff.

feeassessment ~ Fee Assessment:

CNE classes sponsored by LMH will be presented with waived

registration fee to employees

with Department Director approval. Fees for outside participants are

assessed based on

administrative and speaker costs. A fee may be charged by Education

and Learning Services for

replacement of CNE attendance certificates.

advertisement ~ Advertisements of CNE Program

When publishing information regarding an approved CNE program, the information will include

the following statement: Lawrence Memorial Hospital is approved as a provider of continuing

nursing education by the Kansas State Board of Nursing. This course offering is approved for

__contact hour(s) applicable for RN, LPN, or LMHT relicensure. Kansas State Board of Nursing

CNE Provider No.: LT0035-0927

approvalprocess ~ Approval Process for CNE Offering:

Offerings are approved by the CNE Coordinator prior to publishing information. CNE

coordinator ensures that the offering is in alignment with KSBN CNE criteria.

Offerings must include:

- Summary of planning
- Behavioral Objectives
- Content that meets KSA definition of CNE
- Instructor's Curriculum Vitae
- Current Bibliography (books 10 years, periodicals 5 year.)
- Behavioral objectives are placed in a standard evaluation form that includes the

assessment of learner achievement of each objective, expertise of individual presenters.

contacthours ~ Awarding Contact Hours

Each contact hour will be offered for 50 minutes of participation with partial credit being offered

for one or more contact hours. Credit for fractions of hours over 30 minutes will be computed

towards a contact hour. Late arrivals or early departure of more than 15 minutes will have their

contact hours adjusted to partial hours. Instructor credit will be given for two contact hours for

each hour of first presentation of an approved offering excluding standardized prepared

curriculum such as ACLS, PALS, TNCC, ENPC, MANDT, etc.)

Independent study credit will be based on time required to complete the offering as docum

be based on time required to complete the offering as documented by LMH's pilot time test results.

Non-nurse professionals may follow the procedures to receive a CNE certificate but will seek

approval of the class from their professional organization.

verifycompletion ~ Completion of an Offering

Documentation will verify that each participant attended offering by requiring participants to

sign a daily attendance roster that contains LMH as the provider's name, LMH address, our

CNE/IV Therapy 209

provider number and coordinator; the date and title of the offering and the presenter(s); the

participant's name and license number, and the number of contact hours awarded.

A certificate of attendance shall be awarded to each participant after completion of the offering.

Each certificate shall be complete before distribution to participants. Each certificate shall

contain the LMH's name, address and provider number, title of the offering, date(s) of

attendance, number of contact hours awarded and if applicable, the designation of any

independent study or instructor contact hours awarded; signature of individual responsible for the

providership, name and license number of the participant.

recordkeeping ~ Record Keeping

All CNE offering records will be maintained in the Education and Learning Services Department

for a minimum of 2 years. These records shall include the summary of the planning, copy of

announcement/brochure, title and objectives, offering agenda or, for independent study, pilot

time test results, bibliography, summary of participant evaluations; each instructor's education

and experience; documentation to verify completion of the offering as specified in previous

section. The electronic record storage system assures confidentiality and easy retrieval of

records by authorized individuals.

noticeofchange ~ CNE Program Coordinator

One educator is designated to coordinate the CNE program and oversee records for state review.

The Program Coordinator for CNE must be a RN with three years of clinical experience, a

baccalaureate degree, and at least one year of experience in developing and implementing

educational offerings. If there is a change of coordinator or required policies and procedures, the

program coordinator shall notify the board in writing of any change of the individual responsible

for the providership or required policies and procedures within 30 days. All classes offering CNE credit hours must have the CNE coordinator's input in planning as well

as approval that the class meets the KSBN requirements for being a Long Term CNE Provider.

All continuing nursing education programs must meet this criteria.

programevaluation ~ A Total Program evaluation will be performed

Annually I will attach. **Submission date** \sim 05-4-2022 09:45:40

Form ID ~ 1672730

UNIVERSITY OF KANSAS SCHOOL OF MEDICINE

Academic Curriculum Vitae

Date April 6, 2021

LL	RSONAL DATA:			
	Personal and Contact Inform	nation:		
	Full Name	Dana J. Hawkinson	Degree(s) _	MD
	Current Academic Rank	Assistant Professor		
	Current Academic Track	Clinical Scholar Track		
	Primary Department	Infectious Diseases		
	Secondary Department	3901 Rainbow blvd kansas city, KS 66160		•
	Office Address		Mailstop _	1028
	Office Phone	(913) 588-4045	Email _	dhawkinson@kumc.edu
	1996 1996 - 1999 2005	BS MA (Microbiology) MD	St. Ambrose Univ. Univ. of Kansas Univ. of Kansas-Medical	Ctr.
		MA	Univ. of Kansas	
	B. Postgraduate Educatio Years (inclusive)		Univ. of Kansas	Institution
	Years (inclusive)	n:	Univ. of Kansas	Institution
	Years (inclusive) C. Continuing Education	n: Degree ()	Univ. of Kansas	Institution
	Years (inclusive)	n:	Univ. of Kansas	
	Years (inclusive) C. Continuing Education Year(s)	n: Degree () Course Title		Description
	Years (inclusive) C. Continuing Education Year(s)	n: Degree () Course Title ional Appointments and Activitie Position	s:	Description Institution
	Years (inclusive) C. Continuing Education Year(s) D. Academic and Profess Month and Year July 11, 2010 - Present June 1, 2017 - February 1,	n: Degree () Course Title ional Appointments and Activitie	s:	Description Institution e University of Kansas Medical Center
	Years (inclusive) C. Continuing Education Year(s) D. Academic and Profess Month and Year July 11, 2010 - Present June 1, 2017 - February 1, 2021	n: Degree () Course Title ional Appointments and Activitie Position Assistant Professor	s: Infectious Diseases, The	Description Institution e University of Kansas Medical Center alth System
	Years (inclusive) C. Continuing Education Year(s) D. Academic and Profess Month and Year July 11, 2010 - Present June 1, 2017 - February 1, 2021 July 1, 2017 - Present	n: Degree () Course Title ional Appointments and Activitie Position Assistant Professor Program Director Program Director	s: Infectious Diseases, The University of Kansas He	Description Institution e University of Kansas Medical Center alth System
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	Years (inclusive) C. Continuing Education Year(s) D. Academic and Profess Month and Year July 11, 2010 - Present June 1, 2017 - February 1, 2021 July 1, 2017 - Present E. Professional Registrat Year(s) Expires: 2021	n: Degree () Course Title ional Appointments and Activitie Position Assistant Professor Program Director Program Director	s: Infectious Diseases, The University of Kansas He University of Kansas He State/Country Missouri	Institution e University of Kansas Medical Center ealth System ealth System Active or Expired
	C. Continuing Education Year(s) D. Academic and Profess Month and Year July 11, 2010 - Present June 1, 2017 - February 1, 2021 July 1, 2017 - Present E. Professional Registrat Year(s)	n: Degree () Course Title ional Appointments and Activitie Position Assistant Professor Program Director Program Director ion/Licensure: Number	s: Infectious Diseases, The University of Kansas He University of Kansas He	Institution e University of Kansas Medical Center ealth System ealth System Active or Expired
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H. Honors and Awards:

Year(s)	Award
1999 - Present	
May 2020 - Present	50 Kansas You Should Know Recognition for medical communication to general public about latest developments surrounding COVID-19
November 2020 - Present	Glendon G. Cox Leadership Award Recipient of the award shall be an individual whose achievements at the University of Kansas Medical Center campuses have provided leadership in the education of patient care professionals, health care delivery, and/or service in the School of Health Professions, the School of Medicine, the School of Nursing, the hospital and/or other healthcare settings. In selecting the recipient, primary consideration shall be given to individuals who have displayed outstanding contributions, such as the following: advanced education that crosses school boundaries

I. Acronyms:

Acronym	Full Name
University of Kansas Health	University of Kansas Health System
System	

II. TEACHING ACTIVITIES:

1. Teaching Activities Opening Statement:

2. Instruction:

A. Didactic

			Instru	ıction	Le	earner
	Title and Course	Lecture or Presentation		Hours/ Yr	Number of	Type of Learner(s) (i.e. medical &
Academic Year	Number	Title	Type	instruction)	Learners / Yr	grad students, residents)

B. Non-didactic

			Inst	ruction	L L	earner
Academic Year	Title and Course Number	Lecture or Presentation Title	Type	Hours/ Yr (actual instruction)	Number of Learners / Yr	Type of Learner(s) (i.e. medical & grad students, residents)

C. Clinical

	Instr	uction	Le	arner	Length of
Academic Year	Туре	Hours	Number of Learners	Type of Learner (i.e. medical students, residents, fellows)	Service (i.e. 8 weeks x 6 clerkships/yr; 40 hrs/wk x 6 wks)
2010 - Present	Rounding	40 per week	2	Fellow, Intern, Resident	40 hrs/wk x 4 wks x 4 Roundings/yr
2012 - Present	Clinic - Outpatient	4 per week	1	Fellow	4 hrs/wk x 45 Clinic - Outpatients/yr
2013 - Present	Clinic - Outpatient	4 per week	1	Medical Student	4 hrs/wk x 6 Clinic - Outpatients/yr
2019 - Present	didactic and clinical teaching	6 per week	2	Fellow, Medical Student, Resident, pharmacists	6 hrs/wk x 2 wks x 4 Others/yr
2019 - Present	lecture, clinical	8 per week	4	Fellow, Medical Student, Resident, Nursing staff, other hospital staff	8 hrs/wk x 1 wks x 5 Others/yr

D. Master's Theses and PhD Dissertations Directed

Year	Student Name	Thesis Title	Degree (completed/in progress)

E. Supervision of Students, Residents and/or Postdoctoral Fellows

Year Resident/Fellow Name Area of Study

F. Advising

F	Advising		Type of Student/Group
	Date	Student or Group Name	Type of Studentingroup
	2019 - 2020	Lucas Vocelka	Fellow

G. Other Teaching Activities

Other reaching Activities		Tune of Learner
Date	Location Teaching Function	Type of Learner
Date		

3. Development of Educational Materials:

Development of		
Voar(e)	Title/Description	Intended Audience
(ear(s)		

4. Educational Leadership:

Ladounoma, months		
Year(s)	Name/Course/Activity	Description/Role (course info, mentoring, other leadership)

III. SERVICE ACTIVITIES:

1. Clinical Service (Patient Care)

Inpatient rounding service, Univeristy of Kansas Hospital. Inpatient clinical care for various acute and chronic infections (2010 - Present)

2. Other Service (Not Patient Care)

A. International and National Service

Year(s)	Committee/Task Force/Community Service/Society/Other	Role and Description (e.g. member/chair, planned the annual meeting, etc.)
2015 - Present	Transplant Infectious Disease International	Reviewer, Journal Article Review 2-3 articles per year which have been submitted for publication to Transplant Infectious Disease journal
2019 - Present	Data Safety and Monitoring Board: Comparison of High vs. Standard Dose Influenza Vaccines in Adult Solid Organ Transplant Recipients National	Consultant DSMB member for multicenter trial of Comparison of High vs. Standard Dose Influenza Vaccines in Adult Solid Organ Transplant Recipients
2019 - Present	Frontiers International	Reviewer Reviewer
2020 - Present	University of Kansas Health System International	Discussant/Panelist Daily facebook livestream show and broadcast TV show filmed in the studio in KU hospital. The show focusses on the latest developments surorunding COVID-19 infectation, prevention, treamtnet and statisitics. Goal is to inform the public and be a source of truth regarding all aspects of COVID-19
2020 - Present	American Board of Medical Specialties National	Discussant/Panelist Panelist for discussion with American Board of Medical Specialites regarding delay in recertification standards due to the COVID-19 pandemic.
2018 - Present	Vanderbilt University medical Center	Member Data Safety and Monitoring Board for adult influenza vaccine study for stem cell transplant recipients

B. Regional, State, and Local Service

	B. Regional, S	tate, and Local Service			
	Year(s)	Committee/Task Force/Community Service/Society/Other	Role and Description (e.g. member/chair, planned the annual meeting, etc.)		
ľ	2020 - Present	KSHB Rebound KC Town Hall	Discussant/Panelist Panelist for local discussion and up to date information regarding COVID-19 pandemic and how it pertains specifically to KC metro area.		

C. KUMO	Committee/T	e, and Departmental Service ask Force/Community e/Society/Other		Role and De	scription the annual meeti	ng, etc.)
	AND SCHOLARLY and Scholarly Activit	ACTIVITIES: ties Opening Statement:				
	ontracts and Clinical					
Principal Investigator	Investigators	Title of Grant/Contract/Trial	Funding Source	Direct Costs/ Funding	Inclusive Years of Award	Status
B. Curre	nt Grants, Contracts,	and Clinical Trials				
Principal Investigator	Investigators	Title of Grant/Contract/Trial	Funding Source	Direct Costs/ Funding	Inclusive Years of Award	Status
C. Subm	itted Grants, Contrac	ets, and Clinical Trials				
Principal Investigator	Investigators	Title of Grant/Contract/Trial	Funding Source	Direct Costs/ Funding	Inclusive Years of Award	Status
D. Unsp	onsored Research				A TOTAL CONTRACTOR OF THE STATE	
Princip Investiga		Investigators	Title o	f Grant/Contra	ct/Trial	Years
•	Publications: es (Peer-Review Pub	lished):		·		
B. Manu	scripts in Press:					
		ot yet accepted for publica	tion:			
		wed Articles or Reviews:				
E. Book	s and Book Chapters	:				

	G.	Other Scholarly Publications:
4.	Pre	sentations and Posters:
	A.	Oral Paper Presentation:
		National and international paper presentations:
		Local and regional paper presentations:
	В.	Poster Presentations:
		National and international poster presentations:
		Local and regional poster presentations:
	C.	Invited Seminars at Other Universities and Institutions:
	٥.	National and international seminars:
		Local and regional seminars:
		Hawkinson, D. J., COVID Treatment Discussion, "COVID Treatment discussion town hall," Kansas Hospital Association, Kansas City, KS, United States. (December 2020). Covid December 2020 Covi
		 Kansas City, KS, United States. (December 2020). Hawkinson, D. J., Missouri Banker's Association Influencer's Update, "Update on COVID-19 Panelist," Missouri Banker's Association, Kansas City, KS. (December 2020).
	D.	Media Presentations or Interviews
5.	Ot	her Evidence of Scholarship:



Event Information

AIN #0146 on 1/20/2022 Series: Monthly CME Offering Presentation Title: Covid - SARS 2

The LMH Health CME Program must ensure balance, independence, objectivity, and scientific rigor in all its sponsored educational activities. As a prospective planner or faculty member, we would like to ask for your help in protecting our learning environment from industry influence. The ACCME Standards for Integrity and Independence require that we disqualify individuals who refuse to provide this information from involvement in the planning and implementation of accredited continuing education. Therefore, all participating (activity organizers, program directors, committee members, and lecturers) in a sponsored event are expected to disclose any financial relationships with any entity whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients. For specific examples of ineligible companies visit accme.org/standards.

The intent of this disclosure is not to prevent a speaker, presenter, event organizer, or committee member who may have influence over material from contributing, but rather to provide activity organizers and listeners with information on which they can make their own judgments. It remains for the audience to determine whether the speaker's interests or relationships may influence the presentation with regard to exposition or conclusion.

Although organizers and committee members may not actually present at a planned event, their responsibility of program planning, oversight and credit approval places them in positions to potentially influence educational events. The significance to influence, therefore requires full disclosure of potential conflicts of interests in the fulfillment of their responsibilities.

		y whose primary business is producing, marl	keting, selling, re-selling, or distributing
disclosure of my financial relation	nships:		·
me of Ineligible Company	What was Received	Nature of Financial Relationship	Has Relationship Ended
ead	Honoraria	Speaking	Yes
eaker's responsibility to disclose ses of a product?	any presentation of off-label (uses of a product. Do you anticipate your pro	esentation to include discussion of any
	products used by or on patients disclosure of my financial relation me of Ineligible Company ead eaker's responsibility to disclose	products used by or on patients? disclosure of my financial relationships: me of Ineligible Company What was Received ead Honoraria	disclosure of my financial relationships: me of Ineligible Company What was Received Nature of Financial Relationship ead Honoraria Speaking eaker's responsibility to disclose any presentation of off-label uses of a product. Do you anticipate your pro

I attest to the following

- I will prepare fair & balanced presentations that are objective & scientifically rigorous. Content including therapeutic options, recommendation, or emphasis will be well-balanced, evidence based where possible & unbiased. Source and type of evidence will be made clear to the participants and be HIPAA compliant, i.e., I will only use de-identified patient information. No single product or service will be over represented when other equal but competing products or services are available for inclusion.
- I will use generic names to the extent possible when discussing specific health care products or service. If I need to use trade names, I will use trade names from several companies when available, & not just trade names from any single company.
- If I have been trained or utilized by a commercial entity or its agent as a speaker for any ineligible entity, the promotional aspects of that presentation
 will not be included in any way with this activity.
- If I am presenting research funded by a commercial company, the information presented will be based on generally accepted scientific principles & methods, & will not promote the commercial interest of the funding company.
- The handouts and slides will not include my company logo other than on the first slide (the copyright symbol may be included on each of the slides.)
- I will not include any advertising, trade names or product-group messages in any of the educational materials for this CE activity (slides, abstracts, handouts, etc.).
- I understand that activity planners may need to review my presentation &/or content prior to the activity & I will provide educational content and resources in advance as requested.
- I have not and will not accept any honoraria, additional payments, or reimbursements beyond that which has been agreed upon directly with Provider
 of this activity.

I understand that	participants will	be asked to	evaluate these	requirements

Signed: Dana Hawkinson	Date: 1/15/2022	
	Comments for "Internal Use Only"	

The Activity Sign-In Code which Expires on Mar 19 @ 12:00 PM is:

99mure

Sign-in Methods Visit eeds.com | eeds iPhone/Android App

325 Maine Street Lawrence, KS 66044

Monthly CME Offering

Burnout & COVID

Date: Thursday, February 17, 2022

Time: 12:00 PM - 1:00 PM

Location: Virtual Conference Room

Learning Format: Online

Watch this Lecture Remotely: https://lmh-org.zoom.us/j/97767938790?pwd=ZW9pNjg2TUltZGJIRU8wdWhkWVZRQT09

Presentation and Speaker Information:

- Burnout and COVID
- Meagan Dwyer, PhD

Learning Objectives:

At the conclusion of this activity, participants should be able to:

- Briefly define and contrast compassion fatigue, burnout and compassion satisfaction
- Briefly review trends in these factors related to COVID 19 pandemic over time
- Review tools and strategies to help address compassion fatigue and burnout

Credit Designation:

- Lawrence Memorial Hospital designates this live activity for a maximum of 1 AMA PRA Category 1 Credit™. Physicians should claim credit commensurate with the extent of their participation in the activity.
- LMH Health designates this live activity for a maximum of 0.1 Unit(s) CEU. Participants should claim only the credit commensurate with the extent of their participation in the activity.
- LMH Health designates this live activity for a maximum of 1 Hour(s) Attendance w/ No Credit. Participants should claim only the credit commensurate with the extent of their participation in the activity.
- Lawrence Memorial Hospital is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for (1) contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: LT0035-0927.

Event Disclosures:

Speakers:

. Meagan Dwyer, PhD has no relevant financial relationship(s) with ineligible companies whose primary business is producing, marketing, selling, reselling, or distributing healthcare products used by or on patients to disclose. Commercial Support:

This activity is not commercially supported.

AIN:

#0147

Activity Date:

Thursday, February 17, 2022

Activity Time:

12:00 PM - 1:00 PM

Conference Series:

CME/CNE Series Activity

Conference Host:

LMH Health

Conference Director:

Activity Location:

Virtual Conference Room

Credits Awarded

Lawrence Memorial Hospital is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for (1) contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: LT0035-0927

KS Nursing - APRN/RN/LPN

1 Contact Hour(s)

Speaker

Topic

Attendees	Specialty	Time In	Nursing License
		_	
		1	
		/	

Certificate of Completion

This certifies that Name of Participant

License #: _____

Has successfully completed

Burnout & Covid

Contact Hours: 1.00

Date: 2/17/2022

Lawrence Memorial Hospital is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for (1) contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: LT0035-0927.

LerisaMFaist MSN, RN

Teresa M Faust MSN, RN



325 Maine Street Lawrence, Kansas 66044 785-505-6100

Bibliography for Burnout and COVID by Meagan L. Dwyer, PH.D.

- Abendroth, M. & Flannery, J. (2006). Predicting the Risk of Compassion Fatigue: A Study of Hospice Nurses. *Journal of Hospice and Palliative Nursing*: 8(6): 346-356.
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- Figley, C. R. (Ed.) (1995). Compassion fatigue: Coping with secondary traumatic stress disorder in those who treat the traumatized. New York: Brunner/Mazel.
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 International Journal of Nursing Practice: 12: 136–142.

Certificate of Completion

This certifies that

Name of Participant

License #:

Has successfully completed

SARS-COV-2 Variants

Contact Hours: 1.00

Date: 1/20/2022

Lawrence Memorial Hospital is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for (1) contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: LT0035-0927.

Jerusa MFansf MSN, RN

Teresa M Faust MSN, RN



325 Maine Street Lawrence, Kansas 66044 785-505-6100

Bibliography for Sars-COV-2 Variantsby Dana Hawkinson, MD

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CNE/IV Therapy 223

325 Maine Street Lawrence, KS 66044

LMHHealth

Monthly CME Offering Long Haulers Clinic for Covid Patients

Date: Thursday, January 20, 2022 Time: 12:00 PM - 1:00 PM

Location: Virtual Conference Room

Learning Format: Online

Watch this Lecture Remotely: https://lmh-org.zoom.us/j/96079680547?pwd=WitOdGF1KzdBMVdBcmFEOFV2SzM2Zz09

Presentation and Speaker Information:

Covid - SARS 2

Dana Hawkinson, MD - University of Kansas Medical Center

Accreditation Statement:

 Lawrence Memorial Hospital is accredited by the Accreditation Council for Continuing Medical Education to provide continuing medical education for physicians.

Credit Designation:

- Lawrence Memorial Hospital designates this live activity for a maximum of 1 AMA PRA Category 1 Credit™. Physicians should claim credit commensurate with the extent of their participation in the activity.
- LMH Health designates this live activity for a maximum of 1 Hour(s) Attendance w/ No Credit. Participants should claim only the credit commensurate with the extent of their participation in the activity.
- Lawrence Memorial Hospital is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 1 contact hour applicable for RN, LPN or LMHT relicensure. Kansas State Board of Nursing CNE Provider No.: LT0035-0927.
- LMH Health designates this live activity for a maximum of 0.1 Unit(s) CEU. Participants should claim only the credit commensurate with the extent their participation in the activity.

Event Disclosures:

Speakers:

Dana Hawkinson, MD has disclosed a financial relationship with one or more ineligible companies whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients:

• Gilead - Speaking - Relationship Ended

Commercial Support:

This activity is not commercially supported.

EVALUATION RESPONSES BY ACTIVITY

LMH Health | 325 Maine Street | Lawrence, KS 66044

AIN: #0146 Activity Date: 1/20/2022

Conference Series: Monthly CME Offering Template Name: RSS Evaluation Template Evaluation Responders: 8 out of 25 (32%)

Topic

Speaker(s)

Covid - SARS 2

Dana Hawkinson, MD - University of Kansas Medical Center

Report

Poor

Activity Objectives: Please rate your level of achievement.

Understand origin and nature of SARS-COV-2	Responses	Percentage
Outstanding	5	62.5%
Good	3	37.5%
		0.00/
Average	0	0.0%
	0	0.0%
Fair		0,070
Poor	0	0.0%
FOOI	v	5.670
Understand spectrum of disease of COVID-19	Responses	Percentage
and the second of the second o	* * * * * * * * * * * * * * * * * * *	
Outstanding	3	37.5%
	* * * * * * * * * * * * * * * * * * * *	and the second s
Good	5	62.5%
and the second of the second o		
Average	0	0.0%
en jarren er en	0	0.0%
Fair	0	0.0%
Poor	0	0.0%
rooi	Ü	0.070
Understand Immune function as it relates to COVID-19	Responses	Percentage
and the second of the second o		
Outstanding	3	37.5%
Good	5	62.5%
A	0	0.0%
Average		0.0%
Fair	0	0.0%

CNE/IV Therappl%225

Understand differences between the SARS-COV-2 variants	Responses	Percentage
Outstanding	4	50.0%
Cutstanding		
Good	4	50.0%
	0	0.0%
Average		and the second of the second o
Fair	0	0.0%
	0	0.0%
Poor		
Understand current therapeutics, including vaccines	Responses	Percentage
Outstanding	2	25.0%
the second of	6	75.0%
Good		
Average	0	0.0%
	0	0.0%
Fair Anna ann an Aireann ann an Aireann ann an Aireann an Aireann an Aireann ann an Aireann an Aireann an Aireann a		60 - 60 - M
Poor	0	0.0%

Evaluation of Presenter(s)

12:00 PM - 1:00 PM Covid - SARS 2

The content of the presentation given by Dr. Hawkinson was:	Responses	Percentage
The <u>contains</u> of this processing of		
Outstanding	4	50.0%
	4	50.0%
Good		
Augraga	0	0.0%
Average		
Fair	0	0.0%
and the second of the second o	0	0.0%
Poor	U	0.070
The <u>delivery</u> of the information by Dr. Hawkinson was:	Responses	Percentage
The <u>derivery</u> of the information by Dr. Hawkinson was		
Outstanding	3	37.5%
		62.5%
Good	5	02.376
	0	0.0%
Average		All and the second of the second
Fair	0	0.0%
		0.00/
Poor	0	0.0%

Yes	8	100.0%
the second of		
No, because	0	0.0%
Please enter any other feedback to be shared with Dr. Hawkinson.	Responses	Percentage
en de la companya de La companya de la co	And the second second	4 - 4 - 4 - 4 - 4 - 4
Great presenter with a very high level of information. Thank you for all the research. He is a great speaker and great leader for the KC metro community	2	

Bias and Relevance: What do you think?

Was the information in this activity relevant to your practice or professional development?	Responses	Percentage
Yes	7	87.5%
and the second of the second o	1	12.5%
No	ţ	12.376
Based on the information you received today, do you plan on changing your practice (pick one)?	Responses	Percentage
	2	28.6%
Yes, I intend to change the therapy that I render to patients when considering therapies	٠.	20.0%
		0.0%
Yes, I intend to alter the way that I evaluate my patients		0.076
es, I intend to change the legal/documentation/financial management of my practice	0	0.0%
and the second s		44.704
Yes, it may affect my patient referrals	1	14.3%
No, but it did confirm my current practice	3	42.9%
in the second of		
No, because it doesn't directly apply to my practice	1	14.3%
No, but it did increase my knowledge of community resources	0	0.0%
No, but it did increase my knowledge of community resources	· ·	
No, because the information was inadequate and/or inaccurate	0	0.0%
and the second of the second o	en e	
Other (please elaborate)	0	0.0%

Overall Impressions: What do you think?

How would you rate the presentation(s) overall?	Responses	Percentage
Outstanding	2	25.0%
Good	6	75.0%
Average	0	0.0%
Fair	0	0.0%
Poor	0 CN	0.0% IE/IV Therapy 22

1

While informative the talk was much more scientific than I expected based on the title of the presentation. I thought it was to be more along the topic of long-haulers after COVID.

