



ALABAMA BOARD OF NURSING

PEGGY SELLERS BENSON, RN, MSHA, MSN, NE-BC

EXECUTIVE OFFICER

www.abn.alabama.gov

RSA Plaza, Suite 250
770 Washington Ave
Montgomery, AL 36104

Mailing address:
P.O. Box 303900
Montgomery, AL 36130-3900
(334) 293-5200 or 1-800-656-5318
Fax (334)293-5201

SPEAKER REQUEST FORM

The Alabama Board of Nursing provides speakers and/or educational information related to regulatory practice. In order to make our services more effective and efficient please provide the following information:

Regulatory Topic Requested:		
<i>Common topics include: Board Functions, Documentation, Scope & Standards of Practice, CE, Discipline, & Substance Use You may also list certain sections of the ABN Administrative Code ("Rules") you would like addressed.</i>		
1.	2.	3.

Presentation Information:			
Contact Person:	Name & Title:		Telephone:
			Email:
Location:	Address/Name of Building:		Room:
			Parking Information:
Date & Time:	Preferred:		Alternate (1):
			Alternate (2):
Other:	Duration Requested:	# of Expected Participants:	Audience: (Circle) Students, RNs, LPNs, APNs, Interdisciplinary (MDs/DOs, Pharmacists, etc.), Other:
CE:	CE Program: (Circle) YES or NO	Provider Name & #:	If you do not have a Provider #, do you wish for ABN to provide CE to participants? YES or NO
Cost:	Is this program generating revenue? (Circle) YES or NO	<i>The Alabama Board of Nursing may assess a fee for presentation of programs that generate revenue. ABN Admin. Code § 610-X-4-.14.</i>	
Technical:	Available: (Circle) Overhead Projector Computer with Power Point (Version ____) Laser Pointer Remote Control Microphone (Clip-on / Podium / Handheld) Internet Access On-Site Technical Assistance		

Requesting Organization:	
Name:	
Address:	

Requested By: _____ / _____
(Print Requestor Name) (Signature of Requestor)

Date Requested: ____ / ____ / ____
(Month) (Day) (Year)

Submit completed forms to: anrc@abn.alabama.gov

Please note: You may provide additional seminar/program objectives and a draft of any marketing materials. All attempts are made to honor Speaker Requests. Board Staff will notify the contact person provided above upon receipt and acceptance of the Speaker Request. If you desire a specific presenter, please list here: