

Agency Mission: To assure the citizens of Kansas safe and competent practice by nurses and mental health technicians.

**Kansas State Board of Nursing
Landon State Office Building, Room 509
Continuing Nurse Education & IV Therapy Committee Agenda
June 10, 2025**

NOTE: The audience may attend in person or via Zoom. Link to access meeting to follow agenda.

Time: 12:30 p.m. – 2:00 p.m.

Committee Members: Andrea Watson, RN, BSN, OCN, CCRP, Chair
Lori Owen, LPN, Vice Chair
Melanie Burnett, MSN, RN
Summer Baker, RN, BSN, CMSRN
Allison Benner, MSN, RN, NPD-BC, CMSRN

Staff: Carol Moreland, MSN, RN – Executive Administrator
Stacy Johnson – Senior Administrative Assistant

- I. Quorum (minimum of 4 members present) – Yes or No
- II. Call to Order
- III. Review of On-Site Packet
- IV. Additions/Revisions to the Agenda
- V. Announcements
- VI. Approval of Minutes – March 25, 2025

Consent Item Agenda

- 1. IOA Statistical Report
- 2. Single Providers Approved 3/25 thru 5/25
- 3. Provider Relinquishments

- VII. Unfinished Business
 - 1. K.A.R. 60-9-106 revision update
 - 2. Update on 2024 Delinquent CNE Providers

VIII. New Business

- 1. LTP 5-Year Renewals
 - a. B.E. Education Group LLC – LT0258-0310
 - b. Case Management Society of America Kansas City (CMSA-KC) – LT0206-0606
 - c. Interim Healthcare – LT0305-0620
 - d. Salina Surgical Hospital – LT0707-0606
- 2. Initial LTP Applications
- 3. IV Therapy Subcommittee Update

IX. Agenda for September 2025 Committee meeting

IX. Adjourn

Committee Responsibilities:

To review continuing nursing and mental health technician education; to review and recommend revisions to CNE statutes and regulations; to monitor and approve CNE providers for both initial and renewal status; to review statistical information regarding providers of CNE. To review and recommend revisions in educational statutes and regulations for IV therapy programs. To review educational policies for IV therapy programs; to review all reports and evaluations of IV therapy programs.

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.

You are invited to a Zoom webinar!

When: Jun 10, 2025 12:30 PM Central Time (US and Canada)

Topic: Kansas State Board of Nursing - CNE/IV Therapy Committee

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/88447738514?pwd=aaePMcvsDOaOZZh6RruSGtzwb2qZrL.1>

Passcode: KsbnCEComm

Phone one-tap:

+16699006833,,88447738514#,,,,*8780343671# US (San Jose)

+17193594580,,88447738514#,,,,*8780343671# US

Join via audio:

+1 669 900 6833 US (San Jose)

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 444 9171 US

+1 646 876 9923 US (New York)

+1 646 931 3860 US

+1 689 278 1000 US

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

Webinar ID: 884 4773 8514

Passcode: 8780343671

International numbers available: <https://us02web.zoom.us/j/88447738514?pwd=aaePMcvsDOaOZZh6RruSGtzwb2qZrL.1>

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March 2025

IOAs

Received: 52
Approved: 49
Denied: 3
Pending: 0

LTP Applications & Renewals

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

SP Applications

Received: 10
Approved: 10
Denied: 0
Pending: 0

IVT Providership Applications

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

April 2025

IOAs

Received: 40
Approved: 38
Denied: 2
Pending: 0

LTP Applications & Renewals

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

SP Applications

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

IVT Providership Applications

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

Single Provider Approval List

3/2025 – 5/2025

Kansas City Southwest Clinical Society – Orthopedic and Sports Medicine Symposium 2025

Approved 3/7/25

KS High 5 for Mom and Baby – Module 1 Baby Friendly Hospital Initiative

Approved 3/12/25

KS High 5 for Mom and Baby – Module 2 Communication – Approved 3/12/25

KS High 5 for Mom and Baby – Module 3 How Milk Gets from Breast to Baby

Approved 3/12/25

KS High 5 for Mom and Baby – Module 6 Helping with a Breastfeed – Approved 3/12/25

KS High 5 for Mom and Baby – Module 10 Infants with Special Needs – Approved 3/12/25

KS High 5 for Mom and Baby – Module 11 Breast and Nipple Care – Approved 3/12/25

KS High 5 for Mom and Baby – Module 13 Ongoing Support – Approved 3/12/25

KS High 5 for Mom and Baby – Module 15 Making Hospital Baby-Friendly – Approved 3/12/25

Kansas Chapter, American Academy of Pediatrics – Kansas CARE Provider Update Training –

Approved 3/18/25

Long Term CE Provider Relinquishment

3/20/25 – 5/20/25

Seward County Community College

Mid-America Wound Healing Society

60-9-106. Continuing nursing education for license renewal. (a) At the time of license renewal, any licensee may be required to submit proof of completion of 30 contact hours of approved continuing nursing education (CNE). This proof shall be documented as follows:

(1) For each approved CNE offering, a certificate or a transcript that clearly designates the number of hours of approved CNE that have been successfully completed, showing the following:

- (A) Name of CNE offering;
- (B) provider name or name of the accrediting organization;
- (C) provider number or number of the accrediting organization, if applicable;
- (D) offering date;
- (E) number of contact hours awarded; and
- (F) the licensee's name and license number as shown on the course roster; or

(2) an approved Kansas state board of nursing IOA, which shall include approval of college courses that meet the definition of continuing education in K.S.A. 65-1117, and amendments thereto.

(b) The required 30 contact hours of approved CNE shall have been completed during the most recent prior licensing period between the first date of the licensing period and the date that the licensee submits the renewal application as required in K.S.A. 65-1117, and amendments thereto, and K.A.R. 60-3-108. Contact hours accumulated in excess of the 30-hour requirement shall not be carried over to the next renewal period.

(c) Acceptable CNE may include any of the following:

(1) Offerings presented by national APRN certifying bodies or those approved by said bodies; ~~An offering presented by an approved provider or national organization whose focus is patient safety and improving nursing practice, including the following: American academy of nurse practitioners, American association of critical-care nurses, American midwifery certification board, American nurses association, American nurses credentialing center, emergency nurses association, national board of certification and recertification for nurse anesthetists, and pediatric nursing certification board;~~

(2) an offering as designated in K.S.A. 65-1119, and amendments thereto;

(3) an offering for which a licensee has submitted an IOA, which may include credit requested for a college course that meets the definition of continuing education in K.S.A. 65-1117, and amendments thereto. Before licensure renewal, the licensee may submit an application for an IOA to the board, accompanied by the following:

(A) A rationale statement that applies the meaning of continuing nursing education, as defined in K.S.A. 65-1113 (h) or continuing education, as specified in K.S.A. 65-1132 (a)(2) and amendments thereto;

(B) an agenda representing exact learning time in minutes;

(C) official documentation of successfully completed hours, which may include a certificate of completion or an official college transcript; and

(D) learning or behavior objectives describing learning outcomes;

(4) a maximum of 15 contact hours for the first-time preparation and presentation as an instructor of an approved offering to licensed nurses. Two contact hours of instructor credit shall be granted for each hour of presentation;

(5) an offering utilizing a board-approved curriculum ~~developed by the American heart association, emergency nurses association, or Mandt~~, which may include the following:

(A) Advanced cardiac life support;

(B) emergency nursing pediatric course;

(C) pediatric advanced life support;

(D) trauma nurse core course;

(E) neonatal resuscitation program; or

(F) Mandt program;

(6) independent study;

(7) distance learning offerings;

(8) a board-approved refresher course if required for licensure reinstatement as specified in K.A.R. 60-3-105 and K.A.R. 60-11-116;

(9) participation as a member of a nursing organization board of directors or the state board of nursing, including participation as a member of a committee reporting to the board. The maximum number of allowable contact hours shall be six and shall not exceed three contact hours each year. A letter from an officer of the board confirming the dates of participation shall be accepted as documentation of this type of CNE; or

(10) any college courses in science, psychology, sociology, or statistics that are prerequisites for a nursing degree.

(d) Fractions of hours 30 minutes or greater to be computed towards a contact hour shall be accepted.

(e) A maximum of 15 contact hours shall be accepted for renewal of certification in advanced cardiac life support (ACLS), pediatric advanced life support (PALS), or similar standardized recertification courses, as listed in (c)(5) - developed by the American heart association, emergency nurses association, or Mandt each licensing period.

(f) Contact hours shall not be recognized by the board for any of the following:

(1) Identical offerings completed within a renewal period;

(2) offerings containing the same content as that of courses that are part of basic preparation at the level of current licensure;

(3) in-service education, on-the-job training, orientation, and institution-specific courses;

(4) Basic life support or CPR;

(4)(5) an incomplete or failed college course or any college course in literature and composition, public speaking, basic math, algebra, humanities, or other general education requirements unless the course meets the definition of CNE;

(5)(6) offerings less than 30 minutes in length; or

(6)(7) a board-approved refresher course for license renewal. (Authorized by and implementing K.S.A.

~~2021~~ 2024 Supp. 65-1117; effective Sept. 2, 1991; amended April 3, 1998; amended April 20, 2001; amended July 20, 2007; amended May 10, 2013; amended April 29, 2016; amended January 1, 2022; amended P-

_____.)

CNE Provider Delinquencies 2024 Annual Report

Aesthetic Learning Lab

109 Boathouse Dr

Wildwood MO 63040

Maria Schepis, RN, MSN, ANP-C

LT021-0922

Certified letter sent 4-21-25, received and signature obtained

Burnout Academy

300 Southtown Circle

Rolesville NC 27571

Nicole, Marsh

LT0326-1222

Certified letter sent 4-21-25, receipt card returned with no signature

Just Some Podcast

PO Box 256

Altamont, KS 67330

Benjamin Cochran, DNP

LT0307-1220

Certified letter sent 4-21-24, receipt card returned with no signature

Mid-America Wound Healing Society

9811 W. 18th

Wichita KS 67212

Georgina Munguya, MSN, RN

LT0296-1215

Certified letter sent 4-21-25 – returned to KSBN attempted, no known address, unable to forward

Follow-up email sent on 5-14-25 with the certified letter attached

New Birth Company

9209 W 110th Street Building #36

Overland Park, KS 66210

Kristen Miner, BSN, RN

LT0290-0614

Certified letter sent 4-21-25, returned to KSBN, insufficient address and unable to forward

Follow-up email sent on 5-14-25 and was returned as undeliverable

NP Certification Academy

24100 Stone Springs Blvd

Sterling, Virginia 20166

Elisha Kehinde Hassanat, DNP, Msc. MSN-FNP, PMHNP, BSN, CCRN, LNC

LT0324-0922

Certified letter sent 4-21-25, received and signature obtained

Nurse, Speak, The

216 W. 99th St, Apt 12

New York, NY 10025

Damion Jenkins

LT031-1222

Certified letter sent 4-21-25, returned to KSBN, unclaimed and unable to forward

Parris Health Training Services

5407 Rohden Drive

Canal Winchester, Ohio 43110

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

LT0325-0922

Certified letter sent 4-21-25, received and signature obtained

Victorius Mentoring LLC

6502 West 89th Street, Apt. 90

Overland Park, KS 66212

Monique Henry

LT0314-1221

Certified letter sent 4-21-25, returned to KSBN, unable to forward, unknown address

Follow-up email sent on 5-14-25 with letter attached. Email was returned as undeliverable

Certified letters sent 4-21-25 and a deadline of 6-22-25 to submit the delinquent annual report and \$50.00 annual fee

If annual report and fee is not received by the deadline in letter, the next step is a summary order to withdrawn the approval of their long term CNE provider

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

Name of Provider: B.E. Education Group, LLC LT0258-0310

Name of Program Coordinator: Barbara Wiman, RN, BSN

Date Received: 3/28/25

Date to CNE Committee: June 2025

_____ **Approved**

_____ **Not Approved:** _____

Date Notified: _____

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	X
The name, education and experience of the program coordinator responsible for CNE	Barbar Wiman	
<ul style="list-style-type: none"> Be a licensed professional nurse 	X	
<ul style="list-style-type: none"> Have three years of clinical experience 		
<ul style="list-style-type: none"> Have one year of experience in developing and implementing nursing education 	X	
<ul style="list-style-type: none"> 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:		
<ul style="list-style-type: none"> Assessing the need and planning for CNE activities 	X	
<ul style="list-style-type: none"> Fee assessment 	X	
<ul style="list-style-type: none"> 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	
<ul style="list-style-type: none"> 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 	X	

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		
• 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	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	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		
• Credit for fractions of hours over 30 mins to be computed towards a contact hour		
• 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	No present	
• The date and title of the offering, and the presenter or presenters	Not present	
• 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	No signature	
• The name and license number of the participant	No license number	
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		
Program Evaluation Plan		
For long-term providers, a copy of the total program evaluation plan		
Two Proposed Offerings		
The provider shall submit two proposed offerings, including the following:	#1 Level 1 Core Competency Course	#2 Level 2 Core Competency Course

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

12/2018

Application reviewed and checklist completed by Carol Moreland, MSN, RN

LONG-TERM CNE PROVIDER APPLICATION

COVER PAGE

Initial Application: ☐ Renewal: ☒

Name of Provider: B.E. Education Group, LLC

Provider Number (For Renewal): LT 0258-0310

Legal Body (If different from provider):

Address of Provider: 1432 S. Lindenwood Drive, Olathe, KS 66062

Telephone: Cell: 913-636-4788 or 913-626-1887 -cell

Email: Barbara@beeducationgroup, com

Program Coordinator (RN): Barbara A. Wiman BSN

Date (mm/dd/yyyy): 03/19/2025

Barbara Wiman, RN, BSN
President, B.E. Education Group, LLC
Olathe, KS 66062
Cell: 913-636-4788 E-Mail: Barbara@beeducationgroup.com

Education: Saint Louis University, School of Nursing, Bachelor of Science in Nursing

Current Nursing License: Missouri and Kansas

Certifications: Childbirth Educator, Teen Specialist Training Program

Current Professional Brief: Broad Nursing background, with expertise in community education related to health and wellness and prevention of chronic diseases for all age groups.

- President, B.E. Education Group, LLC established in 2009. Expertise in curriculum development of health care courses and continuing education programs for nursing and allied health care professionals. KS provider for continuing education through KS Board of Nursing and KS Behavioral Health Regulatory Board.
- Adjunct Faculty for the Community Health Worker Course at Metropolitan Community College, Institute for Workforce Innovation, Health Care in Kansas City, MO. 2012-2024
- Lead Instructor for the KS CHW Coalition Community Health Worker Course 2020-Present
- Co-Chair for the KS CHW Coalition's Education Committee. 2020-2024
- Attended the CHW Train the Trainer Course through MARC and the KS CHW Coalition. 2020
- Board Member and Officer of the KS Community Health Worker Coalition 2020-2024

Publications, Health Care Course Development, Continuing Education :

- Project Editor for "Practical Strategies for Childbirth Educators", published by Educational Resources, Inc. 1995.
- Quarterly Newsletter for the *Council of Childbirth Educators, Inc.* 1986-1999.
- *Fetal Heart Monitoring Certification Course Study Guide*, 1989, 1991, 1997.
- *Birth Educators Special Training Certification Study Guide*, 1986, revisions yearly to 1999.
- *Short Stay Maternity Course Study Guide*, 1996.
- Continuing Education Independent Study Guides and Post Tests, 15 courses for the professional with one to four continuing education credits, 1992-1995.
- Consultant for testing and item writer for LPN and RN NCLEX Review Courses, 1986-1999.
- Riley, S., Schwakopf, J., Wiman, B. (1996) "Carousel of Choices, Your Personal Guide to Childbirth Before and After", Kansas City Area Childbirth Educators, Inc., Kansas City, KS.
- Bridgewater, N., Wiman, B. (1998) "Childbirth Education Options, Exploring One-Day Classes. AWHONN Lifelines, 2 (2), 49-52.
- Women's Health – Passages through Menopause Course and other health

related courses for women in midlife during employment at Saint Luke's Health System, Kansas City, MO. 1999-2009

- Development, coordination and teaching of entry level advanced health care specialty courses at Metropolitan Community College to include: Community Health Worker, Hospice and Palliative Care, Health Unit Coordinator, nine courses for Advanced Medical Interpreting to include Sign Language Interpreting and OSHA for Healthcare and Associate in Healthcare Supply Chain 2011-2014.
- Part of a team at Metropolitan Community College, Mid-America Regional Council and MO Department of Health and Senior Services to develop, implement, and offer the Community Health Worker curriculum adopted in MO and KS. 2012-Present
- Worked with EITAS and UMKC Institute for Human Development to design a curriculum to educate personal care assistants and Community Health Workers who are working with persons with intellectual and physical disabilities. 2015-2018

Representative Achievements:

Taught at Jewish Hospital School of Nursing and DePaul School of Nursing – St. Louis, MO before moving to Kansas City.

Coordinator of community education and childbirth education courses for Saint Joseph Medical Center in Kansas City, MO. Co-Founder of the KC Childbirth Educator's Group involving all hospitals in Kansas City who offered Childbirth Education courses.

National Director, Council of Childbirth Educators, Inc., Vice President, Director of Childbirth Education, Educational Resources, Inc. Merriam, KS (1988-1999)
Authored, designed, coordinated and marketed the "Birth Educator's Special Training Course" a 3-day certification course for childbirth educators recognized nationally, one of 5 in the U.S. Offering 24 hours of continuing education for professionals.

System Coordinator, Perinatal and Women's Health Education, Saint Luke's Health System, Kansas City, MO (1999-2009). Initiated a Perinatal and Women's Mental Health program to include individual and group counseling services. Coordinated and taught the "Passages through Menopause" course.

Professional Organization Involvement:

- Past Board Chair and Advisor for Mother and Child Health Coalition (now Nurture KC) Kansas City, MO
- Past member of the Women, Infant's and Children's Health Committee, Kansas City, MO Health Commission
- Mid America Regional Council, Regional Health Care Initiative, Community Health Worker Advisory Committee, Kansas City, MO
- Mid-America Regional Council (MARC) Community Health Worker Collaborative & Forum. Past Executive Committee member and Advocacy Co-Chair (2016-2020)

- KS CHW Coalition Officer of Executive Committee and Education Committee Co-Chair (2020-2024)
- Member of the MO CHW Association and Curriculum Provider Committee 2014-present
- Greater Missouri Leadership Foundation member. 2005-present Past Board Member and KC Regional Council Coordinator for KC Session. 2009-2020

Barbara Wiman, BSN – Bio Brief for KS CHW Coalition

Broad Nursing background, with expertise in community education related to health and wellness and prevention of chronic diseases for all age groups.

- President, B.E. Education Group, LLC established in 2009. Expertise in curriculum development of health care courses and continuing education programs for nursing and allied health care professionals. KS provider for continuing education through KS Board of Nursing and KS Behavioral Health Regulatory Board.
- Adjunct Faculty for the Community Health Worker Course at Metropolitan Community College, Institute for Workforce Innovation, Health Care in Kansas City, MO.
- Lead Instructor for the KS CHW Coalition Community Health Worker Course and Co-Chair for the Coalition's Education Committee.
- Member of Mid-America Regional Council (MARC) CHW Collaborative and Forum, Kansas City, MO
- Member of the MO CHW Association and Curriculum Provider Committee

Passionate about: Helping those in need by meeting them where they are in life. We never know until we understand what it might be like to walk in their shoes. Systemic policies that need changing to empower voices that do not always get invited to speak. Our future begins at birth and in the family supported by community throughout our life time.

Optimistic about: Collaborations and team efforts that include everyone being invited to share their stories and suggestions for change.

Inspired by: Human resiliency in the face of adversity at all stages of our lives if we have the support and encouragement from someone who cares.

B.E. Education Group, LLC has worked with a variety of organizations to offer continuing education for specialized programs directed for nurses, social workers and counselors in the health care fields. Each organizations has their own advisory groups and planning committees of which B.E. Education Group, LLC is a partner for each conference or offering that is planned. A variety of factors are considered in each organization based on past offering evaluations, suggestions on topics from membership, current events, grant funding, and requests from their partners/funders such as KDHE or mental health and addiction organizations.

Offering topics have been in virtual or in-person settings depending on the audience size and logistical locations. Both formats have worked well to attract audiences and reduce travel time across the board for organizations. The offerings are designed to meet the defintion of CNE in specialized areas such as maternal child, addiction education, advocacy efforts,ethics and public health. Since nurses, social workers and counselors must have continuing education requirements for licensure, topics are designed to meet the standards for CNE acceptance by offerings that go above the basic education requirements.

Program Management

Assessing Need and Planning CNE

Please describe what advisory groups or planning committees were formed and what factors were reviewed to determine what CNE subjects should be presented and how those presentations will meet the definition of CNE in KSA 65-1117(a).

B.E. Education Group, LLC has worked with a variety of organizations to offer continuing education for specialized programs directed for nurses, social workers and counselors in the health care fields. Each organizations has their own advisory groups and planning committees of which B.E. Education Group, LLC is a partner for each conference or offering that is planned. A variety of factors are considered in each organization based on past offering evaluations, suggestions on topics from membership, current events, grant funding, and requests from their partners/funders such as KDHE or mental health and addiction organizations.

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Process for Fee Assessment

Describe the method for determining the price to charge for CNE, what procedure is used in case of insufficient fund checks, and refund requests due to cancellations.

Pricing for CNE offerings is based on the length of the program, content, whether it is offered via Zoom/virtually and market value for similar national, state, and local offerings related to health care. the partner organizations sometimes have funding for speakers and programming. The partner organizations handle the checks/payments and use our recommendations for cancellations and refunds which is determined by overall cost of the offering and fees for location, speakers, etc. This is determined by the organizational planning committees with our recommendations.

Process for Advertisements or Announcements

Describe what material will be distributed or used to announce your CNE. Include all information sources used and the media used, printed or electronic. Copies of each announcement must be attached. All announcements are required to contain the required language in KAR 60-9-107(b)(3)(C).

Materials and announcements come electronically from the organizations mail list and B.E. Education Groups mail list as applicable for topics. Organizations are given the verbiage to include for the required language during the planning process.

Website links are sent as advertisement with speaker information, topics, registration etc. Since not all attendees are APRN, RN or LPN's some of the registration pages will indicate profession or desired CNE units, such as Social Worker, Counselors that may need behavioral health CNE units. Some may be able to use KSBN CNE's for relicensure or credentialing depending on specialties and clients they serve.

Process for Record Keeping and Storage

Please verify that you will keep the records of the offerings for a minimum of two years after presentation. List what records will be retained, the location of the records and the steps taken to ensure confidentiality and security of the records. KAR 60-9-107(h)

Upon completion of the offering records will be reviewed by partner and B.E. Education Group prior to storage. A check list of required items will be completed to insure compliance required by KSBN. Storage is electronically stored by partner organization and B.E. Education Group for future reference and verification if participants require record of attendance due to loss of certificate or job change.

Process for Notice of Change of Coordinator or Required Policies

Describe what methods will be used to notify KSBN of a change of coordinator or policies, and verify that you will notify KSBN of any change within 30 days. KAR 60-9-107(b)(3)(H)

Notification of changes related to the coordinator of continuing education or changes in ownership of partner or B.E. Education Group, LLC will be made to KSBN no later than 30 days of said changes.

Process for Verifying Participation and Completion of Offering

Describe the contents of the roster of attendance and certificate of completion which you use, and documentation of independent study. A sample copy must be attached of each. KAR 60-9-107(f)(g)

The contents of the roster of attendance include the name of the person, the date, workplace, email address, state license number, and type of license if applicable or profession.

Certificates include: Logo for partner at top of Completion Certificate, name of participant & license number if applicable, title of offering, date(s) of completion, presenter(s), virtual or in-person, KSBN number and signatures of organization representative and B.E. Education Group Coordinator.

Certificates are either emailed to participants or downloaded after the evaluation is virtually completed or given at the end of the offering if in-person when evaluation is turned in to organizations representatives.

Process for Offering Approval

Please verify in writing that 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; 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)

Prior review of content, presenters, handouts, and frequency of offerings will be reviewed prior to any new offerings being advertised to professionals and at a minimum of 6 months after the first offering. All content, speaker bios and objectives are in place prior to advertisement. Meeting summaries are shared with planning committee members via email.

All of the above information is included by the planning committee and the partner organizations. Evaluation forms are a partnership between B.E. Education Group and the planning chairperson and summary of evaluations are submitted for record keeping.

Process for Awarding Contact Hours

Describe the method of calculating contact hours for actual attendance that will be awarded for each presentation, utilizing the attendance roster. This must include your method of calculating partial credit, more than one hour, because of early departures or late arrivals. Describe also how instructor credit is calculated and how independent study credit is calculated. If you offer independent study, you must provide the complete pilot study which determines the amount of contact hours the completed material is worth. KAR 60-9-107(e)

The method used for calculating contact hours is per KSBN recommendations. There is a sign in sheet for in-person offerings or a person who monitors attendance during virtual sessions. Virtual sessions encourage camera on participation and include activities in small groups to ensure attendance by all participants. Partial credit is usually not an issue with half day offerings and attendance sign in sheets are provided for breakout sessions at larger conferences.

Independent Study offerings are not offered by B.E. Education Group, LLC.

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Describe the contents of the roster of attendance and certificate of completion which you use, and documentation of independent study. A sample copy must be attached of each. KAR 60-9-107(f)(g)

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Total Program Evaluation

Verify that you will perform a total program evaluation each year. A copy of the proposed evaluation must be attached.

Note: Each applicant must attach all documents required by KAR 60-9-107(i)(1) for two separate offerings which have been developed for presentation.

Attestation:

I realize that this application is a legal document and that by signing below I am declaring under penalty of perjury under the laws of the State of Kansas that the information I have provided is true and correct to the best of my knowledge.

If all the above information is correct please sign below.

Otherwise, please go back and correct any information that is necessary.

Signature: _____

Date: 03/19/2025

based on the specialty of practice for nurses, counselors, and social workers. The level of content is above basic education in professions and is geared toward enhancement of specialties post basic education/entry level jobs. Presenter bios and experience are evaluated and applicable to content and activities in the course. Bibliography is based on relevance to the content to include historical and current beliefs, patterns, research, and opinions for analysis is courses offered. Evaluations are personal reflections of the content, timing, relevance to job, and desire for future course topics. Participants are asked to tell 2 ways they plan to immediately utilize what they learned, indicating relevance of topic content and activities done during the course.

Attendance records are stored electronically for at least 3-5 years, as is the summary of planning, advertisement types used, content/agenda, instructor bios/vitae, conflict of interest forms by instructors/planners, all course handouts including power points, participant evaluation summaries, and copy of certificate of completion.

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Christina Veselak



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[About Christina](#)

"I'm about saving and transforming lives through my work as a mental health nutritionist, by using and teaching the use of amino acid and nutrient therapy."

Christina T. Veselak is the founder and director of the Academy for Addiction and Mental Health Nutrition. She has been a licensed psychotherapist for over 30 years, and currently provides on-line Relapse Prevention Coaching and Mental Health Nutrition to a wide variety of clients.

Christina consults for supplement companies as well as IV detox programs and residential addiction treatment, helping them integrate this life-saving nutritional approach into their programs.

She is an experienced public speaker, and has presented at conferences and trainings around the country. Christina is also a founding member and former Executive Director of the Alliance for Addiction Solutions, a non-profit organization which promotes the use of nutritional and other natural modalities to support repair of the addicted brain.

Christina is committed to staying abreast of the rapidly growing science of orthomolecular psychiatry and functional nutrition & biochemistry for mental health, and is passionate about sharing her knowledge with both the general public and professionals in the fields of addiction recovery & mental health treatment.

Coaching, Speaking or Interviews

Invite me to Interviews, Speaking Engagements, Summits or Request a Book Review, please contact me for more information.

Academy for Addiction and Mental Health Nutrition

The Academy provides cutting-edge, in-depth, on-line and live education and consultation services for the purpose of thoroughly training mental health and addiction treatment professionals and volunteers in the skills necessary to identify and effectively address the biochemical aspects of client symptoms through nutrient interventions.

Quicklinks

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a growing community of mental health and addiction professionals, just like you, who are passionate about changing the face of treatment by “feeding the brain, FIRST!”

Certified Recovery Nutrition Coaches Level 1 (CRNC 1) are trained to:

Behavioral Objectives

- Assess the potential need for amino acid and nutrient support of neurotransmitter function in clients who are detoxifying and recovering from substance use disorders, other addictive behaviors, psychotropic drug dependencies, depression, anxiety, insomnia and other behavior disorders.
- Understand the relationship between specific nutrient deficiencies and mental health and behavioral symptoms.
- Design an individualized and targeted amino acid and supplement protocol to address this potential need.
- Give information about the 5-Star Pro~Recovery Diet © , which may address these insufficiencies and support clients in making and maintaining these dietary and lifestyle changes.
- Identify common insufficiencies in diet, such as missing a meal or over-consumption of sugar, which may contribute to the above symptoms.

Continuing Education for Level 1 and Level 2 for Certified Recovery Nutrition Coaches

Certification The Academy for Addiction & Mental Health Nutrition is pleased to provide CEU's for all courses through: B.E. Education Group, LLC. 1432 S. Lindenwood Drive Olathe, KS 66062 B.E. Education Group, LLC is approved as a provider of continuing nursing education by the Kansas State Board of Nursing, Provider Number LT0258-0310. B.E. Education Group, LLC is a pre-approved provider for Social Workers through the Kansas Behavioral Sciences Regulatory Board, KSBSRB Provider Number 14-002.

The Level 1 CORE Training is approved for 24 contact hours applicable for RN's, APRN's, LPN's and LMH re-licensure at a cost of \$60. Internship is approved for 16 contact hours for \$40. The Level 2 ADVANCED Training is approved for 32 contact hours applicable for RN's, APRN's, LPN's and LMH re-licensure at a cost of \$80. Pre-Approval by BSRB for continuing education credit is not required for mental health professionals. BSRB-approved providers for Social Workers is accepted for Psychologists, Professional Counselors, Master's Level Psychologists, Clergy, Marriage and Family Therapists and Addiction Counselors. It is the responsibility of each professional to know what their credentialing body accepts and what documentation needs to be sent for re-licensing.

Advertising verbiage from the website for Academy for Addiction & Mental Health Nutrition

What about addressing anxiety, depression, violence, or insomnia—naturally and effectively?

If you're not using **amino acid therapy**, you might be missing a powerful tool in your practice. Amino acid therapy can be a game-changer for practitioners working to manage neurotransmitter imbalances and emotional challenges. With the right amino acid protocols, you can quickly reduce cravings and improve mood, sleep, and overall mental health.

Elevate your practice with advanced nutritional solutions that address the root causes of these issues.

Course Overview for becoming a Certified Recovery Nutrition Coach

This LEVEL 1 CORE training is a six-month training program that thoroughly introduces students to the use of amino acids, specific crucial nutrients, and diet in addressing symptoms of neurotransmitter depletion, such as depression, anxiety, insomnia, addiction, cravings, and relapse. The use of vitamin and mineral co-factors, blood sugar regulation, and the 5-Star Pro~Recovery Diet ©, all of which are critical to brain function are covered in detail.

The Academy for Addiction & Mental Health Nutrition believes that all addictive disorders, as well as MANY MENTAL HEALTH ISSUES, are driven by nutrient and neurotransmitter imbalances in the brain that can often be successfully addressed without the need for psychotropic medication.

Amino Acid Therapy Course

Level 1 Core Training Is Right For You if...

- You're a dedicated health practitioner seeking to expand your skills and confidently support your clients.
- You aspire to make a meaningful impact by guiding individuals toward successful recovery.
- You are eager to delve into the best practices of Amino Acid Therapy.
- You or a family member are on a recovery journey and seeking powerful nutritional strategies to aid in the process.
- You've envisioned integrating your nutrition expertise to assist those grappling with mental health or addiction challenges.
- You relish connecting with like-minded professionals, discussing health, nutrition, and the path to recovery. **any of these apply to you, then we would like to invite you to join**

Academy of Addiction & Mental Health Nutrition

Certificate of Attendance

Advanced Training Level 2 for Certified Recovery Nutrition Coaches

Participant Name

Dates of course

*Presenter: Christina Veselak, LMFT, CN;
Online Lecture with Case Consultation and Student Presentations via ZOOM*

*Attended 32 hours of this continuing education program.
LT 0258-0310 B.E. Education Group, LLC is an Approved Provider by the Kansas Board of Nursing
#14-002 Approved Provider Kansas Behavioral Sciences Regulatory Board*

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Barbara Wiman, RN, BSN
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Olathe, KS 66062
913-636-4788
www.Barbara@beeducationgroup.com

Academy of Addiction & Mental Health Nutrition

Certificate of Attendance

Core Training Level 1 for Certified Recovery Nutrition Coaches

Name of participant

5 Month program – Dates entered here

Presenters: Christina Veselak, LMFT, CN;

Online Lecture with Case Consultation and Student Presentations via ZOOM

Attended 24 hours of this continuing education program via Zoom.

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Certified Recovery Nutrition Coaches Level 1 (CRNC 1) are trained to

- **Assess** the potential need for amino acid and nutrient support of neurotransmitter function in clients who are detoxifying and recovering from substance use disorders, other addictive behaviors, psychotropic drug dependencies, depression, anxiety, insomnia and other behavior disorders.
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Level 1 Core - Course Curriculum

Month 1: Amino Acids, Neurotransmitter Function, Addiction/Mood Disorders, Part 1

- Amino Acid Therapy Foundations
- Using the Amino Acid Therapy Chart for Neurotransmitter Assessment
- Catecholamines, Tyrosine, Reward Deficiency Syndrome & Stimulant Addiction

Month 2: Amino Acids, Neurotransmitter Function, Addiction/Mood Disorders, Part 2

- Serotonin/Melatonin & 5HTP/Tryptophan
- Endorphins, D-Phenylalanine, Opiate Addiction & Chronic Pain Relief

Month 3: Amino Acids, Neurotransmitter Function, Addiction/Mood Disorders, Part 3

- GABA, Theanine, Benzodiazepine Addiction
- Reactive Hypoglycemia: How/Why Blood Sugar Dysregulation Affects Mood, Behavior, and Addiction Recovery
- Use of Food Diaries and Other Hypoglycemia Assessment Tools with Clients
- How to Keep Blood Sugar Stable Using Diet and Supplements

Month 4: Crucial Nutrients for Brain Function, Mood, and Behavior

- Vitamins, Minerals, Amino Acids, Fatty Acids, Water
- Pyroluria
- Supplement Protocols for Addiction Recovery
- Relevant Lab Tests and Assessments

Month 5: The 5-Star Pro-Recovery Diet © (taught by Pati Reiss)

- Characteristics of the 5-Star Pro-Recovery Diet © and Adapting to Different Lifestyles/Blood Types
- Role of Protein, Fats, Carbs, Fiber, Water; Dangers of Food Additives
- Shopping, Cooking, and Kitchen Tips from a Master Holistic Chef

Month 6: Student Presentations

- Student Case Presentations



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Summary of the planning for the Level 1 and 2 Core Competency Courses and calculation of contact hours for continuing education. Total Program Evaluation Process included.

Planning meetings for these courses took place periodically over a period of time and are based on the evaluations of shorter 1-5 hour presentations that were made by the Academy for Addiction and Mental Health Nutrition also known as Amino Therapy and Nutrition presentation titles.

It was determined that more and more information and actual physiological systems were needed for practitioners and counselors to understand and present to clients. Problem solving discussions were also added to these courses to further help counselors to work with clients in recovery and to help prevent relapses.

Planning and review for each course occurs each year with B.E. Education Group, LLC and the Executive Administrator/President/Instructor of the Academy for Addiction and Mental Health Nutrition Christina Veselak.

Continuing education contact hours is based on the number of 50 minute hours in the course and is based on lecture, presentations by class participants and hands-on activities such as motivational interviewing, physiological findings, individual's metabolism/stage of life and recovery techniques for treating mind/body of clients served. All current research and historical research are considered by the presenter and developers.

Policy for Total Program Evaluation Process and Record Keeping for each program

At the end of each offering an evaluation of the total program is done with the Planning committee of the organization and evaluations are read by the committee for future ideas and references regarding content. Included in the process are comments referencing the amount of detail covered based on the participant needs and current knowledge of the topic. In the evaluation form the behavioral objectives are listed with the ranking of how well they were met and if the participant would recommend this course to others. The content is evaluated

A Selection of Reference and Resources for Level 1 & 2 Certification Courses

This bibliography contains past and recent research and treatment options to understand what really works for a variety of individuals in recovery. In the curriculum there are other options and recommendations that are made and discussed using current research and recovery options for the participants in the course.

The Academy for Addiction and Mental Health Nutrition

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Level 1 Core Training starts on February 6, 2025
Reserve Your Spot Now!

Become a Certified Recovery Nutrition Coaches Level 1
(CRNC 1)

Is amino acid therapy missing from your practice?

Discover the Power of Amino Acid Therapy in Our Level 1 Core Training

⊕ ENROLL TO LEVEL 1 CORE TRAINING NOW



Are you equipped to turn off cravings within 20 minutes—without medication?

What about addressing anxiety, depression, violence, or insomnia—naturally and effectively?

If you're not using **amino acid therapy**, you might be missing a powerful tool in your practice. Amino acid therapy can be a game-changer for practitioners working to manage neurotransmitter imbalances and emotional challenges. With the right amino acid protocols, you can quickly reduce cravings and improve mood, sleep, and overall mental health.

Elevate your practice with advanced nutritional solutions that address the root causes of these issues.

Course Overview

This LEVEL 1 CORE training is a six-month training program that thoroughly introduces students to the use of amino acids, specific crucial nutrients, and diet in addressing symptoms of neurotransmitter depletion, such as depression, anxiety, insomnia, addiction, cravings, and relapse. The use of vitamin and mineral co-factors, blood sugar regulation, and the 5-Star Pro~Recovery Diet ©, all of which are critical to brain function are covered in detail.

The Academy for Addiction & Mental Health Nutrition believes that all addictive disorders, as well as MANY MENTAL HEALTH ISSUES, are driven by nutrient and neurotransmitter imbalances in the brain that can often be successfully addressed without the need for psychotropic medication.

Amino Acid Therapy Course

Level 1 Core Training Is Right For You if...

- ✓ You're a dedicated health practitioner seeking to expand your skills and confidently support your clients.
- ✓ You aspire to make a meaningful impact by guiding individuals toward successful recovery.
- ✓ You are eager to delve into the best practices of Amino Acid Therapy.
- ✓ You or a family member are on a recovery journey and seeking powerful nutritional strategies to aid in the process.
- ✓ You've envisioned integrating your nutrition expertise to assist those grappling with mental health or addiction challenges.
- ✓ You relish connecting with like-minded professionals, discussing health, nutrition, and the path to recovery.