Respondent Degree Statistics

Degree	Responders	Percentage 37.5%
<u>APRN</u>	3	12.5%
<u>BSN</u>	1	12.5%
<u>M.Ed</u>	1	25.0%
RN	2	12.5%
<u>RRT</u>	1 RN (25.0%)	12.570
	M.Ed (12.5%)	—— ЯЯТ (12.5%)
	BSN (12.5%)	—— APRN (37.5%)

EVALUATION RESPONSES BY ACTIVITY

LMH Health | 325 Maine Street | Lawrence, KS 66044

Activity Information

AIN: #0147 Activity Date: 2/17/2022 Conference Series: Monthly CME Offering Template Name: RSS Evaluation Template Evaluation Responders: 11 out of 16 (68.75%)

Topic

Speaker(s)

Burnout and COVID

Meagan Dwyer, PhD

Report

Activity Objectives: Please rate your level of achievement.

riefly define and contrast compassion fatigue, burnout and compassion atisfaction	Responses	Percentage
And the second s		
utstanding	3	27.3%
	$(x_1, x_2, x_3, x_4, \dots, x_{n-1}, x_n, x_n, x_n, x_n, x_n, x_n, x_n, x_n$	
ood	8	72.7%
and the second		
verage	0	0.0%
·	0	0.0%
iir	0	0.0%
por	0	0.0%
JOI	Ç	
riefly review trends in these factors related to COVID - 19 pandemic over time	Responses	Percentage
en e	3	27.3%
utstanding	.	
bod	7	63.6%
verage	1	9.1%
	$\mathcal{L}_{\mathcal{A}}(\mathcal{A}, \mathcal{A}, \mathcal{A}$	
ir	0	0.0%
and the second of the second o		
por	0	0.0%
eview tools and strategies to help address compassion fatigue and burnout	Responses	Percentage
	and the second s	
utstanding	3	27.3%
pod	7	63.6%
And the second of the second o	the second of th	
verage	1	9.1%
·	0	0.0%
ir		
oor	0	CNE/IV Therapy 2
	U	0.070

Evaluation of Presenter(s)

12:00 PM - 1:00 PM Burnout and COVID

The <u>content</u> of the presentation given by Dr. Dwyer was:	Responses	Percentage
and the second of the second o	2	18.2%
Outstanding	$(-1)^{n} = (-1)^{n} $	
Good	9	81.8%
		0.0%
Average	0	0.070
	0	0.0%
Fair		
Poor	0	0.0%
The <u>delivery</u> of the information by Dr. Dwyer was:	Responses	Percentage
the <u>delivery</u> of the mornal and a second of the second of		27.20/
Outstanding	3	27.3%
	. 8	72.7%
Good	$(x_1, x_2, x_3, \dots, x_n) = (x_1, x_2, \dots, x_n)$	
Average	0	0.0%
	0	0.0%
Fair	U	
	0	0.0%
Poor		
	_	Deventore
Did Dr. Dwyer appear objective and <u>unbiased</u> by commercial interests?	Responses	Percentage
	11	100.0%
Yes		
No, because	0	0.0%
Please enter any other feedback to be shared with Dr. Dwyer.	Responses	Percentage
Great presentation It was nice to know we aren't alone if our feelings of burnout. It was nice to be able to	3	
talk about it without judgement. Well explained and well said.		

Bias and Relevance: What do you think?

Was the information in this activity relevant to your practice or professional development?	Responses	Percentage
Yes	11	100.0%
No	0	0.0%

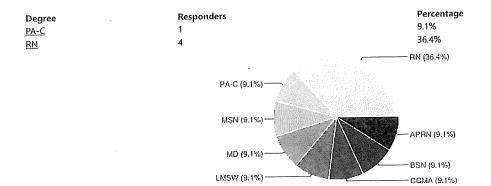
Based on the information you received today, do you plan on changing your practice (pick one)?	Responses	Percentage
Yes, I intend to change the therapy that I render for myself	1	9.1%
Yes, I intend to alter the way that I evaluate my patients	2	18.2%
Yes, I intend to change the legal/documentation/financial management of my practice	1	9.1%
Yes, it may affect my patient referrals	0	0.0%
No, but it did confirm my current practice	 2	27.3%
No, because it doesn't directly apply to my practice	1	9.1%
No, but it did increase my knowledge of community resources	1	9.1%
No, because the information was inadequate and/or inaccurate	0	0.0%
Other (please elaborate) May help in day to day work/personal coping will help me take better care of myself- therefore should be able to take better care of others	2	18.2%

Overall Impressions: What do you think?

How would you rate the presentation(s) overall?	Responses	Percentage
Outstanding	4	36.4%
Good	7	63.6%
Average	0	0.0%
Fair	0	0.0%
Poor	0	0.0%
Please let us know about any other comments you have:	Responses	Percentage
It was a very nice and welcoming presentation that I think was very much needed by nurses.	1	

Respondent Degree Statistics

Degree	Responders	Percentage	•
APRN	1	9.1%	
BSN	1	9.1%	
CCMA	1	9.1%	
LMSW	1	9.1%	
MD	1	9.1%	0115/11/15/
MSN	1	9.1%	CNE/IV Therapy 231





Event Information

AIN #0147 on 2/17/2022 Series: Monthly CME Offering Presentation Title: Burnout and COVID

The LMH Health CME Program must ensure balance, independence, objectivity, and scientific rigor in all its sponsored educational activities. As a prospective planner or faculty member, we would like to ask for your help in protecting our learning environment from industry influence. The ACCME Standards for Integrity and Independence require that we disqualify individuals who refuse to provide this information from involvement in the planning and implementation of accredited continuing education. Therefore, all participating (activity organizers, program directors, committee members, and lecturers) in a sponsored event are expected to disclose any financial relationships with any entity whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients. For specific examples of ineligible companies visit accme.org/standards.

The intent of this disclosure is not to prevent a speaker, presenter, event organizer, or committee member who may have influence over material from contributing, but rather to provide activity organizers and listeners with information on which they can make their own judgments. It remains for the audience to determine whether the speaker's interests or relationships may influence the presentation with regard to exposition or conclusion.

Although organizers and committee members may not actually present at a planned event, their responsibility of program planning, oversight and credit approval places them in positions to potentially influence educational events. The significance to influence, therefore requires full disclosure of potential conflicts of interests in the fulfillment of their responsibilities.

Have you had a financial relationship in the last 24 months with any entity whose primary business is producing, marketing, selling, re-selling, or distributing
healthcare products used by or on patients?
No
It is the speaker's responsibility to disclose any presentation of off-label uses of a product. Do you anticipate your presentation to include discussion of any off-label uses of a product?
No

I attest to the following:

- I will prepare fair & balanced presentations that are objective & scientifically rigorous. Content including therapeutic options, recommendation, or emphasis will be well-balanced, evidence based where possible & unbiased. Source and type of evidence will be made clear to the participants and be HIPAA compliant, i.e., I will only use de-identified patient information. No single product or service will be over represented when other equal but competing products or services are available for inclusion.
- I will use generic names to the extent possible when discussing specific health care products or service. If I need to use trade names, I will use trade names from several companies when available, & not just trade names from any single company.
- If I have been trained or utilized by a commercial entity or its agent as a speaker for any ineligible entity, the promotional aspects of that presentation will not be included in any way with this activity.
- If I am presenting research funded by a commercial company, the information presented will be based on generally accepted scientific principles & methods, & will not promote the commercial interest of the funding company.
- The handouts and slides will not include my company logo other than on the first slide (the copyright symbol may be included on each of the slides.)
- I will not include any advertising, trade names or product-group messages in any of the educational materials for this CE activity (slides, abstracts, handouts, etc.).
- I understand that activity planners may need to review my presentation &/or content prior to the activity & I will provide educational content and resources in advance as requested.
- I have not and will not accept any honoraria, additional payments, or reimbursements beyond that which has been agreed upon directly with Provider of this activity.

I understand that participants will be asked to evaluate these requirements.

Signed: Meagan L. Dwyer, Ph.D.	Date: 1/26/2022		
Comments for "Internal Use Only"			

This form was completed online by the speaker on 1/26/2022

On 2/23/2022 an email was sent to the speaker to review/revise this form for AIN #1035.

On 2/25/2022 the speaker reviewed this form via his/her eeds account and indicated that the form was up-to-date and correct.

MEAGAN L. DWYER, PH.D.

CONTACT INFORMATION

Mail Stop Suite 310 2330 Shawnee Mission Parkway Westwood, KS 66205

Email: mdwyer2@kumc.edu Work Phone: 913-588-6402

Fax: 913-588-6414

6460 N. Whitetail Way Parkville, MO 64152

Email: meaganldwyer@gmail.com

Cell: 314-779-5595

EMPLOYMENT

Director, Onco-Psychology Program

Department of Psychiatry & Behavioral Sciences

Department of Internal Medicine, Hematology/Oncology

University of Kansas Cancer Center University of Kansas Medical Center

Associate Professor of Psychology

March 2019 - Present

July 2014 - Present

Department of Psychiatry & Behavioral Sciences University of Kansas Medical Center

EDUCATION

Clinical Post-Doctoral Fellowship

Psycho-Oncology Services

APA-Accredited Program

Alvin J. Siteman Cancer Center

Washington University School of Medicine

Barnes-Jewish Hospital, St. Louis, MO

Clinical Internship

August 2010

August 2010

St. Louis, MO

Sept. 2011

St. Louis, MO

Southeast Louisiana Veterans Health Care System

APA-Accredited Program

New Orleans, LA

Ph.D., Clinical Psychology

Saint Louis University, St. Louis, MO

APA-Accredited Program

Dissertation defended April 2010

Summa Cum Laude

Dissertation Title: It's All My Fault: A Mediational Model of Shame, Guilt, Posttraumatic Stress Disorder, and Depression in a Sample of Battered

Women

Chair: Terri L. Weaver, Ph.D.

M.S., Clinical Psychology

Missouri State University, Springfield, MO

Summa Cum Laude

May 2006

Springfield, MO

CNE/IV Therapy 2341

Revised August 2021

-234-

Thesis Title: Effect of Hindsight Bias and Prevention Material on

Posttraumatic Guilt.

Co-Chairs: David J. Lutz, Ph.D., and Harry L. Hom, Jr., Ph.D.

B.S., Psychology

May 2004

Missouri State University, Springfield, MO

Springfield, MO

Outstanding Graduate, Summa Cum Laude, Honors in Psychology
Honors Senior Thesis Title: Encoding Specificity: Effect of Auditory

Stimulation with Music on Reading Comprehension

Chair: Carol Shoptaugh, Ph.D.

HONORS AND RECOGNITIONS

Summer 2015	First Place Poster Presentation, World Congress for Psychosocial Oncology, Washington, DC.
Summer 2009	HelpSam.Org Research Grant for Trauma Victim Research
Summer 2008	First Place Poster Presentation, Missouri Psychological Association Conference, Lake Ozark, MO.
Spring 2007	Certificate in University Teaching Skills through the Reinert Center for Teaching Excellence
Summer 2006	First Place Poster Presentation, Missouri Psychological Association Conference, Kansas City, MO.
Spring, 2006	Graduate Student Travel Award for presentation at the SWPA Conference, Austin, TX.
Spring 2005	Graduate Student Travel Award for presentation at the WPA Conference, Portland, OR.
Spring 2004	Outstanding Graduate Award
Spring 2004	Student Travel Award for presentation at the SWPA Conference, Memphis, TN.
2003	Ozark Area Psychological Association Outstanding Student Award
Spring 2003	First Place in Memory & Cognition Studies, Great Plains Conference, Kearney, NE
Spring 2002	Sarah Bickel Leadership Scholarship
2002	Residence Life Community Development Award
Fall 2001	National Residence Life Association Regional Program Award
Spring 2001	Residence Life Leadership Pin Award
Fall 2000, 2001	Residence Life Silver Bell Award
Fall 2000 – Spring 2004	Board of Governors Scholarship
Fall 2000 – Spring 2004	Bright Flight Scholarship
Fall 2000 – Spring 2004	Dean's List Award (8/8 Semesters, GPA of 3.8 or higher)

CLINICAL EXPERIENCE

Depart. of Psychiatry & Behavioral Science, University of Kansas Medical Center, Kansas City, KS

Director, Onco-Psychology Program

July 2014 - Present

Joint appointment to Department of Internal Medicine, Division of

Hematology/Oncology

<u>Duties</u>: Oversee Onco-Psychology Program including 6 full-time faculty members, 1 post-doctoral fellow, and a range of pre-doctoral interns and practicum students. This

includes oversight of training materials, development of curriculum for weekly group supervision/didactic training meeting, oversight of research program, and oversight of a wide range of clinic services provided at an NCI-Designated Cancer Center, serving over 6000 newly diagnosed patients annually. Participation in various oncology-related committees to address emotional needs and quality of life.

Assistant Professor

October 2011 - June 2014

<u>Department Chair</u>: William F. Gabrielli, Jr., M.D., Ph.D. <u>Division of Psychology Chair</u>: Elizabeth Penick, Ph.D.

Duties: Providing psychotherapeutic and consultation services to a diverse population of current cancer patients, cancer survivors, and caregivers in NCI-designated Cancer Center. Clinical service provision includes outpatient/inpatient individual, couples, and family therapy, inpatient/outpatient consult and liaison, crisis intervention, pre-bone marrow transplant evaluations, and cognitive assessment. Chair of Distress Screening Committee, member of Department Strategic Planning Committee. Selection, clinical/research training, and supervision of practicum, intern, and post-doctoral psychology students. Teaching responsibilities within the department for didactics, grand rounds, psychotherapy lecture series, and brain and behavior lecture series.

<u>Psycho-Oncology Services, Siteman Cancer Center, Barnes-Jewish Hospital, St. Louis, Missouri</u> <u>Post-Doctoral Resident</u> Sept. 2010 – Sept. 2011

<u>Supervisor</u>: Teresa Deshields, Ph.D., Clinical Psychologist
<u>Duties</u>: Providing psychotherapeutic and consultation services to a diverse
population of current cancer patients, cancer survivors, and caregivers in NCIdesignated Comprehensive Cancer Center. Conducting weekly individual therapy,
including both structured and supportive styles of treatment.

Smoking Cessation Consultation, Washington University School of Medicine, St. Louis, Missouri Consultant Oct. 2010 – Sept. 2011

<u>Supervisor</u>: Kim Metze, Behavioral Medicine Administrator

<u>Duties</u>: Providing inpatient consultation services to a diverse population of patients.

Consultation involves conducting brief smoking history interviews, psychoeducational materials, and brief smoking cessation counseling to patients at their bedside. Service is housed within the Washington University School of Medicine Department of Psychiatry.

Southeast Louisiana Veterans Health Care System, Mental Health, New Orleans, Louisiana Pre-Doctoral Psychology Intern August 2009 – August 2010

Supervisors: Michelle Hamilton, Ph.D., Clinical Psychologist Laurel Franklin, Ph.D., Clinical Psychologist Mercedes Carswell, Ph.D., Clinical Psychologist Leslie O'Malley, Psy.D., Clinical Psychologist

Duties: Provided psychotherapeutic and diagnostic services to a diverse population of veterans in a VA outpatient mental health clinic. Conducted weekly individual and group therapy, including structured and supportive types of group treatment. Groups include supportive women's group co-facilitation, Military Sexual Trauma co-facilitation, Chronic Pain Management group co-

facilitation, Smoking Cessation group facilitation, Cognitive Behavioral Therapy Group facilitation, Cancer Support Group co-facilitation, and Seeking Safety PTSD and Substance Abuse Group co-facilitation. Developed and implemented various psychoeducational materials for use in the clinic. Received training in Prolonged Exposure Therapy and Cognitive Processing Therapy for individual treatment of PTSD. Conducted weekly Compensation and Pension evaluations. Trained in use of a computerized medical records system. Also participated in an independent research project under the supervision of a licensed clinical psychologist.

St. Louis University, Student Health and Counseling Center, St. Louis, Missouri

Graduate Assistant

August 2008 – June 2009

Supervisors: Bob Poirier, Psy.D., Clinical Psychologist

Michael Ross, Ph.D., Clinical Psychologist

<u>Duties</u>: Provided psychotherapeutic and diagnostic services to a diverse population of young adults in a college counseling and health care clinic. Participated in weekly group supervision of cases with a comprehensive medical and mental health care team. Developed and implemented psychoeducational, screening, and psychotherapeutic group programs for the university.

Saint Louis University, Psychological Services Center, St. Louis, Missouri

Psychological Trainee

August 2006 – July 2009

Supervisors: Terri Weaver, Ph.D., Clinical Psychologist

Mary Michaeleen Cradock, Ph.D., Clinical Psychologist

Peter Brawer, Ph.D., Clinical Psychologist Jeffrey Gfeller, Ph.D., Clinical Psychologist Patrice Pye, Ph.D., Clinical Psychologist

<u>Duties</u>: Provided comprehensive psychotherapeutic, assessment, and diagnostic services to a diverse population of children, adolescents, and adults in a university-based clinic. Services included comprehensive psychological and psychoeducational assessments, report writing, psychotherapy, and psychological consultation.

Cardinal Glennon Children's Hospital

Behavioral Health Consultant

August 2007 – July 2008, May – July 2009

Pediatric-Psychology Partnership for Abuse Prevention Grant Graduate Psychology Education (GPE) Grant

Supervisor: Terri Weaver, Ph.D., Clinical Psychologist

Patrice Pye, Ph.D., Clinical Psychologist

<u>Duties</u>: Member of a comprehensive team of graduate students, medical students, residents, and attending physicians in the University Pediatrics Clinic to provide intimate partner violence screenings and referral services for mothers and teens in the St. Louis area. The population served by this clinic is primarily racial and ethnic minority groups, and largely of low socioeconomic status. Also provided behavioral and psychological consultation to both adult caregivers and medical personnel, as well as recommended referrals or provided information on various resources within the community for a variety of developmental health concerns.

Saint Louis University Psychological Services Center

Intake Assistant

September 2006 – September 2007

Supervisor: Phyllis Terry Friedman, Ph.D., Clinical Psychologist

<u>Duties</u>: Provided tele-interviews to gather initial intake information from individuals from the St. Louis community and surrounding areas seeking assessment, therapy, or consultation services from the Saint Louis University Psychological Services Center.

Milano House, Burrell Behavioral Health, Springfield, Missouri

Clinical Intern

January - April 2006

Supervisors: Woody Younts, LPC, Site Director

J. Jeff Maloney, Ph.D., Clinical Psychologist

Duties: Provided psychotherapeutic services including both individual and group therapy and psychoeducational programs to a population of underserved adolescents in a residential treatment facility. Aided in resident supervision, planned and implemented therapeutic activities and behavioral modification programs to foster positive social skills, behavioral self-control, and to meet individual clients' treatment goals.

Regional Girls Shelter, Springfield, Missouri

Clinical Intern

May - August 2005

Supervisors: Daryll Lyies, LCSW, Lead Therapist

J. Jeff Maloney, Ph.D., Clinical Psychologist

<u>Duties</u>: Provided psychotherapeutic services including both individual and group therapy and psychoeducational programs to a population of underserved, and often homeless adolescent girls in a residential treatment facility. Aided in resident supervision, planned and implemented therapeutic activities and behavioral modification programs to foster positive social skills, behavioral self-control, and to meet individual clients' treatment goals.

RESEARCH EXPERIENCE

University of Kansas Medical Center

Primary Investigator

March 2020 - Present

Co-Investigators: Albert Poje, Ph.D., Marcus Alt, Ph.D., Joanna Veazey-Brooks, Ph.D., MBE, Hannah Katz, Psy.D., and Ann Manzardo, Ph.D.

- Activities: Develop IRB and research materials, as well as distribution tools for a large institution-wide survey. Oversee data collection, management, cleaning, and analyses, manuscript development and editing, and organizing and leading the research team.
- Research Project: <u>Examining Professional Quality of Life Factors in Healthcare Workers Across the COVID-19 Pandemic</u>.
- IRB: Accepted April 2020

Primary Investigator

January 2014 – Present

Co-Investigators: Tara Lin, M.D., and Jessica Hamilton, Ph.D.

• Activities: Develop grant application for ACS-IRG for examination of psychological aspects of blood and marrow transplant process.

• Research Project: Examining the relationships between psychosocial and physical factors in blood and marrow transplantation patients

Primary Investigator

July 2013 – Present

Co-Investigators: Jessica Hamilton, Ph.D., Elizabeth Muenks, Ph.D., Hannah Katz, Psy.D., and Michele Tsai, M.A.

- Activities: Developed and implemented a database to track psychosocial aspects of blood and marrow transplant patients.
- Research Project: Blood and Marrow Transplant Program Patient Registry
- IRB: Accepted January 2014

Primary Investigator

May 2012 - Present

Co-Investigator: Shannon K. Nanna, Psy.D.

Collaboration with Washington University School of Medicine

- Activities: Developed and implemented a multi-site web-based research project to examine the experiences of mental health professionals following the natural death of a therapy patient.
- Research Project: Psychologists' Experience of Patient Natural Death
- IRB: Accepted Feb. 2013

Southeast Louisiana Veterans Health Care System

July 2009 - Present

Co-Investigator

<u>Primary Investigator</u>: C. Laurel Franklin, Ph.D., Clinical Psychologist Research Assistant: Amanda Vaught, Ph.D., Post-Doctoral Fellow

- Activities: Developed and implemented an independent research project to examine an instrument for measuring shame, as well as to explore relationships among shame, guilt and mental health outcomes in a population of veterans with military-related trauma.
- Research Project: <u>Examining Shame</u>, <u>Guilt</u>, and <u>Mental Health Following Military-Related Trauma</u>.
- IRB Re-approved January 2011

Saint Louis University, Clinical Research Vertical Team

August 2006 – July 2009

Research Team Member

Advisor: Terri L. Weaver, Ph.D., Clinical Psychologist

- <u>Activities</u>: Developed research ideas and strategies through consultation and discussion with a research team consisting of a faculty mentor and several clinical psychology graduate students who share similar research interests.
- Doctoral Dissertation: <u>It's All My Fault: A Mediational Model of Shame, Guilt, Posttraumatic Stress Disorder, and Depression in a Sample of Battered Women.</u>
 - Examined relationships between the cognitive, emotional, and behavioral aspects of shame and guilt and the impact these factors have on PTSD and depressive symptoms among battered women.
 - O Committee: Terri L. Weaver, Ph.D. (chair), Michael Ross, Ph.D., Eddie M. Clarke, Ph.D.
 - o Defended April 2010

Saint Louis University Department of Psychology

Research Assistant

August 2006 - June 2007

Supervisor: Honore H. Hughes, Ph.D., Clinical Psychologist

Duties: Assisted in evaluation of services and children's advocacy programs in a battered women's shelter. Assisted in data collection, entry, and statistical analyses. Worked to initiate contact with shelter residents and staff, and maintained follow-up contact with the residents for later data collection sessions. Catalogued library of resources of materials at shelter location to be used for assisting residents. Attended children's support groups focused on social and emotional development as well as understanding the cycle of abuse.

Saint Louis University, Scar-related Cognitive Appraisals

Fall 2007 - Present

Research Team Member

Collaborators: Terri L. Weaver, Ph.D. and Jon Hinrichs, M.S.

Activities: Collaborating with fellow graduate student and faculty mentor in creating and conducting a brief survey of students' perceptions of scars, intimate partner violence scenarios, and shame responses. Assisted in completing Institutional Review Board protocol, developing study materials and design, data collection and completing preliminary data analyses.

Missouri State University, Department of Psychology

Graduate Assistant

August 2004 - May 2006

Supervisor: Harry L. Hom, Ph.D., Social Psychologist

Activities: Developed experimental procedures and stimuli for use with college students and for testing children in home and school settings. Completed Institutional Review Board protocols, data entry and statistical analysis, literature reviews, manuscript preparation and editing, and various other tasks needed for maintaining an ongoing social psychology lab.

- Master's Thesis: Effect of Hindsight Bias and Prevention Material on Posttraumatic Guilt.
 - O An investigation of the effects of a outcome information and prevention material on students' ratings of posttraumatic guilt using a scenario-based study.
 - o Committee: David J. Lutz, Ph.D. (co-chair), Harry L. Hom, Ph.D. (co-chair), and Chantal Levesque, Ph.D.
 - Defended April 2006

Missouri State University, Department of Psychology

Student Researcher

August 2003 - May 2004

Supervisor: Carol Shoptaugh, Ph.D., Industrial/Organizational Psychologist

Activities: Completed an independent research project concerning memory tasks in college students with various auditory stimulation conditions.

Honors Senior Thesis:

Encoding Specificity: Effect of Auditory Stimulation with Music on Reading Comprehension.

TEACHING EXPERIENCE

Nursing 964: Advanced Clinical Residency

September 2017 – May 2018

Preceptor - University of Kansas School of Nursing

Responsibilities: Provided didactic and experiential/clinical learning activities for Doctor of Nursing candidate. Serve as mentor and resource for candidate to aid in interdisciplinary learning opportunity.

Psychology 490: Research Externship

June 2017 - Present

Adjunct Instructor – University of Missouri-Kansas City

Responsibilities: Provide advanced undergraduate students with mentorship and support in completing a psychology research project over a 12-week summer course. Includes development of IRB application, and oversight of data collection, cleaning, and statistical analysis.

Onco-Psychology Group Supervision and Didactics

January 2013 – Present

Associate Professor / Director

Responsibilities: Develop and present curriculum for onco-psychology group supervision and didactic meeting, including scheduling guest speakers, scheduling group site visits, developing presentations on topics related to health psychology, psycho-oncology, therapy modalities, ethics and professional issues, and selecting journal articles and other readings.

Brain & Behavior Module

October 2012 – December 2018

Assistant Professor

Responsibilities: Present lecture on behavioral theory, practical applications of behavioral theory, and examples of psychological diagnoses and therapies utilizing behavioral theory framework to medical students. Also facilitate cased-based learning groups on Brain & Behavior Module material

Psychology & Psychiatry Didactics

October 2011 – Present

Associate Professor

<u>Responsibilities</u>: Present range of psychological research, clinical, and professional development topics to psychology practicum students, pre-doctoral interns, post-doctoral residents, medical students, and psychiatry residents.

Practice of Medicine, Ethics, Washington University School of Medicine

Co-Facilitator

September 2010 - May 2011

Supervisor/Co-Facilitator: Teresa Deshields, Ph.D., Clinical Psychologist

Responsibilities: Co-facilitated a standardized course focused on the practice of medical ethics, as well as discussion on the various relationships between medical professionals, patients, and families. Course included both didactic presentation and group discussion of ethics-related topics. Students were first and second year medical students.

Counseling for the Helping Professions, Saint Louis University, Psychology Department

Instructor

Fall 2008

Supervisor:

Janet Kuebli, Ph.D., Developmental Psychologist, Director of

Undergraduate Psychology Program

Responsibilities: Taught an advanced three-credit hour course regarding the various aspects of the therapeutic relationship including a focus on non-specific factors and basic therapeutic skills such as active listening, reflecting, challenging skills, and other various techniques to upper-level undergraduate students. Independent development of the course including text selection, development of class syllabus and schedule, development of grading criteria, course activities, writing lectures and exams, and evaluating student performance through the course.

Abnormal Psychology, Saint Louis University, Psychology Department

Instructor

Fall 2007, Spring 2008, Spring 2009

Supervisor: Janet Kuebli, Ph.D., Developmental Psychologist, Director of Undergraduate Psychology Program

Responsibilities: Taught an advanced three-credit hour course in developing an understanding of diagnostic criteria and mental disorders, and related topics to upper-level undergraduate students. Independent development of the course including text selection, development of class syllabus and schedule, development of grading criteria, course activities, writing lectures and exams, and evaluating student performance through the course.

