Kansas State Board of Nursing
Virtual Meeting
Operations Committee Agenda
June 16, 2026

Agency Mission: To protect and promote the welfare of the people of Kansas.

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

Time: **8:30 a.m. – 9:30 a.m.**

Board Members: Ruth L.M. Burkhart, DNP, MSN, MA, RN-BC, LPCC, Chair
Belinda Katz, LPN

Staff: Janelle B Martin, MHSA, BSN, RN, Education
Adrian Guerrero, CPM, Director of Operations
Jill Simons, Executive Assistant
Sharon Oxby, Sr. Administrative Assistant

I. Quorum (minimum of 2 members present) – Yes or No

II. Call to Order

III. CNE LTP – 5-Year Initial Applications

- A. New Little Life
- B. Ascend Wound Care
- C. Benedictine College
- D. Tracy Clark DNP, APRN, FNP-C, ACHPN / Womens & Family Care, LLC

IV. CNE Long-Term Provider – 5-Year Renewals

- A. Presbyterian Manors of Mid America LT0246-0316 (from March)
- B. Optum Infusion Pharmacy LT0271-0610
- C. Debriefing the Front Lines, LLC LT0308-0621
- D. Citizens Medical Center LT0298-0616

V. Agenda for next CNE Committee meeting

VI. Adjourn

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

You are invited to a Zoom webinar!
When: Jun 16, 2026 08:30 AM Central Time (US and Canada)
Topic: Kansas State Board of Nursing - Operations Committee

Join from PC, Mac, iPad, or Android:
https://us02web.zoom.us/j/83987937671?pwd=hdCwYLaGWq6GFnt89iZedtPvBAKaK3.1
Passcode:KsbnBoard

Phone one-tap:
+12532158782,,83987937671#,,,,*117967551# US (Tacoma)
+13462487799,,83987937671#,,,,*117967551# US (Houston)

Join via audio:
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 669 444 9171 US
+1 669 900 6833 US (San Jose)
+1 719 359 4580 US
+1 253 205 0468 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
+1 646 876 9923 US (New York)
+1 646 931 3860 US
+1 689 278 1000 US
Webinar ID: 839 8793 7671
Passcode: 117967551
International numbers available: https://us02web.zoom.us/u/kc4fjug6C8

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

Renewal or Initial

Name of Provider: New Little Life **LT** _____

Name of Program Coordinator: Kailey Warburton, MSN, RN

Date Received: 3/16/26

Date to CNE Committee: June 2026

_____ **Approved**

_____ **Not Approved:** _____

Date Notified: _____

Information Required	Received	NA
1. 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	
2. The name and address of the organization on the application	X	
3. 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
4. The name, education and experience of the program coordinator responsible for CNE – include resume	Kailey Warburton	
A. Be a licensed professional nurse	X	
B. Have three years of clinical experience	X	
C. Have one year of experience in developing and implementing nursing education	X	
D. Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:		
5. Written policies and procedures, including at least the following areas:		
A. Assessing the need and planning for CNE activities	X	
B. Fee assessment	X	
C. 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	
D. Notice of change of coordinator or required policies and procedures. The program coordinator shall notify	X	

the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days		
6. For long term providers, the policies and procedures for the approval process shall include the following:		
A. A summary of the planning	X	
B. The behavioral objectives	X	
C. The content, which shall meet the definition of CNE in KSA 65-1117	X	
D. The instructor's education and experience, documenting knowledge and expertise in the content area	X	
E. 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	
F. An offering evaluation that includes each participant's assessment of the following:		
1. The achievement of each objective	X	
2. The expertise of each individual presenter	X	
7. An approved provider may award any of the following:		
A. Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours	X	
B. Credit for fractions of hours over 30 mins to be computed towards a contact hour	X	
C. Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum		n/a
D. Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results	X	
E. Clinical hours		
Documentation of Attendance		
8. Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
A. The provider's name, address, provider number, and coordinator	X	
B. The date and title of the offering, and the presenter or presenters	X	
C. The participant's name and license number and the number of contact hours awarded	X	
9. Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:		
A. The provider's name, address, provider number, and coordinator	X	