If any of these apply to you, then we would like to invite you to join a growing community of mental health and addiction professionals, just like you, who are passionate about changing the face of treatment by "feeding the brain, FIRST!"

Do you want to learn more about our Level 1 Core Training? Join our FREE IN-HOUSE LIVE SESSIONS!

Unlock the potential of amino acid therapy and take your understanding to the next level! This live session will provide you with a comprehensive overview of Level 1 Core Training.

Certified Recovery Nutrition Coaches Level 1 (CRNC 1) are trained to:

- Assess the potential need for amino acid and nutrient support of neurotransmitter function in clients who are detoxifying and recovering from substance use disorders, other addictive behaviors, psychotropic drug dependencies, depression, anxiety, insomnia and other behavior disorders.
- Understand the relationship between specific nutrient deficiencies and mental health and behavioral symptoms.
- Design an individualized and targeted amino acid and supplement protocol to address this potential need.
- Give information about the 5-Star Pro~Recovery Diet © , which may address these insufficiencies and support clients in making and maintaining these dietary and lifestyle changes.
- Identify common insufficiencies in diet, such as missing a meal or over-consumption of sugar, which may contribute to the above symptoms.



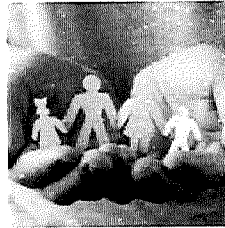
Certification

Certification The Academy for Addiction & Mental Health Nutrition is pleased to provide CEU's for all courses through: B.E. Education Group, LLC. 1432 S. Lindenwood Drive Olathe, KS 66062 B.E. Education Group, LLC is approved as a provider of continuing nursing education by the Kansas State Board of Nursing, Provider Number LT0258-0310. B.E. Education Group, LLC is a pre-approved provider for Social Workers through the Kansas Behavioral Sciences Regulatory Board, KSBSRB Provider Number 14-002.

The Level 1 CORE Training is approved for 24 contact hours applicable for RN's, APRN's, LPN's and LMH re-licensure at a cost of \$60. Internship is approved for 16 contact hours for \$40. The Level 2 ADVANCED Training is approved for 32 contact hours applicable for RN's, APRN's, LPN's and LMH re-licensure at a cost of \$80. Pre-approval by BSRB for continuing education credit is not required for mental health professionals. BSRB-approved providers for Social Workers is accepted for Psychologists, Professional Counselors, Master's Level Psychologists, Clergy, Marriage and Family Therapists and Addiction Counselors. It is the responsibility of each professional to know what their credentialing body accepts and what documentation needs to be sent for re-licensing.



Mental Health Coaches



Family Member Support



Psychotherapist or Licensed Therapist



Health Coach



Medical Practitioner



Nutritionally Oriented Treatment Center

Level 1 Core Training Curriculum

MONTH 1

MONTH 2

MONTH 3

MONTH 4

MONTH 5

MONTH 6

Amino Acids, Neurotransmitter Function, Addiction and Mood Disorders, Part 1

- Amino Acid Therapy Foundations
- Using the Amino Acid Therapy Chart for Neurotransmitter Assessment
- Catecholamines, Caffeine, Stimulants, SNRIs, ADD, Tyrosine and L-Phenylalanine

Course Fees & Payment Plans

Monthly Installment & Full Payment Plans

\$398/monthly

**Level 1 Core Training &
Level 2 Advanced Training Certification**
Monthly Plan / 18 months

\$5999/Full payment

**Level 1 Core Training &
Level 2 Advanced Training Certification**
One-time Payment

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\$398/monthly

Level 1 Core Training & Certification
Monthly Plan / 9 months

\$2,999/Full payment

Level 1 Core Training & Certification
One-time Payment

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\$498/monthly

Level 1 Core Training Only *Uncertified*
Monthly Plan / 6 months

\$2,499/Full payment

Level 1 Core Training Only
Uncertified
One-time Payment

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Frequently Asked Questions

- ▶ What Skills Will I Be Building?
- ▶ Who is this course for?
- ▶ How is the course delivered?
- ▶ Investment
- ▶ Certification Requirements
- ▶ Course Materials & Resources

► How to Make the Cost of Your Investment Go Away?

► What is your Refund Policy?

“

A stable, well-functioning, and well-nourished brain is required for clients to effectively address the emotional, psychological, social, and spiritual issues, which impact their lives and need to be worked through for a successful recovery.

Live Introduction: Level I Core Training



Learn from previous students & hear what they say about our Level I Core Training

Zane Guilfoyle, LPC, LAC

< As a student in Christina's class, I have learned the power of amino acids for behavioral health outcomes. More importantly, I have witnessed firsthand how a simple shift in supplementation can create profound change in the lives of the clients that I work with. >

➔ **ENROLL TO LEVEL 1 CORE TRAINING NOW**

The Academy provides cutting-edge, in-depth, on-line and live education and consultation services for the purpose of thoroughly training mental health and addiction treatment professionals and volunteers in the skills necessary to identify and effectively address the biochemical aspects of client symptoms through nutrient interventions.

Quicklinks

- [Amino Acid Therapy](#)
- [Amino Acid Therapy Courses](#)
- [Events](#)
- [Certification Internship Group & Prerequisites](#)
- [Certified Recovery Nutrition Coaches](#)
- [Blog](#)
- [About Us](#)

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Continuing Education Evaluation



Program: Level 1 Core Competency Course – Certified Recovery Nutrition Coaches
Provider: B.E. Education Group, LLC **Coordinator:** Barbara Wiman, RN, BSN
 1432 S. Lindenwood Dr, Olathe, KS 66062 KSBN LT0258-0310 & KSRB 14-002

Date: _____ **CNE contact hours:** 24

Location: _____

Specialty: ☐ RN/LPN ☐ Addiction Counselor ☐ Social Worker/Counselor
☐ Other _____

How did you hear about this course?

☐ Brochure/Pamphlet ☐ Website ☐ Employer ☐ Other _____

	5 Strongly Agree	4 Agree	3 Neutral	2 Disagree	1 Strongly Disagree
I Speaker Evaluation:					
Speaker 1: Christina Veselak, LMFT, CN					
1. Knowledge of subject					
2. Organization and clarity of content					
3. Appropriate and effective use of teaching materials (handouts, audiovisuals)					
4. Balanced amount of theory and application in presentation					
II Content Evaluation					
Now that I have attended this course, I AM ABLE TO:					
1. Describe the four neurotransmitter systems.					
2. Name two drugs of abuse associated with each system.					
3. Discuss detox strategies using targeted amino acid therapy.					
4. Identify two amino acids that relieve anxiousness, agitated depression or obsessive thinking that interfere with sleep.					
5. Describe the symptoms seen in the Catecholamine and Serotonin studies.					
6. Discuss ways one can rebuild the endorphin system.					
7. Identify what nutrients help relieve an adverse reaction to amino acids.					
III Presentation Evaluation					
See other side to complete questions					
1. The content of this offering was relevant to my learning needs as a professional.					
2. The content of this offering was what I expected it to be from the registration brochure/flyer description.					
3. Information I learned will be beneficial to me and my care of patients/clients/others.					
4. Overall I was satisfied with this educational offering.					
5. I would recommend this education offering to a co-worker.					

Continuing Education Evaluation

Comments/additional classes I would like:

Name 2 ways you plan to use the information you heard from these presenters:

1,

2,

Thank You for your time to give us your feedback !

Christina Veselak MS, LMFT, CN

Contact Information

- christinaveselak@gmail.com
- +1 303 888 9617
- www.aminoacidtherapy.com

[Linkedin](#) [Facebook](#) [Youtube](#)

About Christina

"I'm about saving and transforming lives through my work as a mental health nutritionist, by using and teaching the use of amino acid and nutrient therapy."

Christina T. Veselak is the founder and director of the Academy for Addiction and Mental Health Nutrition. She has been a licensed psychotherapist for over 30 years, and currently provides on-line Relapse Prevention Coaching and Mental Health Nutrition to a wide variety of clients.

Christina consults for supplement companies as well as IV detox programs and residential addiction treatment, helping them integrate this life-saving nutritional approach into their programs.

She is an experienced public speaker, and has presented at conferences and trainings around the country. Christina is also a founding member and former Executive Director of the Alliance for Addiction Solutions, a non-profit organization which promotes the use of nutritional and other natural modalities to support repair of the addicted brain.

Christina is committed to staying abreast of the rapidly growing science of orthomolecular psychiatry and functional nutrition & biochemistry for mental health, and is passionate about sharing her knowledge with both the general public and professionals in the fields of addiction recovery & mental health treatment.

Coaching, Speaking or Interviews

Invite me to Interviews, Speaking Engagements, Summits or Request a Book Review, please contact me for more information.



Certified Recovery Nutrition Coaches Level 2 (CRNC 2) are trained to

- **Recognize** and assess for the basic symptoms of physiological disorders which impact mental health, such as hormone imbalance, gut dysbiosis, food intolerances, toxicity and inflammation.
- **Recommend** certain laboratory tests, which the clients can access themselves
- **Give information** about nutrient support shown to be useful in these conditions.
- **Refer** to appropriate practitioners for diagnosis and treatment as necessary.
Some Level 2 coaches may already possess the necessary medical training and credentials to directly diagnose and treat these disorders).

Level 2 Advanced - Course Curriculum

Month 1: Normal & Abnormal Digestion and Absorption

- Healthy Digestion
- Digestive and Absorption Issues
- Candida and Other Pathogens
- Testing, Assessments, Special Diets

Month 2: Food Intolerances & Allergies

- Brain Allergies and Food Intolerances: The Science
- Gluten and Casein Intolerance
- Testing, Elimination Diets, Solutions

Month 3: Food Addiction & Eating Disorders

- Sugar and Carbohydrate Addiction
- Compulsive Overeating, Bulimia, Anorexia
- Using Amino Acids, Nutrients, and the 5-Star Pro-Recovery Diet ©

Month 4: Thyroid & Adrenal Hormone Issues

- Endocrine System, Thyroid Function, Tests, Solutions
- Co-Dependency and Adrenal Dysregulation
- Adrenal Function, Tests, Nutritional Solutions

Month 5: Reproductive Hormone Issues

- PMS, Pregnancy, Menopause: Tests and Solutions
- Andropause: Tests and Solutions

Month 6: Brain Inflammation, Toxicity & Mental Illness

- Leaky Blood Brain Barrier, Micro-Glial Up-Regulation
- Heavy Metal Toxicity, Environmental Toxins
- Bio-Toxin Illness including Mold, Lyme Disease and Co-Infections

Month 7: Nutritional Approaches to Major Mental Illness

- Genetic and Biochemical Causes of CNS Disorders
- Methylation Issues
- In-Depth review of ADHD and other disorders along with potential nutritional solutions
- How to think through a complex case to effectively use nutritional solutions

Month 8: Student Presentations

- Student Case Presentations



Course Overview

The eight-month, Level 2 ADVANCED Training program applies the tenets of functional biochemistry and functional nutrition to mental health and addiction recovery including a focus on digestion and absorption, dysbiosis and food intolerances, hormone regulation, nutritional causes of major mental illnesses, nutritional approaches to pain and insomnia, and the effects of toxicity and brain inflammation on mood, pain and behavior.

What Skills Will I Be Building?

Graduates will be able to assess their clients for possible issues in the above areas, refer out for further testing and treatment, and recommend basic nutritional and herbal interventions.

- You are a health practitioner who wants to deepen this knowledge and apply it to your clients in a confident, systematic way
- You desire to make a difference in the world by helping people to create a successful recovery
- You are keen to learn the best practices of Amino Acid Therapy
- You are a family member or person in recovery who wants to add powerful nutritional strategies to your recovery toolbox
- You have ever wanted to apply your nutrition training and skills to clients who are struggling with mental health or addictive issues
- You enjoy connecting with others and talking about health, nutrition, mental health and addiction recovery.

If any of these apply to you, then we would like to invite you to join a growing community of mental health and addiction professionals, just like you, who are passionate about changing the face of treatment by “feeding the brain, FIRST!”

Bring your practice to success!

- Recognize and assess for the basic symptoms of physiological disorders which impact mental health, such as hormone imbalance, gut dysbiosis, food intolerances, toxicity and inflammation.
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Level 2 ADVANCED Training Curriculum

Month One: Healthy Digestion and Absorption, Part 1

- Healthy Digestion
- Digestive And Absorption Issues
- Candida And Other Pathogens
- Testing, Assessment And Special Diets

Month Two: Healthy Digestion and Absorption, Part 2

Month Three: Eating Disorders

Month Four: Thyroid and Adrenal Hormone Issues

Month Five: Reproductive Hormone Issues

Month Six: Brain Inflammation: Symptoms, Causes & Solutions

Month Eight: Case Presentations

Month Seven: Major Mental Illness and Putting It All Together

The Academy for Addiction & Mental Health Nutrition is pleased to provide CEU's for all courses

through:

B.E. Education Group, LLC.

1432 S. Lindenwood Drive

Olathe, KS 66062

- B.E. Education Group, LLC is approved as a provider of continuing nursing education by the Kansas State Board of Nursing, Provider Number LT0258-0310.
- B.E. Education Group, LLC is a pre-approved provider for Social Workers through the Kansas Behavioral Sciences Regulatory Board, KSBSRB Provider Number 14-002.
- The Level 1 CORE Training is approved for 20 contact hours applicable for RN's, APRN's, LPN's and LMH re-licensure at a cost of \$50.

- The Level 2 ADVANCED Training is approved for 32 contact hours applicable for RN's, APRN's, LPN's and LMH re-licensure at a cost of \$80.
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- It is the responsibility of each professional to know what their credentialing body accepts and what documentation needs to be sent for re-licensing.

Advertisement for Level 2 Advanced Training program listed on the website of Academy for Addiction and Mental Health Nutrition for Certified Recovery Nutrition Coaches

Course Overview

The eight-month, Level 2 ADVANCED Training program applies the tenets of functional biochemistry and functional nutrition to mental health and addiction recovery including a focus on digestion and absorption, dysbiosis and food intolerances, hormone regulation, nutritional causes of major mental illnesses, nutritional approaches to pain and insomnia, and the effects of toxicity and brain inflammation on mood, pain and behavior.

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If any of these apply to you, then we would like to invite you to join a growing community of mental health and addiction professionals, just like you, who are passionate about changing the face of treatment by “feeding the brain, FIRST!”

Bring your practice to success! Behavioral Objectives

- Recognize and assess for the basic symptoms of physiological disorders which impact mental health, such as hormone imbalance, gut dysbiosis, food intolerances, toxicity and inflammation.
- Recommend certain laboratory tests, which the clients can access themselves.

- Give information about nutrient support shown to be useful in these conditions.
- Refer to appropriate practitioners for diagnosis and treatment as necessary.
- Some Level 2 coaches may already possess the necessary medical training and credentials to directly diagnose and treat these disorders.

Level 2 ADVANCED Training Curriculum Agenda – a more detailed agenda is listed in Level 2 Advanced course curriculum in another attachment

Month One: Healthy Digestion and Absorption, Part 1

- Healthy Digestion
- Digestive And Absorption Issues
- Candida And Other Pathogens
- Testing, Assessment And Special Diets

Month Two: Healthy Digestion and Absorption, Part 2

Month Three: Eating Disorders

Month Four: Thyroid and Adrenal Hormone Issues

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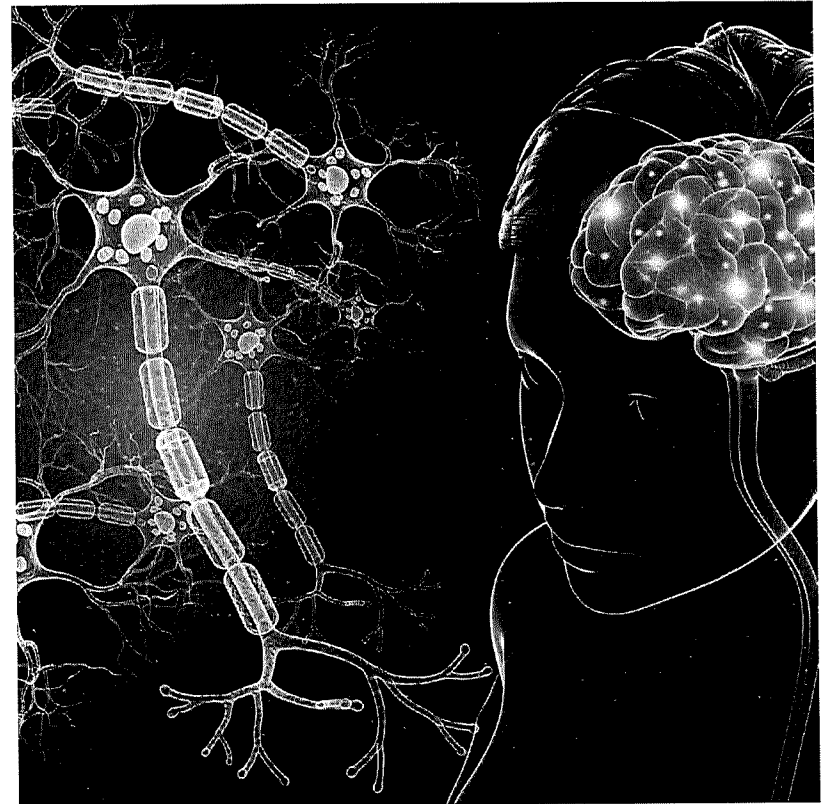
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CERTIFIED RECOVERY NUTRITION COACHES LEVEL 2 (CRNC
2)

Level 2 Advanced Training

Certifications in Amino Acid Therapy for Addiction Recovery and Sustained
Mental Health

REGISTER HERE



Course Overview

The eight-month, Level 2 ADVANCED Training program applies the tenets of functional biochemistry and functional nutrition to mental health and addiction recovery including a focus on digestion and absorption, dysbiosis and food intolerances, hormone regulation, nutritional causes of major mental illnesses, nutritional approaches to pain and insomnia, and the effects of toxicity and brain inflammation on mood, pain and behavior.

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Bring your practice to success!

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Level 2 ADVANCED Training Curriculum

— Month One: Healthy Digestion and Absorption, Part 1

- Healthy Digestion
- Digestive And Absorption Issues
- Candida And Other Pathogens
- Testing, Assessment And Special Diets

+ Month Two: Healthy Digestion and Absorption, Part 2

+ Month Three: Eating Disorders

+ Month Four: Thyroid and Adrenal Hormone Issues

+ Month Five: Reproductive Hormone Issues

+ Month Six: Brain Inflammation: Symptoms, Causes & Solutions

+ Month Eight: Case Presentations

+ Month Seven: Major Mental Illness and Putting It All Together

The Academy for Addiction & Mental Health Nutrition is pleased to provide CEU's for all courses

through:

B.E. Education Group, LLC.

1432 S. Lindenwood Drive

Olathe, KS 66062

- B.E. Education Group, LLC is approved as a provider of continuing nursing education by the Kansas State Board of Nursing, Provider Number LT0258-0310.
- B.E. Education Group, LLC is a pre-approved provider for Social Workers through the Kansas Behavioral Sciences Regulatory Board, KSBSRB Provider Number 14-002.
- The Level 1 CORE Training is approved for 20 contact hours applicable for RN's, APRN's, LPN's and LMH re-licensure at a cost of \$50.
- The Level 2 ADVANCED Training is approved for 32 contact hours applicable for RN's, APRN's, LPN's and LMH re-licensure at a cost of \$80.
- Pre-approval by BSRB for continuing education credit is not required for mental health professionals. BSRB-approved providership for Social Workers is accepted for Psychologists, Professional Counselors, Master's Level Psychologists, Clergy, Marriage and Family Therapists and Addiction Counselors.
- It is the responsibility of each professional to know what their credentialing body accepts and what documentation needs to be sent for re-licensing.

Course Fees & Payment Plans

*Monthly Installment & Full
Payment Plans*

\$398/monthly

\$5999/Full payment

Monthly Plan / 18 months

ENROLL NOW
([HTTPS://BUY.STRIPE.COM/FZEEV](https://buy.stripe.com/fzeev))

One-time Payment

ENROLL NOW | ENROLL NOW
([HTTPS://BUY.STRIPE.COM/FZEEW5GSD8Z30BTE6](https://buy.stripe.com/FZEEW5GSD8Z30BTE6)) | ([BUY.STRIPE.COM/CN23DNFO93SXDB615K](https://buy.stripe.com/CN23DNFO93SXDB615K))



Monthly Plan / 8 months

ENROLL NOW
(HTTPS://BUY.STRIPE.COM/CN20)

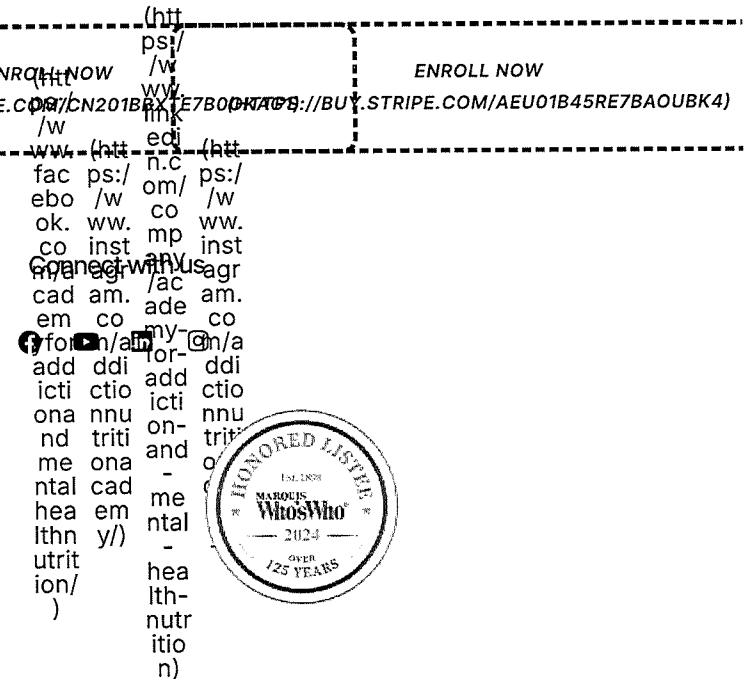
\$3999/Full payment

One-time Payment

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(HTTPS://BUY.STRIPE.COM/CN201B45E7B00K4P9/HTTPS://BUY.STRIPE.COM/AEU01B45RE7BAOUBK4)

The Academy provides cutting-edge, in-depth, on-line and live education and consultation services for the purpose of thoroughly training mental health and addiction treatment professionals and volunteers in the skills necessary to identify and effectively address the biochemical aspects of client symptoms through nutrient interventions.

- [Amino Acid Therapy](#)
- [Amino Acid Therapy Courses](#)
- [Events](#)
- [Certification Internship Group & Prerequisites](#)
- [Certified Recovery Nutrition Coaches](#)
- [Blog](#)



About Us

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Continuing Education Evaluation



Program: Level 2 Advanced Core Competency Course: Recovery Nutrition Coach
Provider: B.E. Education Group, LLC Coordinator: Barbara Wiman, RN, BSN
 1432 S. Lindenwood Dr, Olathe, KS 66062 KSBK LT0258-0310 & KBSRB 14-002

Date: CNE contact hours: 32

Location:

Specialty: ☐ RN/LPN/APRN ☐ Addiction Counselor ☐ Social Worker/Counselor
☐ Other _____

How did you hear about this course?

☐ Brochure/Pamphlet ☐ Website ☐ Employer ☐ Other _____

	5 Strongly Agree	4 Agree	3 Neutral	2 Disagree	1 Strongly Disagree
I Speaker Evaluation:					
Speaker 1: Christina Veselak, LMFT, CN					
1. Knowledge of subject					
2. Organization and clarity of content					
3. Appropriate and effective use of teaching materials (handouts, audiovisuals)					
4. Balanced amount of theory and application in presentation					
II Content Evaluation					
Now that I have attended this course, I AM ABLE TO:					
1 Recognize basic symptoms of physiological disorders which impact mental health.					
2. Apply this knowledge to your clients in a confident and systematic way.					
3. Discuss detox strategies using targeted amino acid therapy.					
4. Identify two amino acids that relieve anxiousness, agitated depression or obsessive thinking that interfere with sleep.					
5. Discuss nutrition therapy as it applies to individual clients.					
6. Refer to appropriate practitioners for diagnosis and treatment as necessary.					
7. Identify what nutrients help relieve an adverse reaction to amino acids.					
III Presentation Evaluation					
See other side to complete questions					
1. The content of this offering was relevant to my learning needs as a professional.					
2. The content of this offering was what I expected it to be from the registration brochure/flyer description.					
3. Information I learned will be beneficial to me and my care of patients/clients/others.					
4. Overall, I was satisfied with this educational offering.					
5. I would recommend this education offering to a co-worker.					

Continuing Education Evaluation

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Comments/additional classes I would like:

Name 2 ways you plan to use the information you heard from these presenters:

1,

2,

Thank You for your time to give us your feedback !

A Selection of Reference and Resources for Level 1 &1 Certification Courses

The Academy for Addiction and Mental Health Nutrition

- Banerjee, Niladri: Neurotransmitters in alcoholism: A review of neurobiological and genetic studies - PMC (nih.gov) Indian J Hum Genet. 2014 Jan-Mar; 20(1): 20–31. doi: [10.4103/0971-6866.132750](https://doi.org/10.4103/0971-6866.132750)
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- Jacka, Felice N., Julie A. Pasco, Arnstein Mykletun, Lana J. Williams, Allison M. Hodge, Sharleen Linette O’Reilly, Geoffrey C. Nicholson, Mark A. Kotowicz, and Michael Berk: “*Association of Western and Traditional Diets with Depression and Anxiety in Women.*” *American Journal of Psychiatry* 167 (3): 305–311. 2010

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- Leclercq S, Matamoros S, Cani PD et al. *"Intestinal permeability, gut-bacterial dysbiosis, and behavioral markers of alcohol-dependence severity"*. Proc Nat Acad Sci USA vol III no. 42. Sept 15, 2014e)
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- More scientific research references to be found at:** Scientific Resources - Mental Health and Nutrition (aminoacidtherapy.com)

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

Name of Provider: Case Management Society of America – Kansas City (CMSA-KC)

Name of Program Coordinator: Denise, Des Marteau, RN, BSN LT0206-0606

Date Received: 4/3/25

Date to CNE Committee: June 2025

_____ **Approved**

_____ **Not Approved:** _____

Date Notified: _____

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	Denise Des Marteau	
• 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	
• 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	

<ul style="list-style-type: none"> • 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:		
<ul style="list-style-type: none"> • A summary of the planning 	X	
<ul style="list-style-type: none"> • The behavioral objectives 	X	
<ul style="list-style-type: none"> • The content, which shall meet the definition of CNE in KSA 65-1117 	X	
<ul style="list-style-type: none"> • The instructor's education and experience, documenting knowledge and expertise in the content area 	X	
<ul style="list-style-type: none"> • 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	
<ul style="list-style-type: none"> • An offering evaluation that includes each participant's assessment of the following: <ul style="list-style-type: none"> ▪ The achievement of each objective ▪ The expertise of each individual presenter 		
	X	
	X	
An approved provider may award any of the following:		
<ul style="list-style-type: none"> • Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours 	X	
<ul style="list-style-type: none"> • Credit for fractions of hours over 30 mins to be computed towards a contact hour 	X	
<ul style="list-style-type: none"> • Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum 	X	
<ul style="list-style-type: none"> • Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results 		X
<ul style="list-style-type: none"> • 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:		
<ul style="list-style-type: none"> • The provider's name, address, provider number, and coordinator 	X	
<ul style="list-style-type: none"> • The date and title of the offering, and the presenter or presenters 	X	
<ul style="list-style-type: none"> • 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:		
<ul style="list-style-type: none"> • 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	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	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 After the Pandemic: The Emerging Public Health Crisis of Opioid Overdoses	#2 Concussions and Their Impact on

		the Injured Worker
• 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	X	X
• Each instructor's education and experience	X	X
• A current bibliography	X	X
• The offering evaluation form	X	X

12/2018

Application reviewed and approval checklist completed Carol Moreland, MSN, RN

LONG-TERM CNE PROVIDER APPLICATION

COVER PAGE

Initial Application: ☐ Renewal: ☒

Name of Provider: : Case Management Society of America-Kansas City (CMSA-KC)

Provider Number (For Renewal): : LT-0206-0606

Legal Body (If different from provider):

Address of Provider: P.O. Box 9596 Kansas City, MO 64133

Telephone: Denise-913-530-1549 CMSA Administrative Coordinator-816-353-0677

Email: denisedmz@gmail.com

Program Coordinator (RN): Denise Des Marteau, RN, BSN

Date (mm/dd/yyyy): 03/08/2025

Program Management

Assessing Need and Planning CNE

Please describe what advisory groups or planning committees were formed and what factors were reviewed to determine what CNE subjects should be presented and how those presentations will meet the definition of CNE in KSA 65-1117(a).

- a. CMSA-KC will provide offerings with primary focus on patient safety and improving nursing practice. The Education Committee will analyze current themes that will appeal to chapter members. An annual evaluation of CMSA-KC offerings is conducted in the 2nd half of each year in order to begin planning for the next calendar year events. All evaluation form comments and surveys along with membership suggestions are taken into consideration.
- b. Identify speakers whose names or topics are familiar, brings information on new
- c. technologies or advancements in practice to the audience.
- d. Select dates and times that appeal to membership.
- e. Select locations that are easily accessible and have adequate parking. The locations are varied to accommodate the various segments of the chapter membership.

References: CMSA-KC Educational Planning Policy 2025

KSA 65-1117(a), 60-9-106

Process for Fee Assessment

Describe the method for determining the price to charge for CNE, what procedure is used in case of insufficient fund checks, and refund requests due to cancellations.

- a. A budget is developed for all events including expenses such as food, room, speaker-related expenses. Charges to individuals attending the programs In- person or distance learning (remote) events are free for CMSA-KC members and a nominal fee is assessed for non-members except for the annual spring conference and fall mini-conference where fees are assessed for all attendees.
- b. The budget is reviewed against actual income and expenditures and is revised annually.
- c. The Treasurer will provide an annual report to the Executive Board.

References: CMSA-KC Educational Planning Policy 2025

KSA 65-1117(a), 60-9-106

Process for Advertisements or Announcements

Describe what material will be distributed or used to announce your CNE. Include all information sources used and the media used, printed or electronic. Copies of each announcement must be attached. All announcements are required to contain the required language in KAR 60-9-107(b)(3)(C).

- a. The President, Media Committee and Education Committee along with a Chapter designee develops email and mailing lists, prepares and emails or mails flyers and brochures with registration information as well as posting information about the educational events in appropriate locations including the CMSA-KC website. (www.cmsa-kc.com).
- b. The published information shall contain the following statement "CMSA-KC is an approved provider of continuing nursing education by the Kansas Board of Nursing. This course offering is approved for ___ contact hours applicable for APRN, RN, or LPN, re-licensure. Kansas State Board of Nursing Provider Number LT-0206-0606".
- c. The President will name individuals, including the Education Committee, that confirms the location or distance-based event details, audio-visual and meal-break arrangements as appropriate, finalizes parking/transportation needs, secures volunteers for selected tasks and receives registration forms from attendees.

Process for Advertisements or Announcements

Describe what material will be distributed or used to announce your CNE. Include all information sources used and the media used, printed or electronic. Copies of each announcement must be attached. All announcements are required to contain the required language in KAR 60-9-107(b)(3)(C).

- a. The President, Media Committee and Education Committee along with a Chapter designee develops email and mailing lists, prepares and emails or mails flyers and brochures with registration information as well as posting information about the educational events in appropriate locations including the CMSA-KC website. (www.cmsa-kc.com).
- b. The published information shall contain the following statement “CMSA-KC is an approved provider of continuing nursing education by the Kansas Board of Nursing. This course offering is approved for ___ contact hours applicable for APRN, RN, or LPN, re-licensure. Kansas State Board of Nursing Provider Number LT-0206-0606”.
- c. The President will name individuals, including the Education Committee, that confirms the location or distance-based event details, audio-visual and meal-break arrangements as appropriate, finalizes parking/transportation needs, secures volunteers for selected tasks and receives registration forms from attendees.

References: CMSA-KC Educational Planning Policy 2025

KAR 60-9-197(b)(3)(C)

Process for Offering Approval

Please verify in writing that 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; 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)

a. The Education Committee meets annually to determine topics of interest, as well as format and length of each program are determined. Monthly education offerings may be held with the exception of May, October and December. The annual conference, which is a full day event, is usually scheduled around National Nurses Week in May. The mini-conference, which usually is a half-day event, is annually scheduled to coincide with National Case Management week which occurs in October. CMSA-KC may offer distance learning as well as face to face meetings.

b. CMSA-KC follows the Kansas State Board of Nursing Practice Act (60-9-107)

for offering approval of educational sessions and includes the following:

1. A summary of the planning;
2. the behavioral objectives which must be measurable learning behaviors;
3. the content;
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 includes books published within the past 10 years, periodicals published within the past five years, or both. Classic references, if included, shall be limited to less than 25 percent of the bibliography; and
6. an offering evaluation that includes each participant's assessment of the achievement of each objective; and the expertise of each individual presenter.

c CMSA-KC uses a speaker form to secure speakers and obtain confirmation to agree upon arrangements in writing. Speaker biography, title of presentation, bibliography, objectives and goals are obtained. The Education Committee contacts speakers, sets the format for the seminar and develops the program objectives.

1.To ensure the offering approval process is comprehensive, CMSA-KC utilizes an Education Planning form to ensure the learning behavioral objectives will be met in the content of each planned presentation.

2.The Education Chairperson completes all paperwork including evaluation form, and submission of documents at least 30 days in advance of the planned event for Nursing Contact hours approval as well as works with other entities in order to secure other approvals such as CCM, social work, NH administrator. The Education Chairperson prepares continuing education credit related materials.

References: CMSA-KC Educational Planning Policy 2025

KAR 60-9-107(d)

Process for Awarding Contact Hours

Describe the method of calculating contact hours for actual attendance that will be awarded for each presentation, utilizing the attendance roster. This must include your method of calculating partial credit, more than one hour, because of early departures or late arrivals.

Describe also how instructor credit is calculated and how independent study credit is calculated. If you offer independent study, you must provide the complete pilot study which determines the amount of contact hours the completed material is worth. KAR 60-9-107(e)

a. Contact hours are determined based on Kansas Board of Nursing CNE definitions and allow a contact hour for 50 total minutes of participation in a learning experience and may include partial credit for one or more credit hours.

1. Credit for fractions of hours over 30 minutes will be computed towards a contact hour.

2. CMSA-KC may offer Instructor credit, which shall be two 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. CMSA-KC does not offer independent study (60-9-105 (1)) contact hours.

4. CMSA-KC does not award contact hours for clinical study.

References: CMSA-KC Educational Planning Policy

KAR 60-9-107(e)

Process for Verifying Participation and Completion of Offering

Describe the contents of the roster of attendance and certificate of completion which you use, and documentation of independent study. A sample copy must be attached of each. KAR 60-9-107(f)(g)

a. The Education Chairperson and/or Chapter designee maintain sign-in sheets (rosters) for each offering that meet the specific requirements of the Kansas State Board of Nursing. Each participant shall be required to sign a daily roster which contains the CMSA-KCs name, address, provider number, Education Coordinator name, the date and title of the offering, number of contact hours, the presenters, participant's name, license number if we do not already have it on file, and number of contact hours awarded. For full day events, attendees are expected to sign in for AM and PM sessions.

Process for Record Keeping and Storage

Please verify that you will keep the records of the offerings for a minimum of two years after presentation. List what records will be retained, the location of the records and the steps taken to ensure confidentiality and security of the records. KAR 60-9-107(h)

CMSA-KC retains all records for at least 2 years and maintains a record storage system that assures confidentiality and easy retrieval of records.

References: CMSA-KC Record Retention Policy 2025

KAR 60-9-107(h)

Process for Notice of Change of Coordinator or Required Policies

Describe what methods will be used to notify KSBN of a change of coordinator or policies, and verify that you will notify KSBN of any change within 30 days. KAR 60-9-107(b)(3)(H)

The Education Chairperson and/or Chapter President will notify the Kansas Board of Nursing in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days of change.

References: CMSA-KC

KAR60-9-107(b)3(H)

Process for Verifying Participation and Completion of Offering

Describe the contents of the roster of attendance and certificate of completion which you use, and documentation of independent study. A sample copy must be attached of each. KAR 60-9-107(f)(g)

a. The Education Chairperson and/or Chapter designee maintain sign-in sheets (rosters) for each offering that meet the specific requirements of the Kansas State Board of Nursing. Each participant shall be required to sign a daily roster which contains the CMSA-KCs name, address, provider number, Education Coordinator name, the date and title of the offering, number of contact hours, the presenters, participant's name, license number if we do not already have it on file, and number of contact hours awarded. For full day events, attendees are expected to sign in for AM and PM sessions.

b. The Education Chairperson will verify each participant attended the offering. The Education Chairperson will review late arrivals and early departures in consideration of awarding a partial credit for contact hours

References: CMSA-KC Educational Planning Policy 2025

KAR 60-9-107(f)(q)

Process for Verifying Participation and Completion of Offering

Describe the contents of the roster of attendance and certificate of completion which you use, and documentation of independent study. A sample copy must be attached of each. KAR 60-9-107(f)(g)

a. The Education Chairperson and/or Chapter designee maintain sign-in sheets (rosters) for each offering that meet the specific requirements of the Kansas State Board of Nursing. Each participant shall be required to sign a daily roster which contains the CMSA-KCs name, address, provider number, Education Coordinator name, the date and title of the offering, number of contact hours, the presenters, participant's name, license number if we do not already have it on file, and number of contact hours awarded. For full day events, attendees are expected to sign in for AM and PM sessions.

b. The Education Chairperson will verify each participant attended the offering. The Education Chairperson will review late arrivals and early departures in consideration of awarding a partial credit for contact hours

References: CMSA-KC Educational Planning Policy 2025

KAR 60-9-107(f)(g)

b. The Education Chairperson will verify each participant attended the offering. The Education Chairperson will review late arrivals and early departures in consideration of awarding a partial credit for contact hours

References: CMSA-KC Educational Planning Policy 2025

KAR 60-9-107(f)(g)

Total Program Evaluation

Verify that you will perform a total program evaluation each year. A copy of the proposed evaluation must be attached.

Note: Each applicant must attach all documents required by KAR 60-9-107(i)(1) for two separate offerings which have been developed for presentation.