Saint Louis University, Reinert Center for Teaching Excellence

Program Certificate Participant

August 2006 - May 2007

Mentor: Donna Eisenstadt, Ph.D., Social Psychologist

Requirements: Completed course in Teaching of Psychology along with five teaching seminars on a variety of topics, and a teaching portfolio reviewed by faculty mentor and program peers.

LECTURES, INVITED PRESENTATIONS, GROUP FACILITATION

Tammy Walker Oncology Symposium

November 2021

Midwest Cancer Alliance Title: COVID Fatigue & Burnout

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Total Health Conferencing: 2020 Virtual Evolution, Invited Speaker

September 2021

AONN Virtual Evolution Health Series Title: Take Control of Your Mental Health

American Stroke Foundation, Invited Speaker

July 2021

Patient and Caregiver Support Group

Title: Grief & Loss

American Psychosocial Oncology Society, Invited Panelist

November 2020

APOS Webinar Series

Title: PSO Institute: Panel on COVID and Burnout

Total Health Conferencing: 2020 Virtual Evolution, Invited Speaker

November 2020

AONN Virtual Evolution Health Series

Title: Mental Health for Providers & Patients

CNEAN Therapy 242 9

KU Cancer Center Town Hall, Invited Speaker

September 2020

KU Cancer Center Staff Town Hall

Title: Burnout and Compassion Fatigue During COVID

Academy of Oncology Nurse Navigators Summit, Invited Speaker

May 2018

Midwest AONN Chapter

Title: Fireproofing: Recognizing and Coping with Compassion Fatigue & Burnout in Oncology Care

KU Critical Care Nursing Symposium, Invited Speaker

November 2017

University of Kansas Critical Care Nursing Staff

Title: My Give A Dang is Busted, Recognizing Compassion Fatigue & Burnout

KU Nursing Week 5 Star Symposium, Invited Speaker

May 2017

University of Kansas Nursing Educators

Title: My Give A Dang is Busted

KU Blood and Marrow Transplant Second Annual Symposium, Invited Speaker

April 2017

University of Kansas Blood and Marrow Transplant Program

Title: Caregiver Concerns In BMT

Oncology Nursing Society Invited Speaker

October 2016

Kansas City Oncology Nursing Society

Title: My Give A Dang is Busted, Recognizing Compassion Fatigue & Burnout

Dealing with a Cancer Diagnosis Panelist

September, 2015

Gilda's Club Kansas City

Title: Dealing with a Cancer Diagnosis

Hospice and Palliative Care Series Invited Speaker

February 2014, May 2013

KUMC and Kansas City Hospice House Title: Compassion Fatigue and Burnout

Guest Presentation

October 2013

Greater Kansas City Psychological Association

Title: My Give A Dang is Busted

Guest Presentation

January 2012

Greater Kansas City Psychological Association Title: Empirically Based Treatments for PTSD

Psychiatry Grand Rounds Presenter

April 2012

University of Kansas Medical Center

Title: Prolonged Exposure Therapy for PTSD

Crawford/Cherokee County Medical Center Guest Lecturer

April 2012

Via Christi Hospital, Pittsburg, KS

CNE/IV Therapy 243 Dwyer 10

Revised August 2021

Title: Empirically Supported Treatments for PTSD: Focus on Prolonged Exposure

Hospice and Palliative Care Series Invited Speaker

May 2012

KUMC and Kansas City Hospice House Title: Helping Patients Manage Anxiety

National Organization for Rare Disorders Facilitator

September 2012

Paroxysmal Nocturnal Hemoglobinuria Caregiver Group Session

Brain Tumor Caregiver Workshop Presenter

September 2012

KUMC & KU Cancer Center Title: Caring for the Caregiver

Central Plains Geriatric Education Center

October 2012

Landon Center on Aging

Title: Helping Patients and Families with Anxiety

PROFESSIONAL PRESENTATIONS

- Raque-Bogdan, T., Alt, M., Bianchi, C., Richey, R., Zech, O., Keitel, M., **Dwyer, M.**, Katz, H., Poje, A., & Veazey-Brooks, J. (2021, August). Impact of COVID-19 on Women Healthcare Providers & Psychologists: Naming the Invisible Load. Symposium accepted for the 2021 virtual conference of the American Psychological Association.
- **Dwyer, M.,** & Katz, H. (2021, March). Cancer Care Providers' Professional Quality of Life Through Coronavirus Public Health Pandemic. Symposium presented at the virtual conference of the American Psychosocial Oncology Society.
- Sinclair, C., Clark, M., Velasquez, A., Rogers, M., Boring Van Unen, S., & **Dwyer, M.** (2020, November). *Combining Psychology, Rehabilitation, and Palliative Care into a Multi-Specialty Clinic*. Virtual Poster presented at the conference of the Center to Advance Palliative Care.
- **Dwyer, M.** (2020, March). The Balancing Act: Compassion, Collaboration, and Currency. Symposium presented at the virtual conference of the American Psychosocial Oncology Society.
- **Dwyer, M.**, & Harry, K. (2019, September). An Initial Validation of a Brief Anxiety and Depression Screening Tool in Adult Cancer Patients. Poster presented at the annual World Congress of Psycho-Oncology in Banff, Alberta, Canada.
- **Dwyer, M.,** Harry, K., & Muenks, E. (2019, February). *Combining Provider-Ratings and Patient Reports: A Model for Pre-BMT Evaluation*. Poster presented at the annual conference of the American Psychosocial Oncology Society in Atlanta, GA.
- **Dwyer, M.** & Muenks, E., (2018, February). *Development of a Psycho-Oncology Specific Inpatient Consultation Process in the EMR*. Poster presented at the annual conference of the American Psychosocial Oncology Society in Tucson, AZ.

- **Dwyer, M.** & Holcomb, L., (2018, February). Characteristics of Patients Attending Initial Consultation with Psycho-Oncology: A Four Year Review. Poster presented at the annual conference of the American Psychosocial Oncology Society in Tucson, AZ.
- Holcomb, L., **Dwyer, M.**, & Jenkins, L. (2018, February). An Examination of Anxiety and Depressive Symptoms Across Cancer Diagnoses. Poster presented at the annual conference of the American Psychosocial Oncology Society in Tucson, AZ.
- Jenkins, L., **Dwyer**, **M.**, & Holcomb, L. (2018, February). *Age, Anxiety, and Depressive Symptoms in Adult Cancer Patients*. Poster presented at the annual conference of the American Psychosocial Oncology Society in Tucson, AZ.
- **Dwyer, M.** & Hamilton, J. (2017, February). Considerations for Training in Psycho-Oncology: Review of Core Aspects of Successful Programs. Symposia presented at the annual conference of the American Psychosocial Oncology Society. Orlando, FL.
- **Dwyer, M.** & Hamilton, J. (2017, February). Be an Ambassador for Psychology: Building a Psycho-Oncology Program. Poster presented at the annual conference of the American Psychosocial Oncology Society. Orlando, FL.
- **Dwyer, M.**, Sewell, K, & Muenks, E. (2017, February). Sleep Disturbance in Pre-Blood and Marrow Transplant Patients. Poster presented at the annual conference of the American Psychosocial Oncology Society. Orlando, FL.
- Sewell, K., Muenks, E., & **Dwyer**, **M.** (2017, February). *Understanding Sleep Disturbance in Patients Utilizing Psycho-Oncology Services*. Poster presented at the annual conference of the American Psychosocial Oncology Society. Orlando, FL.
- **Dwyer, M.**, Hamilton, J., Alt, M. (2016, March). *Understanding factors contributing to psychotherapy service utilization among cancer patients*. Poster presented to the American Psychosocial Oncology Society. San Diego, CA.
- Pollack, L. & Hamilton, J., & **Dwyer**, **M**. (2016, March). How does general distress and perceived concerns of cancer patients vary with age? Poster presented to the American Psychosocial Oncology Society. San Diego, CA.
- Hamilton, J., Gates, M., & **Dwyer**, M. (2016, March). Examination of cognitive performance in oncology patients using the repeatable battery for the assessment of neuropsychological status. Poster presented to the American Psychosocial Oncology Society. San Diego, CA.
- Alt, M., Hamilton, J., Pollack, L., & **Dwyer**, **M**. (2016, March). To put a ring on it Or not: Impact of marital status on distress in cancer patients. Poster presented to the American Psychosocial Oncology Society. San Diego, CA.
- **Dwyer, M.,** & Hamilton, J. (2015, July). *A Tiered Didactic and Supervision Model for Beginning a Psycho-Oncology Training Program*. Poster presented to the World Congress on Psychosocial Oncology, 1st Annual Meeting. Washington, DC.

- **Dwyer, M.,** & Hamilton, J. (2015, July). Do Pre-Transplant Psychosocial Factors Predict Health Outcomes in Allogeneic Stem Cell Transplant Patients? Poster presented to the World Congress on Psychosocial Oncology, 1st Annual Meeting. Washington, DC.
- Scheller, V., **Dwyer**, M., & Gray, J. (2015, July). The Effects of Pre-Transplant Psychosocial Factors on Health Outcomes in Autologous Bone Marrow Treatment. Poster presented to the World Congress on Psychosocial Oncology, 1st Annual Meeting. Washington, DC.
- Gates, M., Heflin, S., **Dwyer, M**., & Hamilton, J. (2015, July). *Characteristics of Patients Attending Psychology Appointments in a Cancer Center*. Poster presented to the World Congress on Psychosocial Oncology, 1st Annual Meeting. Washington, DC.
- Gates, M., **Dwyer**, M., & Hamilton, J. (2015, July). *A Matched Comparison of Caregivers and Patients Attending Psychology Services in a Cancer Center*. Poster presented to the World Congress on Psychosocial Oncology, 1st Annual Meeting. Washington, DC.
- Hamilton, J., Gray, J., & **Dwyer, M.** (2015, July). *Distress and Patient Needs' Relationship to Health Outcomes*. Poster presented to the World Congress on Psychosocial Oncology, 1st Annual Meeting. Washington, DC.
- Hamilton, J., **Dwyer, M.**, & Gates, M. (2015, July). Beyond Distress: A Fully Integrated Needs—Based Model for Screen, Triage and Care of Cancer Patients. Poster presented to the World Congress on Psychosocial Oncology, 1st Annual Meeting. Washington, DC.
- Maurer, S., Hamilton, J., & Dwyer, M. (2015, July). Differences in Distress Between Patients Preparing to Undergo Chemotherapy and Radiation Treatment for Cancer. Poster presented to the World Congress on Psychosocial Oncology, 1st Annual Meeting. Washington, DC.
- Vaught, A.S., **Dwyer, M.L.**, & Franklin, C.L. (2014, November). *Does Type of Trauma Make a Difference? An Exploration of Shame, Guilt, and Symptom Severity after Military or Civilian Trauma*. Poster presented to the International Society for Traumatic Stress Studies 30th Annual Meeting. Miami, Florida.
- **Dwyer, M.,** Hamilton, J., Layton, K., Masoni, A., Mulhern, M., Peterson, J., Pine, M., & Klemp, J. (2014, February). *Beyond Distress: A Needs-Based Model for Screening, Triage, and Care of Cancer Patients*. Poster presented to the American Psychosocial Oncology Society. Tampa, FL.
- **Dwyer, M. L.,** & Nanna, S. K. (2014, February). *Mental Health Professionals' Experience of Patient Natural Death*. Symposium session presented to the American Psychosocial Oncology Society. Tampa, FL.
- Hamilton, J., **Dwyer, M. L.**, & Tsai, M. (2014, February). Comparison of Depressive Symptoms and Distress in Patients Preparing for Allogeneic and Autologous Stem Cell Transplant. Poster presented to the American Psychosocial Oncology Society. Tampa, FL.

- Tsai, M., **Dwyer, M.L.**, & Hamilton, J. (2014, February). *Effects of Depressive Symptoms and Distress on Psychosocial and Physical Factors in Pre-Bone Marrow Transplant Patients*. Poster presented to the American Psychosocial Oncology Society. Tampa, FL.
- **Dwyer, M. L.**, & Mitchell, E. R. (2012, February). Examining Relationships Among Brief Self-Report Measures: Distress, Mental, & Physical Symptoms. Poster presented to the American Psychosocial Oncology Society. Miami, FL.
- Mitchell, E. R., & **Dwyer**, **M.** L. (2012, February). The Relationship Between Referral Source, Distress Level, and Service Utilization in Psycho-oncology. Poster presented to the American Psychosocial Oncology Society. Miami, FL.
- **Howell, M.** L., & Weaver, T.L. (2009, November). *Examining Shame and Guilt in a Sample of Battered Women*. Poster presented to the International Society for Traumatic Stress Studies. Atlanta, GA.
- Weaver, T. L., **Howell, M. L**., & Hinrichs, J. (2008, November). *Impact of Injury Description on Scar-Rated Cognitive Appraisals*. Poster presented to the International Society for Traumatic Stress Studies, Chicago, IL.
- Howell, M. L., & Weaver, T. L. (2008, June). A Mediational Model of Shame, PTSD, and Depression in Battered Women. Poster presented to the Missouri Psychological Association. Lake Ozark, MO.
- Howell, M. L., & Weaver, T. L. (2008, May). A Mediational Model of Shame, PTSD, and Depression in Battered Women. Poster presented to the Midwestern Psychological Association. Chicago, IL.
- Weaver, T. L., Bazile, A., Pye, P. L., Sallee, H. M., Friedman, P. T., Maglione, M. L., Cruce, S., **Howell, M.**, Jackson, K., Surrell, J. A., & Tierney, A. W. (2008, February). From the Child and Family Safety Project to B.R.A.V.E. Teens: Developing a pediatrics-based, comprehensive violence prevention program. Poster presented to the 2nd All Grantee Conference for the Bureau of Health Professions. Washington, D.C.
- **Howell, M.** L., Lutz, D. J., Hom, H. L. Jr., & Levesque, C. (2006, June). *Effect of hindsight bias and prevention material on post-traumatic guilt*. Poster presented to the Missouri Psychological Association. Kansas City, MO.
- Hom, H. L., Jr. & Howell, M. L. (2006, April). Hindsight bias and theory of mind tasks in young children. Poster presented to the Southwestern Psychological Association. Austin, TX.
- Hom, H. L. Jr., & Howell, M. L. (2005, April). *Hindsight bias: You do it more*. Poster presented to the Western Psychological Association. Portland, OR.
- Howell, M. L., Hom, H. L. Jr., Nelson, R. W., & Robertson, J. E. (2005, March). *Hindsight bias: It doesn't effect me as much*. Symposium presented to the Southwest Psychological Association. Memphis, TN.
- Howell, M. L. (2003, March). Encoding specificity: Effect of auditory stimulation with music on free recall. Poster presented to the Great Plains Psychology Conference. Kearney, NE.

- Hamilton, J., Maurer, S., & **Dwyer**, **M**. (Revising). Differences in distress between patients preparing to undergo chemotherapy or radiation.
- **Dwyer, M.**, & Hamilton, J. (In process). Ambassadors of psychology: Specialty post-doctoral training as a catalyst to program and career development.
- **Dwyer, M.L.**, & Nanna, S.K. (Revising). Mental health professionals' experience of patient natural death. Professional Psychology: Research and Practice.
- **Dwyer, M.**, Tsai, M., & Hamilton, J. (Revising). Effects of distress and depressive symptoms on quality of life in patients preparing for bone marrow transplant. *Psycho-Oncology*.
- Gates, M., Hamilton, J., & **Dwyer**, M. (Revising). Characteristics of patients utilizing a psychology service in a cancer treatment center. Journal of Psychosocial Oncology.
- Nanna, S., Dua, P., Deshields, T., **Dwyer, M**., Muenks, E., Mitchell, E., & Liu, E. (Submitted 2015). Demographic predictors: Who seeks psychosocial support at a cancer center. *Journal of Psychosocial Oncology*.
- Kahlon, H.S., Poje, A., Tank, K., **Dwyer, M**., Ansari, A., & Stevens, S. (Submitted 2013). Depression and anxiety negatively impact quality of life in narcolepsy. *Journal of Clinical Sleep Medicine*.

PUBLICATIONS

- Wells-Gregorio, S., Deshields, T., Flowers, S., Taylor, N., Robbins, M., Johnson, R., **Dwyer, M.**, Siston, A., Cooley, M., & Kayser, K. (2021). Development of a Psychosocial Oncology Core Curriculum for Multidisciplinary Education and Training: Initial Content Validation Using the Modified Delphi Method. *Psycho-Oncology*, DOI: 10.1002/pon.5791.
- **Dwyer, M.L.,** Alt, M., Veazey-Brooks, J., Katz, H., & Poje, A. (2021). Burnout and Compassion Satisfaction: Survey Findings of Healthcare Employee Wellness During COVID-19 Pandemic Using ProQoL. *Kansas Journal of Medicine*.
- **Dwyer, M.L.**, Deshields, T.L., and Nanna, S.K. (2012). Death is a part of life: Considerations for the natural death of a therapy patient. *Professional Psychology: Research and Practice*, 43(2), 123-129.

SPECIALIZED TRAINING

Assessing & Managing Suicide Risk During COVID-19 & Beyond

Activities: Completed online training for suicide risk assessment and management through offered by the Missouri State Committee of Psychologists.

MOCA Training

August 2020

Activities: Completed online training and certification for the Montreal Cognitive
Assessment (MOCA).

ACT Training

June 2019

Activities: Completed two-day in-person intensive training on Acceptance and Commitment Therapy presented by PESI, speaker Dr. Daniel Moran.

Active Shooter

November 2016

Activities: Completed training under direction of University of Kansas Police Officers on response to potential Active Shooter on campus incidents.

Psychopharmacology in Cancer Care

October 2016

Activities: Completed one-day training at Memorial Sloan Kettering Cancer Center on medication uses and considerations for treating psychological symptoms within oncology populations.

CAPS &WHODAS Training, Southeast Louisiana VA

August 2009-August 2010

Activities: Completed training and peer review for participation in National VA study of the Compensation & Pension process, evaluating the use of several standardized measures.

SCID Training, St. Louis University

June – July 2008

Instructors: Jillon Van der Wal, Ph.D., Clinical Psychologist

Terri L. Weaver, Ph.D., Clinical Psychologist

Activities: Attended extensive 8-week training sessions including official SCID video training modules and mock interviews under weekly two hour group supervision by two licensed clinical psychologists.

SERVICE

KU Dept. of Psychiatry, Div. Psychology Strategic Planning, Co-	-Chair April 2021 – Present
KU Dept. of Psychiatry, Diversity Committee Member	July 2020 – Present
KU COVID Provider Wellness Call Groups, Volunteer	March 2020 – July 2020
	February 2020 – Present
KU Internal Champions for NCCN, Member	
APOS Work Environment Study Committee Member	September 2020 – Present
KU Dept. of Psychiatry, Compensation Committee Member	September 2019 – Present
Gilda's Club Kansas City, Professional Resource Council, Mem	ber April 2018 – Present
KU Cancer Center, Supportive Care Workgroup Member	January 2018 – Present
APOS Professional Education Committee	March 2017 – Present
APOS Governance Special Task Force, Member	May 2017 – Present
APOS 2018 Program Committee	May 2017 – Present
KUMC Faculty Council, Department Representative	October 2016 – October 2019
KU Cancer Center Survivorship Planning Committee Member	January 2016 – Present
KU BMT Survivorship Planning Committee Member	January 2016 – December 2019
KU Cancer Center Patient Experience Committee Member	October 2015 – Present
ACE Curriculum Development Committee Member	August 2015 – February 2016
KU RITN Table Top Committee	August 2015 – December 2019
ACOS, COC, KU Cancer Committee Member	July 2015 – Present
ACOS, COC, Distress Screening Committee Member	March 2013 – Present

KU Cancer Center Support Services Committee, Chair

Hope Lodge Patient and Caregiver Education Series

Harvest of Care Coordinator, University of Kansas Medical Center

Leukemia & Lymphoma Society - Team In Training Eating Disorder Screening Aide, St. Louis University

Stress Screening Aide, St. Louis College of Pharmacy

Graduate Student Council Secretary, Missouri State University

Gamma Sigma Sigma National Service Sorority

President, Delta Xi Chapter, Spring 2004 Vice President of Membership, Fall 2003

Publicity Chairperson, Spring 2003

Secretary, Fall 2002

December 2012 – Present May 2012 - June 2013 October 2012 January - June 2012 February 2007, February 2008 October 2006, October 2007 August 2004 - May 2005 August 2001 – May 2004

PROFESSIONAL AFFILIATIONS

American Psychological Association (Member)

American Psychosocial Oncology Society (Member)

Association of Psychologists in Academic Health Centers (Member)

Psi Chi National Honors in Psychology (Lifetime Member)

REVIEWER

Ad hoc reviewer, Annuals of Behavioral Medicine

Ad hoc reviewer, Professional Psychology: Research and Practice

Ad hoc reviewer, Journal of Clinical Psychology in Medical Settings

Reviewer, American Psychosocial Oncology Society Conference Submissions

LICENSURE

Missouri License #2010041438

Kansas License #2011

Sept. 2011 – Present

Oct. 2011 – Present

REFERENCES

Elizabeth Muenks, Ph.D.

Director of Psychology for Hematological Malignancies & Cellular Therapeutics

Department of Psychiatry & Behavioral Sciences

University of Kansas Medical Center, Cancer Center

Phone: 913-588-6463

Email: emuenks@kumc.edu

Christian Sinclair, M.D.

Associate Professor

Department of Internal Medicine, Palliative Care

Medical Director, Outpatient Palliative Care, KU Cancer Center

University of Kansas Medical Center

Phone: 913-461-8793 Email: csinclair@kumc.edu

Teresa Deshields, Ph.D.

Director of Supportive Oncology
Rush University Cancer Center

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Compassion Fatigue & Burnout in the Context of COVID: Honest Tools to Get You Through

Meagan L. Dwyer, Ph.D.

Director, Onco-Psychology Program
Associate Professor, Licensed Psychologist
Department of Psychiatry and behavioral sciences
Department of Internal medicine Hematology/oncology
The University of Kansas Medical Center

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Name of Provider: Midland Care Connection LT0211-0572

Long Term CNE Provider Checklist (K.A.R. 60-9-107)

Information Required	Received	NA
Completed application for initial approval or five-year renewal for LT CNE		
providership shall be submitted at least 60 days before a scheduled board	×	
meeting The name and address of the organization on the application	Χ	
The name and address of the department or unit within the organization		
responsible for approving CNE, if different from the name and address of the organization	×	
The name, education and experience of the program coordinator responsible	× /	
for CNE	X	
Be a licensed professional nurse	X	
Have three years of clinical experience	`Χ	
Have one year of experience in developing and implementing nursing education	X	
Have a baccalaureate degree (unless held this position for the		
provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:		
Written policies and procedures, including at least the following areas:		
Assessing the need and planning for CNE activities	X	
	X	
A 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
information shall contain the following statement: "(name of provider) is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number:	×	
 Notice of change of coordinator or required policies and procedures. The program coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days 	X	
For long term providers, the policies and procedures for the offering approval process shall include the following:		250
A summary of the planning	X	
The behavioral objectives	X	
The content, which shall meet the definition of CNE in KSA 65- 1117	X	
The instructor's education and experience, documenting knowledge and expertise in the content area	<u> </u>	
 A current bibliography that is reflective of the offering content The bibliography shall include books published within the past 10 years, periodicals published within the past five years, or both 	×	
 An offering evaluation that includes each participant's assessmen of the following: 	t	
The achievement of each objective	X	
■ The expertise of each individual presenter	X .	

Information Required	Received	NA
An approved provider may award any of the following:		
 Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours 	X	
 Credit for fractions of hours over 30 mins to be computed towards a contact hour 	Χ	
 Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum 	X	
 Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results 		X
Clinical hours		X
Documentation of Attendance		
Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
The provider's name, address, provider number, and coordinator	X	
The date and title of the offering, and the presenter or presenters	X	
 The participant's name and license number and the number of contact hours awarded 	X	
Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:		
The provider's name, address, provider number, and coordinator	χ	
The participant's name and license number, and the number of contact hours awarded	X	
The title of the offering	X	
The date on which the offering was completed	X	
Either the completion of a posttest or a return demonstration	X	
Certificate of Attendance/CE Transcript		
A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider	X	
Each certificate and each CE transcript shall be complete before distribution to the participant	×	
Each certificate and each CE transcript shall contain the following information:		
The provider's name, address and provider number	X	
The title of the offering	Χ .	
The date or dates of attendance or completion	X	
 The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded 	X	
The signature of the individual responsible for the providership	X	

Information Required	Received	NA
The name and license number of the participant	X	
Recordkeeping & Storage		
For each offering, the approved provider shall retain the following for two years:		
A summary of the planning	X	
A copy of the offering announcement or brochure	X	
The title and objectives	X	
 The offering agenda or, for independent study, pilot test results 	X	
A bibliography	X	
A summary of the participants' evaluations	<u> </u>	
Each instructor's education and experiences	X	
Documentation to verify completion of the offering	X	
The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals	X	
Program Evaluation Plan		
For long-term providers, a copy of the total program evaluation plan	X	
Two Proposed Offerings		
The provider shall submit two proposed offerings, including the following:	1. 1. (1. (1. (1. (1. (1. (1. (1. (1. (1. (
A summary of planning	X	
A copy of the offering announcement or brochure	X	
The title and behavioral objectives	X	
The offering agenda or, for independent study, pilot test results	<u> </u>	
Each instructor's education and experience	X	
A current bibliography	<u> </u>	
The offering evaluation form	<u> </u>	

5/2014

www.buddydata.com

Seana She

RECEIVED

By Education Department at 9:55 am, May 23, 2022

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www.ksbn.org

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Reference No.: 25151 Date submitted: May 20 16:13 2022

13 files were uploaded with this form: <u>Certificates.pdf</u>, <u>Hartig, K. 2021.docx</u>, <u>3.23.22 Brochure.pdf</u>, <u>3.23.22 KH Roster.pdf</u>, <u>Dressings & Treatment Options Presentation.pdf</u>, <u>3.23.22 KH Evaluations.pdf</u>, <u>3.23.22 Certificates.pdf</u>, <u>Class evaluations.pdf</u>, <u>Wound Assessment and Documentation.pdf</u>, <u>Participant roster.pdf</u>, <u>2021-2022 Total Program Evaluation.docx</u>, <u>Weakland</u>, <u>Myla 2022.docx</u>, <u>11.3.21 Brochure.pdf</u>

www.ksbn.org

radio ~ Renewal

Providername ~ Midland Care Connection, Inc.

providernum ~ LT0211-0572

legalbody ~ ~

address ~ 200 SW Frazier Cr

adress2 ~ Topeka, KS 66606

telephone ~ 7852322044

email ~ mweakland@midlandcc.org

coordinator ~ Myla Weakland

date ~ 05-20-2022

planningce ~ Midland surveys all employees to identify what trainings they feel would be beneficial in their role. The data is then analyzed and educational topics are identified, developed, and offered.

Midland works with community partners, such as LTC facilities, to identify what training topics they feel their staff would benefit from. We develop trainings and offer them to community partners based on this feedback.

Educational needs are also evaluated through membership in the National Hospice and Palliative Care Organization, National Association for Home Care & Hospice, National PACE Association, and other state/national/professional affiliations.

Lastly, educational needs are identified based on regulatory requirements, audit results, citations and related corrective action plans.