B. The participant's name and license number, and the number of contact hours awarded	X	
C. The title of the offering	X	
D. The date on which the offering was completed	X	
E. Either the completion of a posttest or a return demonstration	X	
Certificate of Attendance/CE Transcript		
10. 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	
11. Each certificate and each CE transcript shall be complete before distribution to the participant	X	
12. Each certificate and each CE transcript shall contain the following information:		
A. The provider's name, address and provider number	X	
B. The title of the offering	X	
C. The date or dates of attendance or completion	X	
D. The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded	X	
E. The signature of the individual responsible for the providership	X	
F. The name and license number of the participant	X	
Recordkeeping & Storage		
13. For each offering, the approved provider shall retain the following for two years:		
A. A summary of the planning	X	
B. A copy of the offering announcement or brochure	X	
C. The title and objectives	X	
D. The offering agenda or, for independent study, pilot test results	X	
E. A bibliography	X	
F. A summary of the participants' evaluations	X	
G. Each instructor's education and experiences	X	
H. Documentation to verify completion of the offering	X	
14. The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals	X	
Program Evaluation Plan		
15. For long-term providers, a copy of the total program evaluation plan	X	

12/2018

Two Proposed Offerings	
The provider shall submit two proposed offerings, including the following:	
16. Offering #1 **Pumping in Practice**	
A. A summary of planning	X
B. A copy of the offering announcement or brochure	
C. The title and behavioral objectives	X
D. The offering agenda or, for independent study, pilot test results	X
E. Each instructor's education and experience	X
F. A current bibliography	X
G. The offering evaluation form	X
17, Offering #2: **Breast Pump Science**	
A. A summary of planning	X
B. A copy of the offering announcement or brochure	
C. The title and behavioral objectives	X
D. The offering agenda or, for independent study, pilot test results	X
E. Each instructor's education and experience	X
F. A current bibliography	X
G. The offering evaluation form	X

12/2018, Rev 6/2025

CNE Application Updates - New Little Life

4. The name, education and experience of the program coordinator responsible for CNE – include resume

Kailey Warburton, MSN, BSN, RN

RN #	67432
IBCLC #	L-309713

RESUME ATTACHED

A. Be a licensed professional nurse
B. Have three years of clinical experience
C. Have one year of experience in developing and implementing nursing education
D. Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)

7-B. Credit for fractions of hours over 30 mins to be computed towards a contact hour

12 hours of education = 14.4 CE Credits

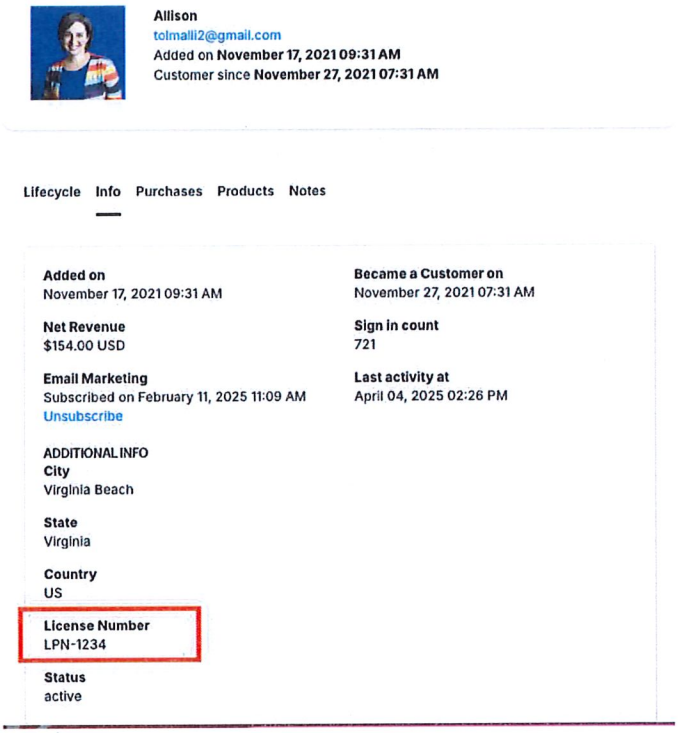
Updated Outline Attached

DOCUMENTATION OF ATTENDANCE
8-C. The participant's name and license number and the number of contact hours awarded

Updated document attached

9-B. The participant's name and license number, and the number of contact hours awarded

Each participant has their license # documented inside their user profile in the course management system. (see attached photo)



CERTIFICATE OF ATTENDANCE

12-A. The provider's name, address and provider number

12-F. The name and license number of the participant

Update Certificate Attached and sample included here



16-F. A current bibliography

UPDATED OUTLINE ATTACHED

17-F. A current bibliography

UPDATED OUTLINE ATTACHED

LONG-TERM CNE PROVIDER APPLICATION

COVER PAGE

Initial Application: (●) ***Renewal:*** ( )

Name of Provider: New Little Life

Provider Number (For Renewal):

Legal Body (If different from provider): New Little Life LLC

Address of Provider: 5070 Rock Hill Circle, Idaho Falls, ID 83401

Telephone: 757-276-8580

Email: allison@newlittlelife.com

Program Coordinator (RN): Kailey Warburton, MSN, RN

Date (mm/dd/yyyy): 03/16/2026

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).