Attestation:

I realize that this application is a legal document and that by signing below I am declaring under penalty of perjury under the laws of the State of Kansas that the information I have provided is true and correct to the best of my knowledge.

If all the above information is correct please sign below.

Otherwise, please go back and correct any information that is necessary.

Signature: _____

Date: 03/08/2025

Area	Frequency	Resp. Person	Criteria
Administration	Annual	Full Board of Directors	Review job description— Reviewed January 2024 Executive Board meeting.
Policies: Assess need, planning - written tool - evaluation summaries	Annual	Executive Board of Directors	Review survey for appropriateness; survey findings and identified any needs from attendee evaluation summaries. Tool used for used program planning.
Policies: Fee Assessment	Annual	Executive Board of Directors	Policy meets organization and customer needs
Policies: Announcement	Annual	Education Advisory Committee	Review to be certain they reflect all necessary information
Policies: Offering approval process	Annual	Education Advisory Committee	Review policies and compare to KSBN requirements
Policies: Awarding contact hours	Annual	Education Advisory Committee	Review rosters and certificates; compare to KSBN requirements
Policies: Verifying participation/ completion	Annual	Executive Board of Directors	Review all rosters, compare to KSBN requirements.
Policies: Record keeping	Annual	Executive Board of Directors	Audit contents of files for compliance with KSBN requirements.
Policies: Notification of changes	Annual	Executive Board of Directors	

Total Program Evaluation effectiveness	Annual	Full Board of Directors	Reviewed and approved
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	Actions/
	Recommendations
Admin: The education coordinator position was reviewed by Executive Committee for the 2024 term in January 2024.	Denise Des Marteau, RN, BSN will continue in this role. Job description reviewed and approved June 2024 Executive Board meeting. Accepted and approved.
Policies Assess need planning, Written tool, Evaluation, Summaries: The Executive Board and Education Committee met in January 2024 and reviewed prior program offerings and planned ones for 2024. All conference and individual presentation summaries were tallied and results taken into consideration in planning events for 2024. Education policy was revised and reviewed, June 2024 and finalized by Executive Board June 2024.	The Board of Directors met to review evaluations of past events to get ideas for new topics in order to meet the needs of participants. Also looking to look at venues that are centrally located. Decision made to host annual conference at Unity Village Conference Center in Lees Summit, MO.. Members of education committee agreed to secure speakers and their needed paperwork. Goal is to ensure we have a variety of topics that appeal to majority of members--RN, SW, LPN, NH Administration, PT, OT, etc. May 7, 2024 annual conference was an in-person event. We offered programs On: Opioid Overdose Crisis, Travel Case Management Nursing, Alzheimer's, Stroke Care Updates, Ethics for Medical and Mental Health providers, Sexual Assault, Dry Needling, Adding Value in Workers Comp cases, Violence Prevention, Caring for the Caregivers, Long COVID, Loneliness and Social Isolation, Post Traumatic Brain Injury Care, Medical Marijuana, Medication Management, Advancing Stroke care, and several more pertinent and timely topics. Accepted and approved.
Policies Fee Assessment: Fee assessment and Bad check policy reviewed June 2023 and finalized by the Executive Board June 2024.	Accepted and approved.

Policies Announcements: New document created to solicit calls for speakers, Education policy reviewed June 2024 and finalized by Executive Board June 2024.	Included email as well as postal mail notifications. Accepted and approved.
Policies Offering approval: Education policy reviewed June 2023 and finalized by Executive Board June 2024	Accepted and approved
Policies Awarding contact hours: Education policy reviewed June 2024 and finalized by Executive Board June 2024.	Accepted and approved
Policies Verifying participation/ completion: Education policy reviewed June 2024 and finalized by Executive Board June 2024.	Accepted and approved
Policies Record Keeping: Record keeping policy reviewed June 2024 and finalized by Executive Board June 2024	Accepted and approved
Policies Notification of Changes: Education policy revised and reviewed June 2024 and finalized by Executive Board June 2024.	Revised Call for Speakers Form to solicit speakers for our presentations. Accepted and approved
Total Program Evaluation Effectiveness: reviewed July 2024 and finalized by Executive Board July 2024	Approved and accepted.

Denise Des Marteau
913-530-1549 • denisedmz@gmail.com

Education: BS in Nursing, Avila University 1979
MA in Health Services Management Webster University, 1993.

**Licensure/
Certification:** Registered Professional Nurse: MO since 1979 and KS since 9/1992
Certified Case Manager 1995

Professional Experience:

8/2017-current **Clinical Nurse**, Healthy Solutions, Overland Park, KS
Part-time Administering Flu, COVID and TDAP injections to individuals at a variety of settings—industrial, schools, public entities, etc. Duties include insurance verification, review of clinical health and history, administration of COVID, Flu and/or TDAP vaccine, instruct on side effects. Monitor and prepare for any medical emergency that could arise. Conduct health screenings at various business that includes fingerstick for blood sugar and cholesterol readings, height, weight, BMI, blood pressure and other screening tools. Provide private education to participants addressing areas of potential concern. Be prepared for any medical emergency that could arise.

2014 - 4/3/2017 **Manager Clinical Health Services**, Aetna Health Plans, Overland Park, KS
Supervise team of nurses and social workers that provide daily case management services to Aetna Medicare members. Provide case management for selected clients as appropriate. Attend Medicare open enrollment meetings and health fairs; provide education and support to members. Perform regular audits of staff work and provide regular feedback on performance. Assist in new program development/enhancements including post facility discharge; chronic care management, end of life and embedded nurse/primary care physician partnerships. Assist with HEDIS 2015, 2016 and 2017 medical record review initiatives. Job was eliminated 4/3/17 and early retirement accepted.

2013 - 2014 **Manager of Quality**, Aetna Health Plans, Overland Park, KS
Supervised all staff performing quality duties. Hired temporary staff for annual HEDIS initiative. Performed data abstraction for HEDIS 2013 and 2014 for Medicare and commercial members. Traveled to outlying provider groups to obtain medical records. Educated all Health Services teams on all quality initiatives. Served on Medicare Stars initiatives team.

2009 – 2013 **Vice President of Medicare Health Services**, Coventry Health Care (acquired by Aetna 2013), Overland Park Kansas
Responsible for planning and managing the Medicare health services clinical operations, including new program development specifically Transitional Care program which is a post facility short term case management program, supervising staff of over 65 staff in 12 states. Administrative responsibilities: designing programs—budgeting, recruiting, personnel selection, supervising staff, performance evaluations, marketing, designing educational and promotional materials, technical assistance, program evaluation. Attend key employer group meetings and partner with teams on new initiatives. ~~Coventry Health Care Quality Initiatives~~

team and educated staff on NCQA and HEDIS. Position eliminated after Aetna acquisition of Coventry.

- 2001 – 2009 **Director Health Services**, Coventry Health Care, Kansas City MO
Plan, organize, and manage a case management team. Supervise and train staff for on site review of inpatient cases. Administrative responsibilities: assist with designing programs, budgeting, personnel selection, supervising staff, marketing, assist with designing educational and promotional materials, technical assistance, program evaluation. Served as consultant to employer groups on healthy employee work habits. Developed a published guide of community resources. Promoted to Vice President position.
- 1991 - 2001 **Director Health Services**, HealthNet, Kansas City, MO.
Plan, organize, and manage a case management team. Provide staff for on site review of inpatient cases. Administrative responsibilities: assist with designing programs, budgeting, personnel selection, supervising staff, marketing, assist with designing educational and promotional materials, technical assistance, program evaluation. Job was eliminated.
- 1988 - 1991 **Manager Clinical Services**, Aetna Health Plans Kansas City MO, and San Diego, CA
Plan, organize, and manage a case management team. Provide staff for on site review of inpatient cases. Administrative responsibilities: assist with designing programs, budgeting, personnel selection, supervising staff, marketing, assist with designing educational and promotional materials, technical assistance, program evaluation. Clinical duties include managing caseload of members who have case management needs. Left job in San Diego to return to hometown.
- 1979 - 1988 **VA Medical Center** Kansas City, MO.
Provided direct nursing care in Medical ICU and Coronary Care Unit. Served on Critical Care education team, BLS/ACLS training and Code Blue team. On weekends 1986-1988, served as House Nursing Supervisor to cover entire hospital including supervision of the ER. Left direct nursing care position as continual rotating shifts was overtaxing.

Affiliations: Case Management Society of America-KC: Education Coordinator since 2007. and CMSA-KC Chapter President 2009 and 2018

References: Available on request.



Case Management Society of Kansas City
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Phone: 816-353-6077 Fax: 816-353-7850
Email: cmsa-kc.com

Title: Educational Program Planning and Implementation Policy
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Policy # 3

Revised February 2025

Background/Purpose: According to the CMSA-KC Bylaws, affiliate chapters are “to assist in providing the means by which persons and firms offering services or products within or to the health case management profession may voluntarily coordinate their efforts to advance the profession in all respects. To this end, CMSA-KC Chapter, among other activities, shall endeavor to:

1. Provide the opportunity for the exchange of experience and opinions through discussion, study and publications;
2. Promote the professionalism, science and recognized scope of the practice of case management;



3. Provide a forum for, and assist in unifying, professionals actively engaged in case management;
4. Educate its members, the health care delivery system, the payor community and the public in the advancement and improvement of quality care, professionalism, costs/benefit effectiveness, and health benefits of case management;
5. Develop and encourage high professional standards of performance and competence, service and conduct of professionals serving as case managers and those in case management;
6. Promote the improved public stature and respect accorded the case management practice while meeting the best interests of practitioners and the public.”

CMSA-Kansas City meets the above responsibilities through local educational meetings and other related activities. We plan programs that interest a majority



of chapter members, and vary the topics, to appeal to different audiences throughout the year. The Education Committee consists of the Education Chairperson, 1 yr., 2 yr. and 3 yr. Directors and the Chapter President.

Per Kansas Nurse Practice Act 65-119 (e)

The Education Chairperson (also identified as the Education Coordinator) is appointed by the Chapter President and shall be required to have the following credentials: A licensed professional nurse with at least 3 years of clinical experience, having at least one year of developing and implementing nursing education and has a baccalaureate degree in nursing.

The program coordinator shall notify the Kansas Board of Nursing in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days.



Procedure:

1. Process for Assessing Need and planning

CNE KSA 65-1117(a), 60-9-106

- a. CMSA-KC will provide offerings with primary focus on patient safety and improving nursing practice.

The Education Committee will analyze current themes that will appeal to chapter members. An annual evaluation of CMSA-KC offerings is conducted in the 2nd half of each year in order to begin planning for the next calendar year events. All evaluation form comments and surveys along with membership suggestions are taken into consideration.

- b. Identify speakers whose names or topics are familiar, brings information on new technologies or advancements in practice to the audience.



- c. Select dates and times that appeal to membership.
- d. Select locations that are easily accessible and have adequate parking. The locations are varied to accommodate the various segments of the chapter membership.

2. Process for Fee Assessment

- a. A budget is developed for all events including expenses such as food, room, speaker-related expenses. Charges to individuals attending the programs In-person or distance learning (remote) events are free for CMSA-KC members and a nominal fee is assessed for non-members except for the annual spring conference and fall mini-conference where fees are assessed for all attendees.



- b. The budget is reviewed against actual income and expenditures and is revised annually.
- c. The Treasurer will provide an annual report to the Executive Board.

3. Program Planning and Process for Offering CE Approval

- a. The Education Committee meets annually to determine topics of interest, as well as format and length of each program are determined. Monthly education offerings may be held with the exception of May, October and December. The annual conference, which is a full day event, is usually around National Nurses Week scheduled in May. The mini-conference, which usually is a half-day event, is annually scheduled to coincide with



National Case Management week which occurs in October. CMSA-KC may offer distance learning as well as face to face meetings.

- b. CMSA-KC follows the Kansas State Board of Nursing Practice Act (60-9-107), KSA 65-1117 for offering approval of educational sessions and includes the following:
 1. A summary of the planning;
 2. the behavioral objectives which must be measurable learning behaviors;
 3. the content (65-117);
 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 includes books published within the past 10 years, periodicals published within the



past five years, or both. Classic references, if included, shall be limited to less than 25 percent of the bibliography; and

6. an offering evaluation that includes each participant's assessment of the achievement of each objective; and the expertise of each individual presenter.

c. CMSA-KC uses a speaker form to secure speakers and obtain confirmation to agree upon arrangements in writing. Speaker biography, title of presentation, bibliography, objectives and goals are obtained. The Education Committee contacts speakers, sets the format for the seminar and develops the program objectives.

1. To ensure the offering approval process is comprehensive, CMSA-KC utilizes an



Education Planning form to ensure the learning behavioral objectives will be met in the content of each planned presentation.

2. The Education Chairperson completes all paperwork including evaluation form, and submission of documents at least 30 days in advance of the planned event for Nursing Contact hours approval as well as works with other entities in order to secure other approvals such as CCM, social work, NH administrator. The Education Chairperson prepares continuing education credit related materials.



4. Process for Advertisements or Announcements

- a. The President, Media Committee and Education Committee along with a Chapter designee develops email and mailing lists, prepares and emails or mails flyers and brochures with registration information as well as posting information about the educational events in appropriate locations including the CMSA-KC website.
(www.cmsa-kc.com).
- b. The published information shall contain the following statement “CMSA-KC is an approved provider of continuing nursing education by the Kansas Board of Nursing. This course offering is approved for ___ contact hours applicable for APRN, RN, or LPN, re-licensure. Kansas State Board of Nursing Provider Number LT-0206-0606”.



- c. The President will name individuals, including the Education Committee, that confirms the location or distance-based event details, audio-visual and meal-break arrangements as appropriate, finalizes parking/transportation needs, secures volunteers for selected tasks and receives registration forms from attendees.

5. Process for Verifying Participation and Completion of the Offering

- a. The Education Chairperson and/or Chapter designee maintain sign-in sheets (rosters) for each offering that meet the specific requirements of the Kansas State Board of Nursing. Each participant shall be required to sign a daily roster which contains the CMSA-KC's name, address, provider



number, Education Coordinator name, the date and title of the offering, number of contact hours, the presenters, participant's name, license number if we do not already have it on file, and number of contact hours awarded. For full day events, attendees are expected to sign in for AM and PM sessions.

- b. The Education Chairperson will verify each participant attended the offering. The Education Chairperson will review late arrivals and early departures in consideration of awarding a partial credit for contact hours.

6. Process For Awarding Contact Hours

- a. Contact hours are determined based on Kansas Board of Nursing CNE definitions and allow a contact hour for 50 total minutes of participation in a learning experience and



may include partial credit for one or more credit hours.

- b. Credit for fractions of hours over 30 minutes will be computed towards a contact hour.
- c. CMSA-KC may offer Instructor credit, which shall be two 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.).
- d. CMSA-KC does not offer independent study (60-9-105 (1)) contact hours.
- e. CMSA-KC does not award contact hours for clinical study.



7. Process For Refund Requests or Cancellations

a. In the event that a planned offering is canceled prior to the event by CMSA-KC, the event location or the presenter,

1. CMSA-KC will contact each registrant to offer a refund or to exchange that payment to a future event offering.

b. In the event a registrant wants a refund, unless otherwise stated as a date after which no refunds will be allowed in brochure for event, CMSA-KC will offer to exchange that payment to a future educational presentation or offer a refund.

c. In the event the registrant is a “no show” to event and wants refund, unless otherwise stated as a date after which no refunds will be allowed in the brochure for event, no refund will be



allowed. In the event of an emergency situation on the part of the attendee, on a case by case basis, the CMSA-Administrator will present the issue to the President/Executive Board for final determination of refund or applying funds to another event.

8. Awarding Certificates of Attendance

- a. A certificate of attendance shall be awarded to each participant after completion of the offering.
- b. Each certificate shall be completed before distribution to the participant. Continuing education credit materials are either distributed at the end of the event or emailed within 2 weeks after the event.
- c. Each certificate shall contain CMSA-KC's provider names, address and provider number, title of the offering, date(s) of



attendance, the number of contact hours awarded, number of instructor hours awarded, if applicable, signature of the

Education Chairperson who is responsible for the providership, name and license number of the participant.

- d. The Certificate will include the following statement “CMSA-KC is an approved provider of continuing nursing education by the Kansas Board of Nursing. This course offering is approved for ___ contact hours applicable for APRN, RN, or LPN re-licensure. Kansas State Board of Nursing Provider Number LT-0206-0606”.



9. Process for Record Keeping and Record Storage

CMSA-KC retains all records for at least 2 years and maintains a record storage system that assures confidentiality and easy retrieval of records. Reference CMSA-KC Record Retention Policy.

10. Process for Notice of Change of Chairperson or Required Policies

The Education Chairperson and/or Chapter President will notify the Kansas Board of Nursing in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days of change.

11. Program Evaluation

The CMSA-KC Executive Board and Education Committee reviews and summarizes participant



evaluations and feedback in a systematic way to analyze outcomes of the overall continuing education program in order to assist in making subsequent decisions. Recommendations are made for future programs at Board and Executive Board meetings.

12. Submission to Kansas Board of Nursing-LT Providership

Per Kansas Nurse Practice Act 65-(e) (1-6), 60-9-(105-107)

The Education Chairperson will submit an annual report to the Kansas Board of Nursing an annual fee along with an annual report (Total Program Evaluation) for the previous fiscal year of the previous year through June 30 on or as designated by the board. The annual report shall contain an evaluation of all the components of the providership based on the total program



evaluation plan; and a statistical summary report on the offerings.

The Education Chairperson will submit an application for renewal to the Kansas Board of Nursing every 5 years for renewal application in order to continue the long term providership. This will include policies, procedures, and sample forms and actual seminar examples by CMSA-KC.

References:

Kansas Nursing Practice Act 2023:

ksbn.kansas.gov

CMSA-KC Chapter Bylaws 2025

Reviewed or Reviewed and approved by Board of Directors: reviewed 7/2011, reviewed 2012, revised 9/2013, reviewed 2014, revised 4/2016, reviewed 2018, 2020, revised 6/2022, revised 5/2020, reviewed 7/2022, revised and approved 2/2025



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Policy: Record Retention Policy
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Policy # 4

Revised February 2025

Background/Purpose:

CMSA-KC follows the National CMSA policy of record retention. Documents are retained only so long as they are:

- (1) Necessary to the conduct of the business;
- (2) Required by statute or government regulation; or
- (3) Relevant to pending or foreseeable investigations or litigation. Retention periods are based primarily on current federal record-keeping requirements and state statutes of limitation.

Currently relevant documents are filed systematically and accessibly. Documents that must be maintained permanently are catalogued and reduced to secure electronic records for storage and easy access, when needed. Documents are filed, catalogued and retrieved or destroyed on pre-established "Pull" dates.

No document, including an electronic document, shall be intentionally altered, covered-up, falsified or destroyed, nor shall any agent of CMSA-KC be directed to do so, to prevent its use in an official proceeding. Upon becoming aware that any document may reasonably be anticipated to be useful in any actual or reasonably predictable official proceeding, the CMSA-KC Executive Board shall override any document retention policy or procedure that might result in the destruction or inability to find any such document and obtain legal advice from counsel.

Procedure:

The following table is a schedule that provides retention periods for major categories of documents, both paper and electronic for CMSA-KC.

1. For each offering CMSA-KC shall retain for at least five years: a summary of planning; a copy of offering announcement or brochure; the title and behavioral objectives; the offering agenda; bibliography; a summary of participant evaluations, instructors education and experience; and

documentation to confirm completion of the offering as specified in Kansas Board of Nursing regulations.

2. The record storage system shall ensure confidentiality and easy retrieval of records by authorized individuals.
3. CMSA designee will maintain all educational offering files which will be stored on a secure drive. Paper copies of records from 2022 and prior are kept in locked, file cabinets and with some files maintained electronically on the secure drive. The files are kept confidential and secure through use of locks and secure passwords. The Education Coordinator and CMSA-Admin and/or CMSA-KC President maintain a "pull" date for files to be destroyed. The Chapter designee (Admin) will destroy all files as directed within 1 month of the pull date. The CMSA-KC Education Coordinator, and Admin and/or President will perform an annual review of all retained records to ensure compliance.

RETENTION SCHEDULE

Type of Record	Retention Period (Years)
Accounting	
Auditor reports	Permanent (P)
Budgets	7
Cancelled checks	3
Expense Reports	3
Contract Employee Payroll	3
Invoices, ledgers, inventory lists	7
Chapter Management	
Annual Reports	P
Approved Board Minutes and Record of all actions taken by Board	P



Approved Executive Committee minutes and records of all Executive Committee actions taken	P
Articles of incorporation	P
Authorizations for expenditures	7
Bylaws, Policies	P
Contracts	Expiration +7
Membership names and addresses	Current
Notes (internal reports, memos)	3
Written correspondence to members	3
Correspondence	
General, routine	3
Insurance	
Accident reports	7
Insurance policies	P
Legal	
Claims and litigation	P

files	
Nursing/CCM education offerings	
Flyer, brochure, objectives, offering agenda, bibliography, summary of evaluations, sign-in sheets, biography of speakers, instructor education and experience.	5

Reviewed and approved by Board of Directors 7/2011, revised 9/2013, revised 2/2016, revised 4/7/2016, reviewed 7/2022, Revised and approved 2/2025



Case Management Society of Kansas City

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Kansas City, MO 64133

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Email: cmsa-kc.com

Title: Bad Check/Inadequate or Stop Payment Policy

Policy # 2

Revised February 2025

Objectives:

- To require that individuals who present bad checks, stops credit card or check payment, or provide insufficient payment, be obligated to pay the assessed fees along with extra fees charged by banking institutions.
- To reduce the number of individuals/members who register for a program and do not provide adequate payment.

Procedure:

- In the event a check or credit card payment is returned for non-payment the following will occur
 1. The Chapter designee will contact the individual advising them of the action and ask for reimbursement to include all expenses to be made within 7 days.
 2. If the person does not make payment, a letter will be sent to the individual stating the same request for payment with a reminder that this non-payment can be reported to local law enforcement agencies and appropriate licensing boards for action.



3. If no payment is received, the Chapter designee will notify the Executive Board. Further determination regarding law enforcement notification will be made by the Board.
4. Upon failure to remit payment, CMSA-KC may notify the individual that they will no longer be able to register for future CMSA-KC program offerings without prior payment in the form of cash or cashier's check. CMSA National will also be notified.

Approved by Board of Directors 7/11, revised 9/13, reviewed 2/16, revised 4/20, revised 5/22, revised and approved 2/25



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Title: CMSA-KC Expense Reimbursement Policy
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Policy #: 1

Reviewed February 2025

Policy: Expenses arising out of Case Management Society of Kansas City (herein after known as CMSA-KC) business may be reimbursed according to the guidelines outlined below.

Background/Purpose: To define reimbursable expenses and to outline procedure for authorization and payment.

Procedure:

- CMSA-Kansas City may reimburse National Conference attendance fees for individuals in the following roles. President, President-Elect, Past President, Secretary, Treasurer, Director-1 Year, Director-2 Year, Director-3 Year, Education Coordinator, Media Chairperson, Public Policy Chairperson, and Annual Conference Chairperson. Other requests for National Conference reimbursement will be considered on a case-by-case basis.
- When approved for attendance at the CMSA National Conference, CMSA-KC may reimburse for a standard double occupancy hotel accommodation at the facility where the program is held. CMSA-KC may pay for **up to 5** nights at the National Conference. Board members wishing to have a resort private/single room will be reimbursed at 50% of the double occupancy room rate only. Airfare, mileage, meals, taxi, other transportation, laundry, additional hotel room days and other ancillary expenses will be the responsibility of the board member.
- Officers may attend other events or special meetings such as state government meetings, nursing boards, trainings or those sponsored by National CMSA such as Public Policy Day, Leadership events, etc. All requests for reimbursement **must** be pre-approved by the Executive Committee. This includes hotel, airfare, meals, transportation, mileage, etc.
- Select officers/Board members may request double occupancy local hotel reimbursement the night prior to the annual conference in order to welcome out of area speakers and early set-up the day of the conference. These requests must be pre-approved by the CMSA-KC Executive Board.
- Committee members may be offered reimbursement for attendance fees for National Conference, mini-conference, annual conference or other special events on a case by case basis. These requests must be pre-approved by the CMSA-KC Executive Board.



- Conference committee members may be allowed to purchase select items that are discussed and approved by the Board. These items include giveaways that are provided to attendees at local events. CMSA-KC Executive Board will set budget amounts annually for these expenditures.
- In the instance an event is postponed or cancelled, CMSA-KC will offer the attendee a refund or a registration for an upcoming like event.
- A Check/Reimbursement Request Form must accompany all requests for reimbursement. Expenses will be reviewed and approved by CMSA-KC President/Treasurer and payment made according to the information provided on the form.
- Expenses anticipated to exceed approved budgeted amounts must be pre-authorized by the Treasurer. Some expenses may need to be authorized by the Executive Committee at the

Treasurer's discretion. Submissions should follow the request for reimbursement guidelines as stated above.

- Check/Reimbursement Request Form must be submitted to the Treasurer, with copies of receipts and explanation attached within 60 days of when the expense is incurred.
- CMSA-KC is the "payer of last resort". This means that individuals must submit expenses to their employer or other payer source, as applicable, prior to accessing CMSA-KC funding. Some officers may have their rooms paid fully or in part by National CMSA. Any expense requested to be reimbursed by CMSA-KC must be pre-approved as above.
- The Treasurer and/or President will issue payment based on the information submitted within 60 days of receipt. The Treasurer will keep the original Check/Reimbursement Form and receipts on file for accounting purposes.
- To assist the Executive Board in monitoring expenses based on Budget submitted for the next fiscal year, the Treasurer will provide quarterly reports as follows: Itemized Categories Report and Profit/Loss Statement. These reports will allow the Executive Board to monitor financial soundness of the chapter.

Sample expense request form below

Adopted by Board of Directors 7/2011, revised 9/2013, revised 2/2016, revised 2/2018, revised 4/2020, revised and approved 7/2022, revised and approved February 2025



DATE:

TO:

Email: (cmsa-kc treasurer email address)

Receipts are required for all expenses

Check Payable To:

Mailing Address:

Date	Description	Payment Type CMSA-KC Debit Card, CMSA-KC Check, or Personal Payment)		Total
Column Totals				
			Subtotal	
			Less cash advanced	
			Total owed to you	
			Total due	0.00

Requests for reimbursements must be submitted within 30 days of purchase and accompanied by a receipt. All reimbursement will be within 30 days of receipt

Date: _____

Signature: _____

Approved _____

Date: _____



CMSA-KC's CALL FOR 2025 PRESENTATIONS

Congratulations for taking steps to prepare and submit a proposal to present a session at one of CMSA-KC's 2025's educational events (monthly, annual conference or mini-conference). The following information is meant to assist you with a successful submission. CE credit is not the only goal of CMSA-KC's program. We seek to offer case management peers quality events that support professional growth regardless of their career stage.

It is important to submit content that follows the recommendations within this Guide. The following guidelines are available to assist both new and experienced presenters' resources for better organization and development of your presentations.

1. EDUCATIONAL SESSIONS OVERVIEW

Case managers are advocates, leaders, influencers, problem-solvers, educators, and more! In every work setting and within healthcare in general, there is a common challenge; how to best meet our clients' needs in an industry that is continually evolving. We continue to create the path for this rapidly expanding healthcare profession. Presentations are designed to spark conversations and innovations, provide strategies and solutions, along with practical tools and successful initiatives for professional case managers and case management systems. We invite you to become a part of the conversation by participating in the Call for Presentations.

2. OVERALL EDUCATION SESSION OBJECTIVES

The last few years have led to changes in care delivery models and reimbursement. The healthcare workforce has experienced challenges unlike any seen in our lifetime. Industry leaders have not just recognized but openly admitted that health inequities exist and are negatively impacting the health and wellbeing of specific population sectors. For 2025, CMSA-KC is looking for presentations that will provide case managers with knowledge and skills to better adapt to this ever-changing landscape

CMSA-KC is requesting presentations that may include emerging Models of care, i.e., Virtual assessment and treatment, Care for the unhoused, Social Determinants of Mental Health, Care of the neonate, Addressing implicit bias, Workers' Compensation challenges and more. These topics are seeing the most change and will help case managers be prepared. We recommends legal and ethics presentations address one of these areas. Leadership and professional development presentations can also address any one of these areas.

3. SUBMISSION REQUIREMENTS

- **Presenters**
 - Submissions may include up to two presenters (Presenter / Co-Presenter) for Sessions. Panel/Roundtable discussions may be approved for more and we will need information from each presenter.
 - Presenters are limited to two submissions per calendar year.
- **Session Title** – Brief descriptive title
- **Abstract** – A brief description of your session
- **Objectives** – Three MEASURABLE behavioral learning objectives relevant to the presentation content.

Below are examples of acceptable verbs for learning objectives For Nursing and CCM sessions. Below are descriptions and examples.

- Knowledge: Remembering previously learned material
- Comprehension: Grasping the meaning of knowledge being learned
- Application: Using learned materials in new/concrete situations
- Analysis: Breaking down material into its elements; understanding its underlying structure
- Synthesis: Putting parts together to form a new whole; creating new patterns or structures
- Evaluation: Judging the value of material for a given purpose, using pre-determined criteria

KNOWLEDGE	COMPREHENSION	APPLICATION	ANALYSIS	SYNTHESIS	EVALUATION
Arrange	Classify	Apply	Analyze	Compose	Appraise
Define	Compare	Construct	Appraise	Construct	Choose
Describe	Describe	Demonstrate	Calculate	Create	Compare
Label	Estimate	Dramatize	Categorize	Design	Conclude
List	Explain	Role-play	Differentiate	Develop	Evaluate
Memorize	Express	Solve	Distinguish	Formulate	Interpret
Recall	Identify	Use	Relate	Integrate	Rate
Recognize	Illustrate			Modify	Select
Select	Interpret			Organize	

- **Bio** – a brief bio from each presenter is required at the time of submission.
- **CV/Resume** – a current CV for each presenter is required at the time of submission.

Please include Bio and CV information for all speakers at the time of submission.

4. PRESENTATION REQUIREMENTS

These areas must be included in the presentation.

Completed Educational Session presentations will be due at least 45 days prior to planned event in 2025 for review.

- **Outline of presentation.** This will help determine the introduction, learning content (body) and conclusion as well as time for each area..
- **Slide Template-** Please provide a slide (ex. PowerPoint) template for each presenter within 14 days of presentation.
- **Primary Source Literary References** – minimum of three references that will support presentation content. American Psychological Association (APA) format is preferred.
 - References cited must be published within the last five years.
- **Ethics** – For Sessions addressing ethical principles, be sure to include the specific ethical principle(s) addressed and required content with references as required by CCMC's PACE criteria. See Continuing Education Overview for more details.
- **4-5 Question Quiz** – Many of our CE's require a quiz for virtual/digital attendance of an educational session. Quizzes may only have a maximum of 3 True/False questions and should primarily consist of multiple-choice questions addressing the content of the presentation. These are due 14 days prior to the educational event.

5. SPEAKER GENERAL TERMS AND CONDITIONS

1. CMSA-KC seeks unique and original presentations that are not offered six months before and six months following other CMSA-KC's presentations..
2. Submissions will be reviewed by CMSA-KC's Education Committee, deidentified and unaltered, and will make no corrections for typographical or grammatical errors. However, submissions may be

returned for revisions and edits if directed by the Education Committee.

3. CMSA-KC reserves the right to edit the titles and content of objectives submitted for purposes of meeting CE credit requirements.

4. Presentations **must** be free from commercial bias.

5. Presenters agree to the recording of their session (audio and slides). Recordings may be used as part of a digital program.

6. CONTINUING EDUCATION

CMSA-KC seeks to include these credit types, as possible. In the submission, you will be asked to select the credits your presentation content will meet. 99% of all Offerings will be approved for RN and CCM credits and nothing extra is needed.

- RN - Nursing
- CCM & CCM Ethics

CONTINUING EDUCATION REQUIREMENTS

Today's certification and licensing bodies have become much more stringent in the requirements to issue continuing education credits. While some find the process lengthy and complicated, these requirements must be met for CMSA-KC to issue CE credit. Here are some highlights of the CE types CMSA will be filing.

All Sessions must provide 60 minutes of educational content.

Discussion and Q&A may be included in this calculation.

Welcomes will not be included

so keep your greetings short. Do not dismiss your session early.

Plan for additional content and discussion, should you run short.

CASE MANAGER CERTIFICATION (CCM) CREDITS:

The Commission for Case Management Certification (CCMC) requires that any approved hours be offered in focus areas that are related to the certification exam. Certified Case Managers (CCMs) must complete 80 hours of CCM continuing education every five years. All sessions will be applied for regular CCM credits unless there are ethical principles through the Commission for Case Manager Certification (CCMC).

APPROVAL REQUIREMENTS FOR CCM ETHICS

To be approved for CCM Ethics, your course MUST reference the CCMC Code of Professional Conduct and Principles and CONNECT it to your topic throughout the presentation. See examples of topics below. To earn CEs in the ethics focus area, the provider must identify the ethical concepts and standards to be presented. Documentation must include evidence of ethics and its practical application within the body of the activity to be demonstrated either by a comprehensive outline or copy of the presentation document to be submitted as part of the application.

ETHICS TOPICS INCLUDE, BUT ARE NOT LIMITED, TO:

- History and evolution of values and ethics in Case Management
- Ethics theories, codes, interpretation, and application
- Professional values, character, morals, and self-awareness about professional ethical behavior
- Ethical decision-making processes, models, and dilemma examples
 - o Ethical conduct
 - o Ethical/moral development
 - o Interprofessional collaboration and ethic

CMISA-KC Educational Submission Proposal

Speaker Information

First Name	Last Name
Email	Phone
Website	Company

How would you like to present?

- ☐ Single
- ☐ With another presenter

Name and email address of accompanying Presenters

Conference Speaker Professional Title

Conference Speaker Credentials

Conference speaker Bio/CV (attach with submission)

Conference Presentation Title

Conference Presentation Abstract (insert here or attach document)

Speaker Potential Conflicts

Length of presentation _____

All Educational Sessions must provide 60 minutes of educational content per credit hour. Discussion and Q&A may be included in this calculation. Welcomes will not so keep your greetings short. Do not dismiss your session early. Plan for additional content and discussion, should you run short.

Learning Objective #1

Learning Objective #2

Learning Objective #3

FOR VIRTUAL COURSE: Attach with submission 3-5 Q&A questions to ensure learning has occurred. .

Are you requesting ETHICS CCM credits?

YES_____ NO _____

Please include documentation must include evidence of ethics and its practical application within the body of the activity to be demonstrated either by a comprehensive outline or copy of the presentation document to be submitted as part of the application

By submitting this form, I understand that my talk may be edited, copied, exhibited. Additionally, I also understand this material may be used in diverse educational settings within an unrestricted geographic area. Photographic, audio or video recordings may be used for the purposes of marketing, advertising, publicity or other promotional purposes. Online/Internet Videos/Photographs/Social Media Postings Media-restricted to: CMSA-KC.

By submitting this form, I acknowledge that I have completely read and fully understand the above release to be bound thereby. I hereby release any and all claims against CMSA-KC, their agents, representatives and assigns.

Authorized Signature:

Date: _____

Please submit all documents to CMSA-KC Education Coordinator
Denise Des Marteau, RN, CCM via email to
denisedmz@gmail.com



CMSA-Kansas City Educational Planning Form

Instructions: For educational activities with multiple sessions, complete a planning form for each individual session for which contact hours will be awarded. Contact hours cannot be approved for in-service programs, CPR, BCLS, Code Blue, on-the-Job training, orientation, or testing out of a course.

Educational Activity Title:

Date: _____

Individual Session Title: (if different than activity title)

LEARNING OUTCOME(S)

- Learning objectives are clear and measurable by use of an action verb that describes a measurable behavior and/or specifies something that can be actively demonstrated as a result of attending the educational program. The learning objectives clearly describe what the learner will know or be able to do as a result of having attended an educational program or activity.

List learning outcome(s) in behavioral terms using a single measurable verb for each. Outcomes are evaluated to determine the impact of educational activities on patient care and professional development of the learner. The learning outcomes should clearly describe what the learner will know or be able to as a result of having attended educational program. (Use back of form for more than 5 objectives.)

Obj. 1: _____

Obj. 2



Obj.3: _____

Obj.4: _____

Obj.5: _____

Examples: Identify, list, define, analyze, assess, describe, locate, discuss, explain, perform, demonstrate, plan, create or compare.

Avoid outcomes such as know, understand, learn and appreciate).

Learners will describe an increase in knowledge about XYZ.

Ex: "Participant can identify 3 causes of work related back injuries"



CONTENT	Provides outline of content to be presented related to each learning outcome in sufficient detail to determine if consistent with
PRESENTER(S)	List presenter for each content area or for roundtable discussion
LEARNING STRATEGIES: List engagement strategies used by each presenter for each content area. Check all that apply.	<input type="checkbox"/> Question/Answer <input type="checkbox"/> Self-check/Self-assessment <input type="checkbox"/> Audience response system <input type="checkbox"/> Return skills demonstration <input type="checkbox"/> Role Play <input type="checkbox"/> Small group discussion <input type="checkbox"/> Assignment testing/practice <input type="checkbox"/> Engaging learners in dialogue <input type="checkbox"/> Analyzing case studies <input type="checkbox"/> Question/Answer <input type="checkbox"/> Self check/Self-assessment <input type="checkbox"/> Audience response system

Total Minutes for this activity/session: _____
 Must be at least 50 minutes of learning for each contact hour



Verify citations for evidence-based reference(s) used to develop content:

Information from organization/website: Current evidence within past 5-7 years: may be published or unpublished content Example- Agency on Healthcare Research and Quality, CDC, CMS, Provide full web page citations for materials referenced—not just CDC.org	
Peer-Reviewed Journal/resource: Evidence should be within past 5-7 years.	
Clinical Guidelines: Published or online (www.guidelines.gov)	
Expert resources: Individual, organization, or educational institution; Books, article, website	
Textbook reference	
Other	

For Education Committee Use only:

Meets Kansas Board of Nursing behavioral objectives regulations Y___ N___

Approved as educational offering? Y___ N___



This is to certify that

License number _____

Attended the following educational session:


"Health Crisis of Opioid Overdose"

Presented by:
Sheilah McGlone, RN, CCM
Alan Boardman, MSW

September 14, 2022
11:00 am– 12:00 pm

1.0 Contact Hour

CMSA-KC is an approved
Provider of continuing nursing education
By the Kansas State Board of
Nursing Provider Number: LT 0206-0606


Denise Des Marteau, RN, BSN, CCM
Education Consultant CMSA-KC
PO Box 9596,
Kansas City, MO 64133-0396
Phone: 816-353-6077



CMSA-Kansas City Educational Planning Form

Instructions: For educational activities with multiple sessions, complete a planning form for each individual session for which contact hours will be awarded. Contact hours cannot be approved for in-service programs, CPR, BCLS, Code Blue, on-the-Job training, orientation, or testing out of a course.