Midland Care Connection, Inc. ensures that CNEs are learning experiences that build upon the educational and experiential bases of

the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public.

feeassessment ~ Midland Care Connection, Inc. determines prices for CNE offerings through reviewing costs associated with supplies, speakers, and space used. Market analysis is also taken into consideration.

The process for insufficient fund checks is that our Development Department, in collaboration with the Finance Department, would run the checks through a second time. If there continues to be insufficient funds, the Development or Finance Department notifies the department responsible so they can contact the person about collecting the funds.

Refund requests are sent to the Development Department where they work with Accounts Payable to issue a refund check.

advertisement ~ Each offering announcement will provide the following information: title of offering, presenter(s) and their credentials, place, time, number of contact hours available, target audience, and registration process.

Each offering announcement prominently displays the following statement:

"Midland Care Connection, Inc. is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: LT0211-0572."

approvalprocess ~ All information listed below will be completed for each offering before it is presented.

- 1. Summary of planning;
- 2. Behavioral objectives of the offering;
- 3. The content of the offering meets the definition of CNE pursuant to KSA 65-1117;
- 4. Documentation is received of each instructor's experience and education; 20 lines.
- 5. The bibliography of each presentation is received and up to date;
- 6. The evaluation form for the learner to assess achievement of the objectives and the expertise of the presenter. KAR 60-9-107(d)

contacthours ~ Midland Care Connection, Inc may award any of the following contact hours for educational offerings:

1. Contact hours as documented on the offering agenda for the actual time attended, including partial credit for one or more contact hours. The attendance roster will be referenced in awarding contact hours. Late arrivals and early departures will be captured on the attendance

roster and contact hours adjusted accordingly.

- 2. Credit will be given for fractions of hours over 30 minutes to be computed towards a contact hour.
- 3. Instructor credit will be twice the length of the first-time presentation of an approved offering, excluding any standardized, prepared curriculum.

4. Credit for independent study and clinical hour CNEs will not be offered.

verifycompletion ~ Midland Care Connection, Inc. will maintain documentation to verify that each participant attended the offering. Midland Care Connection, Inc. will require each participant to sign a daily roster, which will contain the following information:

- (A) The provider's name, address, provider number, and coordinator;
- (B) the date and title of the offering, and the presenter or presenters; and
- (C) the participant's name and license number, and the number of contact hours awarded.

Credit for independent study CNEs will not be offered.

A complete certificate of attendance will be awarded to each participant after completion of an offering. Each certificate will contain the following information:

- 1. The provider's name, address, and provider number;
- 2. The title of the offering;
- 3. The date or dates of attendance or completion;
- 4. The number of contact hours awarded or instructor contact hours awarded;
- 5. The signature of the individual responsible for the providership; and
- 6. The name and license number of the participant.

recordkeeping ~ For each offering, Midland Care Connection, Inc will retain the following for two years:

- 1. A summary of the planning;
- 2. A copy of the offering announcement or brochure;
- 3. The title and objectives;
- 4. The offering agenda;
- 5. A bibliography;
- 6. A summary of the participants' evaluations;
- 7. Each instructor's education and experience; and
- 8. Documentation to verify completion of the offering

CNE records are kept in the Education Coordinator's office, which is kept locked when not occupied, and electronically in the Education SharePoint drive, with access limited to Education Department staff.

noticeofchange ~ Any changes in policies or providership coordinator

will be reported to KSBN via email within 30 days.

programevaluation ~ Annually, Midland Care Connection, Inc. will pay a fee for the upcoming year and submit an annual report for the period of July 1 through June 30 of the previous year on or before the deadline designated by the board.

The annual report will contain the following:

- 1. An evaluation of all components of the providership based on the total program evaluation plan;
- 2. A statistical summary report

Submission date $\sim 05\text{-}20\text{-}2022\ 16\text{:}13\text{:}27$ **Form ID** ~ 1672730

Myla Weakland, RN, BSN, CHPN

Myla Weakland serves Midland Care as the Director of Nursing and Education, providing leadership and setting standards for education, nursing processes and procedures, employee health, and infection control. She has been at Midland Care for 9 years and previously served as Midland's Hospice Director, Hospice Care Team Coordinator, Admissions RN, and On Call RN.

She received her RN and BSN from Washburn University in May 2012. She became a Certified Hospice and Palliative Care Nurse (CHPN) in March of 2016. In April 2022, Myla became a Gallup-Certified Strengths Coach helping others identify, understand, and utilize their strengths. She is currently working on her Masters in Business Administration.

When asked what she enjoys about working at Midland Care, Myla says, "I am proud to say that I work for a local organization that has been responding to the needs of our communities for over 40 years. I love being able to guide, support, and mentor Midland staff to ensure our teams are providing the best care possible to those we serve."



Wound Dressing & Treatment Options

Presented by: Kristie Hartig, MSN, RN, PHN, WCOCN, CNE

Date: 3/23/22

Contact Hours: 1 credit hour

Location: Founder's Center Building A

Reserve your spot by emailing education@midlandcc.org

"Midland Care Connection, Inc. is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: LT0211-0572."



800-491-3691 | www.midlandcare.org The sooner you call, the sooner we can help!

Kristie L. Hartig MSN, RN, PHN, CWOCN, CNE

Kristie is a nurse and entrepreneur with 9 years experience working as an LVN and more than 8 years working as an RN in a variety of hospital and long term care settings, with nearly 14 years of focused experience in wound and ostomy care.

A graduate of the Metropolitan State University webWOC Nursing program and certified in wound care since 2008, Kristie is Board Certified by the WOCNCB as a CWOCN.

She continues to work as a legal nurse consultant through her company Wound Care Wisdom, and is an Appointee to the National Advisory Council on Nursing Education and Practice (NACNEP).

CNE Coordinator: Ann Stevens, RN, BSN

Provider #LT0211-0572



Training Information and Roster

Course Name: Wound Assessment & Docu		
Presenter(s): Kristie Hartig MSN, RN, PHN	, CWOCN, CNE	to many
Contact Hours: 1.0		
Date: 11/3/21		
Start Time: 12:00pm	End Time: 1:00p	to the same and the same of the same and the
Print Name	<u>License # for CNE</u>	<u>Sign Name</u>
	and the table of the same of t	

Certificate of Attendance

THIS CERTIFICATE IS AWARDED TO

Staff Name:

License #:

Course name: Wound Assessment & Documentation

Presented by: Kristie Hartig, MSN, RN, PHN, CWOCN, CNE

Date: 11/3/2021

Contact Hours: 1 credit hour

Midland Care Connection, Inc. is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure.



Milleakland, RN BSN

KSBN Providership Coordinator Providership #: LT0211-0572

200 SW Frazier Circle Topeka, KS 66606

Program Evaluation

DATE: 11/3/21 PROGRAM TITLE: Wound Assessment & Documentation

SPEAKER: Kristie Hartig FACILITY: Midland Care Connection, Inc

Rate the Following:	Excellent	Above Average	Average	Below Average	Unsatisfactory
Overall Program					
Speaker: Kristie Hartig					
How well were the objectives met? By the end of the session participants will have discussed the following topics:					
1. Identify components required for wound assessment					
2. Differentiate tissue types					
3. Differentiate chronic wound types					
4. Identify pressure ulcer stages					
What was of most value? What was of least value?					
Suggestions for future programs:					
How did you hear about this program?					

Wound Assessment & Documentation 11/3/2021

- Angel, D.E., Lloyd, P., Carville, K. & Santamaria, N. (2011) The clinical efficacy of two semi-quantitative wound-swabbing techniques in identifying the causative organism(s) in infected cutaneous wounds. *International Wound Journal*, 8(2), 176–185.
- Anghel, E.L. & Kim, P.J. (2016) Negative-pressure wound therapy: A comprehensive review of the evidence. *Plastic and Reconstructive Surgery*, 138(3 Suppl.), 129S–137S.
- Baranoski, S. & Ayello, E.A. (eds) (2015) Wound Care Essentials: Practice Principles, 4th edn. Philadelphia: Wolters Kluwer.
- Cooper, K. & Gosnell, K. (2018) Foundations and Adult Health Nursing, 8th edn. St Louis, MO: Elsevier.
- Copeland-Halperin, L.R., Kaminsky, A.J., Bluefeld, N. & Miraliakbari, R. (2016) Sample procurement for cultures of infected wounds: A systematic review. *Journal of Wound Care North American Supplement*, 25(4), S4–S10.
- Cross, H.H. (2014) Obtaining a wound swab culture specimen. Nursing, 44(7), 68-69.
- Cutting, K.F. & Westgate, S.J. (2012) The use of wound cleansing solutions in chronic wounds. *Wounds UK*, 8(4), 130–133.
- Doughty, D.B. & Sparks, B. (2016) Wound-healing physiology and factors that affect the repair process. In: Bryant, R.A. & Nix, D.P. (eds) *Acute and Chronic Wounds: Current Management Concepts*, 5th edn. St Louis, MO: Elsevier, pp.63–81
- Eagle, M. (2009) Wound assessment: The patient and the wound. Wound Essentials, 4, 14-24.
- Flanagan, M. (ed.) (2013) Wound Healing and Skin Integrity: Principles and Practice. Chichester: Wiley Blackwell.
- Gray, D., White, R., Cooper, P. & Kingsley, A. (2010) Applied wound management and using the wound healing continuum in practice. *Wound Essentials*, 5, 131–139.
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- Morton, L.M. & Phillips, T.J. (2016). Wound healing and treating wounds: Differential diagnosis and evaluation of chronic wounds. *Journal of the American Academy of Dermatology*, 74(4), 589–605.
- Perry, A.G., Potter, P.A. & Ostendorf, W. (2015) Nursing Interventions and Clinical Skills, 6th edn. St Louis, MO: Elsevier.
- Powers, J.G., Higham, C., Broussard, K. & Phillips, T.J. (2016) Wound healing and treating wounds: Chronic wound care and management. *Journal of the American Academy of Dermatology*, 74(4), 607–625.



Wound Assessment & Documentation

Presented by: Kristie Hartig, MSN, RN, PHN, WCOCN, CNE

Date: 11/3/21

Contact Hours: 1 credit hour

Location: Westport IDT Room

Reserve your spot by emailing: education@midlandcc.org

"Midland Care Connection, Inc. is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: LT0211-0572."



800-491-3691 | www.midlandcare.org
The sooner you call, the sooner we can help!

Certificate of Attendance

THIS CERTIFICATE IS AWARDED TO Staff Name:

License #:

Course name: Wound Dressing & Treatment Options

Presented by: Kristie Hartig, RN, MSN, PHN, CWOCN, CNE

Date: 3/23/2022

Contact Hours: 1 hour

Midland Care Connection, Inc. is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure.



Mulakland, RN BSN

KSBN Providership Coordinator KSBN Provider #: LT0211-0572

> 200 SW Frazier Circle Topeka, KS 66606

Program Evaluation

DATE: PROGRAM TITLE:	FACULTY: FACILITY: Midland Care Connection, Inc				
Rate the Following:	Excellent	Above Average	Average	Below Average	Unsatisfactory
Overall Program					
Speaker:					
How well were the objectives met? By the end of the session participants will have discussed the following topics:			ari		
1.					
2.		·			
3.					
What was of most value?					
What was of least value?					
Suggestions for future programs:					
How did you hear about this program?			•		

CNE Coordinator: Myla Weakland, RN, BSN, CHPN Provider #LT0211-0572



Training	Information	and Roster
----------	-------------	------------

Course Name:		
Presenter(s):		
Contact Hours:		
Date:		
Start Time:	End Time:	
Print Name	<u>License # for CNE</u>	Sign Name
,		
	·	

Program Evaluation

DATE: 3/2						
PROGRAN	A TITLE:	Wound	Care:	Dressing &	Treatment	Options

SPEAKER: Kristie Hartig
FACILITY: Midland Care Connection, Inc

Rate the Following:	Excellent	Above Average	Average	Average	Unsatisfactory
Overall Program					
Speaker: Kristie Hartig				81.5	
How well were the objectives met?					
By the end of the session participants will have discussed the					
following tonics:					
Identify management options for different wound categories					
Describe and define the correct use of different wound dressings					
Define the product characteristics and indications for wound therapy			Links		
Describe the benefits and disadvantages in dressing choices					
 Select the appropriate dressing from the available products in practice, based on indications/contraindications 					
What was of most value?					
What was of least value?			-		
Suggestions for future programs:					
How did you hear about this program?					

Warriner, Robert A, James R. Wilcox, D. Scott Covington. (2012) A concise reference for wound care and hyperbaric oxygen therapy, *HealSource*.

Wound Care: Treatment & Dressing Selection 3/23/2022

- Baranoski, S. & Ayello, E.A. (eds) (2015) Wound Care Essentials: Practice Principles, 4th edn. Philadelphia: Wolters Kluwer.
- Cutting, K.F. & Westgate, S.J. (2012) The use of wound cleansing solutions in chronic wounds. *Wounds UK*, 8(4), 130–133.
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- Sood, A., Granick, M.S. & Tomaselli, N.L. (2014) Wound dressings and comparative effectiveness data. *Advances in Wound Care*, 3(8), 511–529.
- Warriner, Robert A, James R. Wilcox, D. Scott Covington. (2012) A concise reference for wound care and hyperbaric oxygen therapy, *HealSource*.

Total Program Evaluation

Area	Frequency	Responsible Person	Criteria	Findings	Actions/ Recommendations
Administration	Annually	Chief Administrative Officer (CAO), Director of Education	Review job description(s)	Job descriptions state Director of Education and Education Coordinator administer and coordinate the CNE programs.	CAO and Director of Education reviewed and updated the job descriptions in May 2022
Policies: Assess need, planning - written tool - evaluation summaries	Ongoing	Director of Education, Education Coordinator	Review survey for appropriateness; were survey findings and identified needs from evaluation summaries used in program planning	Current systems were reviewed in May 2022 and will continue as they are effective tools for receiving input	No changes to current tools and evaluations needed
Policies: Fee Assessment	Annually	Director of Education, Education Coordinator	Policy meets organization and customer needs	Review completed in May 2022. Fees vary depending on the cost of providing the workshop, the duration and whether sponsorship can be obtained. Fees in line with other educational offerings.	Continue with annual assessment taking costs and market analysis into consideration.
Policies: Announcement	Ongoing	Director of Education, Education Coordinator	Review to be certain they reflect necessary information	Review completed with each educational offering	CNE announcements contain all necessary information. Minor updates made to CNE providership statement to match regulation verbiag
Policies: Offering approval process	Annually	Director of Education, Education Coordinator	Review policies and compare to KSBN requirements	Review completed May 2022	Continue with current process as it is compliant and working well.
Policies: Awarding contact hours	Annually	Director of Education; Education Coordinator	Review agenda results to verify contact hours awarded; review documentation of partial credit	Review completed May 2022	Continue with current process as it is compliant and working well.
Policies: Verifying participation/ completion	Annually	Director of Education; Education Coordinator	Review rosters and certificates; compare to KSBN requirements	Review completed May 2022	Continue with current process as it is compliant an working well.
Policies: Record keeping	Annually	Director of Education; Education Cooridanator	Audit contents of files for compliance with KSBN requirements	Review completed May 2022	Continue with current process as it is compliant an working well.
Policies: Notification of changes	Annually/ongoing	Director of Education; Education Coordinator	Review procedures for changes reported to KSBN	Review completed May 2022	Notified KSBN May 2022 via email of change to coordinator
Total Program Evaluation effectiveness	Annually	Director of Education; Education Coordinator	Review total program evaluation and compare contents to KSBN requirements	Review completed May 2022	

Name of Provider: Salina Regional LT0136-0727

Long Term CNE Provider Checklist (K.A.R. 60-9-107)

Information Required	Received	NA
Completed application for initial approval or five-year renewal for LT CNE	•/	
providership shall be submitted at least 60 days before a scheduled board meeting	*	
The name and address of the organization on the application	X	
The name and address of the department or unit within the organization		
responsible for approving CNE, if different from the name and address of the organization	X	
The name, education and experience of the program coordinator responsible for CNE	X	
Be a licensed professional nurse	X	
Have three years of clinical experience	X	
Have one year of experience in developing and implementing nursing education	X	
Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:	72.	
Written policies and procedures, including at least the following areas:		
Assessing the need and planning for CNE activities	X	
Fee assessment	X	
 Advertisements or offering announcements. Published information shall contain the following statement: "(name of provider) is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: 	×	
 Notice of change of coordinator or required policies and procedures. The program coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days 	×	
For long term providers, the policies and procedures for the offering approval process shall include the following:		
A summary of the planning	<u> </u>	
The behavioral objectives	X	
The content, which shall meet the definition of CNE in KSA 65- 1117	X	
The instructor's education and experience, documenting knowledge and expertise in the content area	X	
A current bibliography that is reflective of the offering content. The bibliography shall include books published within the past 10 years, periodicals published within the past five years, or both		
 An offering evaluation that includes each participant's assessment of the following: 		
■ The achievement of each objective	X	
The expertise of each individual presenter	X	

Information Required An approved provider may award any of the following:	Received	NA	
Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours	X	t	
Credit for fractions of hours over 30 mins to be computed towards a contact hour	X		
 Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum 	X		
 Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results 		X	
Clinical hours		<u> </u>	
Documentation of Attendance		7	
Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:			
 The provider's name, address, provider number, and coordinator 	X		
 The date and title of the offering, and the presenter or presenters 	Х		
 The participant's name and license number and the number of contact hours awarded 	X		
Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:			
The provider's name, address, provider number, and coordinator	X		
The participant's name and license number, and the number of contact hours awarded	X		
The title of the offering	X	1	
	` ` /		
 The date on which the offering was completed 	X		
	X X		
Either the completion of a posttest or a return demonstration	X		
	X		
Either the completion of a posttest or a return demonstration Certificate of Attendance/CE Transcript A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to			
Either the completion of a posttest or a return demonstration Certificate of Attendance/CE Transcript A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider Each certificate and each CE transcript shall be complete before distribution to the participant Each certificate and each CE transcript shall contain the following information:	X		
Either the completion of a posttest or a return demonstration Certificate of Attendance/CE Transcript A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider Each certificate and each CE transcript shall be complete before distribution to the participant Each certificate and each CE transcript shall contain the following	X		
Either the completion of a posttest or a return demonstration Certificate of Attendance/CE Transcript A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider Each certificate and each CE transcript shall be complete before distribution to the participant Each certificate and each CE transcript shall contain the following information:	X		
 Either the completion of a posttest or a return demonstration Certificate of Attendance/CE Transcript A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider Each certificate and each CE transcript shall be complete before distribution to the participant Each certificate and each CE transcript shall contain the following information:	X		
 Either the completion of a posttest or a return demonstration Certificate of Attendance/CE Transcript A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider Each certificate and each CE transcript shall be complete before distribution to the participant Each certificate and each CE transcript shall contain the following information:	X X X		

Information Required	Received	NA
The name and license number of the participant	X	
Recordkeeping & Storage		- 1
For each offering, the approved provider shall retain the following for two years:		
A summary of the planning	X	
A copy of the offering announcement or brochure	X	
The title and objectives	X	
The offering agenda or, for independent study, pilot test results	X	
A bibliography	X	
A summary of the participants' evaluations	\times	
Each instructor's education and experiences	Χ	
Documentation to verify completion of the offering	X	
The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals	X	
Program Evaluation Plan		
For long-term providers, a copy of the total program evaluation plan	X	
Two Proposed Offerings		
The provider shall submit two proposed offerings, including the following:		
A summary of planning	X	
A copy of the offering announcement or brochure	X	
The title and behavioral objectives	X	
The offering agenda or, for independent study, pilot test results	X	
Each instructor's education and experience	X	
A current bibliography	X	
The offering evaluation form	X	

5/2014

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By Education Department at 8:58 am, Apr 26, 2022



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www.ksbn.org

radio ~ Renewal

Providername ~ Salina Regional Health Center's Continuing Educati

providernum ~ LT0136-0727

legalbody ~ ~

address ~ 400 S. Santa Fe Ave

adress2 ~ Salina, Kansas 67401

telephone ~ 7854527060

email ~ <u>krhill@srhc.com</u>

coordinator ~ Kristina Hill MSN, RN, CBS

date ~ 04-25-2022

planningce ~ Planning for CNE activities is derived from hospital administration, nursing managers, pharmacy, quality improvement, trauma, and hospital directors.

Committees for medication safety, nursing residency, evidenced-based practice, as well as unit based councils assist in determining topics of need for the facility and nursing staff.

feeassessment ~ Fees are determined by Salina Regional Health Center standards and the financial policies cite the procedures for insufficient fund checks or refunds due to cancellations. The billing department manages these items.

advertisement ~ CNE activities and events are always advertised in multiple routes such as flyers and emails which are announced at least 4 weeks prior to the event. The required language is posted on all notices.

approvalprocess ~ All of the above listed items are ensured to be completed prior to each offering by both the CNE Coordinator and administrative assistant who manages the files.

contacthours ~ Each presenter meets with the CNE Coordinator to determine the length of the offering based on the presentation. CNE is awarded with 50 minutes to each CNE hour. All offerings will be a minimum of 1 CNE hour. Instructors may claim 2 contact hours per 50 minute presentation

We do not offer independent study. All hour determination is per FRH Lapy 278

policy which is available to all staff.

verifycompletion ~ Daily roster shall contain the Prover's name, address, provider number and coordinator,

participants name and license number and the number of contact hours awarded, the title of

the offering and the date on which the offering was completed and the presenter or

presenters names.

Independent study is not offered.

The hospital is researching how to validate attendance for remote offerings.

recordkeeping ~ All records are kept in a CNE database through Access (password protected). Electronic copies of presentations, flyers, presenter CVs and required information are kept in a locked share drive for SRHC.

All rosters are kept in Organizational Development locked files.

noticeofchange ~ A licensed registered nurse [RN] with a
baccalaureate degree and at least 3 years clinical experience and one
year of experience developing and implementing education offerings
will be designated to oversee the Continuing Nursing Education
Provider. The Program Coordinator will notify the Kansas State Board of
Nursing in writing of any changes in the individual responsible for
provider-ship or required policies and procedures within 30 days of
change via email and a follow up phone call to ensure required
paperwork has been received.

programevaluation ~ A total program evaluation will be submitted each year.

Submission date ~ 04-25-2022 15:36:46

Form ID ~ 1672730

SALINA REGIONAL HEALTH CENTER (SRHC) **ADMINISTRATIVE** ORGANIZATIONAL DEVELOPMENT POLICY AND PROCEDURE

CONTINUING NURSING EDUCATION PROVIDER

NUMBER:

8360.2-P

Revised:

July 2020

This policy is intended to be a resource to assist practitioners in the performance of their responsibilities. It is not intended nor may it be used to define the standard of care in any given situation. The standard of care is dependent upon the learning, skill, and conduct of a practitioner in a given circumstance and must be established through expert testimony provided by members of the same profession in the same or similar communities under like circumstances.

POLICY:

Continuing Nursing Education [CNE] programs will be provided in compliance with regulations established by the Kansas State Board of Nursing [KSBN] and based upon identified needs of Salina Regional Health Center [SRHC] nursing staff. A licensed registered nurse [RN] with a baccalaureate degree and at least 3 years clinical experience and one year of experience developing and implementing education offerings will be designated to oversee the Continuing Nursing Education Provider. The Program Coordinator will notify the Kansas State Board of Nursing in writing of any changes in the individual responsible for providership or required policies and procedures within 30 days of change. (KAR 60-9-107(b)(3)&(H)) The final accountability for the education functions of Salina Regional Health Center is the responsibility of the organizational development director. Optimum use of available resources will be considered when planning CNE programs.

GENERAL INSTRUCTIONS:

- 1. The number of CNE programs scheduled will depend upon the resources available as determined through priority setting. At least 15 CNE programs will be offered yearly.
- 2. CNE programs coordinated by Salina Regional Health Center will be a minimum of 1 contact hour.
- 3. CNE program planning will be done by Organizational Development with input from nursing leadership, risk management, staff nurse request and online needs assessment. An annual total program evaluation will be conducted yearly. Annual report will be reviewed by Nursing Leadership.
- 4. Needs assessment
 - A. Ongoing needs identification will be done using both formal and informal methods, including:
 - 1. Online nursing staff surveys
 - 2. Feedback from Nursing Leadership
 - 3. Practice changes
 - 4. Program evaluations
 - 5. Continuous quality improvement

- B. An online formal needs analysis will be conducted annually to prioritize and develop an educational plan.
- G. All requests for CNE programs must be submitted through the organizational development department.
 - 1) Potential instructors should contact the CE provider in Organizational Development to discuss/plan the course. In the discussion the following topics will be addressed:
 - a) Title that reflects the content
 - b) Measurable objectives or learning outcomes
 - c) Copy of outline, handouts and bibliography. (Note references should be not be older than 3-5 years)
 - d) Curriculum Vitae for each instructor
 - e) Target Audience
 - f) Scheduling and speaker needs
 - g) Agenda
 - h) Needs Identification for topic
 - i) Registration Process
 - j) Fees (if applicable)
 - k) A list of participants should be sent in advance to Organizational Development so a roster and certificates can be made.
 - 2) When program has been approved and the information to put together, Organizational Development will:
 - a) Develop the electronic file
 - b) Create the flyer
 - c) Enter participants into CNE database to create roster
 - d) Develop evaluation tool
 - e) Certificates will be printed from CNE database.
- Upon completion of program the evaluation is compiled and stored in the electronic file.
- 5. Content for CNE offerings will be determined according to KS 65-1176 (a).
 - A. Continuing nursing education means learning experiences intended to build upon the education and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public.
 - B. CNE does not include inservice education, on-the-job training, orientation, instruction specific courses, and offerings containing some content as courses that are part of basic preparation at the level of current licensure or certification, CPR [cardiopulmonary resuscitation], BCLS [basic cardiac life support], or Code Blue.
- 6. SRHC will review and approve continuing education requests that meet the definition of "authorship" as established by KS 60-9-105. "Authorship" means a person's development of a manuscript for print or a professional paper for presentation. Each page of text, formatted according to the American Psychological Association's guidelines, shall equal three contact hours.

- A. Authorship of a manuscript means a person's development of an original manuscript for a journal article or text accepted by a publisher for statewide or national distribution on a subject related to nursing or health care. Proof of acceptance from the editor or the published work shall be deemed verification of this type of credit. Credit shall be awarded only once per topic per renewal period.
- B. Authorship of a professional research paper means a person's completion of a nursing research project as principal investigator, co-investigator, or project director and presentation to other health professionals. A program brochure, course syllabus, or letter from the offering provider identifying the person as a presenter shall be deemed verification of this type of credit. Credit shall be awarded only once.

7. Promotional Materials

- A. Promotional materials announcing CNE programs may be sent to all patient care units, placed on the education bulletin boards, e-mailed, placed on the education page of the SRHC Internet and Intranet Home Pages, and mailed to nurses' home addresses as appropriate. Brochures will be posted and/or mailed a minimum of 4 weeks prior to the program.
- B. Promotional materials will contain the following information: sponsorship by Salina Regional Health Center, program title; presenter information; date, time, and location of program; objectives; target audience; fee schedule; preregistration form; number of contact hours offered; KSBN provider statement; and provider number.
- 8. CNE program fees will be based on the cost of delivering the programs. Salina Regional Health Center employees will be charged a reduced fee whenever feasible. PRN [as often as necessary] and LOA [leave of absence] personnel from the health center are considered employees and are charged the employee fee. Under most circumstances, volunteers and EMTs [emergency medical technicians] will be allowed to attend CNE programs at the employee rate. However, this will be determined on a program-by-program basis. CNE programs are designed beyond the scope of the basic entry level nursing curricula. If, however, student nurses wish to attend a CNE program, they will qualify for the same rate as employees. When cosponsoring with another agency, the other agency's staff may also qualify for the same rate as employees. Sunflower Health Network employees will also receive a reduced fee.
- 9. Insufficient funds will be handled per Salina Regional Health Center's policy.