See attached document: Program Management Responses – New Little Life

Process for Fee Assesment
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.

See attached document: Program Management Responses – New Little Life

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).

See attached document: Program Management Responses – New Little Life

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)

See attached document: Program Management Responses – New Little Life

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)

See attached document: Program Management Responses – New Little Life

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)

See attached document: Program Management Responses – New Little Life

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)

See attached document: Program Management Responses – New Little Life

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)

See attached document: Program Management Responses – New Little Life

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)

See attached document: Program Management Responses – New Little Life

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 thatthis 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: Allison Tolman, LPM, BCLC Date: 03/16/2026

New Little Life
CNE Provider Application – Written Responses
Submitted to the Kansas State Board of Nursing

Assessing Need and Planning CNE

The continuing nursing education (CNE) activities offered through our lactation and breast pump education courses were developed through a structured planning and review process designed to identify educational gaps and support improved clinical practice related to lactation and pumping management.

Initial course planning was conducted by the course developer, Allison Tolman, LPN, IBCLC a Licensed Practical Nurse and International Board Certified Lactation Consultant (IBCLC) with extensive experience supporting pumping parents in clinical and outpatient settings. The planning process included consultation with an interdisciplinary group of lactation professionals and nurses experienced in maternal-child health.

Following the initial development and launch of the courses, a formal content review was conducted by a group of five International Board Certified Lactation Consultants (IBCLCs), including a Registered Nurse with a Bachelor of Science in Nursing (RN, BSN), in preparation for continuing education certification for lactation professionals (L-CERPs). This review process provided subject matter expertise and ensured that course content reflected current research, clinical best practices, and relevant patient care considerations.

The planning group and reviewers considered multiple factors when determining appropriate CNE subject matter, including:

- Increasing use of breast pumps by lactating parents in both hospital and community settings
- Educational gaps among nurses and healthcare professionals related to breast pump technology, flange sizing, and pumping management
- Common clinical challenges encountered when supporting pumping parents, including milk supply concerns, improper pump fit, and ineffective pumping practices
- Current research and evidence-based practices in lactation physiology, breast pump mechanics, and clinical lactation management
- Feedback from healthcare professionals and lactation specialists regarding areas where additional education and practical guidance are needed

Based on this needs assessment, three educational activities were developed to address these practice gaps:

- **Breast Pump Science** – an in-depth review of the physiology of milk expression and the mechanics and function of breast pumps
- **Comprehensive Flange Sizing** – a research-based approach to flange sizing with a step-by-step framework that can be adapted to individual patients

- **Pumping in Practice** – practical guidance for healthcare professionals supporting pumping parents in a variety of clinical and community care settings

Each course includes structured learning modules with knowledge assessments in the form of quizzes following each module to evaluate comprehension of key concepts. Participants are also asked to complete feedback and evaluation forms to assess course effectiveness and identify opportunities for future educational improvement.

These educational activities expand the nurse's knowledge and clinical competence in lactation management and breast pump support, helping nurses provide more effective patient education and clinical care. The courses focus on evidence-based knowledge, clinical decision-making, and practical application in patient care environments, thereby meeting the definition of continuing nursing education as described in KSA 65-1117(a).

Process for Fee Assessment

Fees for continuing nursing education (CNE) activities are determined based on the costs associated with course development, subject matter expertise, platform hosting, administrative support, and ongoing course maintenance. Pricing is reviewed periodically to ensure it remains reasonable, competitive with similar continuing education offerings, and sustainable for maintaining high-quality educational materials.

The three CNE activities offered (Breast Pump Science, Comprehensive Flange Sizing, and Pumping in Practice) are delivered through an online learning platform that allows participants to access course modules, quizzes, and evaluation forms. Course fees are established prior to course publication and are clearly communicated to participants at the time of registration.

Payments are processed electronically through the course platform using secure online payment systems. In the event of an insufficient funds notification or payment processing failure, the participant's course access may be temporarily suspended until payment is successfully completed. Participants are contacted and provided an opportunity to resolve the payment issue before access is restored.