Educational Activity Title: "After The Pandemic: The Emerging Public Health Crisis of Opioid Overdoses"

Date: 9-14-2022

Individual Session Title: (if different than activity title)

LEARNING OUTCOME(S)

- Learning objectives are clear and measurable by use of an action verb that describes a measurable behavior and/or specifies something that can be actively demonstrated as a result of attending the educational program. The learning objectives clearly describe what the learner will know or be able to do as a result of having attended an educational program or activity.

List learning outcome(s) in behavioral terms using a single measurable verb for each. Outcomes are evaluated to determine the impact of educational activities on patient care and professional development of the learner. The learning outcomes should clearly describe what the learner will know or be able to as a result of having attended educational program. (Use back of form for more than 5 objectives.)

Obj. 1: Identify current opioid overdose trends, including impact of synthetic opioids and social determinants of health causing increased deaths.

Obj. 2 Identify the rationale for the use of Medication Assisted Treatment (MAT) and describe considerations on its inclusion in individual treatment planning.



Obj.3: Recognize how the professional Case Manager can improve their engagement skills to facilitate access to effective treatment and advocate for social supports to assist individuals in their recovery journey.

Examples: Identify, list, define, analyze, assess, describe, locate, discuss, explain, perform, demonstrate, plan, create or compare.

Avoid outcomes such as know, understand, learn and appreciate).

Learners will describe an increase in knowledge about XYZ.

Ex: "Participant can identify 3 causes of work related back injuries"

CONTENT	<p>Opioid overdoses were a growing crisis prior to the COVID pandemic. Opioid overdose deaths especially Fentanyl, increased 29% over 1 year. Many things can be laced with Fentanyl without the user's knowledge. Medication Assisted Treatment includes ongoing and continuous individualized treatment planning to improve health and social functioning. These include lifestyle changes, regular monitoring for complications behavioral support and medication as needed.</p> <p>Integrated case management involves RN's, SW, integrated care coordination, peer support specialists and physicians (medical and behavioral). This integration focus will help build relationships with patients. It will foster respect, allow autonomy, information sharing, understand the patient's "sense making", encouragement, forgiveness, support of treatment options, choice and rolling with resistance.</p>
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PRESENTER(S)	Sheilah McGlone, RN, CCM and Alan Boardman, MSW
LEARNING STRATEGIES: List engagement strategies used by each presenter for each content area. Check all that apply.	<input checked="" type="checkbox"/> Question/Answer <input checked="" type="checkbox"/> Self-check/Self-assessment <input type="checkbox"/> Audience response system <input type="checkbox"/> Return skills demonstration <input checked="" type="checkbox"/> Role Play <input type="checkbox"/> Small group discussion <input type="checkbox"/> Assignment testing/practice <input checked="" type="checkbox"/> Engaging learners in dialogue <input checked="" type="checkbox"/> Analyzing case studies <input checked="" type="checkbox"/> Self check/Self-assessment

Total Minutes for this activity/session: 60
 Must be at least 50 minutes of learning for each contact hour

Verify citations for evidence-based reference(s) used to develop content:

Information from organization/website: Current evidence within past 5-7 years: may be published or unpublished content. Example	Motivational Interviewing Techniques
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Agency on Healthcare Research and Quality, CDC, CMS, Provider full web page citations for materials referenced not just CDC.org	
Peer-Reviewed Journal/resource Evidence should be within past 5-7 years.	Anderson, E. S., Rusoja, E., Luftig, J., Ullal, M., Shardha, R., Schwimmer, H., Friedman, A., Hailozian, C., & Herring, A. A. (2022 in press). Effectiveness of substance use navigation for emergency department patients with substance use disorders: An implementation study. Annals of Emergency Medicine.
Clinical Guidelines: Published online (www.guidelines.gov)	
Expert resources: Individual, organization, or educational institution; Books, article, website	Integrated Case Management cmsa.org
Textbook reference	
Other	

For Education Committee Use only:

Meets Kansas Board of Nursing behavioral objectives regulations Y__X__ N__

Approved as educational offering? Y__X__ N__

4001: After the Pandemic: The Emerging Public Health Crisis of Opioid Overdoses

Submission ID 3000405

Submission Type Concurrent Session

Topic Intermediate

Affiliation Sheilah McGlone Care Management Consulting and Expert Trainer

SUBMISSION DETAILS

Overall Abstract There was a growing Opioid crisis before the devastating COVID pandemic hit. Although COVID justifiably captured headlines, Opioid overdose deaths dramatically increased during the pandemic. As new data emerges from the Centers for Disease Control, it is evident that synthetic Opioids like Fentanyl caused a staggering increase in overdose deaths. The yearly overdose rate rose to over 100,000 deaths for the first time from April 2019 to April 2020, an increase of 29% from the previous year. The COVID lockdown, unprecedented economic instability, social isolation, and an overburdened healthcare delivery system were only some of the contributing factors to the surge of overdose deaths. As the pandemic subsides, Opioid Use Disorders may be seen as the next national, public health crisis. Professional Case Managers play an essential role in coordinating care for the complex patients who suffer from the chronic disease of addiction. Case Managers must possess an effective set of skills and informed expertise to address the challenges they will confront. You will learn about the role of medication assistance treatment (MAT) in addition to special assessment and communication skills to engage patients across the continuum of care on their journey to recovery. The presentation will also explore the numerous factors that have contributed to the loss of life due to Opioid overdoses. You will hear how a grieving mother, who has joined a bereaved community after the loss of her son, is dedicated to educate and end the stigma of the disease of addiction. Case management interventions are critical as we move forward to make a difference for patients and their families through advocacy and care coordination.

LEARNING OBJECTIVES

Behavioral Learning Objective 1 Identify current Opioid overdose trends, including the impact of synthetic Opioids, and the Social Determinants of Health causing increased deaths

Behavioral Learning Objective 2 Identify the rationale for the use of Medication Assisted Treatment (MAT), and describe considerations for its inclusion in individualized treatment planning.

Behavioral Learning Objective 3 Recognize how the professional Case Manager can improve their engagement skills to facilitate access to effective treatment and advocate for social supports to assist individuals in their recovery journey.

Bio Sheilah McGlone RN, CCM, is a well-known in the field of case management. She has over 25 years of case management experience that encompasses commercial and government funded

programs with a primary focus on underserved populations. Prior to stepping into a corporate role, Sheilah practiced as a Registered Nurse in various hospitals acute care settings, specializing in critical care. Within her 21 years as the Director of Case Management and Integrated Care Coordination at Hudson Health Plan/MVP she oversaw an expanded team of Registered Nurses, Licensed Social Workers, Integrated Care Coordinators and Peer Support Specialists. She participated in the creation of the “feet to the street” Westchester Cares Action Program, an award-winning integrated care management Health Home CMA that was originally part of a New York State Department of Health Chronic Illness Demonstration Project. She is dedicated to the philosophy and delivery of a fully integrated CM model where one case manager links care coordination across all domains of health and is a certified trainer for the CMSA ICM Model. Sheilah has participated in several presentations pertaining to case management on a local and national level and has held various leadership positions within the Hudson Valley Chapter of CMSA that include Chapter President. She remains active on the Hudson Valley Chapter Board of Directors and currently holds the Vice President position. She has participated on several National CMSA Committees and has co-authored published articles highlighting the integrated case management model. Sheilah was also the recipient of the esteemed 2013 CMSA National Award of Service Excellence. She served a three-year term on the CMSA Foundation Board of Directors (2018-2021) and is presently a member of the CMSA Foundation Advisory Committee. She is currently sharing her expertise by working as an independent case manager trainer focusing on the basics of motivational interviewing, CMSA Standards of Practice, leadership strategies and implementation of the Integrated Case Management Model.

Headshot/Photo Sheilah McGlone.png

CV or Resume SheilahMCGlone CV 2021 (1).doc

4001: After the Pandemic: The Emerging Public Health Crisis of Opioid Overdoses

4001: After the Pandemic: The Emerging Public Health Crisis of Opioid Overdoses

Submission ID 3000405

Submission Type Concurrent Session

Topic Intermediate

Affiliation Healthfirst

SUBMISSION DETAILS

BIO Alan Boardman has been a Licensed Social Worker for over 25 years. His career has focused on serving individuals living with chronic Behavioral Health conditions, Serious Mental Illness, and complex, co-occurring conditions. He develops, implements, and evaluates integrated case management programs that use data driven approaches to improve treatment outcomes. Currently, as the Director of Clinical Program Management in Behavioral Health at a large New York City based health plan, he is responsible for oversight of innovative pilots and case management programs. Additionally, he is responsible for the Behavioral Health Quality Management program, and its related strategic interventions. Alan is currently serving his second term as a director on the CMSA Foundation Board, is a member of the CMSA Foundation Advisory Committee, has completed CMSA's Integrated Case Management program, and is a Certified Case Manager.

Headshot/Photo CMSA Picture.png

CV or Resume Alan_Boardman_Resume.docx

Wednesday, March 4, 2022
11:00 AM - 1:00 PM
CMISA
Kansas City Chapter
INNOVATIVE • DIVERSE • VISIONARY

Join us for our Webinar.

"After the Pandemic: The Emerging Public Health Crisis of Opioid Overdoses"

Presented by: Sheliah McGlone RN, CCM and Alan Boardman MSW

There was a growing Opioid crisis before the devastating COVID pandemic hit. As new data emerges from the Centers for Disease Control, it is evident that synthetic Opioids like Fentanyl caused a staggering increase in overdose deaths. Professional Case Managers play an essential role in coordinating care for the complex patients who suffer from the chronic disease of addiction and must possess an effective set of skills and informed expertise to address the challenges they will confront. You will hear how a grieving mother, who has joined a bereaved community after the loss of her son, is dedicated to educate and end the stigma of the disease of addiction. Case management interventions are critical as we move forward to make a difference for patients and their families through advocacy and care coordination.

Please register in advance for this webinar:

Register on line at WWW.CMSA-KC.com This meeting is free for members \$20 for non members

For questions contact Peggy Ledgerwood 816-353-6077 or pledger816@aol.com

This presentation will provide One (1) contact hour for continuing education approval and pending One (1) CCM contact hour. CEU and CCM certificates will be forwarded to attendees within 2 weeks after the event and receipt of attendee evaluation.

Learning Objectives

Participant will be able to:

1. Identify current opioid overdose trends, including impact of synthetic opioids and social determinants of health causing increased deaths.

2. Identify the rationale for the use of Medication Assisted Treatment (MAT), and describe considerations for its inclusion in individualized treatment planning.
3. Recognize how the professional Case Manager can improve their engagement skills to facilitate access to effective treatment and advocate for social supports to assist individuals in their recovery journey.

CMSA-KC is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for LMHT , RN or LPN relicensure. Kansas State Board of Nursing provider number LT0206-0606

TARGET AUDIENCE;

Targeted audience to: CMSA Members and Guests

Planning Committee:

Denise DesMarteau, RN, BSN, MA, CCM

Continuing Education Coordinator

Mike Seidel President CMSA-KC

Rita Richter, RN, BSN, CCM Director

Rick Lane, Director

Janet Gould, RN, BSN, CCM Director

Brian Stewart, Committee Member

Nancy Rafferty, OTR, CCM, CLCP, Committee Member

“After the Pandemic: The Emerging Public Health Crisis of Opioid Overdoses”
Ethics in Care Outline

1. The Impact of COVID-19
 - a. Recognize that ethically a case managers primary obligation is to the clients we care for. One size does not fit all. Assist in preventing disparities in accessing services and educate on available mental health and medical services.
2. Stress and anxiety
 - a. Timely follow through is essential in case management practice. Client centric case management involves individualized and goal directed care. Case managers should facilitate self-determination and self-care through advocacy.
 - b. Practice cultural competence. Use a professional medical translator with non-English speaking clients. Ensure the translator understands the need for confidentiality and make sure the client understands the conversation will be confidential.
3. Strategies to reduce overdoses
 - a. Trust your ethical intuition. Case managers have the responsibility to emphasize communications and collaboration across multiple points of interface through collaborative care.
 - b. Use of medical translators as needed, to explain in lay terms to address stereotypes and the impact of stigma in clients and their family. Some have beliefs that seeking mental health treatment is shameful or wrong. Create a decision tree approach where you can choose topics to discuss so the client will understand and hopefully accept. Respect the individual's rights to make their own decisions.
 - c. Emphasize use of new 988 number for all clients.
4. Case Manager stress and fear
 - a. Maintain principles of beneficence to always do good and non-maleficence to not purposefully do harm. You are never wrong to do the right thing.
 - b. Recognize your worth
 - c. Be the thermostat, not just the thermometer. Don't sit around and complain, do something about it. Use your critical thinking skills to suspend judgment, deconstruct and reflect on situations and work on developing solutions.
 - d. Keep a sense of humor
 - e. Keep things in perspective
 - f. Embrace change
 - g. Always have contingency plans
5. Radical Acceptance
 - a. Become aware of Cognitive Biases
6. Be Open
 - a. Case Managers will respect the right and inherent dignity of all their clients. Maintain ethical neutrality
 - i. Do not judge
 - ii. Maintain objectivity

- iii. Act with justice to treat others fairly. Assist clients to obtain what they deserve. All clients are unique and the case managers will engage them with respect and dignity
- 7. Acting with Integrity and Fidelity with Clients and Others
 - a. Follow through and keep their commitments. Don't make promises you cannot keep.
 - b. Adhere to standards that are respectful of the integrity and worth of each person.
- 8. Questions: Bring into discussion to be mindful of CCMC Code of Professional Conduct and CMSA Standards of Ethics and any other code of conduct or regulations applicable to licensure or certification . Encourage all case managers to be aware and if they haven't incorporated them into their daily practice already, to readily adopt and embrace them.

Sources: CMSA Standards of Practice
CCMC Code of Professional Conduct

ALAN BOARDMAN

Danbury, CT 06811
(203) 947-3058 - calaboa520@aol.com

PROFESSIONAL SUMMARY

Seasoned Director of Program Management with 20 years of experience designing and managing Behavioral Health programs. Impeccable track record of project completion and ongoing program support. Sets and meets goals, eliminates or overcomes obstacles and manages risk for company and clients.

SKILLS

- Strategic planning
- Integrated Case Management
- Contract Management
- Operations management
- Staff Management
- Project Management

WORK HISTORY

07/2017 to Current **Director, Clinical Program Management**

Healthfirst – New York, NY

Develop Behavioral Health Quality Management plan to achieve top quality ratings in Medicaid and Commercial lines of business. Lead Behavioral Health Quality team.

Monitor HEDIS/QARR performance for all Behavioral Health measures. Implement strategic initiatives to deliver outstanding outcomes.

Engineer clinical pilots and demonstration projects to achieve positive ROI, sustainability, and improved health and quality outcomes.

Engage providers to improve performance through the provision of data, collaboration, and incentives.

Oversee Performance Improvement Projects, manage delegated vendors, implement corrective action when needed, ensure regulatory compliance.

12/2014 to 07/2017 **Vice President, Client Partnerships**

Beacon Health Strategies – New York, NY

05/2012 to 12/2014 **Assistant Vice President, NY Region**

Beacon Health Strategies – New York, NY

04/2007 to 05/2012 **Program Director, Hudson Health Plan**

Beacon Health Strategies – Tarrytown, NY

CNE/IV Therapy Committee 150

EDUCATION

Bachelor of Science: Marketing
University of Virginia - Charlottesville, VA

05/1995

Master of Science: Social Work
New York University - New York, NY



Sheilah K. McGlone, RN, CCM

**2 Wilder Circle
Warwick, New York 10990
smcglone@optonline.net
(845) 729-6665**

PROFILE

A dedicated individual with diverse nursing experience including a comprehensive knowledge of the health care field, New York State Medicaid initiatives and integrated care management strategies including the application of motivational interviewing for individuals with health complexities.

PROFESSIONAL EXPERIENCE

April 2017- current- Independent Case Management Consultant and expert trainer providing services within the New York City area.

- Case Management training – Integrated Model
- Leadership Role
- Motivational Interviewing
- Case Management Standards of Practice and Public Policy Information

June 2018 – June 2021 - National Board Member of the Case Management Society of America Foundation

July 2021-current- Member of the CMSA Foundation Advisory Committee

MVP Health Care

Tarrytown, NY a leading Managed Care Organization with a membership of 700, 000 covered lives offering a range of health benefits for commercial, ASO and government funded programs.

September 2013- 2016- Director of Case Management and Integrated Care Management

- Continues to maintain all responsibilities under the Senior Director of Case Management and Integrated Care Coordination
- Oversees expanded Integrated Care Management Team of 34 Staff members that include Registered Nurses, Licensed Social Workers, Integrated Care Coordinators and a Peer Support Specialist.
- Oversees an award winning NYS Health Home Case Management Agency – Westchester Cares Action Program
- Child Health Plus and Family Health Plus Health Insurance for members in the New York Hudson Valley.
- Actively participating with the implementation of NYS DOH/OMH Health and Recovery Plan (HARP) initiative including the review of HARP Assessments, Plans of Care and authorization of

Home Community Bases Services (HCBS)

Hudson Health Plan

Tarrytown, NY a leading not for profit Managed Care Organization providing state sponsored Medicaid, Child Health Plus and Family Health Plus Health Insurance coverage in the New York Hudson Valley.

December 2011- September 2013 Senior Director of Case Management and Integrated Care Coordination

- Continues to maintain all responsibilities noted under the Director of Case Management and Integrated Care Coordination.
- Actively participating with the implementation of the CMS/ NYS Health Home initiative.
- Oversees and Integrated Care Management Team of 18 staff members which includes 9 Registered Nurses, 1 Licensed Social Worker, 7 Integrated Care Coordinators and 1 Peer Support Specialist.

April 2011- December 2011 Director of Case Management and Integrated Care Coordination

- Continues to co-direct the Complex Illness Demonstration Project(CIDP) – Westchester Cares Action Program.
- Continues to oversee the Integrated Case Management Model within the CIDP.
- Oversees the transition of the Integrated Case Management Model utilized within the CIDP Program to the Hudson Health Plan Clinical Department.
- Participates with the training of new professional staff with the Integrated Case Management Model including “face to face” assessments, motivational interviewing and field work.

July 2001 – April 2011 Director of Case Management and Utilization Review

- Continues to maintain all responsibilities noted under the Supervisor of Case Management and Utilization Review.
- Oversees an increased professional staff of twelve Nurse Case Managers.
- Assists with the creation and on-going development of all Case Management programs including an integrated model that focuses on all domains of health and motivational interviewing.
- Participates in the development of a new medical management reporting mechanism.
- Participates in the implantation if a new case management software system.
- Co-directs the Complex Illness Demonstration Project (CIDP) - Westchester Cares Action Program.
- Oversees the Integrated Case Management Model within the CIDP and partnership with Beacon Health Strategies for new Hudson Complete Care Program.

April 1999-July 2001 Supervisor of Case Management and Utilization Review

- Oversees the Utilization Review and Case Management functions within the department.
- Monitors appropriate identification of patients that may benefit from CCM intervention or disease management programs through the review of a daily census.
- Participating in the creation and implementation of a new asthma and diabetes disease management program.
- Assists the Finance Department with the medical review of designated claims.
- Provides comprehensive case management services for catastrophically ill patients and lead-poisoned children.
- Acts as a liaison with the Regional Childhood Lead Poisoning Prevention Resource Center, the Regional Lead Safe House Program and the Westchester County Department of Health Childhood

Lead Poisoning Prevention Program (CLPPP).

- Assists providers with referrals to specialized lead treatment programs
- Negotiates cost effective, high quality care when necessary.
- Prepares and conducts in-service programs to develop and educate staff.
- Interfaces with the Office of Managed Care to discuss contractual issues.
- Monitors the department's ACD telephone service levels.
- Participates in quality assurance activities.
- Supervises the daily work -flow within the department.

April 1996-April 1998 Case Manager Specialist

- Provided comprehensive case management for lead poisoned children and other catastrophically ill patients.
- Interfaced with physicians, members, facilities and agencies to assist with the coordination of services.
- Identified cost effective community resources to assist patients.

Accomplishments

- Participated in the CMSA 2021 Annual National Conference presentation, representing the CMSA Foundation, "Case Managers Meet the Regulatory Challenges of the Quadruple AIM Head On", 2021
- Co-authored article "Evidence Based Case Management Practice= Improved Outcomes", CMSA Today, issue 6, 2020
- Poster Presenter at CMSA 2020 Annual National Conference National CMSA, representing CMSA Foundation, "Evidence Based Case Management Practice= Improved Outcomes", 2020
- Authored article in the digital publication "Second ACTS", reflections from nurses to inspire the next generation of nurses. Copyright 2019. Blue Bayou Press LLC-All rights reserved.
- Participated in the Hudson Valley Chapter of CMSA Annual Conference: Presentation "NYS Medicaid Initiatives, Health Home and HARP"; November 2017
- Participated in CMSA's 27th Annual National Conference: Presentation "Successful Patient Engagement- Addressing Social Determinants of Health"; June 2017
- Participated in CMSA's 25th Annual National Conference: Presentation "Case Management Shakes Rattles and Rolls to Survive a Merger"; June 2015.
- Participated in CMSA's 24th Annual National Conference: Presentation "NY Health Home Leads the Interoperability Race"; June 2014.
- Recipient of the 2013 National Case Management Society of America (CMSA) Award of Service Excellence, June, 2013.
- Participated in CMSA's 23rd Annual Conference; Presentation "Beyond Mommy & Me: A New Care Coordination Model", June 2013
- Co-author; "Operation: We Care", CMSA Today, Issue 6, September 2012. www.cmsa.org
- Participated CMSA's 22nd Annual Conference; Presentation "Health Home Rises from an Integrated Care Demonstration Project" June, 2012.
- Provided an extensive HIV/AIDS educational program for Marketing and Outreach staff.
- Played a major role in developing a system to link patients with carved out programs.
- Played a major role in developing an infrastructure to track case management cases.
- Developed an outreach program.
- Created and implemented a successful Case Management Program for lead poisoned children.
- Worked collaboratively with the "Children Now Organization" to publish an article describing

HealthSource's Lead Case Management model in their Managed Care and Daily Childhood Development magazine.

- Participates in the Annual Childhood Lead Poisoning Prevention Conferences sponsored by New York State Department of Health and Montefiore Medical Center Lead Poisoning Prevention Program.
- Guest speaker on a local radio show, "Community Nurse on Call" WPHC, providing educational information regarding sources and hazards of lead poisoning.
- Participated in National CMSA Presentation "Behavioral Health and Medical Case Management. A Partnership in Care" 2003
- Guest Speaker on a local television show, "Channel 12 News", providing educational information regarding sources and hazards of lead poisoning.
- Past President of the Hudson Valley Chapter of Case Management Society of America. 2004- 2006
- Past Education Chair Hudson Valley Chapter of Case Management Society of America 2006-2007
- Past Treasurer of the Hudson Valley Chapter of Case Management Society of America. 2006-2008
- Participated in the NYS Department of Health Case Management Task Force 2006- 2009
- Participated in National CMSA Presentation "Operation Diabetes" 2006.
- Participated in National CMSA Presentation "Addressing the Behavioral Health and Medical Co-morbidity Crisis through Collaborative Care Management". 2007
- Poster Presenter at National CMSA Conference "CMAG, P4P, Operation Diabetes and CM: Is this the Recipe for Success?" 2007
- Integrated Case Management Model and Motivational Interviewing Training- Beta Testing Group 2008
- Poster Presenter at National CMSA Conference "A Health Performance Improvement Project Improving Adherence to New York State Guidelines" 2008
- Poster Presenter at National CMSA Conference "A Pediatric Lead Case Management Program: An Old Epidemic in Modern Times!" 2009
- Hudson Valley Chapter Case Manager of the Year Award 2009
- Westchester Cares Action Program – Receives Platinum Award for Best Overall Case Management.
- Participated in National CMSA Presentation, "Stop the Tug of War!! Implement the IM-CAG and Let Your Patient Win".
- Featured in an article, "Collaborating Case Managers from Hudson Health Plan and Beacon Health Strategies Praise Integrated Care Management Training", Behavioral Health Central, December 2009.
- Interviewed for an article, "Integration of Mental and Physical Treatment Needs to Improve Patient Outcomes", Case Management Monthly, April 2010.
- Interviewed for an article, "Cultural Competence in Diabetes Care", RN.Com., 2010.
- CMSA Awards Judging Committee, 2010
- Co-authored article "Taking Integrated Care Management to the Street: Can We Find the Road to Our Triple Aim", Journal of Ambulatory Care Management, April/June 2011, volume 34 number 2.
- Participated in National CMSA Presentation, "Taking Care Management to the Streets: Is it Worth It?", June 2011
- Participated in the "Train the Trainer" Program for the Integrated Case Management Model, November 2011
- CMSA Education Committee, 2011
- Public Policy Committee Representative, Hudson Valley Chapter of CMSA, 2012.
- CMSA Communities of Practice Facilitator, 2011-2012

Corning Franklin Health

Upper Saddle River, NJ. Nationally recognized Case Management Company

August 1995-April 1996

Director of Entry Systems

- Responsible for all activities within a utilization management department whose value proposition is to identify patients that may benefit from case management or other special programs.
- Monitored appropriate identification of patients that may benefit from CCM intervention.
- Participated in the creation and implementation of new specialized programs (Cardiology and Maternity).
- Created and implement departmental policies and procedures.
- Interacted with the CCM supervisors and physicians to assist with the selection of cost-effective alternative treatments.
- Gathered and review utilization management statistics for quarterly presentations to clients.
- Supervised a nursing staff of 9 including assigning tasks, training and performance appraisals.

March 1994-August 1995

Medical Reviewer Supervisor

- Performed routine utilization management tasks for several clients for the purpose of early identification of patients that may benefit from CCM intervention or special programs.
- Participated in the training of new employees.
- Assisted the manager with all program- related activities.

Accomplishments

- Played a major role in the development and implementation of a successful "Patient Notification" product.
- Created and implemented a unit policy and procedure manual.
- Played a major role in the design and implementation of an ACD telephone system.
- Restructured the unit workflow to a functional approach improving quality and telephone service levels.

Empire Blue Cross/Blue Shield

Middletown, New York

Nationally leading medical and Health Insurance Company

September 1988 - November 1993

Senior Registered Nurse Healthcare Specialist

- Responsible for all daily operations within Managed Benefits and Clinical Review Services.
- Supervised a nursing staff of 14, including assigning tasks, training and performance appraisals.
- Organized daily work flows, review quality assurance and maintain unit service levels.
- Interacted extensively with physicians, union and account representatives and the Benefit/Claims Department.
- Updated and implemented departmental policies and procedures.
- Participated in program compliance claims investigations.
- Oversaw a Psychiatric/Substance Abuse review area comprised of 4 RNs and a Psychiatric Physician Advisor.

September 1987-November 1988

Registered Nurse Healthcare Analyst

- Responsible for the gathering, evaluation and recommendation for all processed information relating

to medical and health insurance claims.

- Interacted via telephone with physicians, utilization review nurses and subscribers to certify clients or family dependents for hospital admission as well as hospital length of stay.
- Interviewed physicians for the purpose of reviewing the need and length of hospital admittance.
- Maintained, organized and updated computer data entry.
- Acted as a source of information for client and physician inquiries on new, current and past health insurance information.

Accomplishments

- Participated in the development and coordination of new program components and projects including a unit quality assurance program.
- Successfully maintained a three (3%) percent abandonment rate for telephone service levels.
- Completed Corporate Supervisory Training course.

Saint Anthony's Community Hospital

Warwick, New York.

February 1986-September 1988

100-bed acute care hospital

Intensive Care Unit Registered Nurse

Good Samaritan Hospital

Suffern, New York

June 1983-February 1986

400-bed acute care hospital

Staff Registered Nurse

LICENSES & CERTIFICATIONS

- Licensed Professional Registered Nurse
- Coronary Care Certification, 1985
- Case Management Certificate, 1997
- Early Intervention Service Coordinator Training Certificate, 1997
- Community HIV/AIDS Educator, 1997
- Academy for Healthcare Management, 1998
- Certified Professional Utilization Management 2000
- Certified Case Manager, CCM, 2001
- ANCC Board Certification in Nursing Case Management BC 2011

EDUCATION

Orange County Community College, Middletown, New York

Associate of Applied Science in Nursing

University of Windsor, Windsor, Ontario, Canada

Liberal Arts courses- Social Work Track

Case Management Society of America, Integrated Case Management Training: 30 continuing education credits

Purdue University and LSU Health , Comprehensive Motivational Interviewing Training for Professions;
Bruce Berger PhD., 8 continuing nurse education credits

REFERENCES

Letters of recommendation and character references provided upon request.

Case Management Society of America – Kansas City Chapter
Kansas State Board of Nursing LT0206-0606
Evaluation Summary

“After the Pandemic: The Emerging Public Health Crisis of Opioid Overdose”

September 14, 2022

12:00 PM – 1:00 PM

ATTENDEE NAME _____ LICENSE NUMBER: _____
CREDENTIALS: RN _____ LPN _____ SW _____ CCM _____ Other: please list _____
SIGNATURE: _____

Part 1 Program Evaluation 4=Strongly Agree (SA) 3=Agree (A) 2=Disagree (DA) 1=Strongly Disagree (SD)

Indicate your level of achievement of the program goal:

1. This educational activity allowed me to obtain current information and tools regarding emerging public health crisis of opioid overdose
2. The overall quality of the activity was excellent.
3. My personal goals for attending were met.
4. The webinar was appropriate and conducive to learning.
5. The registration process was efficient.

SA	A	D	SD
4	3	2	1
4	3	2	1
4	3	2	1
4	3	2	1
4	3	2	1

Part 2 Session Objectives and Speakers

Rate your accomplishment of the session objectives: PARTICIPANT WILL:

6. Identify current opioid overdose trends, including impact of synthetic opioids and social determinants of health causing increased deaths.
7. Identify the rationale for the use of Medication Assisted Treatment (MAT), and describe ethical considerations for its inclusion in individualized treatment planning.
8. Recognize how the case manager can act with integrity and fidelity without bias to facilitate access to effective treatment and advocate for social supports to assist individuals in their recovery journey.
9. The content was current and relevant to the objectives.
10. The presentation style was effective.

4	3	2	1
4	3	2	1
4	3	2	1
4	3	2	1
4	3	2	1

Presentation Satisfaction: 4=Strongly Agree (SA) 3=Agree (A) 2=Disagree (DA) 1=Strongly Disagree (SD)

Sheilah McGlone, RN, CCM
Alan Boardman, MSW, LCSW

4	3	2	1
4	3	2	1

Mandatory Response Required: How Will This Activity Impact Your Practice?

Comments: _____



CMSA-Kansas City Educational Planning Form

Instructions: For educational activities with multiple sessions, complete a planning form for each individual session for which contact hours will be awarded. Contact hours cannot be approved for in-service programs, CPR, BCLS, Code Blue, on-the-Job training, orientation, or testing out of a course.

Educational Activity Title: "Concussion and It's Impact on Injured Worker".

Date: 1-24-25

Individual Session Title: (if different than activity title)

LEARNING OUTCOME(S)

- Learning objectives are clear and measurable by use of an action verb that describes a measurable behavior and/or specifies something that can be actively demonstrated as a result of attending the educational program. The learning objectives clearly describe what the learner will know or be able to do as a result of having attended an educational program or activity.

List learning outcome(s) in behavioral terms using a single measurable verb for each. Outcomes are evaluated to determine the impact of educational activities on patient care and professional development of the learner. The learning outcomes should clearly describe what the learner will know or be able to as a result of having attended educational program. (Use back of form for more than 5 objectives.

Obj.1: Discuss the common network disruptions after a concussion.

Obj. 2 Examine how a concussion can be measured and treated.

Obj.3: Analyze recent research on the efficacy of minimum visits on concussion treatment with just a concussion specialist and physical therapist.



Examples: Identify, list, define, analyze, assess, describe, locate, discuss, explain, perform, demonstrate, plan, create or compare.

Avoid outcomes such as know, understand, learn and appreciate).

Learners will describe an increase in knowledge about XYZ.

Ex: "Participant can identify 3 causes of work related back injuries"

CONTENT	<p>Concussions have become a dirty word in work case management because they can often result in purgatory. The worker never gets better even after An excessive number of visits. Why does this Occur and how do we change it?</p> <p>The issue is we lack specificity in our definition and threrefore, do not know how to objectively measure and subjectively treat. This presentation introduces a more precise definition of concussion and an objective way to measure it. Attendees will gain a new appreciation for how easily this injury is to treat and manage.</p>
PRESENTER(S)	<p>List presenter for each content area or for roundtable discussion Todd Case II, PhD.</p>



LEARNING STRATEGIES:
List engagement strategies used by each presenter for each content area. Check all that apply.

- ☒ Self-check/Self-assessment
- ☐ Audience response system
- ☒ Return skills demonstration
- ☐ Role Play
- ☐ Small group discussion
- ☐ Assignment testing/practice
- ☐ Engaging learners in dialogue
- ☒ Analyzing case studies
- ☒ Question/Answer
- ☐ Self check/Self-assessment
- ☐ Audience response system

Total Minutes for this activity/session: 60
Must be at least 50 minutes of learning for each contact hour

Verify citations for evidence-based reference(s) used to develop content:

<p>Information from organization/website: Current evidence within past 5-7 years: may be published or unpublished content. Example- Agency on Healthcare Research and Quality, CDC, CMS, Provide full web page citations for materials referenced—not just CDC.org</p>	<p>todd.caze@cazeinstitute.com</p>
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Peer-Reviewed Journal/resource: Evidence should be within past 5-7 years.	Mathew, A. S., Caze, T. , Price, A. M., Vasquez, D., Abt, J. P., & Burkhart, S. O. (2024). Association between days for concussion recovery and initial specialty clinic evaluation within 48 hours. <i>BMC</i>
Clinical Guidelines: Published or online (www.guidelines.gov)	
Expert resources: Individual, organization, or educational institution; Books, article, website	Wilmoth, K., Brett, B. L., Emmert, N. A., Cook, C. M., Schaffert, J., Caze, T. , ... & McCrea, M. (2023). Psychometric properties of computerized cognitive tools and standard neuropsychological tests used to assess sport concussion: a systematic review. <i>Neuropsychology review</i> , 1-18.
Textbook reference	
Other Grants	<u>Source:</u> University of Texas Health-Preliminary Studies for New Investigators (PRIME) Award <u>Total direct cost:</u> \$25,000 <u>Status:</u> Awarded <u>Role:</u> Primary author; grant conceptualization; co-Investigator

For Education Committee Use only:

Meets Kansas Board of Nursing behavioral objectives regulations Y__X__ N__

Approved as educational offering? Y__X__ N__

Concussions and their impact on the injured worker

Concussions have become a dirty work in work comp because they often result in purgatory. The worker never gets better even after an excessive number of visits. Why does this occur and how do we change it? The issue is we lack specificity in our definition and therefore do not know how to objectively measure and subsequently treat. This presentation will introduce a more precise definition of concussion and an objective way to measure it. Those who attend will have a new appreciate for just how easily this injury is to treat.



Friday, January 24, 2025

Check-In At 11:30AM

Presentation 12:00PM – 1:00PM



Presented By:

Dr. Todd Caze II

Sports neuropsychologist.
One of only 30 in the
country to do a 2-year
fellowship in concussion

Learning Objectives:

1. Discuss the common network disruptions after a concussion.
2. Examine how a concussion can be measured and treated.
3. Analyze recent research on the efficacy of minimum visits on concussion treatment with just a concussion specialist and physical therapist.

Location:

MISH Hospital and Clinics
10951 Lakeview Ave
Lenexa, KS 66219

Register on line at WWW.CMSA-KC.com

Attendance is limited. This presentation will provide One (1) contact hour for continuing education approval. Program eligible for one CE. CEU certificates will be forwarded to attendees within 2 weeks after the event and receipt of attendee evaluation.

CMSA-KC is an approved provider of continuing nursing education by the Kansas State Board of Nursing. Approved provider number: LT0206-0606



Planning Committee:

Denise DesMarteau RN, BSN, MA, CCM,
Continuing Education Coordinator
Jacki Snyder RN, BSN, CCM, President



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cmsa.kc



CMSA Kansas City Chapter

For Questions Contact Peggy Ledgerwood at 816-353-6077 or pledger015@aol.com

CNE/IV Therapy Committee 164

Todd Caze, Ph.D.
PO Box 460774 Papillion, NE 68046
Cell: (480) 296-8847 e-mail:
todd.caze@cazeinstitute.com

Education

September 2019- September 2021

Fellowship, Pediatric Sports Concussion

Children's Health Andrew's Sports Orthopedic Institute

Advisor: Scott O. Burkhart, Psy.D.

August 2014- August 2019

Ph.D., Clinical Psychology

The University of Nebraska- Lincoln, Nebraska

Advisors: Debra A. Hope, Ph.D. & Art Maerlender, Ph.D.

Major Concentration: Neuropsychology

Dissertation: Anxiety Sensitivity and Adolescent Sports-Related Concussion

*Recipient of the 2020 Sports Neuropsychology Society Dissertation Award

July 2018-June 2019

Residency, Adult Neuropsychology

The University of California-Los Angeles Semel Institute

Advisors: Paola Suarez, Ph.D. & Patricia Walshaw, Ph.D.

August 2014- May 2016

M.A. Clinical Psychology

The University of Nebraska- Lincoln, Nebraska

Advisors: Debra A. Hope, Ph.D. & Art Maerlender, Ph.D.

September 2012- September 2013

Exposure and Response Prevention (E/RP) Treatment for ObsessiveCompulsive Disorder (OCD): Certified Therapist

Training Center: Center for the Treatment and Study of Anxiety, University of Pennsylvania Medical Center.

Trainers: Elna Yadin, Ph.D., David Yusko, Psy.D., Elizabeth Ellis Ohr, Ph.D., & Sandy Capaldi, Ph.D.

Responsibilities: Completed workshop and received certification. Participated in a year of additional clinical consultation with Dr. Steven Tsao, Director of Training at Center for the Treatment and Study of Anxiety, University of Pennsylvania Medical Center.

June 2007- May 2009

M.Ed., Educational Psychology

The University of Oklahoma- Norman, Oklahoma

Advisor: Denise Beesley, Ph.D.