10. Preregistration/Cancellation

- A. Preregistration is required for all programs that offer continuing education credit. It is the employee's responsibility to arrange with their manager for time off to attend. Employees will not be considered registered until organizational development has received the registration and applicable fees.
- B. Cancellations received prior to the registration deadline for the program will be given a full refund of all fees paid.
- C. Cancellations received after the registration deadline but before the program begins will be refunded all fees paid minus an administrative fee for processing.
- D. No refunds will be given for cancellations after the program begins.
- E. Exceptions to these regulations will be determined on a per-case basis by the provider coordinator and/or organizational development director.

11. Instructor Selection Criteria

- A. The selection of an instructor will be based on the following qualifications:
 - 1. Academic preparation and/or clinical experience relevant to the program content.
 - 2. Teaching experience and knowledge of adult education principles is preferred. (Principles of adult education and teaching methodologies will be reviewed with potential instructors who lack teaching experience.)
 - 3. References.
- 12. Auditing of CNE programs is not allowed.
- 13. Audiovisual/Audiotaping CNE Programs
 - A. Participants may not record a CNE program by any audiovisual method.
 - B. If planned in advance and with the consent of the presenter(s), certain CNE programs may be audio/video taped by organizational development. Approval for recording is at the discretion of the organizational development director.
- 14. Salina Regional Health Center (SRHC) does not provide nursing contact hours for programs provided by other agencies unless the program is co-sponsored by SRHC. A single course providership may be obtained by the outside agency through the Kansas State Board of Nursing.
 - A. The decision to co-sponsor a program is the responsibility of the provider coordinator and/or the organizational development director.
 - B. In order to be considered a co-sponsorship, the program topic/content must address an identified need of the health center and must target health center employees.
 - C. The provider coordinator or designee must be a member of the program planning committee.
 - D. All policies regarding SRHC continuing education will apply to co-sponsorship.

DOCUMENTATION:

1. Kansas State Board of Nursing Regulations

Salina Regional Health Center will maintain a long-term providership within the regulations set forth by the Kansas State Board of Nursing. All continuing nursing education programs will be planned, produced, presented and evaluated based on KSBN regulations as set forth in the "Kansas Nurse Practice Act Laws and Administrative Regulations."

- A. CNE programs are organized, systematic and evaluative educational experiences beyond basic nursing preparation. Orientation, inservice education, on-the-job training, and education designed for the general public are not considered CNE.
- B. Daily roster shall contain the Prover's name, address, provider number and coordinator, participants name and license number and the number of contact hours awarded, the title of the offering and the date on which the offering was completed and the presenter or presenters names. KAR 60-9-107 (f) (1)
- C. Each nurse participant will be required to sign a daily roster. The participant is responsible for verifying the information on the course roster (name, address, license number). The provider coordinator or designee will monitor the registration process.

- D. Certificates of attendance will be awarded to participants after completion of the program. Each Certificate shall be complete before distribution to the participant. KAR 60-9-107 (b) (3)(F) subsection (g) (3) (A-F) Each certificate will contain:
 - 1. Name of provider, Salina Regional Health Center, address and the provider number;
 - 2. Title of the program;
 - 3. Date(s) of attendance;
 - Number of CNE contact hours awarded;
 - 5. Signature of the Provider Coordinator;
 - 6. Name, address, and professional license number of the participant; and
 - 7. Clear identification of instructor contact hours awarded, if applicable.
- E. Nurses must keep certificates received for attending CNE programs because KSBN requires proof of successful completion of the required number or approved CNE contact hours when renewing a nursing license. The organizational development department will charge a fee for duplicate certificates.
- F. The number of contact hours to be awarded for each program will be determined by the Provider Coordinator based on KSBN policy. Partial credit will not be given unless program content is completed within the hours awarded.
- G. Participants who arrive eleven minutes or more after the program begins, or who leave eleven or more minutes before the program ends will not receive full credit. If the program qualifies for partial credit (see 1-E) participants who arrive late or leave early may be given partial credit.
- H. A nurse who prepares and presents a CNE program may receive instructor credit for the first time presentation of the content. A 50-minute presentation equals two contact hours of instructor credit. The minimum presentation length is 50 minutes. A nurse presenter will receive regular contact hour credit if she/he participates in a part of the program that is presented by other presenters.
- I. An electronic file will be maintained for at least 4 years for each CNE program presented under the Salina Regional Health Center's KSBN providership. All CNE records will be stored on the organizational development share drive under CNE-KSBN to be organized by year of offering July 1 to June 30 by month of offering. A separate file folder with the title of each program will be stored by month in this yearly file. The electronic file for each program should include, but will not be limited to the following: KAR 60-9-107(h)(1)(3)
 - 1. The program flyer, summary of planning, agenda, objectives, presentation and handouts (if applicable). If the content for the program uses a text, said text will be stored in organizational development for a period of 4 years or until the course is updated with a new text;
 - 2. Bibliography shall include books published within the past 10 years and/or periodicals published within the last 5 years or both;
 - 3. Faculty file (including instructor curriculum vitae);
 - 4. A scanned copy of the course roster with written license numbers where needed;

- 5. Evaluation data (summary of evaluations);
- 6. At least one copy of promotional material(s); and
- 7. A single nurse sample certificate.
- J. After the program, the program coordinator will review the signed roster and electronic file. An electronic note will be entered into the file with a date and electronic signature of the provider coordinator noting review of file.
- K. CNE records will be kept on a secure computer drive only accessible to Organizational Development staff. Data in this drive is backed up daily according to hospital policy.
- L. The following statement will be prominently displayed on all promotional materials for CNE programs: (60-9-107(b) (3) (A))
 - Salina Regional Health Center is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering approved for () contact hours for recertification applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing Approved Provider No. LT0136-0727.
- 2. Salina Regional Health Center does not release roster lists to any individuals or groups.

REVIEW HISTORY:

- First Effective: 10/95; Reviewed/Revised: 02/97; 11/98; 06/01; 06/02; 11/02; 01/03; 03/05; 07/06; 04/07; 10/07; 07/10; 09/13; 07/15
- Revised: 03/17; 04/17 (Kathy Pike RN)
- Revised: 7/20 (Kathy Pike, MSN, RN, NPD-BC; Kristina Hill MSN, RN, CBS)

AFFROVED: (Original signatures on life)	
Luanne Smith MBA RN VP Patient Care Services/Chief Nursing Officer	
Kathy Pike RN-BC, MSN Organizational Development Director	

ADDDOVED. (Outside of along a town or out of

Salina Regional Health Center Curriculum Vitae

Contact Information:

Name: Susan E Sweeney

Address: 2959 Tasker Lane, Salina, KS 67401

Telephone Number (work): <u>785-452-7720</u> (Home) <u>785-825-7301</u> (Cell) <u>785-819-4749</u>

Email address: ssweeney@srhc.com or mslb@cox.net

License number: <u>13-44939-041</u>

	Dates Attended	Degree Awarded
School/College Asbury School of Nursing	1978-1980	Diploma of Nursing
Kansas Wesleyan University	1977-1978, 1980-1981	BS with Special in Science
Marymount College	1982-1983	BSN

Work Experience:		State of the Market of the Committee of
Employer	Dates of employment	Job responsibilities
Asbury Hospital	1979-1980	Nurse Aide
Asbury Hospital .	1980-1995	RN
Salina Regional Health Center	1995-current	RN
(Formerly Asbury Hospital)		
Brown Mackie College	December 2008-2015	Teach Medical Terminology every 3 rd month in the evenings.

•		
i	Professional Qualifications (Degrees, Certifications, Acc	reditations)
	DI O instructor	ACLS Regional Faculty National Telemetry Association Certification
	ACLS Instructor	National Felemetry Association Certification TNCC
	PALS certified	TNOO

Professional organizations membership: (indicate level Organization	Level of Participation
AACN	Member
Sigma Theta Tau Honor Society of Nursing	Member
KSNA	Member
ANA	Member
TIVA	

Awards	
i e	

Publications	

Program title	Length of presentation	Date of presentation
BLS Update	4 hours each session x 2	1999
BLS Update	4 hours each session x 2	2001
BLS Update	2 hours each session x 2	2003
ACLS Update	2 hours each session x 2	2007
ACLS Update	2 hours each session x 2	2009
ACLS Update	2 hours each session x 2	2011
ACLS Update	2 hours each session x 2	2013
ACLS Update	2 hours each session x 2	2015
ACLS Update	2 hours each session x 2	2017
ACLS Update	2 hours each session x2	2019
EKG Recognition	16 hours each 4 times yearly	2009-2012
EKG Recognition	16 hours each 5 times yearly	2013
EKG Recognition	16 hours each 5 times yearly	2014
EKG Recognition	16 hours each 5 times yearly	2015-2020
ACLS	16 hours each 4 times yearly	2009-2012
ACLS	16 hours each 5 times yearly	2013
ACLS	16 hours each 5 times yearly	2014
ACLS	16 hours each 5 times yearly	2015-2020
Medical Terminology @ Brown Mackie College—Salina, KS	11-12 nights every 3 rd month March, June, September , December 6pm- 10 pm	2009-2015

Daniel Mather MSN, RN, PCCN, CCRN Curriculum Vitae

Name: Daniel Mather

Address: 402 N Walnut St. Abilene, KS 67410

Telephone Number: 785-452-4445

License number: KS 109802

Education Background: (List all degrees obtained)

	77 C 1 - 4 - 1	Dogram Assendad
School/College	Year Graduated	Degree Awarded
N.W.K.T.C	2002	Associates in Automotive Science
Army Medical Corps	2004	EMT-I and Combat Medic
Brown Mackie College	2009	Associated Degree in Nursing
Ottawa University	2018	Bachelors of Science in Nursing
Ottawa University	2020	Masters of Science in Nursing

Work Experience:

Employer	Dates of employment	<u> Job Title</u>
SRHC	02/2009	Director of Critical Care

Professional Organizations Membership:

Optimist Club- Member

AACN-Member

Previous Presentations / Teaching Experiences

Leadership Classes:

9 Military Skills to Lead Effectively Through Difficult Times

CNO lectures to Sunflower Health Network:

Leadership Goulash

Supporting your Team from an Executive Level

Clinical Instruction:

ACLS Instructor

Graduate

Combat Lifesaver Instructor

KWU Cardiac EKG Progressive Care Class Bipap and Vent Settings

Care for the Cardiac Patient

Impending Doom

Understanding ABG's and Labs

Accomplishments:

-Army Primary Leader Course Top

-Numerous Military Awards

-Leader Mentor for 4 years at SRHC -Top Leader Level for 4 years at SRHC

-2006 Kansas Soldier of the Year

-Graduated KHA's Leadership Program

References: Contact information available upon request.

Luanne Smith: SRHC CNO

Kathy Pike: SRHC Director of Organizational Development

Andrea Picklesimer: KWU Instructor

Dr. DeWitt: Ottawa University Instructor and Program Director

Salina Regional Health Center presents



September 21, 2021 0800 – 1000 in Conference Room 5

Register in HealthStream under "Cardiac Series"

Presenters: Dan Mather, BSN, RN, CCRN, PCCN

Target Audience: ICU RNs

- Explain Coronary Artery Bypass Graft (CABG) Surgery
- Discuss rationale for CABG vs CATH
- Explain assessment of heart including cardiovascular measurements (Cardiac output, cardiac index, heart rate, stroke volume, preload and afterload)
- Discuss anatomy and physiology of heart as it relates to care of the cardiac patient

Continuing Education: Continuing Nursing Education: Salina Regional Health Center is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering approved for 2.0) contact hours for recertification applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing Approved Provider No. LT0136-0727. Kristina Hill, MSN, RN, CBS, CNE Coordinator.

CONTINUING EDUCATION PROGRAM

ATTENDANCE ROSTER

CNE Program Coordinator
Kristina Hill, MSN, RN, CBS
Salina Regional Health Center
400 S. Santa Fe

Salina, KS 67401

Program Cardiac Series Date: September 16, 2021

NAME/Signature

Presenters: Dan Mather, MSN, BSN, RN, CCRN, PCCN

Address/City/State License number Employee #

(Please Print name and sign)	Tada ess, eag, s		
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		CNF/IV Therapy 2	00

CNE/IV Therapy 290

SALINA REGIONAL HEALTH CENTER CONTINUING EDUCATION PROGRAM P.O. BOX 5080 SALINA, KS 67401

Name: Address: RN License #

Cardiac Series

September 16, 2021 Salina, Kansas Daniel Mather, BSN, RN, CCRN, PCCN

Presenter(s)

Salina Regional Health Center is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering approved for 2 Contact Hour(s) applicable for RN, LPN and LMHT relicensure. Ks. Provider No. LT0136-0727.

Kristina Hill, BSN, RN,

Cardiac Series Salina, Kansas September 16, 2021

Evaluation: In the interest of continuous quality improvement of our programs, we ask that you complete the following evaluation. Please turn in your evaluation form at the end of the day. Instructions: For the following statements, indicate your level of achievement by circling one choice. Speaker Evaluation Scale: A=Yes B=No C=Unsure Did the speaker's presentation address the objectives? С В Dan Mather, MSN, BSN, RN, CCRN, PCCN Was the speaker effective, e.g., did they ask open ended questions; listen and respond appropriately to questions; provide relevant, accurate, timely and new information; and engage you in learning and did you find them interesting, knowledgeable, and focused on the topic? Scale: A=Yes B=No C=Unsure С В Α Dan Mather, MSN, BSN, RN, CCRN, PCCN Comments about the speaker(s): Relevance of content to my clinical or organizational practice Scale: Please select one answer to the following statements by circling the appropriate letter Ε D Α I will not use this I will not be able to use I need additional I will use this in the I currently use this in because I disagree. this due to existing future. training/ support. patient care or clinical or organizational organizational practice. barriers. 1. Explain assessment of heart including cardiovascular measurements (Cardiac output, cardiac В C D Ε Α index, heart rate, stroke volume, preload and afterload) Ε B. С D Α 2. Discuss anatomy and physiology of heart as it relates to care of the cardiac patient Ε C D В Α 3. Explain off-pump CABG surgery Ε D 4. Compare and contrast conventional CABG with off-pump CABG Α В C Ε C D В Α 5. Outline patient selection for off-pump CABG D Ε Α В C 6. Discuss the nursing care post off-pump CABG С D E В Α 7. Explain Coronary Artery Bypass Graft (CABG) surgery C D Ε В Α 8. Discuss rationale for CABG vs CATH For clinical presentations, did the course provide evidence-based information? Yes No NA If not, please specify what specifically lacked acceptable evidence. Please select your applicable profession:

If no, please identify what you expected and/or needed. Comments:

My personal goals/objectives for attending this conference were met.

☐ Physician

Needs Assessment

No

Yes

□Nurse

□Other (please list):

Bibliography Cardiac Series

- Zubarevich A, Kadyraliev B, Arutyunyan V, Cagayan V, Askadinov M, Sozkov A, Ponomarev D, Zyazeva I, Oliveira Sá MPB, Osswald A, Tsagakis K, Wendt D, Ruhparwar A, Weymann A, Zhigalov K. On-pump versus off pump coronary artery bypass surgery for multi-vessel coronary revascularization. J Thorac Dis 2020;12(10):5639-5646. doi: 10.21037/jtd-20-1284
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- Coronary Artery Bypass Graft Surgery: Postoperative Complications By: Schub T, Heering H, Pravikoff D, CINAHL Nursing Guide, November 30, 2018 Database: Nursing Reference Center
- Coronary Artery Bypass Graft Surgery: an Overview By: Schub T, Karakashian AL, Pravikoff D, CINAHL Nursing Guide, July 3, 2020
 Database: Nursing Reference Center Plus
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Salina Regional Health Center **ACLS Certification Classes 2021**

February 18 & 19, 2021

April 15 & 16, 2021

June 16 & 17, 2021

August 19 & 20, 2021

October 14 & 15, 2021

December 9 & 10, 2021

Organizational Dev. Dept - 4 North/Simulation Lab

At the completion of this course, the participant will be able to:

- Demonstrate adult CPR skills and use of the Automatic External Defibrillator (AED)
- 2. Describe how to approach cardiorespiratory emergencies using the Primary and Secondary ABCD Surveys.
- 3. Assess and manage actions for the 10 Core ACLS Cases.
- 4. Demonstrate use of conventional defibrillator/monitors to defibrillate and cardiovert.
- 5. Recognize cardiac arrest rhythms and most common bradycardias and tachycardias.
- 6. Recognize signs of acute injury and ischemia on the 12-lead ECG.
- 7. Compare and contrast the administration of medications via the IV and tracheal routes.
- 8. Compare and contrast the various methods of advanced airway management.

Course Information

Certification requires attendance at both days

Registration: 0730 both days

Day 1: 0800 - 1630

Day 2: 0800 - 1530

Registration Information

SRHC employees NOT REQUIRED by job description or work assignment \$155 (includes book) SRHC employees required by job description or work assignmentDept. covers fees *** If you are required to take ACLS, your department will cover the cost of the manuals

ACLS Renewal is available through HealthStream. Participants complete an on-line evaluation which takes approximately 5 hours to complete, followed by a skill check session that the individual schedules with Organizational Development dept. Continuing education hours are provided by American Heart Association.

SRHC staff not required to take ACLS...... \$125.00

Outside SRHC\$150.00

Registration deadline

Return completed registrations form and fee to Organizational Development 2 weeks before class.

- A copy of a current BLS (CPR) card is required with the registration form. Registrations will not be accepted if verification of current BLS status is not included.
- Pre-registration is required due to limited class size. Please register early.

Cancellation Policy

- Cancellations received before class starts will be refunded.
- Refunds will not be given after the class has started.
- -- CONTINUING NURSING EDUCATION -- Salina Regional Health Center is approved as a provider of CNE by the Kansas State Board of Nursing. This nursing course offering approved for 11.5 contact hours for recertification applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing Approved Provider No. LT0136-0727.

-- CONTINUING RESPIRATORY CARE EDUCATION -- Salina Regional Health Center is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering approved for (11.5) contact hours for recertification applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing Approved Provider No. LT0136-0727.

The American Heart Association strongly promotes knowledge and proficiency in BLS, ACLS, and PALS and has developed instructional materials for this purpose. Use of these materials in an educational course does not represent course sponsorship by the American Heart Association, and any fees charged for such a course do not represent income to the Association.

Salina Regional Health Center provides patient admissions, room assignments, and patient services without regard to race, color, netional distribution of age. Visit our website at www.srhc.com
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SALINA REGIONAL HEALTH CENTER CONTINUING EDUCATION PROGRAM P.O. BOX 5080 SALINA, KS 67401

Name:

RN license #

Address:

Advanced Cardiac Life Support

June 16 & 17, 2021

Salina, Kansas

Susan Sweeney, BSN

Presenter(s)

Continuing Nursing Education: Salina Regional Health Center is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering approved for 11.5 contact hours for recertification applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing Approved Provider No. LT0136-0727. Kristina Hill, MSN, RN, CBS, CNE Coordinator.

Kristina Hill, MSN, RN, CBS

CONTINUING EDUCATION PROGRAM

ATTENDANCE ROSTER

CNE Program Coordinator Kristina Hill, MSN, RN, CBS Salina Regional Health Center 400 S. Santa Fe Salina, KS 67401

Program Advanced Cardiac Life Support

Date:

June 16 & 17, 2021

Presenters: Susan Sweeny, BSN

Hours: 11.5

NAME/Signature (Please Print name and sign)	Address/City/State	License number	Employee #
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		·	
	·		



American Heart Association Emergency Cardivascular Care Program Course Evaluation

Instructions: Please take a moment to complete this evaluation of the course in which you just participated. We want to provide excellent courses, and we value your opinion. Your comments will be used to make ongoing improvements in our program. Please refer to the rating scale provided below. Thank you for your participation.

Date: June 16 & 17, 2021 Which course did you just comple (Circle one) BLS ACLS	ete:	Pals			
Name of course: <u>Advanced Cardiac Life Support</u>					
Course Director/Lead Instructor:Susan Sweeney					
Name of Training Center: Salina Regional Health Center					
Location:_4North/Simulation Lab					
Check on:MD/DORNParamedic	(Other		-	
Reason for taking this course:		(Spec	cify)	-	
Objectives: Strongly disag	gree.	Disagree	Neutra	l Agre	e Strongly Agree
•	1	2	3	4	5
1. The program met its stated objectives					
2. Overall this course met my expectations	1	2	3	4	5
3. The program content was relevant to my work and extended my knowledge.	1	2	3	4	5
4. There was an adequate supply of equipment that was clean and in good working order.	1	2	3	4	5
5. The method of presentation (ie, large-group discussions, videos) enhanced the presentation.	1	2	3	4	5
6. The audiovisual materials (ie posters, Power points, case discussions, videos enhanced the presentation.	1	2	3	.4	5
7. The program resource materials(ie, textbooks, outlines, handouts) were useful.	1	2	3	4	5
8. Course Materials, including the appropriate AHA textbook, were provided to allow adequate prep time.	1	2	3	4	5
9. The classroom environment was conducive to learning	1	2	3	4	5
 There were adequate and appropriate physical facilities for this course. 	1	2	3	4	5
11. I would recommend this course to my colleagues.	1	2	3	4	5
12. The program was presented at an appropriate pace conducive to learning.	1	2	3	4	5
13. Instructors presented the material w/knowledge & clarity	1	2	3	4	5
14. Instructors provided adequate and helpful feedback.	1	2	3	4	C§NE/IV Therapy 297

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(over)

Please r	ate the	instr	ıctor's	overal	l effect	tiveness:	1 Poor	2 Fair	3 Satisfactory	4 Good	5 Excellent
Instructors	1	2	3	4	5	Comment	S				***************************************
				-							
											
Please use this space (Optional) I felt the	ce any le instr	additio	onal con helped	nments us to si	s icceed.						
If you would like f	eedbac	k on y	our cor	nments	, please	e fill out the fo	ollowing:				
Name											
Address											
Phone		. •			. 15						
Signature (required	i if any	action	ı ıs beir	ig requ	ested)						

Please submit your comments to the Instructor at the end of the course, or if you prefer, you can mail this form Directly to the Training Center and/or the Regional ECC Office (call 1-888-CPR –Line for the address)

Thank you for your participation!



Required
Precourse
Self-Assessment
must be completed/
passed before course.
Please bring
certificate
to class.

ADVANCED CARDIOVASCULAR LIFE SUPPORT

PROVIDER MANUAL



ADVANCED CARDIOVASCULAR LIFE SUPPORT

PROVIDER MANUAL

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INDICATOR	THRESHOLD	METHOD OF EVALUATING	COMPLIANCE	EVALUATION	ACTION PLAN
I. Organization and Administration 1. Qualifications and responsibilities of the CNE Coordinator are delineated in a job description and are reviewed annually in late November or early December at annual evaluation.	Yes	Review of CNE Coordinator job description and performance by Director of Organizational Development annually in late October or early November at annual evaluation.	Yes	Performance reviewed in yearly in November.	CNE Coordinator, Kristina Hill MSN, RN, CBS, has transitioned as of September 1, 2020
The organizational chart depicts lines of authority and communication within Salina Regional Health Center (SRHC) and is reviewed and updated at least annually.	Yes	Review organizational chart by Director of Organizational Development and CNE Coordinator annually	Yes	CNE Coordinator, Kristina Hill MSN, RN, CBS, is transitioned as of September 1, 2020	Review / revise organizational chart annually and / or per hospital policy & procedure
 3. There is one policy (8360-2-P) to address the following: Coordinating CNE Programs Pre-registration for CNE Programs Current KSBN guidelines, regulations and revision Co-sponsoring CE Programs for Health Professionals Education Program Record Keeping 	Yes	Review of Policy & Procedure manual by Director of Organizational Development and CNE Coordinator annually	Yes	Policy updated per KSBN standards	Review policies & procedures according to SRHC policy annually and as needed
II. Program Design and Management 1. Needs assessment is facilitated by Department of Organizational Development	Yes	Methodology includes focus group, online needs assessment and end user feedback at programs.	Yes	Ongoing by nursing leadership, risk management planned accordingly. Online needs assessment return rate is poor.	Added it to agenda for clinical coordinator and nursing leadership meetings.
CNE offerings are planned by persons representing: 1) the topic content area 2) needs assessment information from the learner and 3) adult education principles.	Yes	Program planning process done according to 8360-2-P	Yes	Paper checklists are not being filled out however Director and Staff go over process for each program.	Due to issues with getting materials a new SOP is in development.

INDICATOR	THRESHOLD	METHOD OF EVALUATING	COMPLIANCE	EVALUATION	ACTION PLAN
RN's will present no less than 50% of the hours taught in offerings. RN's will develop online offerings for hospital intranet	Yes	Ongoing and annual statistical report	Yes	In full compliance	Continue to select the most appropriate presenter for program content. Continue to assist nurses in personal and professional development of course offerings for interactive and computer-based lessons. Continue to work with presenters to develop behavioral objectives and outcomes objectives is an ongoing process.
Program objectives are stated in behavioral terms that define the expected outcomes.	Yes	Director/CNE coordinator planning, review and approval of offerings. Work with Education Coordinators to develop this into their skill set.	Yes	In full compliance	How to prepare a CNE offering document includes instruction for writing behavioral objectives as well as mentoring from CNE Coordinator and staff.
Objectives and program content are consistent with the time allotted for the program.	Yes	Overall program review prior to approval of continuing education hours. Observe the implementation of the program in conjunction with the participant feedback.	Yes	In full compliance	Continue to assist inexperienced staff to correlate program content, objectives and length of presentation.
6. The marketing tool includes: description/objectives, target audience, faculty, fee, time & place of offering, KSBN provider statement, number of contact hours, registration form and pre-registration date	Yes	Checklist utilized for program planning process.	Yes	Struggle with Presenters giving complete listing information without prompting.	Each program is reviewed by Coordinator and Information Specialist. Presenters are engaged to obtain correct information.

