ABN Leadership Institute: Team Tier – Online CE Course Completion Checklist

Name	
License No. & State (if other than Alabama)	
Email address	
Mailing address	

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 TEAM Tier of the ABN Leadership Institute.

Title of Course	Date Completed
Service Recovery in Difficult Situations	
Crucial Conversations in the Workplace	
Managing Healthcare Business Resources	
Clinical Policy & Procedure Development	
Coaching & Providing Constructive Feedback	
Pillars of Leadership	
Implementing Changes: Encouraging Participation	
Delegation for Leadership	
Drug Diversion: Information for Nurse Leaders	
The Nurse Leader's Guide to Social Media Use in the Workplace	
Conflict Management Strategies for Nurse Leaders	
Applying Strategies to Manage or Resolve Conflict	
Monitor Training for Employers	
The Standardized Procedure Application Process	

Submit this checklist & certificates, if applicable, to: 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.