Major Concentration: School Counseling and Community Counseling

Minor Concentration: Assessment

August 1999- May 2003

B.A., Adolescent Studies

Judson University- Elgin, Illinois

Advisor: Steve Gerali, Ph.D.

Major Concentration: Adolescent Studies

Minor Concentration: Psychology

Cum Laude

Clinical Experience

September 2021- Present

Caze Concussion Institute

Omaha, NE

Position: Owner

Responsibilities: Provide acute concussion services to children, youth, collegiate, semi-professional, and professional athletes. Provide acute concussion services to adults in setting of insurance, workers' compensation, and personal injury. Provide independent medical examinations for suspected or sustained concussions. Active in community engagement to help eliminate health disparities in access to specialty concussion care.

September 2019- August 2021

Children's Health-Andrews Institute

Plano, TX

Position: Sports Neuropsychology Fellow Supervisors:

Scott Burkhardt, PsyD.

Responsibilities: Provide neuropsychological and neuro-rehabilitative services in an acute orthopedic sports medicine setting to children/adolescents. Provide sideline assessment for local high school and middle school events including regional lacrosse tournament and TAPS state football playoffs. Was scheduled to provide sideline assessment and football coverage for Texas A&M for Fall 2020 season prior to COVID-19.

April 2021- August 2021

Children's Health- Developmental Behavioral Pediatrics Clinic

Dallas, TX

Position: Clinical Neuropsychology Fellow Supervisors:

Veronica Bordes- Edgar, Ph.D,

Responsibilities: Conduct pediatric neuropsychological interviews, assessments, and feedbacks for various neurodevelopmental disorders.

July 2018- June 2019

UCLA-Medical Psychological Assessment Clinic**Los Angeles, CA**Position: Adult Neuropsychology ResidentSupervisors: Xavier Cagigas, Ph.D., Paola Suarez, Ph.D., Patricia Walshaw, Ph.D.

Responsibilities: Provide neuropsychological services for wide range of etiologies including: pre/post-surgical epilepsy, pre-surgical brain tumor resection, and pre/post-surgical direct brain stimulation for Parkinson's Disease; other neurodegenerative cognitive disorders; acquired brain injuries and other organic and non-organic disease states. Interpreter mediated neuropsychological services in the following languages: Telugu, Tagalog, Korean, Cantonese, Armenian, and Farsi. Provide comprehensive neuropsychological evaluations for UCLA football players who have recently medically retired or considering medical retirement. Participate in weekly group supervision with cultural neuropsychology program.

November 2018- February 2019

UCLA-Brain Sport**Los Angeles, CA**Position: Adult Neuropsychology InternSupervisors: Talin Babikian, Ph.D., Chris Giza, M.D.

Responsibilities: Provide brief neuropsychological services for adolescents and adults in community concussion clinic. Results are integrated with interdisciplinary team consisting of neurology, neuropsychology, physical therapy, and occupational therapy to provide same day feedback and target recommendations to patients.

Madonna Rehabilitation Hospital**Lincoln, NE**Position: Neuropsychology Extern

Responsibilities: Provide neuropsychological services for 18-inpatient beds on TBI/Stroke Unit. Complete inpatient and outpatient neuropsychological assessments. Provide individual and group therapy to patients and their family members/caregivers. Work as part of an interdisciplinary team with psychiatrists, physicians, nurses, social workers, and rehabilitation therapists in speech, occupational therapy, physical therapy and orthopedic departments. Provide consultation to interdisciplinary team during daily team meeting and during patient family meetings.

August 2014- June 2018

Center for Brain, Behavior & Biology**Lincoln, NE**Position: Neuropsychology Extern Supervisor:

Art Maerlender, Ph.D.

Responsibilities: Provide concussion baseline and post-injury neuropsychological testing for student athletes. Coordinate standard of care with athletic medicine for student athletes. Participate in weekly multidisciplinary team meetings with physicians, athletic trainers, academic affairs, and neuropsychologist to assist in management of concussions.

Participate in weekly case presentations regarding neuropsychological testing in TBI, seizure, and learning disability cases. Recruit and oversee undergraduate research assistants and neuropsychology lab.

August 2015- June 2018

University of Nebraska Athletics Sports Psychology

Lincoln, NE

Position: Psychology Extern

Supervisor: Brett Haskel, Ph.D.

Responsibilities: Provide individual psychotherapy for UNL athletes. Collaborate with Men's and Women's Varsity Tennis Teams to provide team performance psychology interventions. Provide feedback from The Attentional Interpersonal Style Inventory (TAIS) for varsity football, men's basketball, and men's tennis athletes and coaches.

August 2014- June 2018

University of Nebraska Rainbow Clinic

Lincoln, NE

Position: Psychology Extern Supervisor:

Debra A. Hope, Ph.D.

Responsibilities: Provide individual psychotherapy for LGBT clients, including supportive therapy for transgender clients making medical and social transitions.

August 2014- June 2018

University of Nebraska Anxiety Disorders Clinic

Lincoln, NE

Position: Psychology Extern Supervisor:

Debra A. Hope, Ph.D.

Responsibilities: Provide evidence-based individual cognitive behavioral therapy across anxiety and related disorders, including pseudo-seizures, social anxiety, generalized anxiety, obsessive-compulsive disorder, panic and trans-diagnostic protocols.

August 2015- May 2016

University of Nebraska Psychological Consultation Center

Lincoln, NE

Position: Psychology Extern

Supervisor: Will D. Spaulding, Ph.D. & Debra A. Hope, Ph.D.

Responsibilities: Provided individual evidence-based therapy for depression, first psychotic episode, and anxiety disorders. Participated in live individual and group supervision.

August 2014- May 2015

Nebraska Aids Project

Lincoln, NE

Position: Telehealth Psychology Extern Supervisor:

Debra A. Hope, Ph.D.

Responsibilities: Provided individual telehealth psychological services to a low-income, rural population of people living with HIV across the state of Nebraska. Collaborated with case managers/social workers to provide additional community resources.

October 2010-July 2014

River City Clinic

St. Paul, MN

Position: Mental Health Therapist

Responsibilities: Provided individual, family, and group psychotherapy for anxiety disorders, obsessive-compulsive disorder, depression, adjustment disorders, academic problems, as well as career and athletic/performance anxiety.

July 2009-August 2010

Longfellow Middle School

Norman, OK

Position: School Counselor

Responsibilities: Provided individual, family, and group therapy. Directed statewide testing for entire school. Ran weekly meetings with teachers about students on their team.

May 2008- May 2009

**Central Oklahoma Community Mental Health Center Child and Family Services
Norman, OK**

Position: Counseling Psychology Intern Supervisor:

Teresa Caps, M.Ed.

Responsibilities: Provide individual and family therapy for ages 6 through 19 years old. Conduct onsite counseling at local alternative school.

May 2008- May 2009

Norman North High School

Norman, OK

Position: Counseling Intern Supervisor:

Phyllis Michaud, M.Ed.

Responsibilities: Provided short-term solution focused individual and family therapy for students.

August 2007- June 2008

University of Oklahoma Counseling Clinic

Norman, OK

Position: Counseling Psychology Practicum Student Director of Training: Cal Stoltenberg, Ph.D.

Supervisors: Denise Beesley, Ph.D. Lisa Frey, Ph.D., Terry Pace, Ph.D., Rocky Robbins, Ph.D., Jody Newman, Ph.D.

Responsibilities: Provided supportive individual, family and couples counseling for mild depression and adjustment disorders.

August 2007- June 2008

Irving Middle School

Norman, OK

Position: Counseling Intern

Supervisor: Sally Phillips, M.Ed.

Responsibilities: Provided individual, family, and group therapy for students.

Created a group curriculum for adolescent boys on how to develop coping skills based on the movie Transformers, this was adopted and used on a state-wide level.

Provision of Supervision

Fall 2016- Present

University of Nebraska Anxiety Disorders Clinic

Lincoln, NE

Experience: Provided OCD supervision and consultation for OCD cases in a vertical team.

Supervision offered: Live, group, individual, videotaped, and audiotaped.

Supervisory characteristics: Provide tiered supervision and consultation to first year Ph.D. student, advanced level Ph.D. students, and UNL sports psychologist.

Research Experience

September 2019-Present

Children's Health-Andrews Institute

Plano, TX

Supervisor: Scott Burkhart, Ph.D., John Abt, Ph.D.

Responsibilities: Collect, enter, and analyze ongoing research projects. Write, prepare, and collaborate on manuscripts. Organized and created a clinical research database for physical therapists along with mentoring 4 PTs on the creation and writing of abstracts resulting in 8 unique conference abstract submissions.

July 2018 – June 2019

UCLA Brain Sport

Los Angeles, CA

Supervisor: Talin Babikian, Ph.D. and Chris Giza, MD.

Responsibilities: Attend weekly multidisciplinary research meetings about current treatment study for post-concussive syndrome. Attend monthly interdisciplinary journal clubs about most recent research in mTBI.

September 2017 – June 2019

Sports Medicine Clinic at Children's Hospital

Omaha, NE

Dissertation Title: Anxiety Sensitivity in Adolescent Sports-Related Injury

Dissertation Chairs: Debra A. Hope, Ph.D. and Art Maerlender, Ph.D.

June 2015- Present

Center for Brain, Behavior & Biology**Lincoln, NE**Position: Graduate Research Assistant (GRA) Supervisor:

Art Maerlender, Ph.D.

Responsibilities: GRA for lab focused on sports-related concussion, including collaboration between neuropsychologist, neuropsychology lab, and athletic medicine, and establish data repository. Conduct research on how Anxiety Sensitivity impacts acute symptom reporting and duration of symptoms in concussions. Participate in the NCAA's concussion surveillance study. Investigate how change in positive affect between baseline and postinjury influence recovery. Determine if there is a more streamlined way to monitor symptoms after concussion. Systematic review of the literature on emotion and concussion. Investigate the impacts that fidelity has on the reliability of scores in baseline neurocognitive concussion testing. Examine the impact adolescent concussion has on sleep after sustaining a sportsrelated concussion as part of a pilot grant.

September 2014- September 2016

Center for Brain, Behavior & Biology**Lincoln, NE**Position: Graduate Research Assistant Supervisor:

Maital Neta, Ph.D.

Responsibilities: Completed WASI administrations as part of fMRI study. Completed fMRI protocol with participants. Participated in bi-weekly lab meetings.

September 2014- September 2015

Center for Brain, Behavior & Biology**Lincoln, NE**Position: Graduate Research Assistant Supervisor:

Dennis Molfese, Ph.D.

Responsibilities: Completed 5 day EEG training. Conduct EEG protocol with participants as part of a project sponsored by the Department of Defense.

October 2007 – June 2009

University of Oklahoma Graduation Office**Norman, OK**Position: Research AssistantSupervisor: Becky Heeney, M.A. and Lori Stevens, M.A.

Responsibilities: Investigate best practices for university withdrawal policy and improving graduation/retention rates.

Grants

The Effect of Rates of Change in Cognitive Functioning Tasks on Concussion Recovery

Source: University of Texas Health- Preliminary Studies for New Investigators (PRIME) AwardTotal direct cost: \$25,000Status: Awarded

Role: Primary author; grant conceptualization; co-Investigator

Publications

Mathew, A. S., **Caze, T.**, Price, A. M., Vasquez, D., Abt, J. P., & Burkhart, S. O. (2024). Association between days for concussion recovery and initial specialty clinic evaluation within 48 hours. *BMC*

Wilmoth, K., Brett, B. L., Emmert, N. A., Cook, C. M., Schaffert, J., **Caze, T.**, ... & McCrea, M. (2023). Psychometric properties of computerized cognitive tools and standard neuropsychological tests used to assess sport concussion: a systematic review. *Neuropsychology review*, 1-18.

Vásquez, D.A., Ponte, L., Rumens, N., Hampton, H.M., & **Caze, T.J.** (2022) Brief Research Report: Masculine Gender Role Conflict in Men's Career Mentoring Relationships [Special Issue 15]. *The Chronicle of Mentoring and Coaching*, 6, 158-164.

Ellis, C. S., **Caze, T. J.**, Burkhart, S. O., & Abt, J. P. (2022). Non-Private Health Insurance Plans and Delayed Access to a Specialty Pediatric Concussion Clinic. *Orthopaedic Journal of Sports Medicine*, 10(5_suppl2), 2325967121S00479.

Price, A. M., Knell, G., Jones, C., **Caze, T. J.**, Abt, J. P., & Burkhart, S. O. (2022). Managing Concussion Patients Via Telehealth Services Compared to In-Person Clinic Visits. *Orthopaedic Journal of Sports Medicine*, 10(5_suppl2), 2325967121S00408.

Price AM, Knell G, **Caze II T**, Abt JP, Loveland D, Burkhart SO. (2022) Exploring vestibular/ocular and cognitive dysfunction as prognostic factors for protracted recovery in sports-related concussion patients aged 8-12 years. *Clinical Journal of Sports Medicine* 32(4), 408-415.

Caze, T., Williams, K., Boucher, S., Price, A., Abt, J., & Burkhart, S. (2022). Influence of Anxiety Sensitivity and Negative Affect on Concussion Outcomes. *Orthopaedic Journal of Sports Medicine*, 10(5_suppl2), 2325967121S00424.

Caze, T., Vasquez, D., Loveland, D., & Burkhart, S. (2021). A - 04 Sociocultural and Health Equity Barriers Influencing Time to Clinic Following Sports-Related Concussion. *Archives of Clinical Neuropsychology*, 36(4), 644. <https://doi.org.portal.lib.fit.edu/10.1093/arclin/acab035.04>

Kieschnick, J., Seagraves, B., Nieman, H., & **Caze, T.** (2021). Divergent interpretation of postconcussive symptoms between parent and child. *Orthopaedic Journal of Sports Medicine*, 9(7_suppl3), 2325967121S00091.

Burkhart, S., Price, A., **Caze, T. J.**, Knell, G., Ellis, C., & Abt, J. (2021). Post-Concussion Physical Therapy Referrals. *Orthopaedic Journal of Sports Medicine*, 9(7_suppl3), 2325967121S00069.

Caze II, T. J., Price, A., Knell, G., Ellis, C., Abt, J., & Burkhart, S. (2021). The Clinical Utility of the Vestibular and Ocular Motor Screening for Protracted Recovery in Pediatric Concussion Patients. *Orthopaedic Journal of Sports Medicine*, 19, 301.
<https://doi.org.portal.lib.fit.edu/10.1177/2325967121S00163>

Caze II, Todd J.; Ellis, Christine; Knell, Gregory; Price, August; Abt, John; Burkhart, Scott. Mechanism of Injury Impacts Concussion Recovery .*Orthopaedic Journal of Sports Medicine*, 2021 Supplement, Vol. 19, p299-299

Knell G, **Caze II T.J.**, Burkhart S.O. (2021) Evaluation of the vestibular/ocular motor screening (VOMS) as a prediction and diagnostic tool for protracted recovery following pediatric sportsrelated concussion *British Journal of Sports Medicine Open Access*

Caze II, T., Knell, G., Abt, J., & Burkhart, S.O. (2020) Management and Treatment of Concussions via Tele-Concussion in a Pediatric Setting: Methodological Approach and Descriptive Analysis. *Journal of Medical Internet Research Pediatrics and Parenting*, 3(2). :e19924. PMID: 32634106 DOI: 10.2196/19924.

Caze II, T., Vasquez, D., Moffatt, K., Waple, K., & Hope, D. (2020). Anxiety Sensitivity and Adolescent Sports-Related Concussion. *Archives of Clinical Neuropsychology*. acaa086, <https://doi.org/10.1093/arclin/aca086>.

Caze II, T., Dorsman, K., Carlew, A., Diaz, A., & Bailey, K.C. (2020). Can you hear me now?:Telephone-based teleneuropsychology (TeleNP) Improves Utilization Rates in UnderServed Populations. *Archives of Clinical Neuropsychology*.

Knell, G., Burkhart, S.O., **Caze, T.J.**, Polusky, J.D., Kohl, H.W., & Messiah, S.E. (2020). Association Between Concussion History and Cognitive, Behavioral, and Emotional Risk Factors Among High School Athletes. *American Journal Sports Medicine*, 48(10): 2534-2543. PMID: 32692937. DOI: 10.1177/0363546520938776.

Tarkenton, T., **Caze II, T.**, Silver, C., Hynan, L., Didehbani, N., & Cullum, M. (In Press) Postconcussive Symptoms Following Motor Vehicle Accident versus Sport Injury in Youth. *Archives of Clinical Neuropsychology*

Madrigal, L., Roma, V.G., **Caze, T.**, Hope, D.A., & Maerlender, A. (2018). Factor structure and gender invariance testing for the sport anxiety scale-2. *Journal of Clinical Sport Psychology*, 12(2), 201-2017

Higgins, K., **Caze, T.J.**, & Maerlender, A.C. (2018). Validity and reliability of baseline testing in a standardized environment. *Archives of Clinical Neuropsychology*, 33(4), 437-444 DOI: [10.1093/arclin/acx071](https://doi.org/10.1093/arclin/acx071)

Maerlender, A.C., Higgins, K., & **Caze, T.J.**, (2016). A closer look at concussion clinics. *Brain Injury Association of America: The Challenge*, 10(1), 10-11.

Rothschild, L., Maerlender, A.C., **Caze, T.J.**, & Higgins, K. (2015). Mood and anxiety in concussion and mild Traumatic brain injury (mTBI): A systematic review. *Critical Reviews in Physical and Rehabilitation Medicine*, 27(2-4), 233-250, DOI: 10.1615/CritRevPhysRehabilMed.2016016958

Vásquez, D.A., Newman, J.L., Frey, L.L., **Caze, T.J.**, Friedman, A.N., & Meek, W.D. (2014). Relational health and masculine gender role conflict in the friendships and community relationships of bisexual, gay, and straight men. *Journal of LGBT Issues in Counseling*, 8(2), 124-145, DOI: 10.1080/15538605.2014.895662

Manuscripts Under Review

Caze II, T.J., Vásquez, D.A., & Burkhart, S.O. (Under review). Sociocultural Health Equity Disparities in Time to Clinic Following Sports-Related Concussion.

Professional Presentations/Posters

2024 Caze II, T.J. (2024, June) *Uncomplication Concussions: A Lawyer's Guide* Presentation. 2024 Fraser Stryker Law lunch and learn, Omaha, NE

Caze II, T.J. (2024, May) *Uncomplication Concussions: A Lawyer's Guide* Presentation. 2024 Bailey Law lunch and learn, Omaha, NE

Caze II, T.J. (2024, April) *Uncomplication Concussions: A Lawyer's Guide* Presentation. 2024 EKOK Law lunch and learn, Omaha, NE

Caze II, T.J. (2024, May) *Concussion through a Socio-cultural lens*. Presenter. 2024 Sports Neuropsychology Society Annual Meeting, Philadelphia, PA

Bouchard, H.C., Weis, L., Vasquez, D.A., & Caze II, T.J. *Impact of Early Access on Sports-Related Concussion in Youth Hockey Players*. Podium presentation/Poster. 2024 Sports Neuropsychology Society Annual Meeting, Philadelphia, PA

Worts, P.R., Burkhart, S.O., Mason, J.R., Davis, K., & **Caze II, T.J.** (2024, January) *Disparities in the utilization of Specialty Clinical Care among Non-Hispanic Black and Non-Hispanic White Pediatric Patients*. Podium Presentation at 2024 Pediatric Research in Sports Medicine Society Annual Meeting, Anaheim, CA

2023 Caze II, T.J. (2023, October) *The Over-cooking of Concussion*. Presenter. Nebraska Work Comp Symposium, Lincoln, NE

Caze II, T.J. & Higgins, K. (2023, September) *Uncomplicating Concussion*. Presenter. Flat Rock Emergence Medicine Conference, North Platte, NE

Caze II, T.J. (2023, August) *Concussion and their Impact on the Injured Worker*.

Presenter. Athletico virtual work comp lunch and learn

Caze II, T.J. (2023, August) *A Socio-cultural Examination of Concussion*. Presenter. Nebraska Brain Injury Alliance Conference. Kearney, NE

Caze II, T.J. (2023, June) *The Over-cooking of Concussion*. Presenter. Iowa Work Comp Symposium, Des Moines, IO

Caze II, T.J. & Roark, C. (2023, March) *Vision Therapy-From Rehab to Performance*. Presenter. Midwest Association of Athletic Training Conference, La Vista, NE

2022 Caze II, T.J. (2022, June) *Why the VOMS Should be your go to Concussion Tool*. Presenter. Ortho Nebraska Summer Symposium, Omaha, NE

Ellis, C.S., **Caze II, T.J.**, Burkhart, S.O., Abt, J. P. (2022, January) *Non-Private Health Insurance Plans and Delayed Access to Specialty Pediatric Concussion Clinic*. Poster Presentation. Podium Presentation at 2022 Pediatric Research in Sports Medicine Society Annual Meeting, Houston, TX

Caze II, T.J., Williams, K., Boucher, S., Price, A., Abt, J., Burkhart, S.O. (2022, January) *Influence of Anxiety Sensitivity and Negative Affect on Concussion Outcomes*. Podium Presentation at 2022 Pediatric Research in Sports Medicine Society Annual Meeting, Houston, TX

2021 **Caze II, T.J.** (2021, May). *Intersectionality and Sports-Related Concussion*. Virtual presentation at UCLA Neuropsychology Informal Brown Bag Lunch (NIBBL).

Caze II, T.J., Vasquez, D., & Burkhart, S.O. (2021, May). *Sociocultural Health Equity Disparities in Time to Clinic Following Sports-Related Concussion*. Poster presentation at the 2021 Sports Neuropsychology Annual Meeting, Virtual Meeting

Price, A.M., Knell, G., **Caze II, T.J.**, Abt, J.P., Loveland, D., & Burkhart, S.O. (2021, May) *Exploring Vestibular/Ocular and Cognitive Dysfunction as Prognostic Factors for Protracted Recovery in Sports-Related Concussion Patients Aged 8-12 Years*. Poster presentation at the 2021 Sports Neuropsychology Annual Meeting, Virtual Meeting

Caze II, T.J., Ellis, CS., Knell, G., Price, A., Abt, J. & Burkhart, S.O. (2021, January). *Mechanism of Injury Impacts Concussion Recovery*. Podium presentation at the 2021 Pediatric Research in Sports Medicine Society Annual Meeting, Virtual Meeting

- Caze II, T.J.**, Price, A., Knell, G., Ellis, CS., Abt, J. & Burkhardt, S.O. (2021, January). *The Clinical Utility of the Vestibular and Ocular Motor Screening for Protracted Recovery in Pediatric Concussion Patients*. Podium presentation at the 2021 Pediatric Research in Sports Medicine Society Annual Meeting, Virtual Meeting
- Price, A., **Caze II, T.J.**, Knell, G., Ellis, CS., Abt, J. & Burkhardt, S.O. (2021, January). *Post-Concussion Physical Therapy Referrals*. Poster presentation at the 2021 Pediatric Research in Sports Medicine Society Annual Meeting, Virtual Meeting
- 2020 Knell G, Burkhardt SO, **Caze II T**, Polousky JD, Kohl III HW, Messiah SM. *Association between concussion history and cognitive, behavioral, and emotional risk factors among American high school athletes: A cross-sectional analysis*. American Public Health Association Annual Meeting. San Francisco, CA, USA. October, 2020.
- Caze II T**, Price A, Knell G, Burkhardt SO. (2020, April 16-18). *VOMS scores relationship to King-Devick scores in males*. Sports Neuropsychology Society Annual Meeting, Dallas, TX, USA. (Conference cancelled due to COVID-19).
- Price A, **Caze II T**, Knell G, Burkhardt SO. (2020, April 16-18). *VOMS scores relationship to C3 Logix Trail scores in females*. Sports Neuropsychology Society Annual Meeting, Dallas, TX, USA. (Conference cancelled due to COVID-19).
- Laeng, J., **Caze II, T.**, & Maerlender, A. (2020, February). *Assessing the Better or Worse Index (BOWI) in Adolescent Athlete Symptom Reporting*. Poster session at 2020 International Neuropsychological Society Annual Meeting, Dever, CO
- Caze II, T.J.**, Burkhardt, S.O., Ellis, CS., Smurawa, T.M., Polousky, J.D. (2020, January). *Clinical Utility of The Frequency of Concussion Symptoms (FOCS) Questionnaire*. Poster session presented at the 2020 Pediatric Research in Sports Medicine Society Annual Meeting, Phoenix, AZ
- Caze II, T.J.**, Burkhardt, S.O., Ellis, CS., Smurawa, T.M., Polousky, J.D. (2020, January). *Incidence Rate of Concussion Across Adolescent Cheerleading*. Poster session presented at the 2020 Pediatric Research in Sports Medicine Society Annual Meeting, Phoenix, AZ
- 2019 Burkhardt, S.O., **Caze, T.J.**, Bagget, J.T., Smurawa, T.M., Polousky, J.D. (2019, May). *Trends in US High School Soccer Concussion Reporting from the Rank One Health Database Between 2012 and 2017*. Poster session presented at the 2019 Sports Neuropsychology Society Conference, Seattle, WA
- Burkhardt, S.O., **Caze, T.J.**, Bagget, J.T., Smurawa, T.M., Polousky, J.D. (2019, May). *An Examination of Concussion Recovery and Return to Play from the Rank One Health*

Database in Athletes Ages 12-18. Poster session presented at the 2019 Sports Neuropsychology Society Conference, Seattle, WA

Caze, T.J., & Maerlender, A.C. (2019, February). *Anxiety Sensitivity's Relationship to Symptom Recovery after SportsRelated Concussion*. Paper presentation at the 2019 International Neuropsychology Society Annual Conference, New York, NY

2018 **Caze, T.J.**, Hope, D.A., & Maerlender, A.C. (2018, July). *Where is the Psychological Sophistication in Concussion Research? Anxiety Sensitivity and Growth Curve Analysis in Sports-related Concussed Symptoms*. Key Note presentation at the 6th Annual Big Ten/CIC-Ivy League Traumatic Brain Injury Research Collaboration, Philadelphia, PA

Wolczyk, B., **Caze, T. J.**, & Hope, D.A. (2018, April). *Lack of sleep is only part of an athlete's performance*. Poster session presented at the 2018 Nebraska Symposium on Motivation, Lincoln, NE.

2017 **Caze, T.J.**, Higgins, K., Maerlender, A. C. , & Hope D.A. (2017, November). *We Have Been Focusing on The Wrong Type of Affect in Concussion Recovery*. Poster session presented at the 2017 Association of Behavioral and Cognitive Therapies Annual Conference, San Diego, CA.

Caze, T.J., Higgins, K., & Maerlender, A. C. (2017, July). *Better or worse index (BOWI)- A more streamlined approach to symptom reporting and determining when to test after sustaining a sports concussion*. Poster session presented at
at
the 2017 Annual Big Ten/CIC-Ivy League Traumatic Brain Injury Research Collaboration Summit, Chicago, Il.

Caze, T.J., Higgins, K., & Maerlender, A. C. (2017, June). *Negative versus positive affect in concussion recovery*. Poster session presented at the 15th Annual American Academy of Clinical Neuropsychology Conference, Boston, MA.

Westberry, M., **Caze, T.J.**, & Maerlender, A.C. (2017, April). *Changing the way we view CTE*. Poster session presented at the 2017 Nebraska Symposium on Motivation, Lincoln, NE.

2016 **Caze, T.J.**, Roma, V. G., Madrigal, L., & Hope, D.A. (2016, October). *Does anxiety sensitivity keep athletes from getting back in the game?* Poster session presented at 2016 Association of Behavioral and Cognitive Therapies Annual Conference, New York, NY.

Roma, V.G., **Caze, T.J.**, & Hope, D.A. (2016, October). *Factor structure and gender invariance testing for sport anxiety scale-2 (SAS-2): Generalizing SAS-2 to broader*

athletic populations. Poster session presented at 2016 Association of Behavioral and Cognitive Therapies Annual Conference, New York, NY.

Higgins, K., Maerlender, A., & **Caze, T.** (2016, October). *A standardized environment improves reliability of baseline testing*. Poster session presented at 2016 National Academy of Neuropsychology Annual Conference, Seattle, WA.

Caze, T.J., Arnett, P., Higgins, K., Maerlender, A.C. & Hope, D.A., (2016, July). *Anxiety sensitivity as a risk factor for protracted recovery from concussion in collegiate athletes*. Poster session presented at the 2016 Annual Big Ten/CIC-Ivy League Traumatic Brain Injury Research Collaboration Summit, Philadelphia, PA.

2015 **Caze, T.J.**, Hope, D.A., Hoelzle, J., Schmidt, N.B., Stewart, S.H., Leibowitz, E.R., & Norton, P.J. (2015, November). *Anxiety sensitivity: new frontiers for a cross-cutting construct*. Panel discussion lead at the 2015 Association of Behavioral and Cognitive Therapies Conference, Chicago, IL.

Caze, T.J., Hope, D.A., & Maerlender, A.C. (2015, July). *Impact of anxiety sensitivity and negative affect on concussion*. Poster session presented at the 2015 American Academy of Neurology Sports Concussion Conference, Denver, Colorado

Caze, T.J., Hope, D.A., & Maerlender, A.C. (2015, July). *Impact of anxiety sensitivity and negative affect on concussion*. Proposal for collaboration presented at the 3rd Annual Big Ten/CIC-Ivy League Traumatic Brain Injury Research Collaboration

2012 **Caze, T. J.** (2012, January). *Over-connected, yet under-resilient*. Presentation at St. Paul College, St. Paul, MN.

Caze, T. J. (2012, February). *Over-connected, yet under-resilient*. Presentation to Wayzata East Middle School's Parents' Association, Wayzata, MN.

2011 **Caze, T. J.** (2011, September). *Over-connected, yet under-resilient*. Keynote presentation at Minnesota Community and Technical College Counselor Conference, Two Harbors, MN.

Caze, T. J. (2011, September). *The adolescent brain*. Presentation at Minnesota Community and Technical College Counselor Conference, Two Harbors, MN.

Caze, T. J. (2011, March). *The adolescent brain*. Presentation to General Mills' Parenting Group, Golden Valley, MN.

Caze, T. J. (2011, September). *Over-connected, yet under-resilient*. Presentation at Century College, White Bear Lake, MN.

2010 **Caze, T. J.** (2010, March). *Transforming the way you see small groups*. Presentation at Oklahoma School Counselor's Association State Conference, Oklahoma City, OK.

2006 **Caze, T.J.** (2006, January). *Developing a global perspective*. Presentation at Youth Encounter's Youth Quake Conference, Phoenix, AZ.

2003 **Caze, T.J.** (2003, March). *How the ordinary can be heroic*. Presentation at Judson University's Youth Conference, Elgin, IL.

Awards and Grants

2024 **Sports Neuropsychology Society Outstanding Poster Award (Co-author)**

2021 **Sports Neuropsychology Society Outstanding Poster Award (Co-author)**

Pediatric Research in Sports Medicine Mininder S. Kocher Award for Most Promising Career

2020 **Sports Neuropsychology Society Dissertation Award**



This is to certify that

License number

Attended the following educational session:

"Concussions and Their Impact On The Injured Worker"

Presented by:
Todd Caze II, Ph. D.

January 24, 2024
12:00 pm– 1:00 pm

1.0 Contact Hour

A handwritten signature in black ink that reads "Denise Des Marteau, RN, CCM". The signature is written in a cursive style with a horizontal line underneath.

Denise Des Marteau, RN, BSN, CCM
Education Consultant CMSA-KC
PO Box 9596,
Kansas City, MO 64133-0396
Phone: 816-353-6077

CMSA-KC is an approved
Provider of continuing nursing education
By the Kansas State Board of
Nursing Provider Number: LT 0206-0606



Case Management Society of America – Kansas City Chapter
 Kansas State Board of Nursing LT0206-0606
 Evaluation Summary

“Concussions and Their Impact on the Injured Worker”

1-24-2025

12:00 PM – 1 no:00 PM

ATTENDEE NAME _____ LICENSE NUMBER: _____
 CREDENTIALS: RN _____ LPN _____ SW _____ CCM _____ Other: please list _____
 SIGNATURE: _____

Part 1 Program Evaluation 4=Strongly Agree (SA) 3=Agree (A) 2=Disagree (DA) 1=Strongly Disagree (SD)

Indicate your level of achievement of the program goal:

1. This educational activity allowed me to obtain current information and tools regarding concussion's impact on injured workers.
2. The overall quality of the activity was excellent.
3. My personal goals for attending were met.
4. The webinar was appropriate and conducive to learning.
5. The registration process was efficient.

SA	A	D	SD
4	3	2	1
4	3	2	1
4	3	2	1
4	3	2	1
4	3	2	1

Part 2 Session Objectives and Speakers

Rate your accomplishment of the session objectives: PARTICIPANT WILL:

6. Discuss the common network disruptions after a concussion.
7. Examine how a concussion can be measured and treated.
8. Analyze recent research on the efficacy of minimum visits on concussion treatment with just a concussion specialist and physical therapist.
9. The content was current and relevant to the objectives.
10. Presentation style was effective.

4	3	2	1
4	3	2	1
4	3	2	1
4	3	2	1
4	3	2	1

Presentation Satisfaction: 4=Excellent 3=Good 2=Fair 1- Poor

Todd Case II, Ph.D.

4	3	2	1
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Mandatory Response Required: How Will This Activity Impact Your Practice?

Comments: _____

Thank You!

CNE/IV Therapy Committee 182

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

Name of Provider: Interim Healthcare LT0305-0620

Name of Program Coordinator: Joan Hudson, RN, BSN

Date Received: 2/14/25

Date to CNE Committee: June 2025

_____ **Approved**

_____ **Not Approved:** _____

Date Notified: _____

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	Joan Hudson	
• 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	
• 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	X	

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	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	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		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	No date	
• 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	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	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 Conscious Living and Dying	#2 Oh, What a Pain
• A summary of planning		
• 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	X	X
• Each instructor's education and experience	X	X
• A current bibliography	X	X
• The offering evaluation form	X	X

12/2018

Renewal application and checklist completed by Carol Moreland, MSN

LONG-TERM CNE PROVIDER APPLICATION

COVER PAGE

Initial Application: ☐ Renewal: ☒

Name of Provider: Interim Healthcare

Provider Number (For Renewal): LT0305-0620

Legal Body (If different from provider):

Address of Provider: 1251 SW Arrowhead Rd, Ste 103, Topeka, KS 66604

Telephone: 785-272-1616

Email: joanhudson@interimhealthcare.com

Program Coordinator (RN): Joan Hudson

Date (mm/dd/yyyy): 02/14/2025

Program Management

Assessing Need and Planning CNE

Please describe what advisory groups or planning committees were formed and what factors were reviewed to determine what CNE

subjects should be presented and how those presentations will meet the definition of CNE in KSA 65-1117(a).

Interim Healthcare has a Continuing Education Committee that meets monthly for CNE planning. The committee reviews evaluations from each CE offering for participant feedback on subjects that the participants believe would be beneficial to their continuing education in their practice as well as educational topics that may

The members of the committee will also solicit their nursing peers, co-workers, in the industry and from instructors at local schools of nursing. These ideas will be brought to the committee for discussion. Formally, evaluations forms from CNE offered will contain questions about future offering needs. In addition, committee members may bring ideas from national or regional seminars, conferences/conventions or industry journals and newsletters and informally polling nurses at these functions.

The committee will solicit speakers for program offerings. Each speaker will provide a Vita or resume, program behavioral objectives and goals, bibliography that is reflective of course offering and course outline or PowerPoint. The bibliography will include books published within the past 10 years and periodicals published within the past 5 years.

The Education Committee will review the submitted materials and if they met the guidelines set forth in KSA 65-1117 and KSA 60-9-105(d), the speaker will be contacted to discuss scheduling. Date, location, time, any agreed upon honorarium and travel expenses, any audio/visual needs or handouts reproduction will be discussed, and details agreed upon and confirmed.

The Education Committee will also perform the annual program review.

Process for Fee Assessment

Describe the method for determining the price to charge for CNE, what procedure is used in case of insufficient fund checks, and refund requests due to cancellations.

Fees for educational offerings may be assessed but will be kept as reasonable as possible to assure affordability while covering costs associated with the program.

Fees charged for programs will vary based upon the cost of the

instructor, facility, handouts, cost of any refreshments or meals provided.

If a program is canceled by Interim due to weather, speaker's ability to attend or low

pre-registration, a full refund of all registration fees will be given.

If a participant is unable to attend, a 75% refund of the fee will be given if the

participant notifies Interim prior to 24 hours of the program. A participant whose

check has been returned for insufficient funds will be charged a fee of \$20.00 per returned check in addition to the amount of the original check.

Process for Advertisements or Announcements

Describe what material will be distributed or used to announce your CNE. Include all information sources used and the media used, printed or electronic. Copies of each announcement must be attached. All announcements are required to contain the required language in KAR 60-9-107(b)(3)(C).

The Education Committee will be responsible for the creation of announcements, flyers and other medium to generate interest and attract attendees. Advertisements or offering announcements. Published information shall contain the

following statement: Interim Healthcare 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, LPN relicensure. Kansas State Board of Nursing Provider

number will also be listed.

Print as well as electronic media will be used to publicize events. Advertisement of

the program should begin at least 4-6 weeks prior to the event to allow ample time

to pre-register.

Process for Offering Approval

Please verify in writing that 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; 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)

The Program Coordinator will request and file the following from each speaker:

a Vita or resume, program behavioral objectives and goals, bibliography that is

reflective of course offering and course outline and PowerPoint if applicable. The

bibliography will include books published within the past 10 years and periodicals

published within the past 5 years

The Program Coordinator will make sure the instructor has established appropriate

behavioral objectives for their presentation based upon content.

The Program Coordinator will create an evaluation form that includes assessment

of the learner's achievement of each objective and the expertise of the individual

presenter. The evaluation will also include questions about what CNE the participant

would like to see offered in the future. The evaluation will be completed by the

learner and collected at the end of each CNE for review by the Education Committee.

For virtual offerings, attendees will receive an evaluation form electronically to complete and return.

Process for Awarding Contact Hours

Describe the method of calculating contact hours for actual attendance that will be awarded for each presentation, utilizing the attendance roster. This must include your method of calculating partial credit, more than one hour, because of early departures or late arrivals. Describe also how instructor credit is calculated and how independent study credit is calculated. If you offer independent study, you must provide the complete pilot study which determines the amount of contact hours the completed material is worth. KAR 60-9-107(e)

Interim Healthcare does not offer Independent Study credits.