INDICATOR	THRESHOLD	METHOD OF EVALUATING	COMPLIANCE	EVALUATION	ACTION PLAN
7. Marketing tool distributed at least 4-6 weeks in advance of the program.	Yes	Date course offering information is published.	Inconsistent	Improving since able to engage staff in a plan for the entire year. Due to Covid restrictions In-house offerings were limited and/or cancelled.	Covid restrictions have been mostly lifted and meetings are resuming in-person. Presenters are being reminded of KSBN needs for CNE approval.
8. Records are maintained electronically for each offering that include: Bibliography Presenter vita(e) Copy of promotional materials Sign-in rosters scanned Evaluation tool and summary Copy of KSBN roster Sample Certificate And as appropriate: Copy of handouts Income/Expense Record as needed	Yes	Checklist utilized for program planning process.	Inconsistent	Process in place to obtain updated vitas yearly using new checklist.	New checklist has been formulated in excel spreadsheet to aid to tabulating offering requirements.
9. A final roster of attendance at each offering is kept with the electronic program file. A scanned copy of the course roster with written signatures and/or computer generated course completion report will be saved in the program file on the share directory for the appropriate year.	Yes	Program file review	Yes	In full compliance.	Staff is inconsistent with preregistration, so sign at the end of the attendance roster. Blank rosters are sent with each CNE program offering for staff to sign in at the door and staff is educated on registering.
III. Program Presentation1. Registration begins 1/2 - 1 hr. before offerings begin.	Yes	Observation of program implementation	Yes	In full compliance	No action needed

INDICATOR	THRESHOLD	METHOD OF EVALUATING	COMPLIANCE	EVALUATION	ACTION PLAN
Sign-in rosters are secured at all times by the CNE Coordinator or qualified designee.	Yes	Observation of program implementation	Yes	In full compliance	No action needed
3. CNE certificates are distributed at the end of the program to each participant who properly signed roster and remained in attendance throughout the entire offering. Rosters and certificates are amended only as policy permits. Physical facilities accommodate various teaching methods. Appropriate AV equipment is available and in working order.	Yes	Observation of program implementation	Yes	Facilities within SRHC as well as outside conference space has been used	No action needed
IV. Program Evaluation 1. Each offering is evaluated by participants with regard to objective achievement, presenter effectiveness, and support details. Evaluations are summarized and the summary is part of the permanent file for that offering.	Yes	Evaluations reviewed by CNE coordinator after completion of program	Yes	All course evaluations compiled by Information Specialist and reviewed by CNE coordinator after completion of program	Would like to study how others evaluate programs to see if we could find a better way to elicit feedback for programming. Considering electronic evaluations using QR codes, such as Survey Monkey.
The evaluation summary is shared with those who planned the offering and the presenter(s).	Yes	Review of files by CNE Coordinator to ensure written summary of evaluations with anecdotal notes in all CNE files	Yes	Evaluations are compiled in a timely manner. Process for monthly file review to facilitate sending	Once evaluations are compiled, the summary is shared with presenter(s)

INDICATOR	THRESHOLD	METHOD OF EVALUATING	COMPLIANCE	EVALUATION	ACTION PLAN
				compiled evaluations to presenters and those who identified the need in a timely manner.	
A total program evaluation tool is completed at least annually and used by the Organizational Development Department to improve quality of service	Yes	Review of completed Total Program Evaluation (TPE) by CNE Coordinator and educators.	Yes	Annual report shared with administrative representative.	Continue as is
Results of the TPE are shared with the Organizational Development staff.	Yes	Review of TPE results at staff meeting.	Yes	Results of this TPE are scheduled to be reviewed in August. Planning for delivery of programs are reviewed with staff on monthly basis	Review is completed at meeting with educators and Organizational Development team during departmental huddle
The total program evaluation tool is reviewed at least annually and changes in scope of care, aspects of care, and indicators are made as necessary.	Yes	Review of current TPE tool against standards for compliance with KSBN	Yes	Total program evaluation tool modified to reflect the changes of storing the files electronically.	Continue as is



Name of Provider: Last Made First

Long Term CNE Provider Checklist (K.A.R. 60-9-107)

Information Required	Received	NA
Completed application for initial approval or five-year renewal for LT CNE	5 7	
providership shall be submitted at least 60 days before a scheduled board meeting	X	
The name and address of the organization on the application	\times	
The name and address of the department or unit within the organization responsible for approving CNE, if different from the name and address of the organization	X	
The name, education and experience of the program coordinator responsible for CNE	X X X	
Be a licensed professional nurse	X	
Have three years of clinical experience	X	
Have one year of experience in developing and implementing nursing education	×	
Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:		
Written policies and procedures, including at least the following areas:		
Assessing the need and planning for CNE activities	X	
• Fee assessment	X	
 Advertisements or offering announcements. Published information shall contain the following statement: "(name of provider) is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: 	×	
 Notice of change of coordinator or required policies and procedures. The program coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days 	×	
For long term providers, the policies and procedures for the offering approval process shall include the following:		
A summary of the planning	<u> </u>	
The behavioral objectives	<u> </u>	
The content, which shall meet the definition of CNE in KSA 65- 1117	*	
The instructor's education and experience, documenting knowledge and expertise in the content area	X	
 A current bibliography that is reflective of the offering content The bibliography shall include books published within the past 10 years, periodicals published within the past five years, or both) <u> </u>	
 An offering evaluation that includes each participant's assessmen of the following: 	t state of the sta	
The achievement of each objective	<u> </u>	
■ The expertise of each individual presenter	1 ×	

Information Required	Received	NA
An approved provider may award any of the following:		
 Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours 	X	
 Credit for fractions of hours over 30 mins to be computed towards a contact hour 	X	
 Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum 	×	
 Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results 		X
Clinical hours	1	
Documentation of Attendance		
Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information: • The provider's name, address, provider number, and coordinator	X	
The date and title of the offering, and the presenter or presenters	Ϋ́	
The participant's name and license number and the number of contact hours awarded	X	
Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:		
The provider's name, address, provider number, and coordinator	X	
The participant's name and license number, and the number of contact hours awarded	X	
The title of the offering	\perp	
The date on which the offering was completed	X	
Either the completion of a posttest or a return demonstration	X	
Certificate of Attendance/CE Transcript		
A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider	×	
Each certificate and each CE transcript shall be complete before distribution to the participant	X	
Each certificate and each CE transcript shall contain the following information:		
The provider's name, address and provider number	1 ×	
The title of the offering	<u>X</u> .	
The date or dates of attendance or completion	X	
The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded	X	
The signature of the individual responsible for the providership	X	

Information Required	Received	NA
The name and license number of the participant	X	
Recordkeeping & Storage		
For each offering, the approved provider shall retain the following for two years:		
A summary of the planning	X	
A copy of the offering announcement or brochure	X	
The title and objectives	X	
 The offering agenda or, for independent study, pilot test results 	X	
A bibliography	X	
A summary of the participants' evaluations	X	
Each instructor's education and experiences	X	
Documentation to verify completion of the offering	X	
The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals	, X	
Program Evaluation Plan		
For long-term providers, a copy of the total program evaluation plan	<u> </u>	
Two Proposed Offerings		
The provider shall submit two proposed offerings, including the following:	14.77.00	
A summary of planning	X	
A copy of the offering announcement or brochure	X	
The title and behavioral objectives	X	
The offering agenda or, for independent study, pilot test results	X	
Each instructor's education and experience	X	
A current bibliography	<u> </u>	
The offering evaluation form	<u> </u>	

5/2014

By Education Department at 8:59 am, Apr 14, 2022

RECEIVED

Reference No.: 25105 Date submitted: Apr 14 07:04 2022

radio ~ Initial Application

Providername ~ Last Made First, LLC

providernum ~ ~

legalbody ~ ~

address ~ 4000 Chapel View Blvd Suite 300

adress2 ~ Cranston, RI 02920

telephone ~ 401-365-8479

email ~ yford@lastmadefirst.com

coordinator ~ Yvette Ford, BSN, RN, MBA

date $\sim 04-14-2022$

planningce \sim Policy #100: Process of Assessing Need And Planning CNE

Last Made First, LLC will follow a systematic process for assessing need and planning CNE offerings.

Date:	Reviewed:	
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Need Assessment

Last Made First, LLC will assess need for CNE using informal and/or formal methods including:

Identifying healthcare facility business needs through formal or informal survey;

Performing gap analysis through individual interviews, focus groups, surveys, and self-assessments

Assessment of Training Options

A list of training options and needs will be generated after the gap analysis has been completed.

All options will be carefully evaluated to determine which are:

Urgent

Important

Not important

Last Made First, LLC will consider these factors when determining CEU offerings:

Does the offering provide a solution to a problem?

What is the cost of the training to those participating in the offering?

What is the expected return on investment those participating in the herapy 309

offering can expect?

Does the training assist with meeting legal compliance for individual participants or organizations?

After all training options have been assessed, Last Made First, LLC will have a list of educational priorities suitable for individuals, departments and organizations.

Planning of CNE Offerings

The CNE Program Coordinator will then evaluate the list of educational priorities and plan CNE offerings for the upcoming year.

CNE offerings will be planned and scheduled with consideration given to: Where will the offering will be conducted?

How will offering be delivered?

Is the offering suitable to be provided online?

If the offering already exists, should it continue to be offered?

feeassessment ~ Policy #101: Process For Fee Assessment

Participants will be aware of the cost of any CNE offering and the process for refunds at the time each offering is announced.

Date:	Reviewed:	
Date:	Keviewed:	

Fee Assessment

Last Made First, LLC will designate a fee for each CNE offering and publish the fee and refund policy at the time the offering is formally announced.

The fee for each offering will vary depending on cost of speaker(s), venue, advertising, etc...

The fee for the offering will be collected at the time of registration and will be payable electronically or with check via mail.

Payment of the fee secures registration for the offering.

Refunds

If a participant is unable to attend the offering as scheduled, refunds will be issued as follows:

Notice received up to 7 days prior to scheduled event: 100% refund Notice received less 7 days prior to scheduled event: 0% refund Refunds will be made within 14 days of receipt of notice.

Insufficient Funds A \$35 fee will be assessed for any payment received that is returned to the organization for insufficient funds in addition to the fee for the offering. A participant may not attend an offering until fees have been paid in full
A participant may not attend an onemig until rees have been paid in rain
advertisement ~ Policy #102: Process For Advertisements or Announcements
CNE Offerings will be advertised.
Date:Reviewed:
Advertisements or Announcements
Last Made First, LLC will advertise CNE offerings in a variety of ways, including: On the internet via website, social media and email Radio Television Print advertising Mail Published information shall contain the following statement: Last Made First, LLC is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing Provider Number: approvalprocess ~ Policy #103: Process For Offering Approval
Last Made First, LLC will approve offerings using a standardized system to ensure each offering is appropriate.
Date:Reviewed:
Approval Offering
Each CNE offering submitted to the CNE Program Coordinator must include: Summary of planning

states: Continuing nursing education means learning experiences E/IV Therapy 3 1

Content shall meet the definition of CNE in KSA 65-1117(a) which

Behavioral Objectives

intended to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public.

Instructor's education and experience documenting knowledge/expertise Current bibliography (books 10 years, periodicals 5 years)
Offering evaluation that includes assessment of learner achievement of each objective, expertise of individual presenters

contacthours ~ Policy #104: Process For Awarding Contact Hours

Last Made First, LLC will award contact hours to participants for completion of full program offering or partial completion of offering.

Date:Reviewed:

Awarding Contact Hours

Participants completing an entire program offering will be awarded one contact hour based on 50 minutes of participation in a learning experience.

Credit for fractions of hours will be awarded to those participants who have completed at least 1.0 CE for a single course offering. Credit for fractions of hours beyond 1.0 CE will be awarded as follows:

15 minutes - 0.25 contact hour

30 minutes - 0.50 contact hour

45 minutes - 0.75 contact hour

Instructor credit will be awarded as follows:

2.0 contact hours for each hour of first time presentation of an approved offering, excluding standardized prepared curriculum (e.g. ACLS, PALS, TNCC, ENPC, MANDT, etc)

Independent study credit will be awarded based on time required to complete the offering as documented by Last Made First LLC's pilot time test results

Pilot test time results will be measured as follows:

A small group of pilot testers representative of the target audience will document time needed by each to complete the offering;

The CEU Program Coordinator will discard the highest and lowest times, total all remaining times and divide by remaining number of testers to determine the average time needed;

Contact hour credit will be awarded as per this policy.

Contact hours for clinical hours will not be awarded.

Partial Credit

Partial credit will be awarded as follows for late arrival or early departure:

Participants arriving late or leaving early will note and initial either time of late arrival or early departure;

Time for breaks will be subtracted from total hours participant was present at the offering.

Total number of minutes attended will be divided by 50 to calculate number of contact hours to be awarded to participant.

verifycompletion ~ Policy #105: Process For Verifying Participation and Completion of The Offering

Last Made First, LLC will verify participation and completion of offerings by participants.

Date:	Reviewed:	

Verifying Participation - Online Offerings

Participants will register for course offerings electronically.

Online course settings will not allow participants to advance to post-test and program evaluation without first viewing course content in its entirety.

Participants will be required to take a post-test and score 70% or greater to be awarded a Certificate of Continuing Nursing Education.

Verifying Participation – In Person Events

Participants will register for course offerings electronically. Participants will sign in upon arrival for event and again after lunch and/or each subsequent day to verify attendance. Participants will complete a program evaluation at the end of the offering.

Verifying Participation – Independent Study

Participants will register for course offerings electronically.

Participants will document and submit Independent Study Verification

Form. Documentation will include:

Provider Name, Address, Provider Number, Name of Program Coordinator

CNE/IV Therapy 313

Title of offering

Date offering completed

Name of presenter(s)

Participant name, email and license number

Participant Signature

Participants will email the completed form to:

hello@thenursingconnection.com

Participants will be required to take a post-test and score 70% or greater to be awarded a Certificate of Continuing Nursing Education. Upon receipt of the Independent Study Verification Form by Last Made First, LLC, participant will receive a link to complete the online post-test for the offering.

A score of 80% or greater is required for awarding of certificate of continuing nursing education.

Upon successful completion of the post-test participants will receive certificate of continuing nursing education electronically.

Last Made First, LLC staff will document post-test score, contact hours awarded, and date on the Independent Study Verification Form.

The Independent Study Verification Form will then be scanned into the confidential and secure online records storage system to be maintained per policy.

Policy #106: Process For Issuing Certificates of Completion

Last Made First, LLC will issue certificates of completion to participants based on verification of participation in offerings.

Date: _	Reviewed:	
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Issuing Certificates of Completion For Online Offering

Participants completing an online offering will be required to take a posttest.

A score of 80% or greater is required for issuing certificate of continuing nursing education.

Certificates of Completion will be provided electronically to participants completing online offerings.

Issuing Certificates of Completion For In Person Offering

Participants completing an in person offering will be required to sign in upon arrival, after lunch, and each subsequent day.

Certificates of Completion will be provided electronically to the New York Therapy 314

participants with verified participation in each in person offering.		
recordkeeping ~ Policy #107: Process For Record Keeping And Storage		
Last Made First, LLC will retain appropriate records for each offering, and store records securely and in manner that makes them easily retrievable by authorized personnel.		
Date:Reviewed:		
Record Keeping And Storage		
Last Made First, LLC will retain the following records for each offering for a period of two years: Summary of planning Copy of announcement/brochure Title and objectives Offering agenda Pilot time test results if independent study Bibliography Summary of participant evaluations Each instructor's education and experience Documentation to verify completion of the offering Records will be stored electronically on a secure site with password protected access to be retrieved easily as needed by authorized personnel.		
noticeofchange ~ Policy #108: Process For Notice of Change of Coordinator or Required Policies		
The CNE Program Coordinator will notify Kansas State Board of Nursing in writing of any change to CEU Program Coordinator or required policies and procedures within 30 days.		

Date: ______Reviewed: _____

Process for Notifying Kansas State Board of Nursing of Changes

The CNE Program Coordinator will notify Kansas State Board of Nursing of any change to CEU Program Coordinator or required policies and procedures within 30 days.

Written notification will be mailed to: Kansas State Board of Nursing Landon State Office Building 900 SW Jackson, Suite 1051 Topeka, Kansas 66612-1230

programevaluation ~ Policy #109: Total Program Evaluation

Last Made First, LLC will complete a total program evaluation annually and include findings in the annual report to Kansas State Board of Nursing.

Date:	Reviewed:	
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Process for Total Program Evaluation

The CNE Program Coordinator will complete a total program evaluation at least annually and submit findings in the annual report to Kansas State Board of Nursing.

The total program evaluation will include:

"a systematic process by which an approved provider analyzes outcomes of the overall continuing nursing education program in order to make subsequent decisions" (60-9-105 (s))

The total program evaluation will include evaluation of:

Program administration, including program coordinator's responsibilities Program management, including policies and procedures

Total program evaluation, including the ability of the plan to measure the overall effectiveness of the providership.

At least annually Last Made First, LLC will complete a total program evaluation.

The CNE Program Coordinator will include the total program evaluation findings will be included with the annual report submitted to Kansas State Board of Nursing.

Submission date $\sim 04-14-2022\ 07:04:36$ **Form ID** ~ 1672730

Policy #	102: Process For Advertisements or Announcements
CNE Of	ferings will be advertised.
Date: _	Reviewed:
Adverti	sements or Announcements
	Last Made First, LLC will advertise CNE offerings in a variety of ways, including: a. On the internet via website, social media and email b. Radio c. Television d. Print advertising e. Mail Published information shall contain the following statement: a. Last Made First, LLC is approved as a provider of continuing nursing education by
	the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing Provider Number:

Policy #103: Process For Offering Approval

Last Made First, LLC will approve offerings using a standardized system to ensure each of	ffering
is appropriate.	

Date:	Reviewed:

Approval Offering

- 1. Each CNE offering submitted to the CNE Program Coordinator must include:
 - a. Summary of planning
 - b. Behavioral Objectives
 - c. Content shall meet the definition of CNE in KSA 65-1117(a) which states: Continuing nursing education means learning experiences intended to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public.
 - d. Instructor's education and experience documenting knowledge/expertise
 - e. Current bibliography (books 10 years, periodicals 5 years)
 - f. Offering evaluation that includes assessment of learner achievement of each objective, expertise of individual presenters

Policy #104: Process For Awarding Contact Hours

Last Made First, LLC will award contact hours to participants for completion of full program offering or partial completion of offering.

Date:	Reviewed:

Awarding Contact Hours

- 1. Participants completing an entire program offering will be awarded one contact hour based on 50 minutes of participation in a learning experience.
- 2. Credit for fractions of hours will be awarded to those participants who have completed at least 1.0 CE for a single course offering. Credit for fractions of hours beyond 1.0 CE will be awarded as follows:
 - a. 15 minutes 0.25 contact hour
 - b. 30 minutes 0.50 contact hour
 - c. 45 minutes 0.75 contact hour

Instructor credit will be awarded as follows:

- d. 2.0 contact hours for each hour of first time presentation of an approved offering, excluding standardized prepared curriculum (e.g. ACLS, PALS, TNCC, ENPC, MANDT, etc)
- 3. Independent study credit will be awarded based on time required to complete the offering as documented by Last Made First LLC's pilot time test results
 - a. Pilot test time results will be measured as follows:
 - i. A small group of pilot testers representative of the target audience will document time needed by each to complete the offering;
 - The CEU Program Coordinator will discard the highest and lowest times, total all remaining times and divide by remaining number of testers to determine the average time needed;
 - iii. Contact hour credit will be awarded as per this policy.
- 4. Contact hours for clinical hours will not be awarded.

Partial Credit

- 1. Partial credit will be awarded as follows for late arrival or early departure:
 - Participants arriving late or leaving early will note and initial either time of late arrival or early departure;
 - b. Time for breaks will be subtracted from total hours participant was present at the offering.
 - c. Total number of minutes attended will be divided by 50 to calculate number of contact hours to be awarded to participant.

Policy #105: Process For Verifying Participat	ion and Completion of The Offering
Last Made First, LLC will verify participation	and completion of offerings by participants.
Date:	Reviewed:

Verifying Participation – Online Offerings

- 1. Participants will register for course offerings electronically.
- 2. Online course settings will not allow participants to advance to post-test and program evaluation without first viewing course content in its entirety.
- 3. Participants will be required to take a post-test and score 70% or greater to be awarded a Certificate of Continuing Nursing Education.

Verifying Participation – In Person Events

- 1. Participants will register for course offerings electronically.
- 2. Participants will sign in upon arrival for event and again after lunch and/or each subsequent day to verify attendance.
- 3. Participants will complete a program evaluation at the end of the offering.

Verifying Participation – Independent Study

- 1. Participants will register for course offerings electronically.
- 2. Participants will document and submit Independent Study Verification Form. Documentation will include:
 - a. Provider Name, Address, Provider Number, Name of Program Coordinator
 - b. Title of offering
 - c. Date offering completed
 - d. Name of presenter(s)
 - e. Participant name, email and license number
 - f. Participant Signature
 - g. Participants will email the completed form to: hello@thenursingconnection.com
- 3. Participants will be required to take a post-test and score 70% or greater to be awarded a Certificate of Continuing Nursing Education.
 - a. Upon receipt of the Independent Study Verification Form by Last Made First, LLC, participant will receive a link to complete the online post-test for the offering.
 - b. A score of 80% or greater is required for awarding of certificate of continuing nursing education.
 - c. Upon successful completion of the post-test participants will receive certificate of continuing nursing education electronically.
 - d. Last Made First, LLC staff will document post-test score, contact hours awarded, and date on the Independent Study Verification Form.

e. The Independent Study Verification Form will then be scanned into the confidential and secure online records storage system to be maintained per policy.

Policy #106: Process For Issuing Certificates of Completion Last Made First, LLC will issue certificates of completion to participants based on verification of participation in offerings. Date: ______ Reviewed: ______

Issuing Certificates of Completion For Online Offering

- 1. Participants completing an online offering will be required to take a post-test.
- 2. A score of 80% or greater is required for issuing certificate of continuing nursing education.
- 3. Certificates of Completion will be provided electronically to participants completing online offerings.

Issuing Certificates of Completion For In Person Offering

- 1. Participants completing an in person offering will be required to sign in upon arrival, after lunch, and each subsequent day.
- 2. Certificates of Completion will be provided electronically to those participants with verified participation in each in person offering.

Policy #107: Process For Record Keeping And Storage

Last Made First, LLC will retain appropriate records for each offering, and store records securely
and in manner that makes them easily retrievable by authorized personnel.

Date: Review	ved:
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Record Keeping And Storage

- 1. Last Made First, LLC will retain the following records for each offering for a period of two years:
 - a. Summary of planning
 - b. Copy of announcement/brochure
 - c. Title and objectives
 - d. Offering agenda
 - e. Pilot time test results if independent study
 - f. Bibliography
 - g. Summary of participant evaluations
 - h. Each instructor's education and experience
 - i. Documentation to verify completion of the offering
 - j. Records will be stored electronically on a secure site with password protected access to be retrieved easily as needed by authorized personnel.

Policy #108: Process For Notice of Change of Coordinator or Required Policies

The CNE Program Coordinator will notify Kansas State Board of Nursing in writing of any change to CEU Program Coordinator or required policies and procedures within 30 days.

Date:	Reviewed:	

Process for Notifying Kansas State Board of Nursing of Changes

- 1. The CNE Program Coordinator will notify Kansas State Board of Nursing of any change to CEU Program Coordinator or required policies and procedures within 30 days.
- Written notification will be mailed to: Kansas State Board of Nursing Landon State Office Building 900 SW Jackson, Suite 1051 Topeka, Kansas 66612-1230

Policy #101: Process For Fee Assessment

Participants will be aware of the cost of any CNE offering and the process for refunds at	the
time each offering is announced.	

Date:	Reviewed:

Fee Assessment

- 1. Last Made First, LLC will designate a fee for each CNE offering and publish the fee and refund policy at the time the offering is formally announced.
- 2. The fee for each offering will vary depending on cost of speaker(s), venue, advertising, etc...
- 3. The fee for the offering will be collected at the time of registration and will be payable electronically or with check via mail.
- 4. Payment of the fee secures registration for the offering.

Refunds

- 1. If a participant is unable to attend the offering as scheduled, refunds will be issued as follows:
 - a. Notice received up to 7 days prior to scheduled event: 100% refund
 - b. Notice received less 7 days prior to scheduled event: 0% refund
- 2. Refunds will be made within 14 days of receipt of notice.

Insufficient Funds

- 1. A \$35 fee will be assessed for any payment received that is returned to the organization for insufficient funds in addition to the fee for the offering.
- 2. A participant may not attend an offering until fees have been paid in full.

Yvette Ford

EXPERIENCE

11/2015-present: Regulatory Senior Compliance Specialist

Blue Cross Blue Shield of Massachusetts in Quincy, MA

Identify areas of state and federal non-compliance

Prepare business areas for CMS audits

Lead Mental Health Parity Non-Quantitative Treatment Limitations compliance Communicate updates or changes to regulations, mandates, and audit protocols Reviews policies and procedures and advise on needed updates or changes Identify questions, gaps or issues that require a decision or change

10/2012-11/2015: Nurse Coach

Blue Cross Blue Shield of Massachusetts in Quincy, MA

Engage and motivate members to participate in the condition management program by clearly articulating the goals, benefits, and interventions Educate members /families regarding benefits, disease process, and community/other resources with a goal of empowering self-advocacy self-management and improved healthcare outcomes

10/2011-10/2012: Day Shift Facility Supervisor

Steere House Nursing and Rehab Center in Providence, RI

Managing the care delivered to 104 residents Develop and implement policy and procedures Facilitating meetings Daily clinical follow up Lead weekly wound rounds

5/2010-10/2011: Unit Manager

Steere House Nursing and Rehab Center in Providence, RI

Managing the care delivered to 38 residents Staff education provided to 13 cna's, 5 CMT's and 6 nurses Weekly audits of medical records Quality improvement and infection control

4/2007-5/2010: MDS Coordinator/Utilization Management

Harborside Healthcare in Warwick, RI

Coordination of care and management of skilled services
Preparing the facility for state survey
Completing and submitting assessments according to the RAI
(Resident Assessment Instrument) guidlines
Development of individualized care plans
Staff education

Yvette Ford

EDUCATION

2020: Walden University

Master Degree in Business Administration

2015: New England Institute of Technology

Bachelor Degree in the Science of Nursing

2005: Community College of Rhode Island

Associates Degree in Nursing

CERTIFICATION

RAC-CT- Resident Assessment Coordinator- Certified

CAPM- Certified Associate in Project Management

Best Practices For Onboarding A New MDS Coordinator

Federal law mandates that a registered nurse be designated to coordinate data collection and submission of MDS (Minimum Data Set) data. Because of the impact of the MDS on reimbursement by Medicare and Medicaid as well as quality of care and patient safety ratings it is imperative that registered nurses designated to coordinate and submit MDS data be fully trained to perform these tasks. This program will identify best practices for onboarding a new MDS Coordinator.

Learning Objectives:

- Define the role of the MDS Coordinator
- · Understand how MDS data is used
- Understand the impact of the MDS 3.0 on reimbursement, quality of care and patient safety scores
- Identify 3 ways to support a new MDS coordinator

REGISTER NOW at https://www.LastMadeFirst.com

Last Made First, LLC, is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 1.0 contact hours applicable for APRN, RN or LPN relicensure. Kansas State Board of Nursing Provider Number: XXXXXXX

This offering is FREE and will be provided online.

CNE Offering Evaluation

Best Practices For Onboarding A New MDS Coordinator

Criteria	Yes/No	Actions/
	If no, please provide details.	Recommendations
Summary Of Planning Provided	Yeshlo	
Behavioral Objectives Included	Yes/No	
Content Meets Definition of CNE as per KSA 65-1117(a)	Yes/No	
Instructor's education and experience is suitable to the offering	YesNo	
Current bibliography is provided (books 10 years, periodicals 5 years)	Yes/No	
Offering evaluation includes assessment of learner achievement of each objective, expertise of individual presenters	Yes/No	
Offering is suitable for online presentation	Yes/No	

Date Received: 03/27/2022	Yvette Ford, BSN, RN, MBA
Date Reviewed: 03/27/2022	Signature, CNE Program Coordinator
Approved: Yes No	

Best Practices For Onboarding A New MDS Coordinator

Presenter: Yvette Ford, BSN, RN, MBA

Objectives:

Upon completion of the offering participants will be able to:

- Define the role of the MDS Coordinator
- Understand how MDS data is used
- Understand the impact of the MDS 3.0 on reimbursement, quality of care and patient safety scores
- Identify 3 ways to support a new MDS coordinator

Summary of Planning

Federal law mandates that a registered nurse be designated to coordinate data collection and submission of MDS (Minimum Data Set) data. Because of the impact of the MDS on reimbursement by Medicare and Medicaid as well as quality of care and patient safety ratings it is imperative that registered nurses designated to coordinate and submit MDS data be fully trained to perform these tasks. This program will identify best practices for onboarding a new MDS Coordinator.

