



### ABN Leadership Institute: Individual Tier – Online CE Course Completion Checklist

<b>Name</b>	
<b>License No. &amp; State (if other than Alabama)</b>	
<b>Email address</b>	
<b>Mailing address</b>	

Please note your completion dates on the checklist.

1. Alabama-licensed nurses – please refer to your Individual CE Record.
  - a. Nurses who have an Alabama nursing license **MUST** complete their courses in My Profile and shall not submit certificates as documentation of course completion. ABN Administrative Code § 610-X-10.02(11)
2. Participants who do not have an Alabama-issued nursing license must submit copies of their certificates with this checklist.

***I have completed the following online CE courses & am requesting enrollment in the INDIVIDUAL Tier of the ABN Leadership Institute.***

Title of Course	Date Completed
Mandatory Class 1: Overview of the Nurse Practice Act	
Mandatory Class 2: Licensure & CE Regulations	
Mandatory Class 3: Professional Conduct & Accountability	
Introduction to Crucial Conversations	
Effective Communication for Nurse Leaders	
Effective Public Speaking	
Professional Communication Skills	
Emotional Intelligence in Healthcare	
Leading a Diverse Nursing Team	
Critical Thinking & Clinical Reasoning	
Therapeutic Relationships: Defining Nursing Boundaries	
Discipline Basics & Just Culture	
Workplace Incivility, Bullying, & Violence	
Principles of Leadership	

Submit this checklist & certificates, if applicable, to: [anrc@abn.alabama.gov](mailto:anrc@abn.alabama.gov)  
to enroll in the ABN Leadership Institute

**Following review of your submission, the Leadership institute staff will provide you a link to complete the Applied Leadership activity.**