The contact hours for a single presentation will be noted on the flyer for the event

and on the certificate of attendance. The contact hours for multiple presentations in a single day will be listed separately by presentation. Total contact hours for the presentations attended will be noted on the certificate of attendance. Contact hours will be documented for each learner on a sign-in attendance sheet at each presentation. For virtual presentations, attendance is verified by usage report on the virtual platform. A competency quiz will be emailed after the session and must be completed with a score of 80% or above to receive credit. Partial credit will be given to attendees who arrive late or leave early. Credit will be given on actual 0.5 hour increments completed. If an attendee has not completed at least 25 minutes of a one-hour presentation, no credit will be given. An instructor shall receive double credit for presenting a program for the first time.

Process for Verifying Participation and Completion of Offering

Describe the contents of the roster of attendance and certificate of completion which you use, and documentation of independent study. A sample copy must be attached of each. KAR 60-9-107(f)(g)

All CNE attendance will be documented on the attendance roster for the corresponding CNE offering. Upon arrival at a CNE offering, the participant will sign in on the attendance roster. If the offering is virtual, e.g., on Zoom or another platform, duration of attendance is verified via the platform's tracking system. The roster will include the following: provider's name, address, provider number and coordinator's name; the date and title of the offering and the presenter(s); the participant's name, license number, email address, phone number, and the number of contact hours awarded. Late arrivals or early departures will be noted. At the conclusion of the presentation, a certificate of attendance will be awarded to the participant. Virtual attendees will receive their certificate by email after the competency quiz is received by the provider and scored at 80% or above. The completed certificate will include the provider's name, address, provider number, title of the offering, date(s) of attendance, number of contact hours awarded and the

signature of the individual responsible for the providership; the name and license number of the participant.

Process for Record Keeping and Storage

Please verify that you will keep the records of the offerings for a minimum of two years after presentation. List what records will be retained, the location of the records and the steps taken to ensure confidentiality and security of the records. KAR 60-9-107(h)

The Education Committee will retain records of all CNE offerings for 2 years. Files will be kept in a file cabinet in the locked Interim Hospice Office. Presentations will be filed by year, month, date, and title. Each file will contain a summary of the planning, copy of announcement/brochure, title and objectives, offering agenda and powerpoint, summary of participant evaluations, attendance roster and sample certificate. Presenter bio, vitae or resume will be filed separately by presenter last name. Files will be maintained by the Program Coordinator. Education meeting minutes, which include planning of CNEs and annual evaluations will be kept in binders in the file cabinet by date.

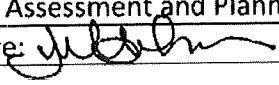



Process for Notice of Change of Coordinator or Required Policies

Describe what methods will be used to notify KSBN of a change of coordinator or policies, and verify that you will notify KSBN of any change within 30 days. KAR 60-9-107(b)(3)(H)

Interim Healthcare governing body will appoint a Program Coordinator to lead the Education Committee. The Program Coordinator will be responsible for the CNE program, making sure it complies with all Kansas State Board of Nursing requirements. The Program Coordinator will be an appointee of the agency. The Program Coordinator must be a registered nurse with three years or more of clinical experience, baccalaureate degree and at least one year of experience developing and implementing educational offerings. The Program Coordinator will notify the Kansas State Board of Nursing in writing of any changes in individual responsibility for the providership or any changes in

required policy and procedures within 30 days.

Interim Healthcare P&P Appendix 3

Policy No: ED 1.0	Page 1 of 1
Subject: Assessment and Planning of CNE	Effective: 2/1/2020
Signature: 	Revised: 4/20/2021 
	6/19/2023 
	2/14/2025 

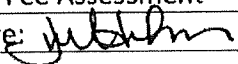

POLICY

The Education Committee will be responsible for assessing the educational needs in the community related to nursing care of our aging population to include nursing home, home health and hospice and palliative care settings. The Education Committee will be responsible for planning subsequent CNE for nurses based upon these assessments.

PROCEDURES

- 1.0.1 The program coordinator will convene a committee of employees from Interim Healthcare. The committee will include the Community Relations Director, Director of Hospice, Director of Staffing, Recruitment and Technology, VP of Operations and at-large members.
- 1.0.2 The committee will meet monthly to determine upcoming CNE (Continuing Nursing Education) offerings and evaluate recently completed CNE offerings.
- 1.0.3 The needs assessment process will be both formal and informal. Committee members will solicit ideas for CNE from their nursing peers and co-workers in the industry and from instructors at local schools of nursing. These ideas will be brought to the committee for discussion. Formally, evaluations forms from CNE offered will contain questions about future offering needs. In addition, committee members may bring ideas from national or regional seminars, conferences/conventions or industry journals and newsletters and informally poll nurses at these functions.
- 1.0.4 The committee will solicit speakers for program offerings. Each speaker will provide a Vita or resume, program behavioral objectives and goals, bibliography that is reflective of course offering and course outline or PowerPoint. The bibliography will include books published within the past 10 years and periodicals published within the past 5 years.
- 1.0.5 The Education Committee will review the submitted materials and if they meet the guidelines set forth in KSA 65-1117 and KSA 60-9-105(d), the speaker will be contacted to discuss scheduling. Date, location, time, any agreed upon honorarium and travel expenses, any audio/visual needs or handouts reproduction will be discussed, and details agreed upon and confirmed.
- 1.0.6 The Education Committee will also perform the annual program review.

Interim Healthcare P&P Appendix 3

Policy No: ED 1.1	Page 1 of 1
Subject: Fee Assessment	Effective: 2/1/2020
Signature: 	Revised: 6/19/2023 

POLICY

Fees for educational offerings may be assessed but will be kept as reasonable as possible to assure affordability while covering costs associated with the program.

PROCEDURES

- 1.1.1 Fees charged for programs will vary based upon the cost of the instructor, facility, handouts, cost of any refreshments or meals provided.
- 1.1.2 If a program is canceled by Interim due to weather, speaker's ability to attend or low pre-registration, a full refund of all registration fees will be given.
- 1.1.3 If a participant is unable to attend, ~~a 75% no refund of the fee will be given if the participant notifies Interim prior to 24 hours of the program.~~ Credit for future courses may be approved by the committee.
- 1.1.4 A participant whose check has been returned for insufficient funds will be charged a Fee of \$20.00 per returned check in addition to the amount of the original check.

Interim Healthcare P&P Appendix 3

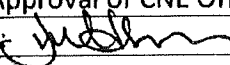


Policy No: ED 1.2	Page 1 of 1
Subject: Advertisement of CNE	Effective: 2/1/2020 <i>HA</i>
Signature: <i>[Signature]</i>	Revised:

POLICY

The Education Committee will be responsible for the creation of announcements, flyers and other media to generate interest and attract attendees.

PROCEDURES

- 1.2.1 Published information will include the title of the program, the presenter, date and time of presentation, and information on how to register. If a fee is charged, this will be noted along with the types of payments accepted. Fees will be due at time of registration.
- 1.2.2 Advertisements or offering announcements. Published information shall contain the following statement: Interim Healthcare 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, LPN relicensure. Kansas State Board of Nursing Provider number will also be listed.
- 1.2.3 Print as well as electronic media will be used to publicize events. Advertisement of the program should begin at least 4-6 weeks prior to the event to allow ample time to pre-register.

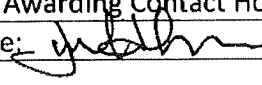



Policy No: ED 1.3	Page 1 of 1
Subject: Approval of CNE Offerings	Effective: 2/1/2020
Signature: 	Revised: 9/1/2020 
	4/20/2021 

POLICY

The Education Committee and the Program Coordinator will approve all CNE offerings, based upon the guidelines set for by Kansas State Board of Nursing.

PROCEDURES

- 1.3.1 The Education Committee will meet monthly and determine the CNEs to be offered based upon their ongoing needs assessment. They will identify qualified instructors both internal to Interim and externally in the community and solicit proposals for identified CNE.
- 1.3.2 The Program Coordinator will review each proposed CNE and make sure that content meets the definition as set forth in KSA 65-1117a.
- 1.3.3 The Program Coordinator will request and file the following from each speaker: a Vita or resume, program behavioral objectives and goals, bibliography that is reflective of course offering and course outline and PowerPoint if applicable. The bibliography will include books published within the past 10 years and periodicals published within the past 5 years.
- 1.3.4 The Program Coordinator will make sure the instructor has established appropriate behavioral objectives for their presentation based upon content.
- 1.3.5 The Program Coordinator will create an evaluation form that includes assessment of the learner's achievement of each objective and the expertise of the individual presenter. The evaluation will also include questions about what CNE the participant would like to see offered in the future. The evaluation will be completed by the learner and collected at the end of each CNE for review by the Education Committee. For virtual offerings, attendees will receive an evaluation form electronically to complete and return.
- 1.3.6 Summaries of evaluations will be compiled and reviewed by the Education Committee at monthly meetings as part of the ongoing needs assessment and program assessment process.

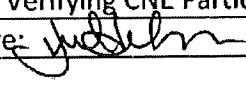



Policy No: ED 1.4	Page 1 of 1
Subject: Awarding Contact Hours	Effective: 2/1/2020
Signature: 	Revised: 9/1/2020 
	4/20/2021 
	2/14/2025 

POLICY

Attendees of programs will be given credit for the contact hours, as defined in 60-9-105(j), that they attend. Partial credit will be given for one or more contact hours.

PROCEDURES

- 1.4.1 The contact hours for a single presentation will be noted on the flyer for the event and on the certificate of attendance.
- 1.4.2 The contact hours for multiple presentations in a single day will be listed separately by presentation. Total contact hours for the presentations attended will be noted on the certificate of attendance.
- 1.4.3 Contact hours will be documented for each learner on a sign-in attendance sheet at each presentation. For virtual presentations, attendance is verified by usage report on the virtual platform. A competency quiz will be emailed at the end of the session and must be returned with a score of 80% or above to receive credit.
- 1.4.4 Partial credit will be given to attendees who arrive late or leave early. Credit will be given on actual .5-hour increments completed. If an attendee has not completed at least 25 minutes of a one-hour presentation, no credit will be given.
- 1.4.5 An instructor shall receive double credit for presenting a program for the first time.
- 1.4.6 Interim Healthcare does not offer independent study credits.

Policy No: ED 1.5	Page 1 of 1
Subject: Verifying CNE Participation	Effective: 2/1/2020
Signature: 	Revised: 9/1/2020 
	6/19/2023 
	2/14/2025 

POLICY

All CNE attendance will be documented on the attendance roster for the corresponding CNE offering.

PROCEDURES

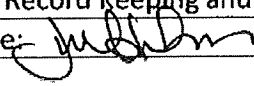



1.5.1 Upon arrival at a CNE offering, the participant will sign in on the attendance roster. If the offering is virtual, e.g., on Zoom or another platform, duration of attendance is verified via the platform's tracking system. ~~an Interim staff member will take attendance at the beginning of the CNE to verify attendance. Successful completion of the competency quiz (80% or above) will confirm attendance for the program in its entirety.~~

1.5.2 The roster will include the following: provider's name, address, provider number and coordinator's name; the date and title of the offering and the presenter(s); the participant's name, license number, email address, phone number, and the number of contact hours awarded. Late arrivals or early departures will be noted.

1.5.3 At the conclusion of the presentation, a certificate of attendance will be awarded to the participant. Virtual attendees will receive their certificate by email after the competency quiz is received by the provider and scored at 80% or above.

1.5.4 The completed certificate will include the provider's name, address, provider number, title of the offering, date(s) of attendance, number of contact hours awarded and the signature of the individual responsible for the providership; the name and license number of the participant.

Interim Healthcare P&P Appendix 3

Policy No: ED 1.6	Page 1 of 1
Subject: Record Keeping and Storage	Effective: 2/1/2020
Signature: 	Revised: 9/1/2020 
	6/15/2023 
	2/14/2025 

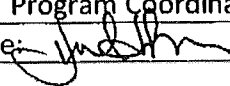
POLICY

The Education Committee will retain records of all CNE offerings for 2 years.

PROCEDURES

- 1.6.1 Files will be kept in a file cabinet in the locked Interim Hospice office.
- 1.6.2 Presentations will be filed by year, month, date and title.
- 1.6.3 Each file will contain a summary of the planning, copy of announcement/brochure, title and objectives, offering agenda/PowerPoint, summary of participant evaluations, attendance roster and sample certificate.
- 1.6.4 Files will be maintained by the Program Coordinator.
- 1.6.5 Education meeting minutes (which include planning of CNEs) and annual evaluations will be kept in binders in the file cabinet by date.

Interim Healthcare P&P Appendix 3

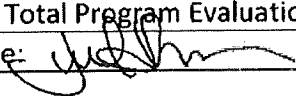
Policy No: ED 1.7	Page 1 of 1
Subject: Program Coordinator	Effective: 2/1/2020
Signature: 	Revised:

POLICY

Interim Healthcare governing body will appoint a Program Coordinator to lead the Education Committee. The Program Coordinator will be responsible for the CNE program, making sure it complies with all Kansas State Board of Nursing requirements.

PROCEDURES

- 1.7.1 The Program Coordinator will be an appointee of the agency.
- 1.7.2 The Program Coordinator must be a registered nurse with three years or more of clinical experience, baccalaureate degree and at least one year of experience developing and implementing educational offerings.
- 1.7.3 The Program Coordinator will notify the Kansas State Board of Nursing in writing of any changes in individual responsibility for the providership or any changes in required policy and procedures within 30 days.

Policy No: ED 1.8	Page 1 of 1
Subject: Total Program Evaluation	Effective: 2/1/2020
Signature: 	Revised:

POLICY

The Education Committee will conduct an annual Total Program Evaluation.

PROCEDURES

- 1.8.1 The Education Committee will utilize the program evaluation tool to systematically review all program elements considering policies and procedures.
- 1.8.2 Policies and procedures will also come under review to ensure adherence to Kansas State Board of Nursing regulations.
- 1.8.3 The Education Committee will discuss the results of the annual evaluation and make any recommendations for change to the Program Coordinator who will be responsible for amending the program.

INTERIM HEALTHCARE

1251 ARROWHEAD RD SUITE 103, TOPEKA KS 66604

TITLE

PRESENTOR # OF CONTACT HOURS

KSBN PROVIDER #

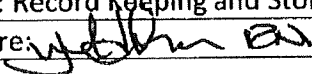

PROGRAM COORDINATOR

	A	B	C	D	E
1	NAME	LICENSE #	EMAIL	PHONE	PC NOTE
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INTERIM HEALTHCARE	TITLE	KSBN PROVIDER #
1251 ARROWHEAD RD SUITE 103, TOPEKA KS 66604	PRESENTOR # OF CONTACT HOURS	PROGRAM COORDINATOR

	A	B	C	D	E
31					
32	Sample				

Interim Healthcare P&P Appendix 3

Policy No: ED 1.6	Page 1 of 1
Subject: Record Keeping and Storage	Effective: 2/1/2020
Signature: 	Revised: 9/1/2020
	6/15/2023, 4/15/25 

POLICY

The Education Committee will retain records of all CNE offerings for 2 years.

PROCEDURES

- 1.6.1 Files will be kept in a file cabinet in the locked Interim Hospice office.
- 1.6.2 Presentations will be filed by year, month, date and title.
- 1.6.3 Each file will contain a summary of the planning, copy of an announcement/brochure, Title and objectives, offering agenda, power point, bibliography, summary of Participant evaluations, attendance roster and sample certificate.
- 1.6.4 Files will be maintained by the Program Coordinator.
- 1.6.5 Education meeting minutes (which include planning of CNEs) and annual evaluations will be kept in binders in the file cabinet by date.

Joan Hudson is a Board Certified Registered Nurse and Licensed Nursing Home Administrator with roots in Long Term Care and Assisted Living, she enjoys sharing her gained knowledge and experience to help others grow. Joan's first experience in Long Term Care was growing up in the local nursing home her mother worked at as an LPN. Joan would walk to the nursing home after school and visit with residents until her mom finished her shift, this is where Joan's love for elders emerged. Joan would go on to work at this same nursing home for one of her first jobs as a housekeeper, quickly moving through the frontline positions to dietary aide until finally becoming a homemaker for the dementia neighborhood. Joan was able to watch cultural change start to develop at this community as it was growing in the long term care industry. She transitioned to the hospital setting while in nursing school and went on to graduate from Emporia State University with her BSN in 2010. Over the next few years, Joan would carry several positions at once including Hospice case management, NICU, and Community Health Nurse, and an ADON for a rehab unit. Joan became Director of Nursing for an Americare community in 2012 she grew in the same community to become the Administrator in 2015. During her tenure, Joan was able to earn a Baldrige Bronze National Quality Award, achieve CMS 4 star rating, and achieved a 4 deficiency survey with no care tags. In 2016, Joan became the Compliance Nurse for Atria Senior Living and had oversight for state regulatory and company policy compliance for the 150 assisted living bed campus. Most recently, Joan became the Home Health and Hospice Administrator for Interim in Topeka. Joan has been teaching courses for KHCA/KCAL since 2013 in both nursing and operational subject matter and enjoys sharing her gained knowledge and experiences with others through in person educational speaking engagements and online webinar education.

Emporia State University

By authority of the Kansas Board of Regents and upon the recommendation
of the Faculty
confers upon

Joan R. Hudson Winters


the degree of

Bachelor of Science in Nursing

with all the rights, privileges, and responsibilities appertaining thereto.

In Testimony Whereof, this Diploma is given at Emporia, Kansas
this fifteenth day of May, two thousand and ten.


Dean of the College of Arts and Sciences


President

INTERIM HEALTHCARE TOTAL PROGRAM EVALUATION FOR KSBN PROVIDER NUMBER

Areas	Date of Review/Frequency	Reviewed by	Meets Standard (YES or NO)	Action Required
Administration 1. Job Description/reporting structure 2. Notification of changes to KSBN	Annually in January and ongoing for any changes in policy or Program Coordinator	Education Committee and Program Coordinator	Yes	None
Program Planning and Assessment 1. Review surveys 2. Review meeting minutes of Committee 3. Review evaluation summaries	Monthly at committee meetings and ongoing.	Education Committee	Yes	None
Fee Assessment 1. Review policy and appropriateness to meet organization and customer needs	Annually and ongoing throughout the year	Education Committee Program Coordinator	Yes	None
Advertisement of CNE Offerings 1. Review required elements	Monthly at committee meeting as needed	Education Committee	Yes	None
CNE Approval Process 1. Qualified Instructor 2. Complete instructor file 3. Behavioral Objectives 4. Meets KSA 65-1117a.	Monthly at committee meeting as needed	Education Committee Program Coordinator	Yes	None
Awarding Contact Hours/Attendance 1. Review policy 2. Review attendance sheets 3. Review certificates for required elements	Ongoing for each offering	Education Committee Program Coordinator	Yes	None
Record Keeping 1. Audit content of files for KSBN compliance	Ongoing review for each offering	Program Coordinator	Yes	None
Total Program Evaluation 1. Review using tool annually	Annually	Education Committee Program Coordinator	Yes	None

INTERIM HEALTHCARE TOTAL PROGRAM EVALUATION FOR KSBN PROVIDER NUMBER

2. Review all policies and procedures	P&P reviewed annually and ongoing throughout year			
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Conscious Living & Dying

Explore the psychological, spiritual, and emotional aspects of the end-of-life experience, in hopes of better understanding, and accepting the process of death.



FREE COURSE WORTH 1 CREDIT CNE/CEU
SCAN TO REGISTER

Join live via Zoom
Thursday, Sept. 14
12 p.m. - 1:00 p.m.

Speaker:

Dr. Aditi Sethi-Brown

*Founder of the Center for Conscious
Living and Dying*



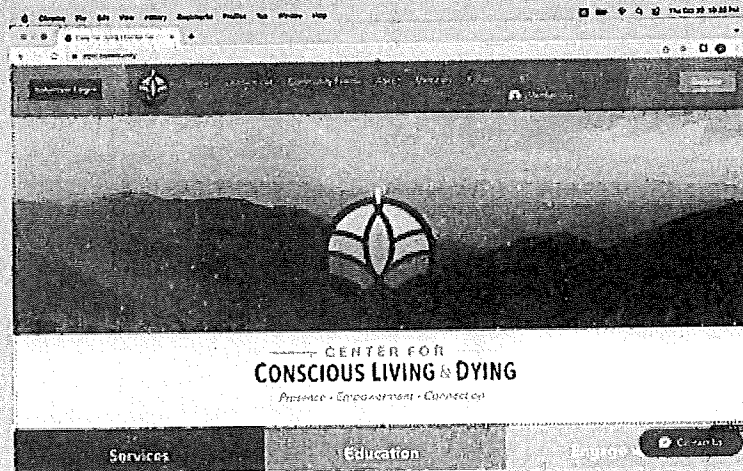
Conscious Living & Dying

**Aditi Sethi, MD
September 2023**

Intentions

- 1. To discuss the "Value" of Death for our society**
- 2. To understand the meaning of conscious living and conscious dying**
- 3. To understand role of a Death Doula**

Center for Conscious Living & Dying



Suggested Reading

1. **"The Tibetan Book of Living and Dying"** by Sogyal Rinpoche
This classic book offers insights into the Tibetan Buddhist perspective on death and dying, as well as practical advice for living a meaningful and conscious life.
2. **"Being Mortal: Medicine and What Matters in the End"** by Atul Gawande
Atul Gawande, a surgeon and writer, explores the challenges of modern medicine and end-of-life care, encouraging readers to consider what truly matters as we approach the end of life.
3. **"When Breath Becomes Air"** by Paul Kalanithi
This memoir, written by a neurosurgeon facing a terminal illness, delves into the search for meaning and purpose in life and the experience of mortality.
4. **"The Art of Dying Well: A Practical Guide to a Good End of Life"** by Katy Butler
Katy Butler offers guidance on how to navigate the complexities of end-of-life decisions and care, with an emphasis on achieving a peaceful and meaningful death.
5. **"The Five Invitations: Discovering What Death Can Teach Us About Living Fully"** by Frank Ostaseski
Frank Ostaseski, a pioneer in end-of-life care, shares valuable lessons learned from his experiences in working with the dying and how these lessons can enrich our lives.
6. **"The Power of Now: A Guide to Spiritual Enlightenment"** by Eckhart Tolle
While not specifically about dying, Eckhart Tolle's book explores the concept of living in the present moment and offers insights into conscious living.
7. **"Dying: A Memoir"** by Cory Taylor
This memoir by Cory Taylor, an Australian author who was diagnosed with terminal cancer, provides a candid and thought-provoking reflection on her experience of facing mortality.
8. **"The Book of Joy: Lasting Happiness in a Changing World"** by Dalai Lama, Desmond Tutu, and Douglas Carlton Abrams
This book documents a week-long conversation between the Dalai Lama and Archbishop Desmond Tutu about finding joy and purpose in life, even in the face of suffering and death.
9. **"No Death, No Fear: Comforting Wisdom for Life"** by Thich Nhat Hanh
Thich Nhat Hanh, a renowned Zen Buddhist teacher, explores the concept of impermanence and offers practices to alleviate the fear of death.
10. **"Being with Dying: Cultivating Compassion and Fearlessness in the Presence of Death"** by Joan Halifax

My journey with end-of-life care



“Value of Death: Bringing Death Back into Life” Report of the *Lancet* Commission

The *Lancet* Commission on the Value of Death has set out the five principles of a realistic utopia: a new vision of how death and dying could be.

- 1) The social determinants of death, dying, and grieving are tackled
- 2) Dying is understood to be a relational and spiritual process rather than simply a physiological event
- 3) Networks of care lead support for people dying, caring, and grieving
- 4) Conversations and stories about everyday death, dying, and grief become common
- 5) Death is recognized as having value.

www.thelancet.com Vol 399 February 26, 2022

Conscious Living and Dying

Single Program Evaluation

1. Behavioral Objectives: Rate your ability now to Grasp the "Value" of death in our society.

Mark only one oval.

1 2 3 4 5
Low ☐ ☐ ☐ ☐ ☐ High

2. Behavioral Objectives: Rate your ability to define conscious living and dying.

Mark only one oval

1 2 3 4 5
Low ☐ ☐ ☐ ☐ ☐ High

3. Behavioral Objectives: Rate your ability to define the role of a Death Doula.

Mark only one oval.

1 2 3 4 5
Low ☐ ☐ ☐ ☐ ☐ High

4. Speaker Evaluation: My overall reaction to the speakers was

Mark only one oval.

☐ Excellent
☐ Good
☐ Fair
☐ Poor

5. Speaker Evaluation: The speakers had a thorough knowledge of the subject.

Mark only one oval

1 2 3 4 5
Low ☐ ☐ ☐ ☐ ☐ High

6. Speaker Evaluation: Ideas and concepts were communicated clearly.

Mark only one oval.

1 2 3 4 5

Low ☐ ☐ ☐ ☐ ☐ High

7. Speaker Evaluation: The speakers had an understanding of our profession and culture.

Mark only one oval.

1 2 3 4 5

Low ☐ ☐ ☐ ☐ ☐ High

8. Speaker Evaluation: The speakers encouraged questions and participation.

Mark only one oval.

1 2 3 4 5

Low ☐ ☐ ☐ ☐ ☐ High

9. Session Evaluation: My overall rating of this session

Mark only one oval.

☐ Excellent

☐ Good

☐ Fair

☐ Poor

10. The format and/or facility fit my learning needs for this course

Mark only one oval.

1 2 3 4 5

Low ☐ ☐ ☐ ☐ ☐ High

11. The material presented was at a level appropriate for my learning.

Mark only one oval.

1 2 3 4 5
Low ☐ ☐ ☐ ☐ ☐ High

12. I will use what I learned today in my practice and professional role.

Mark only one oval.

1 2 3 4 5
Low ☐ ☐ ☐ ☐ ☐ High

13. The format and/or facility fit my learning needs for this course.

Mark only one oval.

1 2 3 4 5
Low ☐ ☐ ☐ ☐ ☐ High

14. How would a similar program be more useful?

15. What other topics would you like to see presented in the future.

16. Other Comments


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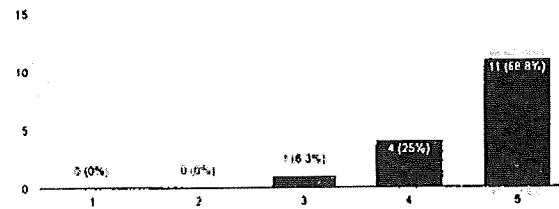
Conscious Living and Dying


16 responses

Publish analytics

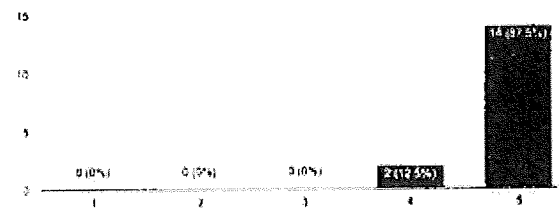
Behavioral Objectives: Rate your ability now to Grasp the "Value" of death in our society.  Copy


16 responses



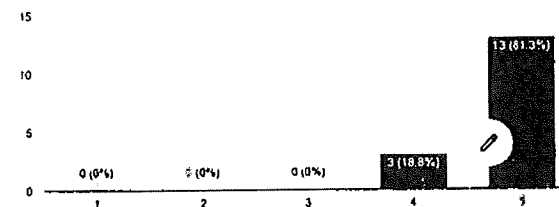
Behavioral Objectives: Rate your ability to define conscious living and dying.  Copy


16 responses



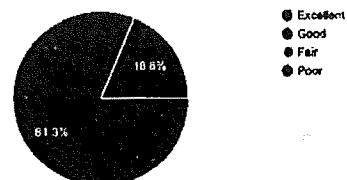
Behavioral Objectives: Rate your ability to define the role of a Death Doula.  Copy

16 responses



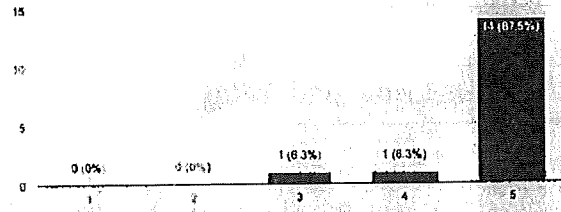
Speaker Evaluation: My overall reaction to the speakers was  Copy

15 responses



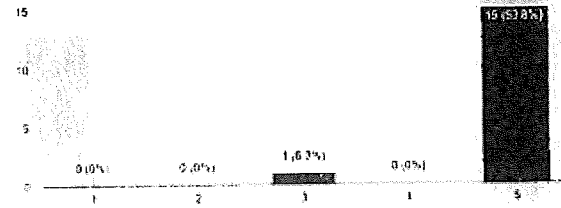
Speaker Evaluation: The speakers had a thorough knowledge of the subject

16 responses



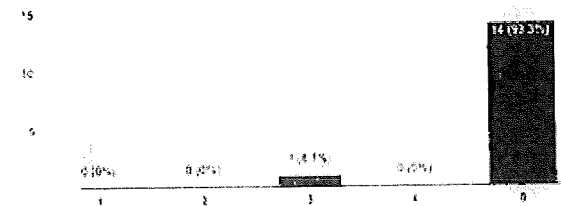
Speaker Evaluation: Ideas and concepts were communicated clearly

16 responses



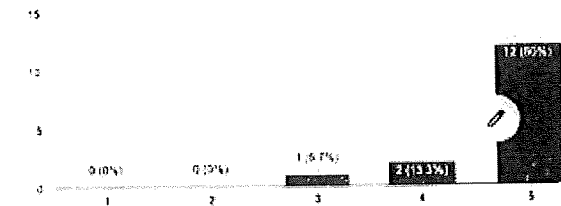
Speaker Evaluation: The speakers had an understanding of our profession and culture

15 responses



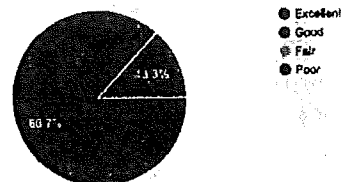
Speaker Evaluation: The speakers encouraged questions and participation

15 responses



Session Evaluation: My overall rating of this session

15 responses

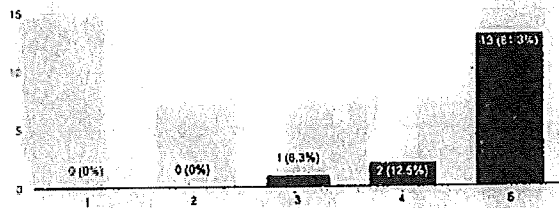


Conscious Living and Dying

The format and/or facility fit my learning needs for this course

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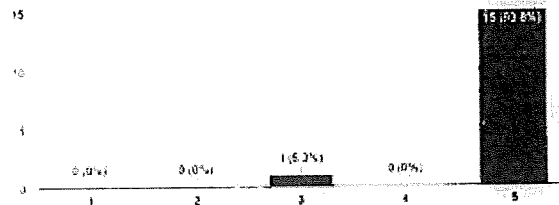
16 responses



The material presented was at a level appropriate for my learning

Copy

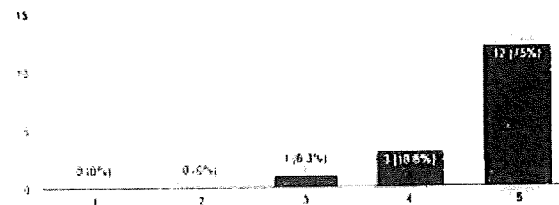
16 responses



I will use what I learned today in my practice and professional role

Copy

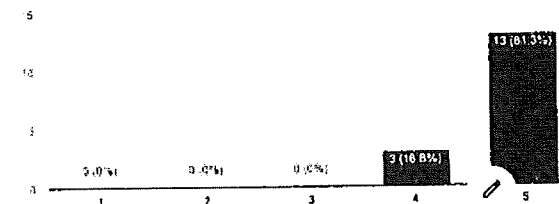
16 responses



The format and/or facility fit my learning needs for this course

Copy

16 responses



How would a similar program be more useful?

6 responses

Emotional comfort

Maybe more information/resources in a tangible format about how to learn more get certifications, etc. Like a digital handout.

I'm not sure

NA

It was awesome

Unknown

10-000000

Response Category	n	%
Any	1	20%
I like the topics you have now. Wish Topics w. Emotional comfort	1	20%
NA	7	40%

3 responses

Thank you

We are in a rural area with fewer options for burial. Any info on green burials nationwide

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Google Forms

ADITI SETHI-BROWN, MD

Black Mountain, NC | 828-273-0528

aditisetim@gmail.com | www.aditisetim.com



PROFESSIONAL EXPERIENCE

Founder and Executive Director

Center for Conscious Living & Dying, Inc.
Swannanoa, NC

January 2022 - present

Associate Medical Director

CarePartners Solace Center
Asheville, NC

July 2012 – July 2021

Adjunct Assistant Professor in Department of Family Medicine

UNC-Chapel Hill
Chapel Hill, NC

July 2012 – July 2021

Amorem Hospice

Attending Physician
Lenoir, NC

August 2021-present

Black Mountain Neuro Medical Treatment Center

On-call provider
Black Mountain, NC

March 2020-present

Plasma Biological Services

Staff physician
Asheville, NC

2013-2015

EDUCATION

- MAHEC/CarePartners Fellowship | Asheville, NC | 07/2011-07/2012
Hospice and Palliative Medicine
- MAHEC | Asheville, NC | 07/2008-07/2011
Family Practice Residency
- Medical College of Georgia, School of Medicine | Athens, GA | 05/9/08
M.D.
- Davidson College | Davidson, NC | 05/2002
B.A Religion and Medicine

CERTIFICATIONS

- Completion of 2022 NC Nonprofit Management Institute Course | May 2022
- Board Certified in Hospice and Palliative Medicine | 2012
- Board Certified in Holistic and Integrative Medicine (ABIHM) | 2011
- Board Certified in Family Medicine (ABFM) | 2011
- Advanced Cardiac Life Support Course | 05/2010
- Neonatal Resuscitation Program | 10/2009
- Pediatric Advanced Life Support | 09/2008
- Advanced Life Support in Obstetrics Course | 09/2008
- Wilderness First Responder, | 12/2002

TEACHING RECORD

- MAHEC/CarePartners Hospice & Palliative Medicine Fellowship
- Medical student preceptor for the UNC School of Medicine
- MAHEC Family Residency preceptor
- Clinical Lectures/Presentations to Fellows and Medical Staff

RESEARCH EXPERIENCE

- Clinical Research Assistant, Dept. of Neurology, University of Alabama | Aug 2003-April 2004
- Pre-Doc Fellow, Department of Hematology, Medical College of Georgia | May-Dec 2002
- Lab Assistant, Department of Neurology, Medical College of Georgia | May-Aug 1999

COMMUNITY PRESENTATIONS

- Multiple | 2017-2023

PROFESSIONAL SERVICE

- American Academy of Hospice and Palliative Medicine | 2008-2021
- AMSA Vice-President | 2005-2006
- Humanistic Medicine Retreat Coordinator | 2005-2006
- American Academy of Family Physicians | 2004-2012
- American Medical Students Association | 2004-2008

LEADERSHIP POSITIONS

- Executive Director of CCLD | 2022-present
- AMSA Vice-President | 2005-2006
- Humanistic Medicine Retreat Coordinator | 2005-2006

HOBBIES / INTERESTS

- Music – www.theappalachians.com and www.aditimusic.com
- Hiking
- Kayaking
- Spending time with family (husband and three children)
- Cooking


Re: Interim Healthcare--Topeka Speaking Opportunity

From Aditi Sethi-Brown <aditisetihmd@gmail.com>
 Date Wed 9/6/2023 9:14 PM
 To Ireland, Valerie <vireland@interimhealthcare.com>

Conscious Life Conscious Death.pptx

Updated powerpoint. Thank you!

On Wed, Sep 6, 2023 at 6:38 PM Aditi Sethi-Brown <aditisetihmd@gmail.com> wrote:
 Wonderful. Thank you!

On Wed, Sep 6, 2023 at 5:59 PM Ireland, Valerie <vireland@interimhealthcare.com> wrote:
 Thank you!
 49 registered as of tonight.

Valerie Ireland, LSCSW, CCM
 Hospice Social Worker/Educator
 Interim HealthCare Topeka
1251 SW Arrowhead Rd. Suite 103
Topeka, Ks 66604
 P: 785-272-1616
 F: 785-730-3111

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From: Aditi Sethi-Brown <aditisetihmd@gmail.com>
 Sent: Wednesday, September 6, 2023 4:47:33 PM
 To: Ireland, Valerie <vireland@interimhealthcare.com>
 Subject: Fwd: Interim Healthcare--Topeka Speaking Opportunity

Thank you! Resume attached and will add and objective slide tonight. Yes to sharing;))

----- Forwarded message -----

From: **Aditi Sethi-Brown** <aditisetihmd@gmail.com>
 Date: Fri, Sep 1, 2023 at 1:01 PM
 Subject: Re: Interim Healthcare--Topeka Speaking Opportunity
 To: Hudson, Joan <joanhudson@interimhealthcare.com>

Dear Joan,
 Attached is the information you requested. Please let me know if you need anything else at this time. Warmly, ~Aditi

Conscious Life Conscious Death.pptx

On Tue, Aug 8, 2023 at 5:11 PM Aditi Sethi-Brown <aditisetihmd@gmail.com> wrote:
 Sounds great. Thank you, Joan.

Warmly, ~Aditi

On Tue, Aug 8, 2023 at 12:17 PM Hudson, Joan <joanhudson@interimhealthcare.com> wrote:

If we could have the slides and your CV/resume by 9/1/23 that would be perfect. If your slides do not already include a bibliography/resources slide, please send those too.

Let me know if you need anything in the meantime. When we have our flier together, I'll get that sent over to you as well so you can make any changes if you wish prior to us sending it out.

Joan

From: Aditi Sethi-Brown <aditisetihmd@gmail.com>

Sent: Tuesday, August 8, 2023 10:50 AM

To: Hudson, Joan <joanhudson@interimhealthcare.com>

Subject: Re: Interim Healthcare--Topeka Speaking Opportunity

Beautiful. Thank you. When would like slides by?

On Tue, Aug 8, 2023 at 11:06 AM Hudson, Joan <joanhudson@interimhealthcare.com> wrote:

Here's what we were hoping for. I looked through your previous talks and some of your podcast information so I believe this is a topic you share about often. Please let me know if you have questions or want to modify this.

"Conscious Death, Conscious Life. Death like life can be approached with intention, curiosity and awareness and a willingness to be engaged with an open heart and mind. Dr. Aditi Sethi-Brown shares first hand experiences working as a Hospice Director and End-of-Life Doula of working with families and individuals who chose to approach death consciously and the incredible healing and peace that is possible when death is approached with grace."

From: Aditi Sethi-Brown <aditisetihmd@gmail.com>

Sent: Tuesday, August 8, 2023 9:56 AM

To: Hudson, Joan <joanhudson@interimhealthcare.com>

Subject: Re: Interim Healthcare--Topeka Speaking Opportunity

Hi Joan,

Yes. Thank you for confirming. Are there any particular topics you would like me to cover? Are all the participants hospice workers? Certain disciplines? What other topics have been presented recently.

Happy to get requested info to you asap. What is your timeline?

Warmly,

Aditi

On Mon, Aug 7, 2023 at 11:15 AM Hudson, Joan <joanhudson@interimhealthcare.com> wrote:

Dr. Sethi-Brown,

Good morning! I hope this email finds you well! I'm reaching out to confirm your speaking engagement with us on September 14th, 2023 at 1pm EST (Noon CST) via Zoom. The topic is Conscious Living and Dying. We have an hour for the presentation and will open for questions for about 15 minutes afterwards.

We're going to start our marketing push and want to get the slides and any resources you'd like us to offer participants ready. We'll also need a CV or resume.

Looking forward to this!

Joan

From: Aditi Sethi-Brown <aditisetihmd@gmail.com>

Sent: Tuesday, March 28, 2023 9:18 PM

To: Ireland, Valerie <vieland@interimhealthcare.com>

Cc: Hudson, Joan <joanhudson@interimhealthcare.com>

Subject: Re: Interim Healthcare--Topeka Speaking Opportunity

Hi Valerie,

9/14 works for me! Hope you are well! ~Aditi

On Mon, Mar 27, 2023 at 9:27 AM Ireland, Valerie <vieland@interimhealthcare.com> wrote:

Good morning to you, Dr. Sethi-Brown.

I have a quick question for you.

Going over our calendar, we realized we booked you for the 7th which is the first Thursday of September. We usually host our CNE on the second Thursday, which would be the 14th. Would it be possible to change to the 14th? If not, no problem. We'll just go with the 7th. Hope this finds you well.

Valerie Ireland, LCSW, CCM
Social Worker/Educator
Interim HealthCare Topeka
1251 SW Arrowhead Rd. Suite 103
Topeka, Ks 66604
P: 785-272-1616
F: 785-730-3111

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From: Aditi Sethi-Brown <aditisetihmd@gmail.com>
Sent: Monday, February 20, 2023 9:17 PM
To: Hudson, Joan <joanhudson@interimhealthcare.com>
Cc: Ireland, Valerie <valerie@interimhealthcare.com>
Subject: Re: Interim Healthcare--Topeka Speaking Opportunity

You don't often get email from aditisetihmd@gmail.com. [Learn why this is important](#)

Wonderful, thank you.

Can you remind me who the audience is? (all members of the interdisciplinary team? Nurses only?) Anything in particular you feel would benefit your staff? Have you had other talks on this subject? Thank you for the opportunity.

Warmly,
~Aditi

On Fri, Feb 17, 2023 at 8:53 PM Hudson, Joan <joanhudson@interimhealthcare.com> wrote:
Aditi,

I'm so happy to hear this date works for you! We'll get you booked on our end. If we could get your preferred bio for marketing materials, a summary of the presentation and the objectives of the presentation (just 3-4).

We'll need a resume' or CV from you as well prior to the presentation but since we are 6 months out, we have several months to get this material together.

We typically start marketing about 6-8 weeks out so will need these items no later than 7/3/2023.

I've also cc'd Valerie Ireland to this email, she is our Education coordinator and tracks these compliance documents.

Joan

From: Aditi Sethi-Brown <aditisetihmd@gmail.com>
Sent: Friday, February 17, 2023 7:37 PM
To: Hudson, Joan <joanhudson@interimhealthcare.com>
Subject: Re: Interim Healthcare--Topeka Speaking Opportunity

Hi Joan,
September 7th 1 pm EST works for me! 60 min is great.
Please let me know what you need from me to confirm.
Warmly,
Aditi

September 7th (Thursday) is our first choice or we could do the week after on Thursday, 9/14 as well. We like to do them over the noon hour (CST) and typically present for 60 minutes or 90 minutes.

Do you have a presentation that you already have a time in mind? We are flexible with that piece and both presentation lengths have been well attended in the past so we do not have a preference.

Joan

From: Aditi Sethi-Brown <aditisetihmd@gmail.com>
Sent: Thursday, February 16, 2023 9:25 AM
To: Hudson, Joan <joanhudson@interimhealthcare.com>
Subject: Re: Interim Healthcare--Topeka Speaking Opportunity

CAUTION: This email originated from outside of the organization. Please confirm that the sender name and email match and do not click links or open attachments unless you recognize and have confirmed the sender and know the content is safe.

Hello!

No problem at all. I would welcome a conversation with your community.

Please let me know dates you have in mind and length of presentation.

Warmly,

Aaditi

On Thu, Feb 16, 2023 at 6:50 AM Hudson, Joan <joanhudson@interimhealthcare.com> wrote:

Dr. Sethi-Brown,

My apologies for the delay in getting back to you. Our education committee has met and would like to see if you can present in September to our community. This could be via video; we use ZOOM meetings for our CEs.

We would like you to speak on conscious dying. Please let me know if you have availability in September for this presentation. We are aware of and willing to cover your speaking fees as well.

Looking forward to hearing from you!

Joan

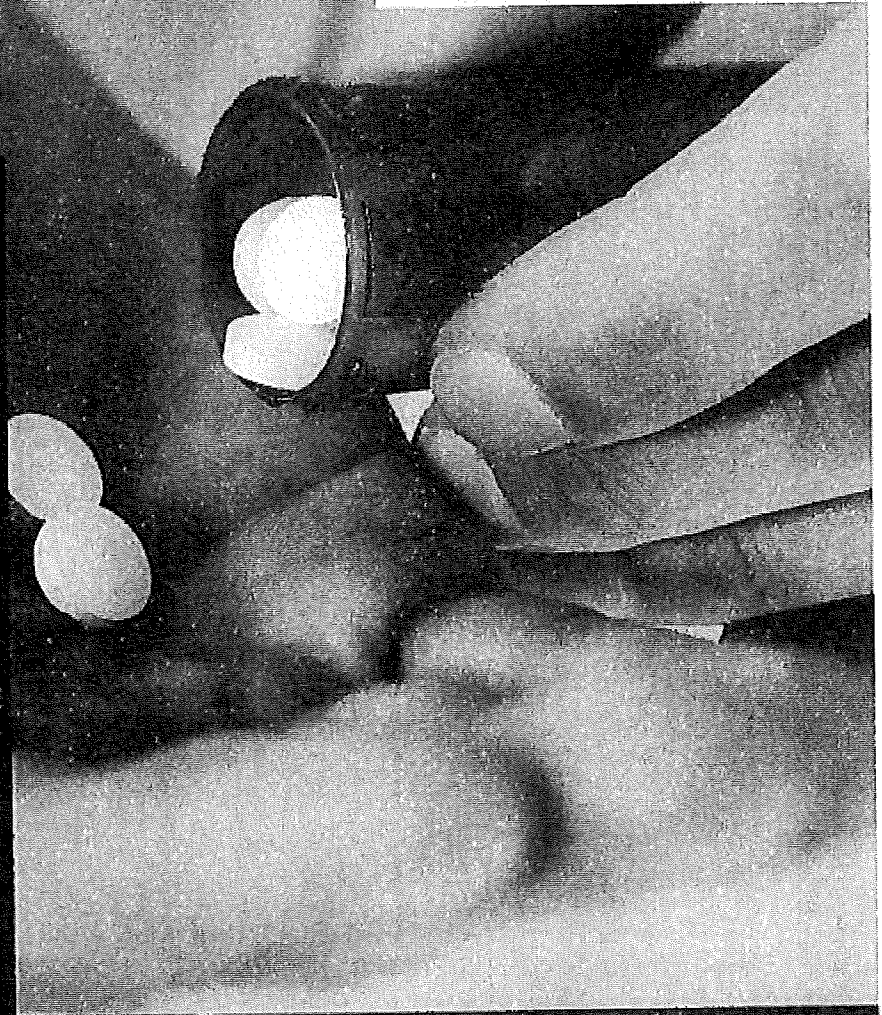
Joan Hudson, RN-BC, LNHA
Home Health & Hospice Administrator
Interim HealthCare Topeka
1251 SW Arrowhead Rd. Suite 103
Topeka, Ks 66604
P: 785-272-1616
F: 785-272-1818

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Oh, What A Pain!

Learn what medications are indicated at each level of WHO's Pain Relief Ladder, how to calculate equi-analgesic doses of opioids, and the risks of Methadone Therapy.



**FREE COURSE WORTH
1 CREDIT CNE/CEU**

**Join us via Zoom on
Thursday, June 13
12 p.m. - 1:00 p.m.**

**Speaker:
Tamara Willits, RPH
Qualicare, Inc.**

Oh what a PAIN!

Tamara Willits, RPH,
BSP

1

Oh, what a PAIN

Objectives

1. Outline the indication for each step of the pain ladder.
2. Calculate equi-analgesic dose between opioids.
3. Describe risks of methadone therapy.

2

References

- A Comprehensive Algorithm for Management of Neuropathic Pain Pain Med 2019 June; 20 (Supp 1): S2-S12
- All about pain pharmacology: what pain physicians should know Korean J Pain 2020 Apr; 133(2): 108-120
- WHO Analgesic Ladder <https://www.ncbi.nlm.nih.gov/books/NBK554435/>
- Pain Management Medications <https://www.ncbi.nlm.nih.gov/books/NBK560692/>
- Classification of chronic pain: Descriptions of chronic pain syndromes and definitions of pain terms Prepared by the International Association for the Study of Pain Subcommittee on Taxonomy Pain Suppl. 1986;3 S1-226. []
- Pharmacological treatments of neuropathic pain: The latest recommendations Rev Neurol (Paris) 2019 Jan-Feb; 175(1-2): 46-50. []
- Scarborough BM, Smith CB. Optimal pain management for patients with cancer in the modern era. CA Cancer J Clin. 2018 May; 68(3): 182-196. [] []
- Trescot AM, Datta S, Lee M, Hansen H. Opioid pharmacology Pain Physician 2008 Mar; 11(2 Suppl): S133-53. []

Oh, What a Pain!

Single Program Evaluation

1. Behavioral Objectives: Please rate your ability to now- 1. Understand the indication for each step of the pain ladder.

Mark only one oval.

1 2 3 4 5

Low () () () () () High

2. Behavioral Objectives: Please rate your ability to now- 2. Calculate equi-analgesic dose between opioids.

Mark only one oval.

1 2 3 4 5

Low () () () () () High

3. Behavioral Objectives: Please rate your ability to now- 3. Describe several risks of methadone therapy.

Mark only one oval

1 2 3 4 5

Low () () () () () High

4. Speaker Evaluation: My overall reaction to the speaker was

Mark only one oval.

☐ Excellent

☐ Good

☐ Fair

☐ Poor

5. Speaker Evaluation: The speaker had a thorough knowledge of the subject.

Mark only one oval.

1 2 3 4 5

Low ☐ ☐ ☐ ☐ ☐ High

6. Speaker Evaluation: Ideas and concepts were communicated clearly.

Mark only one oval.

1 2 3 4 5

Low ☐ ☐ ☐ ☐ ☐ High

7. Speaker Evaluation: The speakers had an understanding of our profession and culture.

Mark only one oval.

1 2 3 4 5

Low ☐ ☐ ☐ ☐ ☐ High

8. Speaker Evaluation: The speaker encouraged questions and participation.

Mark only one oval.

1 2 3 4 5

Low ☐ ☐ ☐ ☐ ☐ High

9. Session Evaluation: My overall rating of this session

Mark only one oval.

☐ Excellent

☐ Good

☐ Fair

☐ Poor

10. The format and/or facility fit my learning needs for this course

Mark only one oval.

1 2 3 4 5

Low ☐ ☐ ☐ ☐ ☐ High

11. The material presented was at a level appropriate for my learning.

Mark only one oval.

1 2 3 4 5

Low ☐ ☐ ☐ ☐ ☐ High

12. I will use what I learned today in my practice and professional role.

Mark only one oval.

1 2 3 4 5

Low ☐ ☐ ☐ ☐ ☐ High

13. How would a similar program be more useful?

14. What other topics would you like to see presented in the future.

15. Other Comments

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Oh, What a Pain!

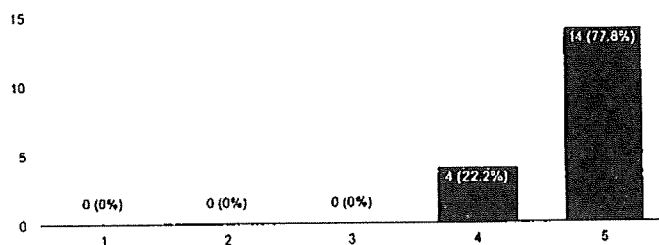
18 responses

Publish analytics

Behavioral Objectives: Please rate your ability to now- 1. Understand the indication for each step of the pain ladder

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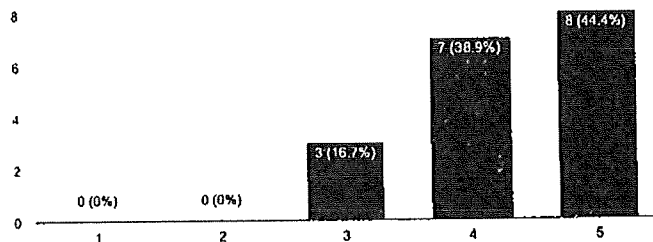
18 responses



Behavioral Objectives: Please rate your ability to now- 2. Calculate equi-analgesic dose between opioids

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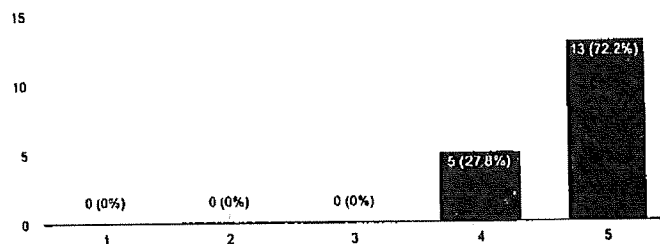
18 responses



Behavioral Objectives: Please rate your ability to now- 3. Describe several risks of methadone therapy.

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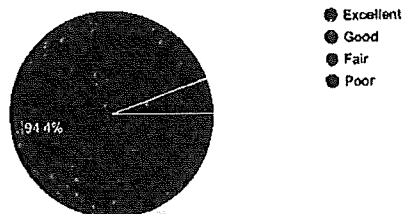
18 responses



Speaker Evaluation: My overall reaction to the speaker was

☐ Copy

18 responses

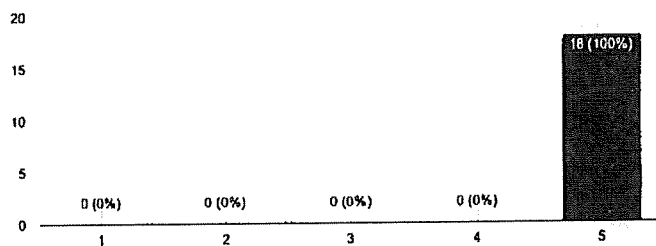


Oh, What a Pain!

Speaker Evaluation: The speaker had a thorough knowledge of the subject.

 Copy

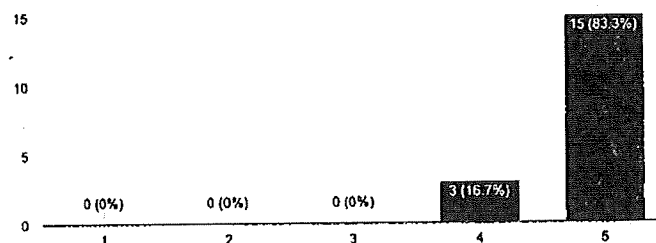
18 responses



Speaker Evaluation: Ideas and concepts were communicated clearly.

 Copy

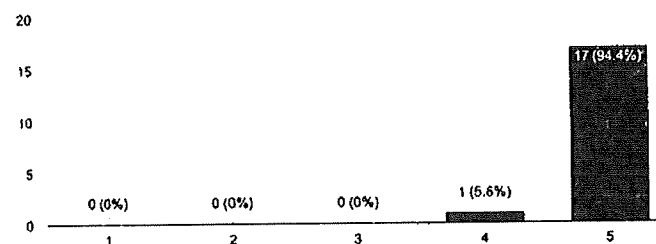
18 responses




Speaker Evaluation: The speakers had an understanding of our profession and culture.

 Copy

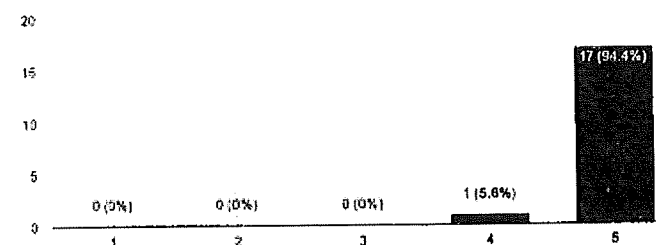
18 responses



Speaker Evaluation: The speaker encouraged questions and participation.

 Copy

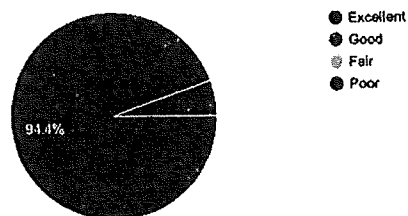
18 responses



Session Evaluation: My overall rating of this session

 Copy

18 responses

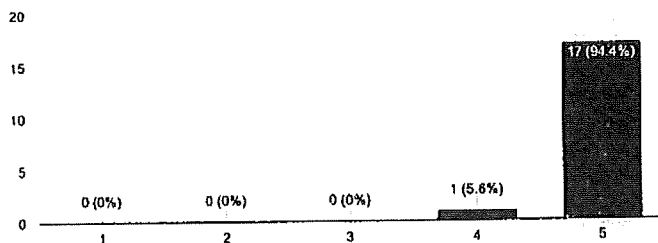


Oh, What a Pain!

The format and/or facility fit my learning needs for this course

 Copy

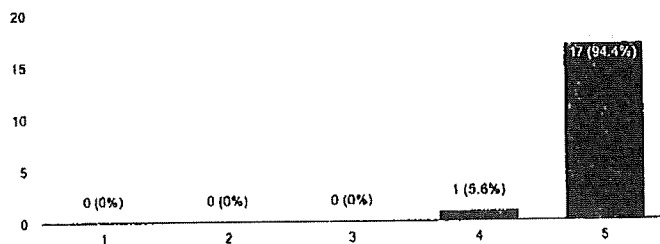
18 responses



The material presented was at a level appropriate for my learning.

 Copy

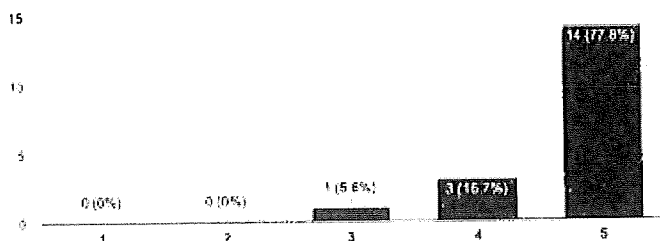
18 responses



I will use what I learned today in my practice and professional role.

 Copy

18 responses



How would a similar program be more useful?

8 responses

N/A

A bit more time on calculating dose equivalents

More drug seeking tactics

Not sure

NOT SURE

Have her do a program on medications for sleep and psychotropics

No other suggestions

What other topics would you like to see presented in the future.

7 responses

Depression and anxiety treatment

Talking with those resistant to wanting pain medication

Complex behavioral health issues (dual diagnosis intellectual disability + Mental health dx)

WHAT TO DO AT THE END OF LIFE CARE FOR CNAS

see above

Meds on constipation issues

Other Comments

6 responses

Ms Willits program was well organized and packed full of very informative information I couldn't write fast enough Thank you for the copies of her slides. Although I am not currently practicing the information will be beneficial to have.

None

The training had lots of good and important information I just wouldn't be able to remember it all without having the PPT to reference.

Excellent presentation as usual. Thank you so much

Great Program! Tammy's always helpful

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Google Forms



Redacted text



Tr



Single Program Quiz

Single Program Quiz

Email *

Short answer text

Pain is subjective. *

True

+20

False

Save options or add 'Other'

85+ males with cognitive impairments and being a member of a racial minority were all significant factors for receiving no analgesics. *

True

+20

False

Save options or add 'Other'

Symptoms of Serotonin Syndrome, which occur after dosing, include: *

Agitation

Coma

Seizures

Death

All of the above

+20

Save options or add 'Other'

Respiratory depression caused by opioids is: *

dose dependent

patient dependent

+20

drug dependent

Save options or add 'Other'

For Breakthrough dosing adjustments: *

Don't increase the PRN dose when you increase the basal dose

Time the dose based on peak effect time and NOT duration of action.

+20

Breakthrough dosing should exceed the basal dosing in a 24 hour period.

Save options or add 'Other'

TAMARA L WILLITS, RPh, BSP

PHILOSOPHY

I believe that people have the right to be as healthy and pain free as possible. Providing education and medication allows me to aid others in achieving this goal.

EDUCATION

Bachelor of Science in Pharmacy, University of Kansas,
Lawrence, KS 1984-1987
Pre-Pharmacy curriculum, University of Kansas,
Lawrence, KS 1981-1984

PROFESSIONAL EXPERIENCE

QualiCare, Inc, Lawrence, KS: President
(1993-Present) Perform/oversee all aspects of operation of the pharmacy,
provision of medication, patient consultation, third-party payor negotiations,
personnel training. Perform nursing home drug regimen reviews, clinical
monitoring for IV patients and pain management. Provide inservices for
nursing home personnel and the community at large.
Provide consultation on compounding services to formulate specialty
medications for individual patients.

University of Kansas, School of Pharmacy, Lawrence, KS, Professional faculty
assistant in dispensing lab. (1997-1999)
Assist in student instruction covering practical aspects of dispensing pharmacy,
compounding pharmacy, clinical consultation pharmacy.

PROFESSIONAL ACTIVITIES

Past Chair, Advisory Committee
Hospice Care of Douglas County
Member, Board of Directors
Douglas County AIDS Project
Member, Steering Committee
KS ADAP Consortia
Member, KS ADAP Consortia
Member, Kansas Pharmacy Association
Member, American Pharmacy Association

Member, NCPA
Past President, Rho Chi Honor Society
Member, Kappa Epsilon

COMMUNITY ACTIVITIES

Connect Church Lawrence
Family Promise Lawrence
Lawrence Aviation Association
Girl Scouts-NE Kansas NW Missouri
Angel Flight Central

QualiCare, Inc.
2336 Ridge Ct Suite C Lawrence, KS 66046
Phone (785) 841-1950 Fax (785) 841-1051 E-Mail twillits@qualicareinc.com

Re: June 13th- Pain Management Presentation - Zoom Only

Ireland, Valerie <vireland@interimhealthcare.com>

Tue 4/30/2024 11:04 AM

To: Tammy Willits <twillits@qualicareinc.com>

Just Zoom!

Valerie Ireland, LSCSW

Hospice Social Worker/Educator

Interim HealthCare Topeka

1251 SW Arrowhead Rd. Suite 103

Topeka, Ks 66604

P: 785-272-1616

F: 785-730-3111

"We Care, We're there



Serving Topeka, Manhattan, Lawrence and surrounding communities.

From: Tammy Willits <twillits@qualicareinc.com>

Sent: Tuesday, April 30, 2024 11:02:38 AM

To: Ireland, Valerie <vireland@interimhealthcare.com>

Subject: RE: June 13th- Pain Management Presentation - Zoom Only

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I cannot remember, am I just doing this from my home or am I to come to you?

Tamara Willits, RPh
QualiCare, Inc
2336 Ridge Court Suite C
Lawrence, KS 66046
785-841-1950

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From: Ireland, Valerie <vireland@interimhealthcare.com>
Sent: Tuesday, April 30, 2024 10:50 AM
To: Tammy Willits <twillits@qualicareinc.com>; Patterson, A.J. <ajpatterson@interimhealthcare.com>
Subject: Re: June 13th- Pain Management Presentation - Zoom Only

Thank you!
AJ, can you get us a slick flyer together.
Tammy I will send flyer to you when completed, so if you want to send out to anyone you can.

Valerie Ireland, LCSW

Social Worker/Educator
Interim HealthCare Topeka
1251 SW Arrowhead Rd. Suite 103
Topeka, Ks 66604
P: 785-272-1616
F: 785-730-3111

"We Care, We're there"



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From: Tammy Willits <twillits@qualicareinc.com>
Sent: Tuesday, April 30, 2024 10:47 AM
To: Ireland, Valerie <vireland@interimhealthcare.com>
Cc: Patterson, A.J. <ajpatterson@interimhealthcare.com>
Subject: RE: June 13th- Pain Management Presentation - Zoom Only

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"Oh What A Pain"-
I will cover different types of pain and medications to treat pain.

Tamara Willits, RPh

Tamara Willits, RPh
QualiCare, Inc
2336 Ridge Court Suite C
Lawrence, KS 66046
785-841-1950

6/17/24, 11:17 AM

Re: June 13th- Pain Management Presentation - Zoom Only - Ireland, Valerie - Outlook

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From: Ireland, Valerie <vireland@interimhealthcare.com>

Sent: Tuesday, April 30, 2024 10:07 AM

To: Tammy Willits <twillits@qualicareinc.com>

Cc: Patterson, A.J. <ajpatterson@interimhealthcare.com>

Subject: Re: June 13th- Pain Management Presentation - Zoom Only

Hey Tammy! Thank you so much for doing this for us.

I would like to get the flyer out to our email group later this week if possible.

For that I just need:

1. title of your presentation and a sentence or two about what you will talk about to entice our audience.
2. your name and title/licenses as it should appear.

Eventually, I will need:

1. A copy of the PowerPoint (be sure to have 2-3 objectives listed on the slide after your title slide, and then the last slide should be a bibliography.
2. Also a brief BIO (short paragraph about you) and a copy of your resume or CV.

As we get closer, I will send you the ZOOM link to register for the program.

My cell # is 785-249-4008 if you have any questions.

Valerie Ireland, LSCSW

Social Worker/Educator
Interim HealthCare Topeka
1251 SW Arrowhead Rd. Suite 103
Topeka, Ks 66604
P: 785-272-1616
F: 785-730-3111

"We Care, We're there"



Serving Topeka, Manhattan, Lawrence and surrounding communities.

From: Tammy Willits <twillits@qualicareinc.com>

Sent: Thursday, April 25, 2024 12:05 PM

To: Yingling, Carly <cyingling@interimhealthcare.com>

Cc: Ireland, Valerie <vireland@interimhealthcare.com>; Hudson, Joan <jpanhudson@interimhealthcare.com>

Subject: RE: June 13th- Pain Management Presentation - Zoom Only

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Yes I am, thank you for the reminder.

I need to get presentation completed and sent to you. Goal will be by end of next week. If you do not have it by then, please BUG ME!

Tamara Willits, RPh
QualiCare, Inc
2336 Ridge Court Suite C
Lawrence, KS 66046
785-841-1950

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From: Yingling, Carly <cyingling@interimhealthcare.com>
Sent: Thursday, April 25, 2024 11:09 AM
To: Tammy Willits <twillits@qualicareinc.com>
Cc: Ireland, Valerie <vireland@interimhealthcare.com>; Hudson, Joan <joanhudson@interimhealthcare.com>
Subject: June 13th- Pain Management Presentation - Zoom Only

Tammy,
Just confirming you are still good with presenting on June 13th.
Thank you!

Carly Yingling, RN BSN

Director of Hospice
Interim HealthCare Topeka
1251 SW Arrowhead Rd. Suite 103
Topeka, Ks 66604
P: 785-272-1616
F: 785-730-3111

"We Care, We're there"

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

Name of Provider: Salina Surgical Hospital LT 0707-0606

Name of Program Coordinator: Jolene Gavin

Date Received: 2/20/25

Date to CNE Committee: June 2025

_____ **Approved**

_____ **Not Approved:** _____

Date Notified: _____

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	Jolene Gavin	
• 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	
• 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	X	

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	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	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	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	X	

<ul style="list-style-type: none"> The participant's name and license number, and the number of contact hours awarded 	X	
<ul style="list-style-type: none"> The title of the offering 	X	
<ul style="list-style-type: none"> The date on which the offering was completed 	X	
<ul style="list-style-type: none"> 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:		
<ul style="list-style-type: none"> The provider's name, address and provider number 	X	
<ul style="list-style-type: none"> The title of the offering 	X	
<ul style="list-style-type: none"> The date or dates of attendance or completion 	X	
<ul style="list-style-type: none"> The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded 	X	
<ul style="list-style-type: none"> The signature of the individual responsible for the providership 	X	
<ul style="list-style-type: none"> The name and license number of the participant 	X	
Recordkeeping & Storage		
For each offering, the approved provider shall retain the following for two years:		
<ul style="list-style-type: none"> A summary of the planning 	X	
<ul style="list-style-type: none"> A copy of the offering announcement or brochure 	X	
<ul style="list-style-type: none"> The title and objectives 	X	
<ul style="list-style-type: none"> The offering agenda or, for independent study, pilot test results 	X	
<ul style="list-style-type: none"> A bibliography 	X	
<ul style="list-style-type: none"> A summary of the participants' evaluations 	X	
<ul style="list-style-type: none"> Each instructor's education and experiences 	X	
<ul style="list-style-type: none"> 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 ACLS	#2 Communication and Patient

		Safety: ISBAR Tool
• 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	X	X
• Each instructor's education and experience	X	X
• A current bibliography	X	X
• The offering evaluation form	X	X

12/2018

Five year renewal application reviewed and checklist completed by Carol Moreland, MSN, RN

LONG-TERM CNE PROVIDER APPLICATION

COVER PAGE

Initial Application: ☐ **Renewal:** ☒

Name of Provider: Salina Surgical Hospital

Provider Number (For Renewal): LT 0707-0606

Legal Body (If different from provider):

Address of Provider: 401 S. Santa Fe, Salina, KS 67401

Telephone: 785-827-0610

Email: jolene.glavin@salinasurgical.com

Program Coordinator (RN): Jolene Glavin

Date (mm/dd/yyyy): 02/20/2025

Jolene M. Glavin, MSN, RN
706 Post Oak Lane
Salina, KS 67401
Education Program Coordinator

U.S. Citizen
KS RN License #13-54121-112

Education

1999	M.S.N., Fort Hays State University, Hays, KS, Nursing Administration Fort Hays State University, Hays, KS
1985	B.S.N., Marymount College, Salina, KS

Professional Experience

2013-2018	Project Manager for Next Gen (Electronic Health Record)
2009-Present	Director of Nurses, Salina Surgical Hospital, Salina, KS
1999-2009	Inpatient Supervisor, Inpatient Unit, Salina Surgical Hospital, Salina, KS
1999-May 2001	Pharmacy Supervisor, Salina Surgical Hospital, Salina, KS
1995-1999	Clinical Supervisor, 3-Surgical, Salina Regional Health Center, Salina, KS
1994-1995	Clinical Coordinator, 2-West, St. John's Hospital (7-3 shift), Salina, KS
1992-1995	Charge Nurse, 2-West, St. John's Hospital (7-3 shift), Salina, KS
1990-1992	Staff Nurse, 2-West, St. John's Hospital (7-3 shift), Salina, KS
1987-1990	Charge Nurse, 2-West, St. John's Hospital, (3-11 shift), Salina, KS
1985-1987	Staff Nurse, 2-West, St. John's Hospital (3-11 shift), Salina, KS

Awards and Honors

1999	Sigma Theta Tau, International Honor Society for Nursing, Inducted into Nu Zeta Chapter
1985	Alpha Chi National Honor Scholarship Society

Research

Factors Influencing Rural Nurses' Attitudes Toward and Knowledge About Pain, Master's Thesis 1999

Institutional Service

2013-Present	Promoting Interoperability Coordinator for the Electronic Health Record
2009-Present	Medical Executive Committee Clinical Representative
2009-Present	Clinical/Administration Representative Board of Directors Meeting Salina Surgical Hospital
2009-Present	Quality Risk Management Committee Member Salina Surgical Hospital
1999-Present	TEACH Program Coordinator, Salina Surgical Hospital, Responsible for developing and implementing nursing education.
1995-1999	Clinical Advancement Program, Salina Regional Health Center
1995-1999	Code Blue Committee, Salina Regional Health Center
1995-1999	Grasp Coordinator (Patient Acuity System), Salina Regional Health Center
1987-1989	Chairman Care-Delivery Models, Salina Regional Health Center
1985-1999	Linen Committee Co-chair, Salina Regional Health Center

Professional Membership

2015	Member of KAHEC, Kansas Healthcare Education Council
2009-Present	American Association of Nurse Executives
1999-Present	Sigma Theta Tau International Honor Society of Nursing, Nu Zeta Chapter

Community Service

2017-Present	Nursing Advisory Committee for Salina Area Technical College
2008	Safe After Prom Chairperson for Salina Central, South and Sacred Heart High Schools
2006-2008	Salina South Booster Club Membership Chairperson
2000-2004	PTO Secretary, Coronado School
1995-2004	Volunteer Coronado School, USD 305
1998-2000	Youth Volleyball Coach, Salina YMCA
1999-2000	Sunday School Teacher, St. Elizabeth Church

POLICY: Assessing the Need and Planning for Continuing Nurse Education Activities

OUTCOME: The assessment of learning needs is the first step in identifying an effective learning experience. The following mechanism to assess the needs and plan for continuing nursing education activities for staff at Salina Surgical Hospital will be used.

PROCEDURE:

1. Any of the following methods may be used to determine the need for an offering:
 - a. Literature analysis to keep current with literature in various areas of nursing to analyze trends.
 - b. Direct observation of work performance to identify target areas that need improvement.
 - c. A needs assessment questionnaire.
 - d. Analysis of data reports such as Risk Management or Performance Improvement activities to help identify learning needs.
 - e. New procedures, advances in health care, or changes in technology will be used to identify the need for an offering.
 - f. Other methods of helping staff find educational opportunities will also be utilized (internet, independent course studies, etc.)
2. The advisory committee from the TEACH Committee will then make recommendations for future offerings.

REVIEWED/REVISED BY:

Reviewed 03/02/05 J. Glavin, RN
Reviewed 03/28/06 J. Glavin, RN
Reviewed 04/17/07 J. Glavin, RN
Reviewed 05/05/08 J. Glavin, RN
Reviewed 04/07/09 J. Glavin, RN
Reviewed 03/08/11 J. Glavin, RN
Reviewed 01/30/13 J. Glavin, RN
Reviewed 03/10/15 J. Banninger, RN
Reviewed 03/01/16 J. Glavin, RN
Reviewed 05/25/17 J. Glavin, RN and J. Banninger, RN
Revised 06/04/19 J. Banninger, RN
Reviewed 05/19/21 J. Glavin, RN
Reviewed 06/01/22 J. Glavin, RN
Reviewed 04/27/23 J. Glavin, RN
Reviewed 06/12/24 J. Glavin, RN

POLICY: Advertisements, Offering Announcement and Fee Assessments

OUTCOME: To provide staff members information about upcoming educational offering and have fee assessment guidelines.

PROCEDURE:

1. A brochure or pamphlet will be used to advertise the offering.
2. Each offering announcement will include:
 - a. The name of the offering and the presenter/presenters.
 - b. The date, time, and place of the offering.
 - c. The registration fee determined by the cost of the program. A general guideline of \$5.00-\$10.00 per credit hour will be used. The program coordinator has the option of allowing Salina Surgical Hospital employees attend at no cost.
 - d. If the program coordinator is notified within 24 hours that the participant is unable to attend the entire fee will be returned.
 - e. In the case of an insufficient check, the certificate will be withheld until the offering is paid for.
 - f. A list of the behavioral objectives.
 - g. Participant's name and license number, and the number of contact hours awarded.
3. This statement must appear on the offering announcement:
"The Salina Surgical Hospital 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 Approved provider number: LT0207-0606."
4. The approved provider shall identify each independent study course.
5. A Certificate of Attendance shall not be awarded for less than one contact hour.
6. An approved provider may award any of the following:
 - a. Partial credit or the contact hours for actual time attended to a participant, for one or more contact hours.
 - b. Credit for fraction of hours over 30 minutes or greater or instructor credit, which shall be two contact hours for each hour of first-time preparation and presentation of an approved or accredited offering.

REFERENCE STATUTES:	REGULATIONS:
KSA 65-1117	KAR 60-9-105
KSA 65-1119	KAR 60-9-106
	KAR 60-9-107

REVIEWED/REVISED BY:

Reviewed 06/11/01 J. Glavin, RN
Revised 06/03 J. Glavin, RN
Reviewed 03/02/05 J. Glavin, RN
Reviewed 03/28/06 J. Glavin, RN
Reviewed 04/17/07 J. Glavin, RN
Reviewed 05/05/08 J. Glavin, RN

POLICY: Change Notifications

OUTCOME: To submit changes to the Kansas State Board of Nursing in the appropriate length of time so that they are kept up-to-date on changes with the continuing nursing education program at Salina Surgical Hospital.

PROCEDURE: If there is a change in the program coordinator or required policies and procedures the program coordinator shall notify the Kansas State Board of Nursing in writing of any change within 30 days of the change being made.

REFERENCE STATUTES:

KSA 65-1117

KSA 65-1119

REGULATIONS:

KAR 60-9-105

KAR 60-9-106

KAR 60-9-107

REVIEWED/REVISED BY:

Reviewed 06/11/01 J. Glavin, RN

Revised 06/03 J. Glavin, RN

Reviewed 03/02/05 J. Glavin, RN

Reviewed 03/28/06 J. Glavin, RN

Reviewed 04/17/07 J. Glavin, RN

Reviewed 05/05/08 J. Glavin, RN

Reviewed 05/06/09 J. Glavin, RN

Reviewed 03/08/11 J. Glavin, RN

Reviewed 01/30/13 J. Glavin, RN

Reviewed 03/10/15 J. Banninger, RN

Reviewed 03/01/16 J. Glavin, RN

Reviewed 05/25/17 J. Glavin, RN and J. Banninger, RN

Reviewed 06/04/19 J. Banninger, RN

Reviewed 05/19/21 J. Glavin, RN

Reviewed 06/01/22 J. Glavin, RN

Reviewed 04/27/23 J. Glavin, RN

Revised 06/12/24 J. Glavin, RN

POLICY: Advertisements, Offering Announcement and Fee Assessments

OUTCOME: To provide staff members information about upcoming educational offering and have fee assessment guidelines.