Outline

- 1. The Role of MDS Coordinator
 - a. RN required by Federal Law
 - b. Coordination and Submission of MDS Data
- 2. How MDS Data Is Used
 - a. Comprehensive assessment of resident functional ability
 - b. Assist facility staff in identification of health problems
- 3. The Impact of the MDS
 - a. Reimbursement by Medicare and Medicaid
 - b. Quality of Care
 - c. Patient Safety
- 4. 3 Ways To Support A New MDS Coordinator
 - a. Hire with experience or plan to invest in training
 - b. Provide real-time feedback, coaching and follow-up
 - c. Evaluate the skill-set of the MDS Coordinator and assist with training in:
 - i. Time management
 - ii. Planning/scheduling assessments
 - iii. Triage of daily duties to ensure MDS success
- 5. Summary

Bibliography ~

- Agency For Healthcare Research & Quality. (2018, November). *Major Nursing Home Quality Measurement sets*. AHRQ. Retrieved March 27, 2022, from https://www.ahrq.gov/talkingquality/measures/setting/long-term-care/nursing-home/measurement-sets.html
- CMS.gov. (2022, February 16). *Nursing Home Quality initiative*. CMS. Retrieved March 27, 2022, from https://www.cms.gov/medicare/quality-initiatives-patient-assessment-instruments/nursin ghomequalityinits?redirect=%2Fnursinghomequalityinits
- Eastburg, C. (2018, April 18). MDS and OASIS. NV.gov. Retrieved March 27, 2022, from https://dpbh.nv.gov/Reg/HealthFacilities/MDS_and_OASIS/

Last Made First, LLC – Department of Continuing Nursing Education
COURSE TITLE: Best Practices For Onboarding A New MDS Coordinator
DATE:
INSTRUCTIONS: Your opinion of this continuing education activity is important in planning future educational activities. Please indicate how you rate the activity in the categories listed below by circling the number which indicates your response to each statement.
1 = Strongly Disagree 2 = Disagree 3 = Agree 4 = Strongly Agree.
Please make any written comments on the reverse of this form.

RELATIONSHIP OF OBJECTIVES TO OVERALL PURPOSE/GOAL(S) OF THE ACTIVITY:
In general, the below listed objectives were reflective of the overall purpose/goal of the activity. 1 2 3 4
Overall Purpose/Goal: To educate participants on the impact of the MDS 3.0 and best practices for onboarding a new MDS Coordinator.

LEARNER'S ACHIEVEMENT OF OBJECTIVE OF THE CONTINUING EDUCATION ACTIVITY:
Objective 1: Define the role of the MDS Coordinator 1234 Objective 2: Understand how MDS data is used 1234 Objective 3: Understand the impact of the MDS 3.0 on reimbursement, quality of care and patient safety scores 1234 Objective 4: Identify 3 ways to support a new MDS coordinator 1234

TEACHING EFFECTIVENESS OF EACH INDIVIDUAL FACULTY MEMBER/PRESENTER: Yvette Ford, BSN, RN, MBA
The presentation was organized and easy to follow. 1 2 3 4 The teaching methods were appropriate for the subject area and content. 1 2 3 4 The speaker demonstrated knowledge/expertise in the topic. 1 2 3 4 The content was based on current professional/scientific information. 1 2 3 4 The speaker clarified content in response to questions. 1 2 3 4 The speaker demonstrated regard for previous knowledge and experience of the learner. 1 2 3 4 The presentation level was appropriate for the background and experience of the learner. 1 2 3 4 The speaker was confident speaking before an audience. 1 2 3 4 The speaker exhibited enthusiasm for the topic. 1 2 3 4
FUTURE LEARNING OPPORTUNITIES THAT WOULD BE BENEFICIAL INCLUDE:

CERTIFICATE OF CONTINUING EDUCATION

First Name

Last Name

License #: XXXXXXXXXXX

Date: 00/00/0000

has successfully completed

Best Practices For Onboarding A New MDS Coordinator

and has been awarded 1.0 contact hour.

Yvette Ford BSN, RN, MBA

Yvette Ford, BSN, RN, MBA CNE Program Coordinator

Last Made First, LLC, Department of Nursing Continuing Education 4000 Chapel View Blvd Suite 300; Cranston, RI 02920, LT9999-9999



Mastering The MDS 3.0

While the MDS (Minimum Data Set) began as a means of collecting data regarding the type and quality of care received by those in skilled nursing facilities for greater than 14 days, the scope and impact of the MDS has increased dramatically since it began in 1998. Today documentation provided by registered nurses and other interdisciplinary team members has an effect on reimbursement by Medicare and Medicald and is used to evaluate quality of care and patient safety.

Federal law mandates that a registered nurse is designated to coordinate data collection and submission of MDS data. Because of the impact of the MDS on overall reimbursement as well as quality of care and patient safety ratings it is imperative that registered nurses designated to coordinate and submit MDS data be fully trained to perform these tasks.

Learning Objectives:

- Objective 1: Define the MDS
- Objective 2: Understand the purpose of MDS and RAI process
- Objective 3: Identify the components of the RAI process
- Objective 4: Identify the types of MDS assessments
- Objective 5: Understand the timing of the MDS assessment cycle

REGISTER NOW at https://www.LastMadeFirst.com

Last Made First, LLC, is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 1.0 contact hours applicable for APRN, RN or LPN relicensure. Kansas State Board of Nursing Provider Number: XXXXXXX

This offering is FREE and will be provided online.

CNE Offering Evaluation

Mastering MDS 3.0

Criteria	Yes/No	Actions/
	If no, please provide details.	Recommendations
Summary Of Planning Provided	VesiNo	
Behavioral Objectives Included	Yes/No	
Content Meets Definition of CNE as per KSA 65-1117(a)	Yes/No	
Instructor's education and experience is suitable to the offering	YesNo	
Current bibliography is provided (books 10 years, periodicals 5 years)	Yes/No	
Offering evaluation includes assessment of learner achievement of each objective, expertise of individual presenters	Yes/No	
Offering is suitable for online presentation	Yes/No	

Date Received:	03/27/2022	Yvette Ford, BSN, RN, INBA
Date Reviewed:	03/27/2022	Signature, CNE Program Coordinator
Approved: Yes	No	

Mastering The MDS 3.0

Presenter: Yvette Ford, BSN, RN, MBA

Objectives:

Upon completion of the offering participants will be able to:

- Define MDS
- Understand the purpose of MDS and RAI process
- Identify the components of the RAI process
- Identify the types of MDS assessments
- Understand the timing of the MDS assessment cycle

Summary of Planning

While the MDS (Minimum Data Set) began as a means of collecting data regarding the type and quality of care received by those in skilled nursing facilities for greater than 14 days, the scope and impact of the MDS has increased dramatically since it began in 1998. Today documentation provided by registered nurses and other interdisciplinary team members has an effect on reimbursement by Medicare and Medicaid and is used to evaluate quality of care and patient safety.

Federal law mandates that a registered nurse is designated to coordinate data collection and submission of MDS data. Because of the impact of the MDS on overall reimbursement as well as quality of care and patient safety ratings it is imperative that registered nurses designated to coordinate and submit MDS data be fully trained to perform these tasks.

Outline

- 1. What is the MDS?
 - a. MDS Definition
- 2. The Impact of the MDS on Nursing Facilities
 - a. Reimbursement
 - b. Quality of Care
 - c. Patient Safety
- 3. The Role of CMS
 - a. Definition
 - b. Role
- 4. What is RAI?
 - a. RAI Definition
 - b. RAI Process
 - c. Steps in the RAI process
 - d. RAI Components
 - e. List components of the RAI
- 5. What is the Purpose of the MDS?
 - a. MDS Purpose
 - b. MDS: OBRA definition
- 6. OBRA Assessments
 - a. List of OBRA assessment types
 - b. Definition of OBRA assessments
- 7. MDS: PPS definition
 - a. PPS Assessments
 - b. List of PPS assessment types
 - c. Definition of PPS assessments
- 8. Assessment Reference Date
 - a. Assessment cycle
 - b. Demonstration of when assessment types are due
- 9. Summary

Bibliography ~

aapacn.org. (2021, November 29). MDS 3.0 RAI user's manual for long-term care. AAPACN. Retrieved March 27, 2022, from https://www.aapacn.org/resources/rai-manual/

CMS.gov. (2021, December). *MDS 3.0 Training*. CMS. Retrieved March 27, 2022, from https://www.cms.gov/Medicare/Quality-Initiatives-Patient-Assessment-Instruments/NursingHomeQualityInits/NHQIMDS30TrainingMaterials

Minimum Data Set (MDS) 3.0 Resident Assessment Instrument (RAI) Manual. CMS. (2019, October). Retrieved March 27, 2022, from https://www.cms.gov/Medicare/Quality-Initiatives-Patient-Assessment-Instruments/NursingH omeQualityInits/MDS30RAIManual

Last Made First, LLC - Department of Continuing Nursing Education

Last Made First, LLC - Department of Continuing Maising Laboration
COURSE TITLE: <u>Mastering The MDS 3.0</u>
DATE:
INSTRUCTIONS: Your opinion of this continuing education activity is important in planning future educational activities. Please indicate how you rate the activity in the categories listed below by circling the number which indicates your response to each statement.
1 = Strongly Disagree 2 = Disagree 3 = Agree 4 = Strongly Agree.
Please make any written comments on the reverse of this form.

RELATIONSHIP OF OBJECTIVES TO OVERALL PURPOSE/GOAL(S) OF THE ACTIVITY:
In general, the below listed objectives were reflective of the overall purpose/goal of the activity. 1234
Overall Purpose/Goal: To educate participants on the impact of the MDS 3.0 and how to appropriately document patient care needs.

LEARNER'S ACHIEVEMENT OF OBJECTIVE OF THE CONTINUING EDUCATION ACTIVITY:
Objective 1: Define the MDS 1234 Objective 2: Understand the purpose of MDS and RAI process 1234 Objective 3: Identify the components of the RAI process 1234 Objective 4: Identify the types of MDS assessments 1234 Objective 5: Understand the timing of the MDS assessment cycle 1234

TEACHING EFFECTIVENESS OF EACH INDIVIDUAL FACULTY MEMBER/PRESENTER: Yvette Ford, BSN, RN, MBA
The presentation was organized and easy to follow. 1 2 3 4 The teaching methods were appropriate for the subject area and content. 1 2 3 4 The speaker demonstrated knowledge/expertise in the topic. 1 2 3 4 The content was based on current professional/scientific information. 1 2 3 4 The speaker clarified content in response to questions. 1 2 3 4 The speaker demonstrated regard for previous knowledge and experience of the learner. 1 2 3 4 The presentation level was appropriate for the background and experience of the learner. 1 2 3 4 The speaker was confident speaking before an audience. 1 2 3 4 The speaker exhibited enthusiasm for the topic. 1 2 3 4
FUTURE LEARNING OPPORTUNITIES THAT WOULD BE BENEFICIAL INCLUDE:

CERTIFICATE OF CONTINUING EDUCATION

First Name

Last Name

License #: XXXXXXXXXX

Date: 00/00/0000

has successfully completed

Mastering The MDS 3.0

and has been awarded 1.0 contact hour.

Yvette Ford, BSN, RN, MBA

Yvette Ford, BSN, RN, MBA CNE Program Coordinator

Last Made First, LLC, Department of Nursing Continuing Education 4000 Chapel View Blvd Suite 300; Cranston, RI 02920, LT9999-9999



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litle:			
Presenter:	Contact Hours: 1.0		
Date:	Provider #: XXXXXXX		
CNE Provider: Pawtucket, RI 02861 Last Made First, LLC, 4000 Chapel View Blvd Suite 300; Cranston, RI 02920, LT99			

CNE Program Coordinator: Yvette Ford, BSN, MBA

				Contact Hours
Participant Name	RN or LPN	License Number	Email Address	Awarded
			- Land	

CNE Offering Evaluation

Criteria	Yes/No	Actions/		
	If no, please provide details.	Recommendations		
Summary Of Planning Provided	Yes/No			
Behavioral Objectives Included	Yes/No			
Content Meets Definition of CNE as per KSA 65-1117(a)	Yes/No			
Instructor's education and experience is suitable to the offering	Yes/No			
Current bibliography is provided (books 10 years, periodicals 5 years)	Yes/No			
Offering evaluation includes assessment of learner achievement of each objective, expertise of individual presenters	Yes/No			
Offering is suitable for online presentation	Yes/No			
1				

Date Received:	
Date Reviewed:	Signature, CNE Program Coordinator

Approved: Yes No

Independent Study Participation Verification

Provider Name and Address: Last Made First, LLC, 4000 Chapel View Blvd Suite 300; Cranston, RI 02920
Provider #: XXXXXXX
CNE Program Coordinator: Yvette Ford, BSN, MBA
Title of Offering:
Presenter(s):
Date Completed:
Participant Name:
Participant License #:
Participant Email Address:
Please email this form to: Last Made First, LLC for processing. Once received you will receive a link to take the online post-test for this offering. A score of 80% is required to receive credit and certificate of continuing nursing education.
*****FOR OFFICE USE ONLY****
Post Test Score:
Contact Hours Awarded: Date:
Yvette Ford, BSN, MBA - CNE Program Coordinator

KSBN Initial Long-Term CE Provider Application

Name and Address of Organization:

Last Made First, LLC 4000 Chapel View Blvd Suite 300 Cranston, RI 02920

Name and Address of Organization:

Last Made First, LLC Department of Nursing Continuing Education 4000 Chapel View Blvd Suite 300 Cranston, RI 02920

Name, education and experience of program coordinator responsible for CNE:

Yvette Ford, BSN, RN, MBA, has been a registered nurse since 2005. She graduated with a BSN degree from The New England Institute of Technology in 2015 and completed an MBA degree from Walden University in 2020. She has 9 years of clinical nursing experience and 5 years of experience developing and implementing educational offerings. She meets the KSBN requirements for serving as CNE Program Coordinator.

Total Program Evaluation

Area	Frequency	Resp. Person	Criteria	Findings	Actions/Recommendations
Administration			Review job description		
Policies:			Review survey for appropriateness; were survey		
Assess need,			findings and identified needs from evaluation summaries		
planning			used in program planning		
- written tool					
- evaluation summaries	·				
Policies:			Policy meets organization and customer needs		
Fee Assessment					
Policies:			Review to be certain they reflect necessary information		
Announcement					
Policies:			Review policies and compare to KSBN requirements		
Offering approval process					
Policies:			Review agendas/pilot test results to verify contact hours awarded; review		
Awarding contact hours			documentation of partial credit		
Policies:			Review rosters and certificates; compare to		
Verifying participation/			KSBN requirements		
completion					
Policies:			Audit contents of files for compliance with KSBN		
Record keeping			requirements		
Policies:			Review procedures for changes reported to KSBN		
Notification of changes					
Total Program Evaluation effectiveness			Review total program evaluation and compare		

Total Program Evaluation

Landanta to KODNI	
contents to KSBN	
requirements	
'	

Position Description: Continuing Nursing Education (CNE) Program Coordinator	
Date: Reviewed:	

Position Summary

The Continuing Nursing Education (CNE) Program Coordinator will develop, implement and oversee continuing nursing education activities within Last Made First, LLC; maintains the approved provider unit (APU) program and structure; supports overall growth of continuing nursing education activities.

Key Responsibilities:

- 1. Assessing needs and planning CNE offerings
- 2. Ensuring all CNE offerings meet criteria for awarding contact hours
- 3. Monitoring participation and completion of offerings by participants
- 4. Ensuring records are maintained confidentially for the appropriate period of time and with a system for easy retrieval by authorized personnel.
- 5. Notifying Kansas State Board of Nursing in writing of any change in CNE Program Coordinator or required policies and procedures.
- 6. Annual Total Program Evaluation
- 7. Annual report to Kansas State Board of Nursing

Minimum Qualifications:

- 1. Three years clinical experience as a Registered Nurse
- 2. Baccalaureate degree
- 3. One year of experience developing and implementing educational offerings

Policy #100: Process of Assessing Need And Planning CNE

Last Made First, LLC will follow a systematic process for assessing need and planning CNE offerings.

Date:

Reviewed:

Need Assessment

- 1. Last Made First, LLC will assess need for CNE using informal and/or formal methods including:
 - a. Identifying healthcare facility business needs through formal or informal survey;
 - b. Performing gap analysis through individual interviews, focus groups, surveys, and self-assessments

Assessment of Training Options

- 1. A list of training options and needs will be generated after the gap analysis has been completed.
- 2. All options will be carefully evaluated to determine which are:
 - a. Urgent
 - b. Important
 - c. Not important
- 3. Last Made First, LLC will consider these factors when determining CEU offerings:
 - a. Does the offering provide a solution to a problem?
 - b. What is the cost of the training to those participating in the offering?
 - c. What is the expected return on investment those participating in the offering can expect?
 - d. Does the training assist with meeting legal compliance for individual participants or organizations?
 - e. After all training options have been assessed, Last Made First, LLC will have a list of educational priorities suitable for individuals, departments and organizations.

Planning of CNE Offerings

- 1. The CNE Program Coordinator will then evaluate the list of educational priorities and plan CNE offerings for the upcoming year.
- 2. CNE offerings will be planned and scheduled with consideration given to:
 - a. Where will the offering will be conducted?
 - b. How will offering be delivered?
 - c. Is the offering suitable to be provided online?
 - d. If the offering already exists, should it continue to be offered?

Policy #109: Total Program Evaluation

Last Made First, LLC will complete a total program evaluation annually and include fi	ndings in
the annual report to Kansas State Board of Nursing.	

Date:	Reviewed:	

Process for Total Program Evaluation

- 1. The CNE Program Coordinator will complete a total program evaluation at least annually and submit findings in the annual report to Kansas State Board of Nursing.
- 2. The total program evaluation will include:
 - a. "a systematic process by which an approved provider analyzes outcomes of the overall continuing nursing education program in order to make subsequent decisions" (60-9-105 (s))
- 3. The total program evaluation will include evaluation of:
 - a. Program administration, including program coordinator's responsibilities
 - b. Program management, including policies and procedures
 - c. Total program evaluation, including the ability of the plan to measure the overall effectiveness of the providership.
 - 4. At least annually Last Made First, LLC will complete a total program evaluation.
- 5. The CNE Program Coordinator will include the total program evaluation findings will be included with the annual report submitted to Kansas State Board of Nursing.

Total Program Evaluation

Area	Frequency	Resp. Person	Criteria	Findings	Actions/
					Recommendations
Administration			Review job description		
Policies: Assess need, planning - written tool - evaluation summaries			Review survey for appropriateness; were survey findings and identified needs from evaluation summaries used in program planning		
Policies:			Policy meets		
Fee Assessment		,	organization and customer needs		
Policies:			Review to be certain they reflect necessary		
Announcement			information		
Policies:			Review policies and compare to KSBN		
Offering approval process			requirements		
Policies: Awarding contact hours			Review agendas/pilot test results to verify contact hours awarded; review documentation of partial credit		
Policies: Verifying participation/ completion			Review rosters and certificates; compare to KSBN requirements		
Policies:			Audit contents of files for		A STATE OF THE STA
Record keeping			compliance with KSBN requirements	The second secon	
Policies: Notification of changes			Review procedures for changes reported to KSBN		
Total Program Evaluation effectiveness			Review total program evaluation and compare contents to KSBN requirements		·

Date	CNE Program Coordinator



Name of Provider: Med Align Innovative Solutions

Long Term CNE Provider Checklist (K.A.R. 60-9-107)

Information Required	Received	NA
Completed application for initial approval or five-year renewal for LT CNE providership shall be submitted at least 60 days before a scheduled board	~	
meeting	X	
The name and address of the organization on the application	X	-
The name and address of the department or unit within the organization responsible for approving CNE, if different from the name and address of the organization	X	
The name, education and experience of the program coordinator responsible for CNE	X	
Be a licensed professional nurse	X	
Have three years of clinical experience	<u> </u>	
 Have one year of experience in developing and implementing nursing education 	X	
 Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977) 	X	
Policies & Procedures:		
Written policies and procedures, including at least the following areas:		
Assessing the need and planning for CNE activities	X	
Fee assessment	<u> </u>	
Advertisements or offering announcements. Published information shall contain the following statement: "(name of provider) is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: "	×	
Notice of change of coordinator or required policies and procedures. The program coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days. For long term providers, the policies and procedures for the offering.	X	
approval process shall include the following:		1
A summary of the planning	X	
The behavioral objectives	<u>X.</u>	
The content, which shall meet the definition of CNE in KSA 65- 1117	X	
The instructor's education and experience, documenting knowledge and expertise in the content area	X	
A current bibliography that is reflective of the offering content. The bibliography shall include books published within the past 10 years, periodicals published within the past five years, or both	X	
An offering evaluation that includes each participant's assessment of the following:		
■ The achievement of each objective	X	
■ The expertise of each individual presenter	<u> </u>	

Information Required	Received	NA
An approved provider may award any of the following:		
Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours	×	
Credit for fractions of hours over 30 mins to be computed towards a contact hour	X	
 Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum 	×	
 Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results 		×
Clinical hours		<u> </u>
Documentation of Attendance		
Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
 The provider's name, address, provider number, and coordinator 	<u> </u>	
The date and title of the offering, and the presenter or presenters	X	
 The participant's name and license number and the number of contact hours awarded 	*	
Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:		
The provider's name, address, provider number, and coordinator	X	
The participant's name and license number, and the number of contact hours awarded	, X	
The title of the offering	<u> </u>	
The date on which the offering was completed	\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \	
Either the completion of a posttest or a return demonstration	X	
Certificate of Attendance/CE Transcript		
A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider	X	
Each certificate and each CE transcript shall be complete before distribution to the participant	X	
Each certificate and each CE transcript shall contain the following information:		
The provider's name, address and provider number	X	
The title of the offering	X	
The date or dates of attendance or completion	X	
 The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded 	X	
The signature of the individual responsible for the providership	\ X	

Information Required	Received	NA
The name and license number of the participant	X	
Recordkeeping & Storage		
For each offering, the approved provider shall retain the following for two years:		
A summary of the planning	X	
A copy of the offering announcement or brochure	X	
The title and objectives	X	
The offering agenda or, for independent study, pilot test results	X	
A bibliography	X	
A summary of the participants' evaluations		
Each instructor's education and experiences	X	
Documentation to verify completion of the offering	X	
The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals	×	
Program Evaluation Plan		
For long-term providers, a copy of the total program evaluation plan	X	
Two Proposed Offerings		
The provider shall submit two proposed offerings, including the following:		
A summary of planning	X	
A copy of the offering announcement or brochure	X	
The title and behavioral objectives	<u> </u>	
The offering agenda or, for independent study, pilot test results	X	
Each instructor's education and experience	X	.,
A current bibliography	<u> </u>	
The offering evaluation form	<i>X</i>	

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radio ~ Initial Application Providername ~ MedAlign Innovative Solutions, LLC providernum ~ ~ legalbody ~ ~ address ~ 200 S. 21st St. STE 400A adress2 ~ Lincoln, NE 68510 **telephone** ~ 402-804-8500 email ~ medalign@outlook.com coordinator ~ Elisabeth Collins, DNP, APRN-NP **date** $\sim 04-15-2022$ planningce ~ Policy #100: Process of Assessing Need and Planning CNE MedAlign Innovative Solutions, LLC will follow a systematic process for assessing need and planning CNE offerings. Date: ___4/10/2022_____ Reviewed by: Elisabeth Collins, DNP, APRN-NP Owner/CNE Program Coordinator Need Assessment 1. MedAlign Innovative Solutions, LLC will assess the need for CNE using informal and/or formal methods including: a.Identifying healthcare facility business needs through formal or informal survey; b. Performing gap analysis through individual interviews, focus groups, surveys, and self-assessments; c.Analyzing evidence-based updates to clinical practice guidelines and updated recommendations by national healthcare organizations and accrediting bodies to determine current standards and opportunities for educational development. CNE/IV Therapy \$58

Assessment of Training Options

- 1.A list of training options and needs will be generated after the gap analysis has been completed.
- 2.All options will be carefully evaluated to determine which are:
- a.Urgent
- b.Important
- c.Not important
- 3.MedAlign Innovative Solutions, LLC will consider these factors when determining CEU offerings:
- a. Does the offering provide a solution to a problem?
- b. What is the cost of the training to those participating in the offering? c. What is the expected return on investment those participating in the offering can expect?
- d.Does the training assist with meeting legal compliance for individual participants or organizations?
- e.Does the CE content meet the definition of CNE in KSA 65-1117(a) which states: Continuing nursing education means learning experiences intended to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public. f.After all training options have been assessed, MedAlign Innovative Solutions, LLC will have a list of educational priorities suitable for individuals, departments and organizations.

Planning of CNE Offerings

- 1. The CNE Program Coordinator will then evaluate the list of educational priorities and plan CNE offerings for the upcoming year.
- 2.CNE offerings will be planned and scheduled with consideration given to:
- a. Where will the offering will be conducted?
- b. How will offering be delivered?
- c.Is the offering suitable to be provided online?
- d.If the offering already exists, should it continue to be offered?

feeassessment ~ Policy #101: Process for Fee Assessment

Participants will be aware of the cost of any CNE offering and the process for refunds at the time each offering is announced.

Date: __4/10/2022______ Reviewed by: Elisabeth Collins, DNP, APRN-NP Owner/CNE Program Coordinator

Fee Assessment

1.MedAlign Innovative Solutions, LLC will designate a fee for each 150 means -359offering and publish the fee and refund policy at the time the offering is formally announced.

2. The fee for each offering will vary depending on cost of speaker(s), venue, advertising, length, etc.

3. The fee for the offering will be collected at the time of registration and will be payable electronically or with check via mail.

4. Payment of the fee secures registration for the offering.

Refunds

- 1. If a participant is unable to attend the live or in-person offering as scheduled, refunds will be issued as follows:
- a. Notice received up to 7 days prior to scheduled event: 100% refund
- b. Notice received less 7 days prior to scheduled event: 0% refund
- 2. Refunds will be made within 14 days of receipt of notice.
- 3. No refunds will be issued for on-demand offerings due to the nature of the content being instantly accessible after purchase.

Insufficient Funds

- 1.A \$35 fee will be assessed for any payment received that is returned to the organization for insufficient funds in addition to the fee for the offering.
- 2.A participant may not attend an offering until fees have been paid in full.

advertisement ~ Policy #102: Process for Advertisements or **Announcements**

CNE Offerings will be advertised.

Date: ____4/10/2022_____Reviewed by: Elisabeth Collins, DNP, APRN-NP

Owner/CNE Program Coordinator Advertisements or Announcements

- 1. MedAlign Innovative Solutions, LLC will advertise CNE offerings in a variety of ways, including:
- a.On the internet via website, social media and email
- b.Radio
- c.Television
- d.Print advertising
- e.Mail
- 2. Published information shall contain the following statement:
- a."MedAlign Innovative Solutions, LLC is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering is approved for _(insert #)___ contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: CNE/IV Therapy 36 9999-9999."

approvalprocess ~ Policy #103: Process for Offering Approval

MedAlign Innovative Solutions, LLC will approve offerings using a standardized system to ensure each offering is appropriate before it is presented.

Date: __4/10/2022___Reviewed by: Elisabeth Collins, DNP, APRN-NP Owner/CNE Program Coordinator

Approval Offering

- 1.Each CNE offering submitted to the CNE Program Coordinator must include:
- a.Summary of planning
- b.Behavioral objectives
- c.Content shall meet the definition of CNE in KSA 65-1117(a) which states: Continuing nursing education means learning experiences intended to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research or theory development to the end of improving the health of the public. d.Instructor's education and experience documenting knowledge/expertise
- e.Current bibliography (books 10 years, periodicals 5 years) f.Offering evaluation that includes assessment of learner achievement of each objective, expertise of individual presenters

contacthours ~ Policy #104: Process for Awarding Contact Hours

MedAlign Innovative Solutions, LLC will award contact hours to participants for completion of full program offering or partial completion of offering.

Date: ___4/10/2022_____ Reviewed by: Elisabeth Collins, DNP, APRN-NP
Owner/CNE Program Coordinator

Awarding Contact Hours

- 1.Participants completing an entire program offering will be awarded one contact hour based on 50 minutes of participation in a learning experience.
- 2.Credit for fractions of hours will be awarded to those completing an entire program offering as follows:
- a.30 minutes 0.50 contact hour
- b.45 minutes 0.75 contact hour

c.50 to 89 minutes - 1.0 contact hour

d.90 minutes - 1.5 contact hours

Instructor credit will be awarded as follows:

- e.2.0 contact hours for each hour of first-time presentation of an approved offering, excluding standardized prepared curriculum (e.g. ACLS, PALS, TNCC, etc)
- 3.Independent study credit will be awarded based on time required to complete the offering as documented by MedAlign Innovative Solutions, LLC's pilot time test results
- a. Pilot test time results will be measured as follows:
- i.A small group of pilot testers representative of the target audience will document time needed by each to complete the offering;
- ii. The CEU Program Coordinator will discard the highest and lowest times, total all remaining times and divide by remaining number of testers to determine the average time needed;
- iii.Contact hour credit will be awarded as per this policy.
- 4. Contact hours for clinical hours will be awarded based on actual hours spent in the supervised clinical experience.

Partial Credit

- 1.Partial credit will be awarded as follows for late arrival or early departure:
- a. Participants arriving late or leaving early will note and initial either time of late arrival or early departure;
- b. Time for breaks will be subtracted from total hours participant was present at the offering.
- c. Total number of minutes attended will be divided by 50 to calculate number of contact hours to be awarded to participant.

 $\boldsymbol{verifycompletion} \sim \text{Policy } \#105\text{: Process for Verifying Participation}$ and Completion of The Offering

MedAlign Innovative Solutions, LLC will verify participation and completion of offerings by participants.

Date: ____4/10/2022_____Reviewed by: Elisabeth Collins, DNP, APRN-NP
Owner/CNE Program Coordinator

Verifying Participation – Online Offerings

- 1. Participants will register for course offerings electronically.
- 2.Online course settings will not allow participants to advance to posttest and program evaluation without first viewing course content in its entirety.
- 3. Participants will be required to take a post-test and score 80% or greater to be awarded a Certificate of Continuing Nursing Education.
- 4.Participants will be able to review the course material and 的 to review the course material and 的 to review the course material and 的 to review the course material and for the course material and the course mate

post-test if the first passing attempt is unsuccessful.

5. Participants will complete a program evaluation at the end of the offering.

6.A secure online Learning Management System will be used to track course progress and completion.

Verifying Participation - In Person Events and Clinical Hours

- 1. Participants will register for course offerings electronically.
- 2. Participants will sign in upon arrival for event and again after lunch and/or each subsequent day to verify attendance.
- 3. Participants will complete a program evaluation at the end of the offering.

Verifying Participation – Independent Study

- 1. Participants will register for course offerings electronically.
- 2.Participants will document and submit Independent Study Verification Form. Documentation will include:
- a.Provider Name, Address, Provider Number, Name of Program Coordinator
- b. Title of offering
- c.Date offering completed
- d.Name of presenter(s)
- e.Participant name, email and license number
- f.Participant Signature
- g.Participants will email the completed form to: cne@medalign.com
- 3. Participants will be required to take a post-test and score 80% or greater to be awarded a Certificate of Continuing Nursing Education.
- a. Upon receipt of the Independent Study Verification Form by MedAlign Innovative Solutions, LLC, participant will receive a link to complete the online post-test for the offering.
- b.A score of 80% or greater is required for awarding of a certificate of continuing nursing education.
- c.Upon successful completion of the post-test participants will receive certificate of continuing nursing education electronically.
- d.MedAlign Innovative Solutions, LLC staff will document post-test score, contact hours awarded, and date on the Independent Study Verification Form.
- e.The Independent Study Verification Form will then be scanned into the confidential and secure online records storage system to be maintained per policy.

Policy #106: Process for Issuing Certificates of Completion

MedAlign Innovative Solutions, LLC will issue certificates of completion to participants based on verification of participation in offerings.

Date: ___4/10/2022______Reviewed by: Elisabeth Collins, DNP, APR 1999 363 - 363-

NP

Owner/CNE Program Coordinator

Issuing Certificates of Completion for Online Offering

- 1.Participants completing an online offering will be required to take a post-test.
- 2.A score of 80% or greater is required for issuing certificate of continuing nursing education.
- 3.Certificates of Completion will be provided electronically to participants completing online offerings.

Issuing Certificates of Completion for In Person Offering

- 1.Participants completing an in person offering will be required to sign in upon arrival, after lunch, and each subsequent day.
- 2. Certificates of Completion will be provided electronically to those participants with verified participation in each in person offering.

 $\textbf{recordkeeping} \sim \text{Policy } \#107\text{: Process for Record Keeping and Storage}$

MedAlign Innovative Solutions, LLC will retain appropriate records for each offering and store records securely and in manner that makes them easily retrievable by authorized personnel.

Date: __4/10/2022_____ Reviewed by: Elisabeth Collins, DNP, APRN-NP
Owner/CNE Program Coordinator

Record Keeping and Storage

- 1.MedAlign Innovative Solutions, LLC will retain the following records for each offering for a period of two years:
- a.Summary of planning
- b.Copy of announcement/brochure
- c.Title and objectives
- d.Offering agenda
- e.Pilot time test results if independent study
- f.Bibliography
- q.Summary of participant evaluations
- h. Each instructor's education and experience
- i.Documentation to verify completion of the offering (post-test results / course progression tracker for online courses, attendance roster, or independent study participation verification)
- 2.Records will be stored electronically on a secure site with password protected access to be retrieved easily as needed by authorized. Therapy 36 -364-

personnel.

noticeofchange ~ Policy #108: Process for Notice of Change of Coordinator or Required Policies

The CNE Program Coordinator of MedAlign Innovative Solutions, LLC will notify the Kansas State Board of Nursing in writing of any change to CEU Program Coordinator or required policies and procedures within 30 days.

Date: 4/10/2022 Reviewed by: Elisabeth Collins, DNP, APRN-NP

Owner/CNE Program Coordinator

Process for Notifying Kansas State Board of Nursing of Changes

- 1. The CNE Program Coordinator will notify the Kansas State Board of Nursing of any change to CNE Program Coordinator or required policies and procedures within 30 days.
- 2. Written notification will be mailed to:

KANSAS STATE BOARD OF NURSING

LANDON STATE OFFICE BUILDING

900 SW JACKSON, SUITE 1051

TOPEKA, KS 66612-1230

programevaluation ~ Policy #109: Total Program Evaluation

MedAlign Innovative Solutions, LLC will complete a total program evaluation annually and include the findings in an annual report to the Kansas State Board of Nursing.

Date: 4/10/2022 Reviewed by: Elisabeth Collins, DNP, APRN-NP

Owner/CNE Program Coordinator Process for Total Program Evaluation

- 1. The CNE Program Coordinator will complete a total program evaluation at least annually and submit findings in the annual report to the Kansas State Board of Nursing.
- 2. The total program evaluation will include:
- a."a systematic process by which an approved provider analyzes outcomes of the overall continuing nursing education program in order to make subsequent decisions" (60-9-105 (s))
- 3. The total program evaluation will include evaluation of:
- a. Program administration, including program coordinator's responsibilities
- b.Program management, including policies and procedures -365-

CNE/IV Therapy 365

- c.Total program evaluation, including the ability of the plan to measure the overall effectiveness of the providership.
- 4.At least annually MedAlign Innovative Solutions, LLC will complete a total program evaluation.
- 5. The CNE Program Coordinator will include the total program evaluation findings with the annual report submitted to the Kansas State Board of Nursing.
- 6. The annual report will include a statistical summary report and a copy of the records for one offering for each of the first two years of the providership as required by the Kansas State Board of Nursing.

Submission date $\sim 04-15-2022\ 21:32:55$ **Form ID** ~ 1672730

CONTINUING EDUCATION

Stoked About Stroke

An Evidence-Based Update for Nurses

This online course is for nurses who want to increase their understanding of stroke management and optimize the care of stroke patients in the hospital setting.

- Available
 July 1, 2022
- On-demand access

Instructor:

Dr. Elisabeth Collins DNP, APRN-NP

Nurse Practitioner and Nurse Educator



What You'll Learn:

Advanced Stroke Etiology | Prioritization | Nursing Interventions

Register now: www.continuingeducationfornurses.org

Stoked About Stroke: An Evidence-Based Update for Nurses

Instructor: Dr. Elisabeth Collins, DNP, APRN-NP

Objectives:

Upon completion of the offering, participants will be able to:

- 1. Identify at least 2 major etiologies of stroke.
- 2. Detect stroke signs & symptoms using the BE FAST acronym.
- 3. Apply essential nursing interventions for an acute stroke patient.
- 4. Understand the rationale for permissive hypertension in stroke patients.
- 5. Identify at least 3 key components of stroke patient education.
- 6. Recognize 2 interventions for secondary prevention of stroke.

Summary of Planning

Stroke is a leading cause of disability worldwide. However, stroke is preventable, and early recognition and treatment of stroke can reduce both morbidity and mortality. Nurses have a role in educating the public about stroke signs and symptoms to promote early recognition of stroke and to facilitate early treatment. Unfortunately, recent research shows that patients who experience an acute stroke while in the hospital often experience delayed treatment as compared to patients who present to the emergency department (Nouh et al., 2022). The American Heart and Stroke Associations (AHA/ASA) now recommend that healthcare professionals who work in acute care settings, including nurses, receive ongoing stroke-related training to improve preparedness. In a recent informal survey conducted by MedAlign Innovative Solutions, 64% of the nurses surveyed chose clinical topics such as stroke as the highest level of need for nursing continuing education. Based on the recent research and statements by the AHA/ASA, the global stroke burden, and the input from nurses surveyed, we believe this offering "Stoked About Stroke: An Evidence-Based Update for Nurses" is urgently needed.

Instructor Education & Experience:

Dr. Elisabeth Collins is a dual board-certified adult-geriatrics acute care nurse practitioner and family nurse practitioner. Her nursing background includes emergency medicine, hospital medicine, global health, and quality improvement. She currently works as a stroke coordinator and has led her current hospital in its initiative to improve its stroke program and to become certified as a primary stroke center. She enjoys teaching healthcare professionals about current evidence-based, patient-centered stroke care.

Course Outline / Agenda

- 1. Introduction
 - a. Meet the Instructor / Disclosures
 - b. Course Objectives
 - c. Why This Topic Matters: Stroke Significance Globally
- 2. Why Does Stroke Occur?
 - a. Definition of Stroke
 - b. Types of Stroke / Etiology / Pathophysiology
 - i. Transient Ischemic Attack
 - ii. Ischemic Stroke
 - 1. Large Artery Atherosclerosis
 - 2. Small Vessel Atherosclerosis
 - 3. Cardioembolism
 - 4. Dissection
 - 5. Hypercoagulability
 - iii. Hemorrhagic Stroke
 - 1. Intracranial
 - a. Traumatic / Atraumatic
 - b. Uncontrolled Hypertension
 - 2. Subarachnoid
 - a. Traumatic / Atraumatic
 - b. Aneurysmal
 - c. Arteriovenous Malformations
 - iv. Cryptogenic
- 3. Why BE FAST?
 - a. History of the Acronym
 - b. Recognizing the Signs & Symptoms of Stroke
 - c. Last Known Normal
 - d. Time Is Brain
- 4. Early Management of Patients with Suspected Stroke in the Acute Care Setting
 - a. Code Stroke / Stroke Alert Activation
 - b. Initial Nursing Interventions
 - i. Airway, Breathing, Circulation
 - ii. Vital Signs / Glucose
 - iii. Intravenous Access
 - iv. Imaging
 - c. Treatment Options
 - i. Fibrinolytic Therapy
 - ii. Endovascular Interventions
 - iii. Expediting Transfers
- 5. Blood Pressure and Stroke: Goals for Management
 - a. Permissive Hypertension: Definition and Purpose
 - b. Blood Pressure Goals for Patients with Stroke
 - i. Fibrinolytic Candidates
 - ii. Acute / Subacute Phase
 - iii. Post-Acute Phase
 - c. Evidence-Based Treatment Options

- 6. 5 Key Components of Patient Education
 - a. Risk Factors for Stroke
 - b. How to Active EMS for Stroke
 - c. Their Prescribed Medications
 - d. Stroke Warning Signs & Symptoms
 - e. Need for Follow-Up
- 7. Secondary Prevention of Stroke
 - a. Primary vs Secondary vs Tertiary Prevention
 - b. Identifying Risk Factors
 - c. Evidence-Based Treatment Options
- 8. Summary

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MedAlign Innovative Solutions – Department of Continuing Nursing Education

COURSE TITLE: <u>Stoked About Stroke: An Evidence-Based Update for Nurses</u>
DATE:
INSTRUCTIONS: Your opinion of this continuing education activity is important and will be used to plan future educational activities.
Please indicate how you rate the activity in the categories listed below by circling the number which indicates your response to each statement.
1 = Strongly Disagree 2 = Disagree 3 = Agree 4 = Strongly Agree
Please make any written comments on the reverse of this form.
***** RELATIONSHIP OF OBJECTIVES TO OVERALL PURPOSE/GOAL(S) OF THE ACTIVITY:
In general, the below listed objectives were reflective of the overall purpose/goal of the activity. 1 2 3 4
Overall Purpose/Goal: To educate participants on evidence-based updates in stroke management.

LEARNER'S ACHIEVEMENT OF OBJECTIVE OF THE CONTINUING EDUCATION ACTIVITY:
Objective 1: Identify at least 2 major etiologies of stroke. 1 2 3 4 Objective 2: Detect stroke signs & symptoms using the BE FAST acronym. 1 2 3 4 Objective 3: Apply essential nursing interventions for an acute stroke patient. 1 2 3 4 Objective 4: Understand the rationale for permissive hypertension in stroke patients. 1 2 3 4 Objective 5: Identify at least 3 key components of stroke patient education. 1 2 3 4 Objective 6: Recognize 2 interventions for secondary prevention of stroke. 1 2 3 4

TEACHING EFFECTIVENESS OF EACH INDIVIDUAL FACULTY MEMBER/PRESENTER: Teresa Sanderson, RN, CCM
The presentation was organized and easy to follow. 1 2 3 4 The teaching methods were appropriate for the subject area and content. 1 2 3 4 The speaker demonstrated knowledge/expertise in the topic. 1 2 3 4 The content was based on current professional/scientific information. 1 2 3 4 The speaker clarified content in response to questions. 1 2 3 4 The speaker demonstrated regard for previous knowledge and experience of the learner. 1 2 3 4 The presentation level was appropriate for the background and experience of the learner. 1 2 3 4 The speaker was confident speaking before an audience. 1 2 3 4 The speaker exhibited enthusiasm for the topic. 1 2 3 4 *****
FUTURE LEARNING OPPORTUNITIES THAT WOULD BE BENEFICIAL INCLUDE:

Certificate of Completion

presented to

Girst Mame Last Mame

License #: _____

for successfully completing Stoked About Stroke: An Evidence-Based Update for Nurses on July 14, 2022.

This participant has been awarded 1.0 contact hour.

Flisabeth Collins

Elisabeth Collins, DNP, APRN-NP **CNE Program Coordinator** MedAlign Innovative Solutions, LLC



MedAlign W Innovative Solutions, LLC

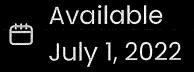
Department of Continuing Education 200 S. 21st STE 400A Lincoln, NE 68510 Inquiries Contact: 402.804.8500 Kansas State BON Provider #9999-9999.



CONTINUING EDUCATION

Improving Communication Between Nurses and Providers

This online course is for nurses who want to reduce frustation and improve confidence when communicating with physicians and advanced practice providers.



On-demand access

Instructor:

Dr. Elisabeth Collins DNP, APRN-NP

Nurse Practitioner and Nurse Educator



What You'll Learn:

Patient Advocacy | Prioritization Skills | How to Communicate Confidently

Register now: www.continuingeducationfornurses.org

Improving Communication Between Nurses and Providers

Instructor: Dr. Elisabeth Collins, DNP, APRN-NP

Objectives:

Upon completion of the offering, participants will be able to:

- 1. Define effective communication.
- 2. Understand why effective communication in healthcare is essential.
- 3. Identify barriers to effective communication.
- 4. Apply the SBAR communication method to clinical scenarios.
- 5. Implement strategies to improve communication with providers in the clinical setting.

Summary of Planning

Communication in healthcare presents unique challenges due to workload demands, frequently high-stress environments, and cultural and educational diversity among healthcare providers and patients. Much research has been conducted on the topic of communication between healthcare providers and patients. However, as healthcare transitions to a team-based model, communication among the healthcare team itself has become more of a focus. The Joint Commission has chosen communication among care providers as one of the National Patient Safety Goals for 2022. Nurses have an opportunity to identify gaps in communication with physicians and advanced practice providers and address the gaps with specific interventions to improve workplace satisfaction, patient safety, and healthcare systems as a whole.

The CNE Program Coordinator conducted an anonymous voluntary survey of registered nurses who are also graduate level nursing students (n=18) to further explore the impact of communication between providers and nurses and to explore barriers to effective communication as well as potential solutions. Significant survey findings included the following: 50% of participants had 6-10 years of nursing experience. 16.7% of participants had 21+ years of nursing experience, which correlated with a higher level of confidence in communication with healthcare providers. 56% of participants worked in the inpatient setting. 77.8% of participants agreed or strongly agreed that communication between nurses and providers could be improved in their workplace. A significant correlation was found between the practice setting and the need for improved communication (100% of participants working in the inpatient setting agreed that communication could be improved). 83% of participants agreed that improving communication would improve a culture of safety in the workplace.

The national emphasis on improving communication in healthcare, along with the feedback received from nurses surveyed, is evidence that the topic "Improving Communication Between Nurses and Providers" is urgently needed.

Instructor Education & Experience:

Dr. Elisabeth Collins is a dual board-certified adult-geriatrics acute care nurse practitioner and family nurse practitioner. Her nursing background includes emergency medicine, hospital medicine, global health, and quality improvement. Her experience in diverse clinical settings has given her insight into the challenges surrounding effective communication, the safety issues that can arise for the patient due to poor communication, and the need for improvement in this area of healthcare. Having had experience as both a nurse and a provider, Dr. Collins can effectively bridge the gap between these clinicians. She enjoys sharing her expertise and practical solutions with nurses and providers through formal and informal educational methods.

Course Outline / Agenda

- 1. Introduction
 - a. Meet the Instructor / Disclosures
 - b. Course Objectives
- 2. What Is Effective Communication?
 - a. Definition
 - b. Application
- 3. Why Is Effective Communication in Healthcare Essential?
 - a. Patient Advocacy
 - i. Nursing Role
 - b. Patient Safety
 - i. Example Scenario
 - c. Quality of Care
 - i. Reliability / Effectiveness
 - ii. Safety / Adverse Events
 - iii. Patient-Centered / Equitable
 - iv. Efficient / Timely
 - d. Professional Well-Being
 - i. Example Scenario
 - ii. Work Dissatisfaction
- 4. Barriers to Effective Communication
 - a. Work Environment / Time
 - b. Confidence
 - c. Knowledge / Competence
 - i. Theoretical vs Practical Training
 - ii. Specialty Knowledge
 - iii. Experience
 - d. Personal Attributes
 - i. Attitude / Mood Variations
 - ii. Personality Differences
 - iii. Hierarchy / Authority
 - iv. Cultural / Language Barriers
- 5. SBAR Communication Method
 - a. What is the SBAR?
 - b. Apply the SBAR
 - i. Scenario 1: Pain
 - ii. Scenario 2: Bleeding
 - iii. Scenario 3: Vital Signs
 - iv. Scenario 4: Altered Mental Status / Confusion
 - v. Scenario 5: Pruritis
- 6. Practical Strategies to Improve Communication with Providers in the Clinical Setting
 - a. When in Doubt, Communicate
 - b. Closed-Loop Communication
 - c. Telephone Etiquette
 - d. Written Communication / Use of Technology
- 7. Summary

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Evaluation Form

MedAlign Innovative Solutions – Department of Continuing Nursing Education

COURSE TITLE: Improving Communication Between Nurses and Providers
DATE:
INSTRUCTIONS: Your opinion of this continuing education activity is important and will be used to plan future educational activities.
Please indicate how you rate the activity in the categories listed below by circling the number which indicates your response to each statement.
1 = Strongly Disagree 2 = Disagree 3 = Agree 4 = Strongly Agree
Please make any written comments on the reverse of this form.

RELATIONSHIP OF OBJECTIVES TO OVERALL PURPOSE/GOAL(S) OF THE ACTIVITY:
In general, the below listed objectives were reflective of the overall purpose/goal of the activity. 1 2 3 4
Overall Purpose/Goal: To educate participants on strategies to improve communication between nurses and providers.

LEARNER'S ACHIEVEMENT OF OBJECTIVE OF THE CONTINUING EDUCATION ACTIVITY:
Objective 1: Define effective communication. 1 2 3 4 Objective 2: Understand why effective communication in healthcare is essential. 1 2 3 4 Objective 3: Identify barriers to effective communication. 1 2 3 4 Objective 4: Apply the SBAR communication method to clinical scenarios. 1 2 3 4 Objective 5: Implement strategies to improve communication with providers in the clinical setting. 1 2 3 4

TEACHING EFFECTIVENESS OF EACH INDIVIDUAL FACULTY MEMBER/PRESENTER: Teresa Sanderson, RN CCM
The presentation was organized and easy to follow. 1 2 3 4 The teaching methods were appropriate for the subject area and content. 1 2 3 4 The speaker demonstrated knowledge/expertise in the topic. 1 2 3 4 The content was based on current professional/scientific information. 1 2 3 4 The speaker clarified content in response to questions. 1 2 3 4 The speaker demonstrated regard for previous knowledge and experience of the learner. 1 2 3 4 The presentation level was appropriate for the background and experience of the learner. 1 2 3 4 The speaker was confident speaking before an audience. 1 2 3 4 The speaker exhibited enthusiasm for the topic. 1 2 3 4
FUTURE LEARNING OPPORTUNITIES THAT WOULD BE BENEFICIAL INCLUDE:

Certificate of Completion

presented to

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License #: _____

for successfully completing Improving Communication Between Nurses and Providers on July 14, 2022.

This participant has been awarded 1.0 contact hour.

Elisabeth Collins

Elisabeth Collins, DNP, APRN-NP CNE Program Coordinator MedAlign Innovative Solutions, LLC



MedAlign Wolnnovative Solutions, LLC

Department of Continuing Education 200 S. 21st STE 400A Lincoln, NE 68510 Inquiries Contact: 402.804.8500 -Kansas State BON Provider #9999-9999.



Attendance Roster

Title:	
Instructor:	Contact Hours: 1.0
Date:	Provider #: 9999-9999

CNE Provider: MedAlign Innovative Solutions, LLC, 200 S. 21ST STE 400A, Lincoln, NE 68510

CNE Program Coordinator: Elisabeth Collins, DNP, APRN-NP

Participant Name	Credentials (RN, LPN, APRN)	License Number	Email Address

	Contact Hours Awarded
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CNE Offering Evaluation

Criteria	Yes/No	Actions/
	If no, please provide details.	Recommendations
Summary Of Planning Provided	Yes/No	
Behavioral Objectives Included	Yes/No	
Content Meets Definition of CNE as per KSA 65-1117(a)	Yes/No	
Instructor's education and experience is suitable to the offering	Yes/No	
Current bibliography is provided (books 10 years, periodicals 5 years)	Yes/No	
Offering evaluation includes assessment of learner achievement of each objective, expertise of individual presenters	Yes/No	
Offering is suitable for online presentation	Yes/No	

Date Received:	
Date Reviewed:	Signature, CNE Program Coordinator
Approved: Yes No	

Independent Study Participation Verification

Provider Name and Address: MedAlign Innovative Solutions, LLC, 200 S. 21ST STE 400A, Lincoln, NE 68510
Provider #: 9999-9999
CNE Program Coordinator: Elisabeth Collins, DNP, APRN-NP
Title of Offering:
Instructor(s):
Date Completed:
Participant Name:
Participant License #:
Participant Email Address:
Please email this form to: cne@medalign.com for processing. Once received you will receive a link to take the online post-test for this offering. A score of 80% is required to receive credit and certificate of continuing nursing education.
*****FOR OFFICE USE ONLY****
Post Test Score:
Contact Hours Awarded: Date:
Elisabeth Collins, DNP, APRN-NP - CNE Program Coordinator

Total Program Evaluation

Area	Frequency	Responsible Person	Criteria	Findings	Actions/
					Recommendations
Administration	annual	Coordinator	Review job description		
Policies:	annual	Coordinator	Review survey for appropriateness; were survey findings and		
Assess need, planning			identified needs from evaluation summaries		
evaluation summaries			used in program planning	and the second s	
Policies:	annual	CNE Program Coordinator	Policy meets organization and customer needs		
Fee Assessment	and the contract of the program of the contract of the contrac	The second the Characteristic Charac		organización Bandor est del circlination e deservir communication	
Policies:	annual	Coordinator	Review to be certain they reflect necessary information		
Announcement		1			
Policies:	annual	Coordinator	Review policies and compare to KSBN requirements		
Offering approval process	1	CNE Drogram	Review agendas/pilot test		The state of the s
Policies: Awarding contact hours	annual	Coordinator	results to verify contact hours awarded; review documentation of partial credit		
Policies: Verifying participation/	annual	CNE Program Coordinator	Review rosters and certificates; compare to KSBN requirements		
completion	annual	CNE Program	Audit contents of files for		
Policies: ssuing certificates /	ailliudi	Coordinator	compliance with KSBN requirements		
Record keeping					
Policies:	annual	CNE Program Coordinator	Review procedures for changes reported to KSBN		
Notification of changes					
Total Program Evaluation effectiveness	annual	CNE Program Coordinator	Review total program evaluation and compare contents to KSBN requirements		

ouncoment			information		
cies:	annual	Coordinator	Review policies and compare to KSBN requirements		
ering approval process cies: arding contact hours	annual	Coordinator	Review agendas/pilot test results to verify contact hours awarded; review documentation of partial credit		
cies: ifying participation/	annual	CNE Program Coordinator	Review rosters and certificates; compare to KSBN requirements		
npletion icies: uing certificates /	annual	CNE Program Coordinator	Audit contents of files for compliance with KSBN requirements		
cord keeping icies: tification of changes	annual	CNE Program Coordinator	Review procedures for changes reported to KSBN		
tal Program Evaluation ectiveness	annual	CNE Program Coordinator	Review total program evaluation and compare contents to KSBN requirements		
			CALED		rdinator
Date			CNE P	rogram Cooi	umatoi