PROCEDURE:

1. A brochure or pamphlet will be used to advertise the offering.
2. Each offering announcement will include:
 - a. The name of the offering and the presenter/presenters.
 - b. The date, time, and place of the offering.
 - c. The registration fee determined by the cost of the program. A general guideline of \$5.00-\$10.00 per credit hour will be used. The program coordinator has the option of allowing Salina Surgical Hospital employees attend at no cost.
 - d. If the program coordinator is notified within 24 hours that the participant is unable to attend the entire fee will be returned.
 - e. In the case of an insufficient check, the certificate will be with held until the offering is paid for.
 - f. A list of the behavioral objectives.
 - g. Participant's name and license number, and the number of contact hours awarded.
3. This statement must appear on the offering announcement:

"The Salina Surgical Hospital 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 Approved provider number: LT0207-0606."
4. The approved provider shall identify each independent study course.
5. A Certificate of Attendance shall not be awarded for less than one contact hour.
6. An approved provider may award any of the following:
 - a. Partial credit or the contact hours for actual time attended to a participant, for one or more contact hours.
 - b. Credit for fraction of hours over 30 minutes or greater or instructor credit, which shall be two contact hours for each hour of first-time preparation and presentation of an approved or accredited offering.

REFERENCE STATUTES:	REGULATIONS:
KSA 65-1117	KAR 60-9-105
KSA 65-1119	KAR 60-9-106
	KAR 60-9-107

REVIEWED/REVISED BY:

Reviewed 06/11/01 J. Glavin, RN
Revised 06/03 J. Glavin, RN
Reviewed 03/02/05 J. Glavin, RN
Reviewed 03/28/06 J. Glavin, RN
Reviewed 04/17/07 J. Glavin, RN

Reviewed 05/05/08 J. Glavin, RN
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Revised 03/10/15 J. Banninger, RN
Reviewed 03/01/16 J. Glavin, RN
Revised 03/23/16 J. Banninger, RN
Revised 03/29/16 J. Glavin, RN
Revised 05/25/17 J. Glavin, RN and J. Banninger, RN
Reviewed 06/04/19 J. Banninger, RN
Reviewed 05/19/21 J. Glavin, RN
Reviewed 06/01/22 J. Glavin, RN
Reviewed 04/27/23 J. Glavin, RN
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POLICY: Offering Approval Process

OUTCOME: To select and prepare education offerings that will provide and meet the educational needs of the participants. To select an instructor that has the educational and/or clinical knowledge to provide the participants the best education related to the offering.

Procedure:

1. A summary of planning will be documented in the Education Record Summary report.
2. Behavioral objectives will be prepared for each educational offering and will be listed on the offering.
3. The content will meet the definition of continuing nursing education in K.S.A. 65-1117 and amendments thereto. This definition 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 enhancement of practice, education, administration, research or theory development to the end of improving the health of the public."
4. Each instructor's education and experience, especially their knowledge and expertise in the content area will be documented by curriculum vitae or a written summary.
5. A current bibliography will be given to participants that is reflective of the offering content. The bibliography will include books published within the last 10 years, periodicals published within the last 5 years, or both.
6. Each participant will be given and complete an offering evaluation to assess the achievement of each objective and the expertise of each individual presenter for the educational offering.

REFERENCE STATUTES:

KSA 65-1117
KSA 65-1119

REGULATIONS:

KAR 60-9-105
KAR 60-9-106
KAR 60-9-107

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Reviewed 06/01/22 J. Glavin, RN
Reviewed 04/27/23 J. Glavin, RN
Reviewed 06/12/24 J. Glavin, RN

POLICY: Attendance and Partial Credit

OUTCOME: To establish guidelines for awarding continuing nursing education contact hours.

PROCEDURE:

1. One contact hour means fifty (50) minutes of participation in a learning experience including time spent in a skills lab.
2. Clinical hours or time spent in a learning experience on a clinical area will be counted at the rate of (three) 3 clinical hours equals (one) 1 contact hour.
3. Time for introduction of speakers, breaks, and evaluations is not calculated into contact hour time.
4. The TEACH Coordinator will determine the number of contact hours to be awarded, based on the proposed agenda, and this number will be listed on the offering announcement and roster.
5. An offering shall consist of a minimum of one (1) contact hour.
6. Fractions of hours over 30 minutes will be computed towards a contact hour. Offerings of less than 30 minutes in length shall not be recognized.
7. Partial Credit of 30 minutes or greater can be awarded and computed toward a contact hour.
8. Participants can be no more than 15 minutes late to a continuing education offering and must attend the entire offering to receive contact hour credit. **Exception:** Participants must attend all fifty (50) minutes of a one contact hour offering.
9. Only in the case of an emergency may partial credit be granted with the approval of the TEACH Coordinator. Scheduled work time is not considered an emergency.
10. **Instructor Credit**
 - a. A presenter who prepares and presents a course for an approved offering may be given 2 (two) contact hours for each hour of first time presentation of an approved offering, excluding standardized prepared curriculum (ACLS, PALS, etc.).
 - b. The attendance roster and certificate will clearly reflect instructor credit.
 - c. An instructor may earn credit as a participant for the remaining portion of the program. This will be clearly stated on a separate certificate.
 - d. A maximum of 15 contact hours for the first time preparation and presentation as an instructor of an approved offering to a licensed nurse.
11. **Independent Study Credit**
 - a. Independent study credit will be based on the time required to complete the offering.
 - b. If the offering is presented in a videotape format, credit will be based on the length of the program using the fifty (50) minute hour as above.
 - c. If the offering is in a different format, contact hour credit will be based on pilot testers representative of the target population. The time it took each pilot tester to complete the offering will be totaled and divided by the number of pilot testers to establish the number of contact hours to be awarded.
12. Acceptable continuing nursing education may include any of the following:
 - a. An offering utilizing a board-approved curriculum developed by the American Heart Association, Emergency Nurses Association, or Mandt, which may include the following:
 - Advanced cardiac life support;
 - Emergency nursing pediatric course;
 - Pediatric advanced life support;
 - Trauma nurse core course;
 - Neonatal resuscitation program; or

- Mandt program;
 - b. Independent study;
 - c. Distance learning offerings;
 - d. A board-approved refresher course;
 - e. Participation as a member of a nursing organization board of directors or the state board of nursing, including participation as a member of a committee reporting to the board. The maximum number of allowable continuing education contact hours shall be six and shall not exceed three contact hours each year. A letter from an officer of this type of continuing nursing education; or
 - f. Any college courses in science, psychology, sociology, or statistics that are prerequisites for a nursing degree.
13. Contact hours shall not be recognized by the board for any of the following:
- a. Identical offerings compelling within a renewal period;
 - b. Offerings containing the same content as courses that are part of basic preparation at the level of current licensure or certification;
 - c. In-service education, on-the-job training; orientation; and institution-specific courses;
 - d. An incomplete or failed college course or any college course in literature and composition, public speaking, basic math, algebra, humanities, or other general education requirements unless the course meets the definition of CNE; or
 - e. Offerings less than 30 minutes in length shall not be recognized.

REFERENCE STATUTES:

KSA 65-1117

KSA 65-1119

REGULATIONS:

KAR 60-9-105

KAR 60-9-106

KAR 60-9-107

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Reviewed 06/01/22 J. Glavin, RN

Reviewed 04/27/23 J. Glavin, RN

Reviewed 06/12/24 J. Glavin, RN

POLICY: Education Offering Roster

OUTCOME: To maintain documentation to verify that each participant attended the offering.

PROCEDURE:

1. The daily roster shall contain the following information:
 - a. The providers name, address, provider number, and coordinator.
 - b. The date and title of the offering, and the presenter or presenters.
 - c. The participant's name and license number.
 - d. The number of contact hours awarded.
2. Each participant must sign in on a daily roster. If the offering allows for a lunch break (participants leave the building) the participant will be required to initial by his/her name upon returning.
3. Documentation and verification of independent study offerings shall include:
 - a. The provider's name, address, provider number, and coordinator.
 - b. The participant's name and license number.
 - c. The number of contact hours awarded.
 - d. The title of the offering.
 - e. The date on which the offering was completed.
 - f. Either the completion of a posttest or a return demonstration.
 - g. The presenter(s).

REFERENCE STATUTES:

KSA 65-1117

KSA 65-1119

REGULATIONS:

KAR 60-9-105

KAR 60-9-106

KAR 60-9-107

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Reviewed 04/27/23 J. Glavin, RN
Reviewed 06/12/24 J. Glavin, RN

POLICY: Continuing Nursing Education (CNE) Certificates or CE Transcripts

OUTCOME: To provide documentation and completion of the educational offering, a certificate of attendance shall be awarded to each participant after completion of an offering or a CE transcription (a document that is proof of completion) shall be provided at the time of completion.

PROCEDURE:

1. A certificate of attendance shall be awarded to each participant after completion of an offering.
2. Each certificate shall be complete before distribution to the participant.
3. Each certificate shall contain the following information:
 - a. The provider's name, address, provider number, and coordinator.
 - 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.
 - f. The participant's name and license number.

REFERENCE STATUTES:

KSA 65-1117

KSA 65-1119

REGULATIONS:

KAR 60-9-105

KAR 60-9-106

KAR 60-9-107

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Reviewed 04/27/23 J. Glavin, RN

Reviewed 06/12/24 J. Glavin, RN

POLICY: TEACH Records

OUTCOME: To provide a comprehensive, accurate, and confidential system of record keeping for the educational offering offered by TEACH and Salina Surgical Hospital.

PROCEDURE:

1. TEACH Committee Coordinator will maintain the records for each of the educational offerings for two years.
2. The records will be kept in a filing cabinet in the TEACH Coordinator file at Salina Surgical Hospital, 401 S. Santa Fe, Salina, KS 67401 to ensure confidentiality. Only the TEACH Coordinator or the advisory committee will have access to the records.
3. For each offering the following will be retained for two years:
 - a. A summary of the planning process.
 - b. A copy of the offering announcement or brochure.
 - c. The title and objectives of the offering.
 - d. The offering agenda, or for independent study, pilot test results.
 - e. A bibliography.
 - f. A summary of the participant's evaluations.
 - g. Each presenter's education and experience (Curriculum Vitae).
 - h. Documentation to verify completion of the offering, as specified in policy 7.6, "Education Offering Roster".

REFERENCE STATUTES:

KSA 65-1117
KSA 65-1119

REGULATIONS:

KAR 60-9-105
KAR 60-9-106
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Total Program Evaluation 2024
Salina Surgical Hospital
The Education Advisory Committee for Healthcare
Administration

AREA	RESP. PERSON	FREQUENCY	CRITERIA	DATE EVALUATED	FINDINGS	ACTION TAKEN
Organization & Philosophy	Jolene	Annually	1. Review & update organizational chart & philosophy statement.	June 2024	No changes to the organizational chart or philosophy statement.	None
T.E.A.C.H. Goals & Objectives	Advisory Committee, Jolene	Annually	1. Review T.E.A.C.H. goals & objectives to assure they are being met.	June 2024	Overall program goals & objectives reviewed. No changes.	None
			2. Review T.E.A.C.H. organizational chart	June 2024	Organizational chart: no changes	None
Program Coordinator	Jolene	Annually	1. Review & update job description	June 2024	No changes made.	None
			2. Update vitae	June 2024	Changes made.	Updated in Continuing Education Application Manual. Reviewed
			3. Review title & license number	June 2024	Current in personnel file	
Advisory Committee	Jolene	Annually	1. Review number of meetings held	June 2024	Meet as needed	Date for meetings will be put on meeting calendar.
			2. Update membership roster	June 2024	No changes	
			3. Review minutes in relation to committee functions	May 2024	Meeting minutes reviewed & meetings are addressing committee functions.	No action taken.

Total Program Evaluation 2024
Salina Surgical Hospital
The Education Advisory Committee for Healthcare
Management

AREA	RESP. PERSON	FREQUENCY	CRITERIA	DATE EVALUATED	FINDINGS	ACTION TAKEN
Policy & Procedures	Advisory Committee	Annually	Examine & update T.E.A.C.H. policies & procedures: <u>Required:</u> 1. Advertisement, Offering Announcements & Fee Assessments 2. Assessing the Need and Planning for Continuing Education Activities 3. Attendance & Partial Credit 4. Change Notifications 5. Continuing Nurse Education (CNE) Certificates or CE Transcripts 6. Education Offering Roster 7. Guidelines for Commercial Support of CNE 8. Offering Approval Process 9. TEACH Records <u>Optional:</u> 10. Educational Setting 11. Outside Education Funding	June 2024	Policies were reviewed for appropriateness and completeness. Survey findings from course evaluations were used to plan programs. Policies meet KSBN requirements and organizational and customer needs. Files are complete and stored in the QRM Department (secure). Budgeted for all employees to be able to request facility funds to attend outside educational offerings.	Policies were reviewed for content & no changes made. Current policies & procedures are in Continuing Education Application Manual. In 2024 budget for CEU offerings as well as funds for staff.
Assessing the Need & Planning for CNE Activities	Jolene	Annually	1. Target population 2. Address Clinical/Technical, Critical Thinking, and Interpersonal. 3. Frequency of programs	May 2024	SSH has a subscription to "Growing Up with Us". They offer one free CEU monthly. Starting in January 2024 SSH started offering ACLS and PALS classes at SSH. There were 3	Staff has taken advantage of the free offering and the topics are pertinent. ACLS and PALS is required for all PACU, Inpatient and SPL

					ACLS classes and 2 PALS classes from January to May 2024.	nurses. The addition of these classes has been very helpful.
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Total Program Evaluation 2024
Salina Surgical Hospital
The Education Advisory Committee for Healthcare

Management

AREA	RESP. PERSON	FREQUENCY	CRITERIA	DATE EVALUATED	FINDINGS	ACTION TAKEN
Offerings	Advisory Committee	Annually	1. Compare offerings with course evaluations 2. Analyze offerings for content relevant to education of learners and outcome based. 3. Review & update goals & objectives	June 2024 June 2024 June 2024	Attendees at the 6 CEU's all marked the evaluations as excellent and all objectives were met. The content is relevant because SSH is a surgical hospital. No changes.	Continue providing ACLS and PALS classes at CEU with the current instructor.
Individual Program File	Advisory Committee	Annually	1. Syllabus 2. Objectives 3. Handouts & post tests 4. Instructor's vita 5. Evaluation summary 6. Roster	June 2024	Program files all up-to-date and secured in the education secretary's file cabinet located in the QRM Department (secure area).	Continue to update files and keep them in secured cabinet.

Total Program Evaluation

AREA	RESP. PERSON	FREQUENCY	CRITERIA	DATE EVALUATED	FINDINGS	ACTION TAKEN
Total Program Evaluation	Advisory Committee	Annually	1. Administration 2. Program management 3. Utilization of plan 4. Process of plan evaluation 5. Evaluation of plan	June 2024	Discussion on the number of offerings. Staff has access to many resources (Internet, large hospitals, & self-study).	Continue to assist staff with internet & self-study programs if needed. Continue to offer ACLS and PALS classes at SSH.



Independent Study Classes

Sample Pilot Study

Independent study credit will be based on the time required to complete the offering and will be determined by the provider's pilot test results. A pilot test for determining contact hours for independent study classes will be as follows:

1. Two to five testers will be used to conduct the study.
2. Each tester will be given the material in the same format and asked to read the information and complete the test.
3. The time it takes them to complete the material will be documented.
4. The times will be averaged and the contact hours that will be awarded will be determined.

Example

- a. Student 1: 65 minutes
- b. Student 2: 50 minutes
- c. Student 3: 58 minutes

Total: $173/3=57.6$ minutes

*****1 (one) Continuing Education Credit will be awarded to a participant for completing the independent study class*****

Education Records for Advanced Cardiac Life Support (ACLS) Class

1. **Title:** Advanced Cardiac Life Support (ACLS) Class
2. **Date and Time:** May 21, 2024 from 8:00 a.m. to 4:00 p.m.
3. **Location:** Salina Surgical Hospital, 401 S. Santa Fe, Salina, KS 67401
4. Name of person administratively responsible for implementing the offering: Jolene Glavin, MSN, RN (TEACH Program Coordinator).
5. **Planning Committee:** Jolene Glavin, MSN, RN and Joni Pruitt, RN, Education Coordinator for ACLS
6. **Summary of planning:** ACLS is required for some registered nurses at SSH. Per the AHA ACLS 2020 provider manual, page 1, "The ACLS Provider Course is designed for healthcare providers who either direct or participate in the management of cardiopulmonary arrest or other cardiovascular emergencies". "Through didactic instruction and active participation in simulated cases, students will enhance their skills in the recognition and intervention of cardiopulmonary arrest, immediate post-cardiac arrest, acute dysrhythmia, stroke, and acute coronary syndromes. The goal of this course is to improve outcomes for adult patients or cardiopulmonary arrest and other cardiovascular emergencies through early recognition and interventions by high-performance teams".
7. **Presenter:** Joni Pruitt, RN Education Coordinator
8. **Sponsors:** The Salina Surgical Hospital is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 6.5 contact hours applicable for APRN, RN, or LPN re-licensure. Kansas State Board of Nursing approved provider number: LT0207-0606.
9. **Agenda Schedule and Content Outline:** See below an agenda for ACLS Traditional Update Course, 3-6 students, 1 ACLS instructor. Approximately 8 hours with breaks.
10. **Behavioral Objectives:** Per the AHA ACLS 2020 provider manual, page 1.
 - a. Define systems of care
 - b. Apply BLS assessment, primary assessment, and secondary assessment sequences for systematic evaluation of adult patients.
 - c. Discuss how RRTs or METs may improve patient outcomes.
 - d. Discuss early recognition and management of ACS, including appropriate disposition.
 - e. Discuss recognition and management of stroke, including appropriate disposition.
 - f. Recognize bradycardia and tachycardia that may result in cardiac arrest or complicate resuscitation outcome.
 - g. Perform early management of bradycardia and tachycardia that may result in cardiac arrest or complicate resuscitation outcome.
 - h. Mode effective communication as a member or leader of a high-performance team.
 - i. Recognize the impact of team dynamics on overall team performance.
 - j. Recognize respiratory arrest.
 - k. Perform early management of respiratory arrest.
 - l. Recognize cardiac arrest.
 - m. Perform prompt high-quality BLS.
 - n. Perform early management of cardiac arrest until termination.
 - o. Evaluate resuscitative efforts during cardiac arrest by continually assessing CPR quality, monitoring the patient's physiologic response, and delivering real-time feedback to the team.
11. **Resume:** See attached.
12. **Bibliography:** Sinz, Elizabeth, (2020). *Advanced Cardiovascular Life Support: Provider Manual*. American Heart Association. Kenneth Navaro, Adam Cheng, Elizabeth A. Hunt, Sallie Johnson, Steven C. Brooks, Mauricio G. Cohen, Edward C. Jauch, Sarah Livings, Venu Menon, Susan Morris, David Slattery, Brian K. Walsh, Julie Crider, and the AHA ACLS Project Team.
13. **Fee:** No cost to Salina Surgical Hospital employees. Complete attendance is required for credit.
14. **Teaching Methods:** Lecture, videos, interactive scenarios

Advanced Cardiac Life Support (ACLS) Class

Presented by: Joni Pruitt

**May 21, 2024
8:00 a.m. to 4:00 p.m.**

**Salina Surgical Hospital Conference Room
401 S. Santa Fe, Salina, KS**

Behavioral Objectives: Per the AHA ACLS 2020 provider manual, page 1.

- a. Define systems of care
- b. Apply BLS assessment, primary assessment, and secondary assessment sequences for systematic evaluation of adult patients.
- c. Discuss how RRTs or METs may improve patient outcomes.
- d. Discuss early recognition and management of ACS, including appropriate disposition.
- e. Discuss recognition and management of stroke, including appropriate disposition.
- f. Recognize bradycardia and tachycardia that may result in cardiac arrest or complicate resuscitation outcome.
- g. Perform early management of bradycardia and tachycardia that may result in cardiac arrest or complicate resuscitation outcome.
- h. Mode effective communication as a member or leader of a high-performance team.
- i. Recognize the impact of team dynamics on overall team performance.
- j. Recognize respiratory arrest.
- k. Perform early management of respiratory arrest.
- l. Recognize cardiac arrest.
- m. Perform prompt high-quality BLS.
- n. Perform early management of cardiac arrest until termination.

Fee: No fee for Salina Surgical Hospital employees. Complete attendance required for credit.

The Salina Surgical Hospital is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 6.5 contact hours applicable for APRN, RN, or LPN re-licensure. Kansas State Board of Nursing approved provider number: LT0207-0606.

Education Records for Advanced Cardiac Life Support (ACLS) Class

15. **Target Audience:** Registered Nurses at Salina Surgical Hospital.
16. **Attendance Roster:** See Attached
17. **Continuing education hours:** 6.5 contact hours were offered for this class. Four (4) registered nurses attended.
18. **Summary of the evaluations:** All attendees rated the class as "Very Good". All 4 attendees reported that all of the objectives were fully met. The instructor, Joni Pruitt was rated "Excellent" by all attendees. Comments: Loved it! Joni is great!

Agenda

8:00	Lesson START: Welcome, Introductions, and Course Administration	
8:15	Lesson 1: ACLS Course Overview and Organization	
8:25	Lesson ACLS-Traditional 2: Systems of Care	
8:40	Lesson ACLS-Traditional 3: The Science of Resuscitation	
9:00	Lesson ACLS-Traditional 4: Systematic Approach	
9:15	Lesson ACLS-Traditional 5: CPR Coach	
All Students	Lesson 6 Testing Station: High-Quality BLS (Lesson 2 in ACLS Lesson Plans)	Lesson 7 Testing Station: Airway Management (Lesson 3 in ACLS Lesson Plans)
9:20 – 9:50	Group 1	
9:50-10:00	Break	
10:00 – 10:30	Group 1	
One large group (or 2 small groups)		
10:35 – 10:50	Lesson 8: Technology Review (Lesson 4 in ACLS Lesson Plans)	
10:50 – 11:30	Lesson 9: High-Performance Teams (Lesson 7 in ACLS Lesson Plans)	
11:40 - 12:10	Lunch	
All Students 12:15 – 1:30	Lesson 10 Learning Station: High-Performance Teams: Megacode Practice (Lesson 9 in ACLS Lesson Plans)	
	Group 1	
1:30-1:45	Break	
All Students	High-Performance Teams: Megacode Testing and Megacode Testing Details (Lessons T2-T4 in ACLS Lesson Plans)	
1:45 -2:45	Group 1	
One large group (as students finish Megacode Test)		
2:45-3:45	Exam (T5-T6)	
4:00	Remediation/Class Ends	
Optional: ACS and Stroke Lessons (Lessons ACLS-Traditional 7 and ACLS-Traditional 8)		



**Salina Surgical Hospital
Continuing Nursing Education Program
401 S. Santa Fe
Salina, Kansas 67401**

Name:

License Number:

Advanced Cardiac Life Support (ACLS) Class

May 21, 2024

The Salina Surgical Hospital is approved as a provider of continuing education by the Kansas State Board of Nursing. This course offering is approved for 6.5 Contact Hours for APRN, RN, or LPN, relicensure. Kansas State Board of Nursing provider number: LT0207-0606.

**Jolene Glavin, MSN, RN
Program Coordinator**

This certificate is to be retained by the participant.

EDUCATION OFFERING ROSTER

Provider: Salina Surgical Hospital

Address: 401 S. Santa Fe, Salina, KS 67401

Date: May 21, 2024

Title: Advanced Cardiac Life Support (ACLS) Update

Presenter: Joni Pruitt, RN

Signature of Coordinator: _____

Provider Number: LT0207-0606

Location: Conference Room

Time: 8:00 a.m. to 4:00 p.m.

Program Coordinator: Jolene Glavin, MSN, RN

PARTICIPANTS <i>(Print)</i>	LICENSE NUMBER	CONTACT HOURS	SIGNATURE	INITIAL AFTER RETURNING FROM LUNCH
		6.5		
		6.5		
		6.5		
		6.5		

907 Veranda Circle
McPherson, KS 67460
620-242-7215
pruitt715@gmail.com

JONI PRUITT

PROFILE

Exceptional Nursing Care, Management and Educational Teaching

Compassionate healthcare professional with exceptional leadership, nursing skills and teaching ability. Comfortable in all situations from clinical to emergent. Expertise in emergency medicine. Successfully manages time, prioritizing tasks, and exercises sound judgment to improve quality patient care and staff satisfaction. I am an exceptional team player and am able to multi task. I enjoy working with people and adapt swiftly and work efficiently in changing situations.

SKILLS & ABILITIES

- Inspire & Motivate
- Communication
- Proactive
- Organized
- Confident
- Analytical
- Conflict Resolution
- Goal Setter
- Educator
- Competent

EXPERIENCE

Education Coordinator, 2005 – Currently. I continue to instruct and coordinate ACLS/PALS/TNCC/EKG/PEARS for surrounding community hospitals.

ER Coordinator, McPherson Hospital, McPherson, KS 2014 to July 2018 (semi-retired)

Directed the successful day-to-day operations of the department. Made sure the department was staffed appropriately and had the tools and resources needed to provide excellent high-quality patient care. Along with staff scheduling, I worked on departmental budgets, policies and procedures while keeping staff updated and informed. I acted as a coach for staff, and encouraged educational opportunities and provided training so they were able to maintain their skill sets. I also attended management meetings and strived to enhance customer service. An ER Nurse Director needs to lead by example and be a mentor, as well as have the ability to be flexible and work with staff in any situation. My philosophy as an ER Nurse Director was to truly evaluate the patient and staff experience. I worked alongside my staff so I could do an appropriate evaluation of their needs as well as the patient's needs.

Trauma Coordinator, I coordinated the successful path to obtain the designation of Trauma Level IV for McPherson Hospital in 2017.

Registered Nurse, House Coordinator, McPherson Hospital, McPherson, KS 2012-2014

I coordinated and maintained the level of quality patient care expected by the institution. This goal was achieved through effective management of the nurses and staff who provided patient care during my supervised shift. I assumed leadership in the absence of the Director of Nursing. My role was one of authority and responsibility and entailed arranging staffing schedules, directing patient care and making administrative decisions.

I served as an administrative representative of the hospital. I also functioned as an effective public relations person inside the hospital and outside as well. As a house coordinator I served as a representative for the staff, acting as a liaison between management and medical staff.

Duties included: the allocation of patients throughout the entire facility; allocation of staff; assisting with emergency situations in various departments as they arose; covering the facility to perform administrative leadership and management as needed; ensuring departmental and institutional standards were maintained; ensuring objectives and policies were followed to exact standards and interacted with administrative staff in other facilities and regulatory agencies.

Responsible for McPherson Hospital's 15 crash carts and provided mock code blue monthly trainings.

Registered Nurse, Emergency Room, McPherson Hospital, McPherson, KS 2005-2012

Charge nurse and team leader for 9 bed Emergency Department. Responsibilities include triaging and prioritizing patients, patient assignments, making sure all orders are completed in a timely manner, oversaw and assisted nurses in procedures, assisted ER physician in any procedure needed, oversaw customer satisfaction, oversaw outpatient treatment room orders, provided IV access for all departments when others were unable to gain access. Efficiently planned and implemented the daily ER routine. Supervised rooms, staff, and workload to maximize efficiency and ensure smooth operations.

Registered Nurse, Cardiac Cath Lab, Hutchinson Hospital, Hutchinson, KS 2005

Provided nursing care to patients receiving cardiac catheterization. Care was provided pre, during and post cath. Provided medications and IV fluids, assisted cardiologist during procedure with various catheterization tasks. Partnered with medical personnel and communicated with patient's family to ensure optimal patient care.

Paramedic/MICT, McPherson Hospital EMS, McPherson Hospital, McPherson, KS 1995-2010

Provided patient care in emergent situations, communicating with ER physician, nurses, police personnel, fire personnel, caregivers and families. As a paramedic I handled multiple tasks simultaneously during the emergency and displayed optimal leadership abilities. Was able to prioritize decisions and act quickly in the best interest of the patient. I was able to remain calm while working in difficult and stressful circumstances and kept my focus while assuming a leadership role.

EDUCATION Kansas Wesleyan University, Salina, KS - Associates in Nursing
Barton County Community College, Great Bend, KS - Associates Paramedic
Manhattan Christian College, Manhattan, KS - General Ed
Kansas State University, Manhattan, KS - General Ed

LICENSES &
CERTIFICATIONS Registered Nurse License #95724
Paramedic #20735
TNCC Course Director
TNCC Instructor
ACLS Provider
ACLS Instructor
PALS Provider
PALS Instructor
BLS Provider
BLS Instructor
PEARS Provider
PEARS Instructor

LEADERSHIP Leadership is not about titles, positions, or flowcharts. It is about one life
influencing another. -John C. Maxwell

The door that nobody else will attempt, seems always to swing open
widely for me. -Clara Barton

REFERENCES AVAILABLE UPON REQUEST

ACLS Evaluation

Date:

Program: ACLS

RN ☒ LPN ☐ SW ☐ RT ☐ Other ☐

1. Rate the content of this program. Very Good ☒ Good ☐ Fair ☐ Poor ☐

2. Was the information presented timely and of value to you? Yes ☒ No ☐

3. To what extent do you think these objectives were met? (Please check the boxes below)

		Fully	Partly	Barely	Not at all
1.	Recognize & initiate early management of peri-arrest conditions that may result in cardiac arrest or complicate resuscitation outcomes.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Demonstrate proficiency in providing BLS care including prioritizing chest compressions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Manage cardiac arrest until return of spontaneous circulation, termination of resuscitation, or transfer of care.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Recognize other life-threatening clinical situations, such as stroke, and provide effective initial care and transfer to reduce disability and death.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Demonstrate effective communication as a member or leader of a resuscitation team and recognize the impact of team dynamics on overall team performance.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Identify and treat ischemic chest pain and expedite the care of patients with acute coronary syndrome and integrated AED use.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Please rate the speaker(s). Consider their speaking ability, knowledge of subject, and visual aides used.

	Excellent	Good	Fair	Poor
Joni Pruitt RN/Paramedic	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. How would you rate this program overall? Very Good ☒ Good ☐ Fair ☐ Poor ☐

6. Were the facilities adequate? Yes ☒ No ☐ (If NO, please explain)

7. If you have additional comments or suggestions, please write them in the space below.

8. Suggestions for future workshops / seminars:

Education Records for Communication and Patient Safety: ISBAR Tool

I. Summary of the planning process: This education session was presented by a SSH staff member to fulfill class requirements for a graduate class. There is much evidence available in the literature regarding communication and patient safety. An evidence-based communication tool, ISBAR (Introduction, Situation, Background, Assessment, Recommendation) was introduced. Participants watched videos about effective and ineffective communication, worked through case scenarios, and copied an ISBAR tool example onto their phones. They also heard definitions of patient safety and communication concepts and why they are valued. They learned about the history of the ISBAR tool, how it has evolved over the years, and how best to use it.

II. Title: "Communication and Patient Safety: ISBAR Tool"

III. Name of person administratively responsible for implementing the offering: Jolene Glavin RN, MSN (Teach Program Coordinator)

IV. Names and title of planning committee: Jolene Glavin RN, MSN-Teach Program Coordinator and Katy Barbieri RN, BSN

V. Presenter: Katy Barbieri RN, BSN. See curriculum vitae for the presenter's education and experience.

VI. Presented on October 20, 2023

VII. The offering was held at Salina Surgical Hospital, 401 S. Santa Fe, Salina, KS 67401.

VIII. Offering Agenda

Introduction of speaker

Presentation: Objectives, Concepts, Videos, Scenarios

Summary: Reflection, Discussion

Complete evaluation

IX. Behavioral Objectives: By the end of the presentation, participants will

- Value the safety of patients by being open to improving communication among peers and providers
- Understand what the ISBAR communication tool is and how it can be utilized to promote patient safety
- Practice realistic ISBAR scenarios with peers

X. Content: See attached PowerPoint slides

XI. Time: 0715 a.m. to 8:15 a.m.

XII. Teaching methods: Lecture, videos, interactive scenarios, PowerPoint presentation.

XIII. Bibliography: see attached

XIV. Target Audience: The target audience was RNs and LPNs at Salina Surgical Hospital. Non-licensed staff were also invited to attend.

XV. Attendance Roster: The attendance roster for the offering is attached.

XVI. One CEU was offered for this seminar. Four (4) RNs, one (1) LPN, and one (1) CNA attended the offering.

XVII. Summary of the evaluations: A seminar evaluation form was used to evaluate the content of the program. The participants each completed a 5-question course evaluation using a 4-point Likert scale where 1 indicates an "Excellent" and 4 a "Poor" rating. All attendees completed an evaluation, and the results were positive, as 90% of the questions were answered 1-excellent.

Communication and Patient Safety:

ISBAR tool

October 20, 2023 at 0715

SSH conference room

Presented by Katy Barbieri RN



By the end of this presentation, participants will

- Value the safety of patients by being open to improving communication among peers and providers.
- Understand what the ISBAR communication tool is and how it can be utilized to promote patient safety.
- Practice realistic ISBAR scenarios with peers.

The Salina Surgical Hospital is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for one (1) contact hour applicable for APRN, RN, LPN, or LMHT relicensure. Kansas State Board of Nursing Approved provider number: LT0207-0606



T.E.A.C.H. Committee
Continuing Nursing Education Program
401 S. Santa Fe
Salina, Kansas 67401

Name:

License Number:

**Communication and Patient Safety: ISBAR Tool
October 20, 2023
Salina Surgical Hospital, 401 S. Santa Fe, Salina, Kansas
Katy Barbieri, RN**

Salina Surgical Hospital is approved as a provider of continuing education by the Kansas State Board of Nursing. This course offering is approved for 1 (one) Contact Hour for RN, LPN, or LMHT relicensure. Kansas State Board of Nursing provider number: LT0207-0606.

Jolene Glavin, MSN, RN

This certificate is to be retained by the participant.

EDUCATION ROSTER FOR NURSES

Provider: Salina Surgical TEACH Committee

Provider Number: LT0207-0606

Address: 401 S. Santa Fe, Salina, KS 67401

Location: Conference Room

Date: October 20, 2023

Time: 7:15 a.m.

Title: Communication and Patient Safety: ISBAR Tool

Presenter: Katy Barbieri, RN, BSN

Program Coordinator: Jolene Glavin, MSN, RN

Signature of Coordinator: _____

NAME (Print)	LICENSE NUMBER	CONTACT HOURS	SIGNATURE
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Katy Barbieri RN, BSN

304 Hilltop

Abilene, KS 67410

kbarbieri1995@zoho.com

785.820.6000

U.S. Citizen

KS RN License #13-70251-012

Education

BSN University of Kansas School of Nursing - Kansas City, KS May 1994

Current student Fort Hays State University Masters Nursing Education with expected graduation on or before December 2024

Licenses/Certifications

Registered Nurse state of Kansas

BLS March 2022-2024

ACLS October 2020-2022

PALS December 2020-2022

Professional Experience***RN Salina Surgical Hospital - Salina, KS**

Inpatient and PACU

TEACH (education) committee

EHR superuser

July 2007 to Present

***Undergraduate Clinical Teaching Assistant**

University of Kansas School of Nursing – Salina, KS

October 2021-December 2022

***RN Home Health Dickinson County Home Health & Hospice - Abilene, KS**

Insulin injections

December 2009 to Present

***Natural Family Planning Practitioner self-employed**

Instruct women/couples on holistic family planning and women's health

July 2000 to July 2012

*RN Salina Regional Health Center - Salina, KS
Orthopedic/Neurosurgery
Flex-pool
April 2002 to August 2010

*Expectant Parent Class Instructor Salina-Saline County Health Department - Salina, KS
August 1997 to November 1999

*Nurse/Parent Educator Heartland Healthy Families - Salina, KS
December 1995 to June 1997

*RN University of Kansas Medical Center, Kansas City, KS
Pediatrics
June 1994 to November 1995

*RN - PRN Providence Medical Center, Kansas City, KS
Pediatrics
June 1995 to October 1995

Awards and Honors

Third place in graduate non-empirical research poster SACAD Symposium Fort Hays State
University 2023

Service

Meals on Wheels driver - Abilene, KS
St. Andrew's Church vocalist and CYO volunteer - Abilene, KS
Red Cross regular blood donor

Bibliography for ISBAR teaching PowerPoint

- AHRQ Patient Safety. (2023, September 6). *TeamSTEPPS: Using CUS and SBAR in Rural Community Clinic (audio-described version)* [Video]. YouTube.
<https://www.youtube.com/watch?v=RGEcAuNaBS4>
- Bradford Teaching Hospitals NHS. (2019). *Post operative handover protocol* [PDF]. Retrieved October 11, 2023, from <https://www.bradfordhospitals.nhs.uk/wp-content/uploads/2019/05/Handover-protocol.pdf>
- Burgess, A., van Diggele, C., Roberts, C., & Mellis, C. (2020). Teaching clinical handover with ISBAR. *BMC Medical Education*, 20(S2). <https://doi.org/10.1186/s12909-020-02285-0>
- National patient safety goals: How they improve care delivery.* (2023, May 24). USC EMHA Online. Retrieved September 26, 2023, from <https://healthadministrationdegree.usc.edu/blog/national-patient-safety-goals/>
- SBAR practice scenarios.* (2023, September 14). nursing.com. Retrieved October 11, 2023, from <https://nursing.com/lesson/01-01-sbar-practice-scenarios>
- SBAR tool: Situation-background-assessment-recommendation.* (2023). Institute for Healthcare Improvement. <https://www.ihl.org/resources/Pages/Tools/sbartoolkit.aspx>
- TheTorontoRehab. (2010a, September 17). *No SBAR: Ineffective communication* [Video]. YouTube. <https://www.youtube.com/watch?v=CtdNQ-sfKg8>
- TheTorontoRehab. (2010b, September 17). *SBAR: Effective communication* [Video]. YouTube. <https://www.youtube.com/watch?v=fsazEArBy2g>
- What is patient safety culture?* (2022, March). Agency for Healthcare Research and Quality. Retrieved October 9, 2023, from <https://www.ahrq.gov/sops/about/patient-safety-culture.html>

COURSE EVALUATION

COURSE TITLE: "COMMUNICATION AND ISBAR: AN EVIDENCE-BASED COMMUNICATION TOOL"

Please evaluate the following questions by using the scale below. Circle the number.

1= Excellent 2=Good 3=Fair 4=Poor

Were the following program objectives met?

Value the safety of patients by being open to improving communication among peers and providers.

1 2 3 4

Understand what the ISBAR communication tool is and how it can be utilized to promote patient safety.

1 2 3 4

Practice realistic ISBAR scenarios with peers.

1 2 3 4

I have interest in using the ISBAR tool.

1 2 3 4

Did the information presented today meet your expectation?

1 2 3 4