Refund requests are reviewed according to the program's refund policy. Participants may request a refund within a defined period following purchase if they have not completed a substantial portion of the course content. Refund requests must be submitted in writing and are reviewed by program administration. If approved, refunds are issued using the original method of payment whenever possible.

In cases where a course is cancelled or significantly modified by the provider prior to completion, participants will be notified and offered either a full refund or the option to transfer enrollment to a future course offering.

These procedures ensure transparent pricing, fair financial practices, and appropriate administrative management of continuing nursing education activities.

Process for Advertisements or Announcements

Continuing nursing education (CNE) activities are announced and promoted primarily through electronic media and digital educational platforms. All promotional materials are reviewed prior to distribution to ensure they contain the information required by KAR 60-9-107(b)(3)(C) and accurately represent the educational activity.

Announcements for CNE activities are distributed through the following channels:

- The provider's official website and course enrollment pages
- Educational disclosure and accreditation information published on the provider website (https://www.newlittlelife.com/disclosure/)
- Email announcements sent to the provider's subscriber and professional mailing lists
- Social media platforms used for professional education communication
- Educational video platforms used to reach healthcare professionals
- Digital newsletters and electronic course catalogs

Announcements are distributed electronically and provide clear information to potential participants regarding the educational activity. Announcements also clearly identify the number of continuing nursing education contact hours available for each activity.

Each announcement includes the following information:

- Title of the continuing nursing education activity
- Description of the educational content and purpose of the activity
- Target audience (nurses and healthcare professionals supporting lactating parents)
- Learning objectives or intended learning outcomes
- Number of contact hours available
- Requirements for successful completion of the activity (including module completion, quizzes, and evaluation forms)
- Course fee, if applicable
- Disclosure information related to conflicts of interest, commercial support, or financial relationships, if applicable
- Required regulatory language in compliance with KAR 60-9-107(b)(3)(C)

Copies of promotional materials used to advertise these CNE activities, including website course pages, email announcements, and digital advertisements, are maintained by the provider and are attached to this application as required documentation.

All announcements are designed to provide accurate information about the educational activity and ensure transparency regarding participation requirements and awarding of continuing nursing education credit.

Process for Offering Approval

Prior to the presentation or release of any continuing nursing education (CNE) activity, the provider verifies that all required planning and documentation elements are completed in accordance with KAR 60-9-107(d).

The provider maintains a structured internal review process to ensure that the following components are completed and documented for each CNE offering:

1. **Summary of Planning**
   A written summary of the planning process is maintained for each activity. This includes documentation of the identified educational need, planning participants, and review of relevant clinical and educational considerations used to develop the activity.
2. **Behavioral Objectives of the Offering**
   Each educational activity includes clearly stated behavioral learning objectives that describe the knowledge or skills participants are expected to achieve upon completion of the activity.
3. **Content Meeting the Definition of CNE Pursuant to KSA 65-1117**
   All course content is reviewed prior to release to ensure that it meets the definition of continuing nursing education as described in KSA 65-1117, supporting the expansion of nursing knowledge and clinical competence relevant to professional nursing practice.
4. **Instructor Qualifications**
   Documentation of each instructor's education, professional credentials, and relevant experience is collected and maintained to verify subject matter expertise and qualifications to present the educational material.
5. **Bibliography**
   Each educational activity includes a bibliography or reference list that reflects current evidence-based research and professional guidelines relevant to the course content. References are reviewed and updated as necessary to ensure they remain current and accurate.
6. **Evaluation of the Activity**
   Participants are required to complete an evaluation form designed to assess achievement of the stated learning objectives and to provide feedback regarding the effectiveness and expertise of the presenter. Evaluation data is reviewed by the provider to support ongoing quality improvement of educational activities.

Documentation supporting these elements is maintained by the provider for each continuing nursing education activity in accordance with applicable record retention requirements.

Process for Awarding Contact Hours

Contact hours for continuing nursing education (CNE) activities are calculated based on the actual instructional time required to complete the educational content, consistent with the standard of one contact hour equaling 60 minutes of learning activity.

The provider offers CNE activities in two formats: **independent study (asynchronous online learning)** and **live presentations**.

Independent Study Activities

The primary CNE activities offered by the provider are delivered through an online learning platform as asynchronous independent study. Instructional time includes video-based learning modules and required educational content. Time spent completing quizzes, evaluations, course navigation, or administrative tasks is not included in the contact hour calculation.

Total contact hours are determined by calculating the total instructional minutes of course content and dividing by ~~60~~ 50 minutes to determine the number of contact hours awarded.

Participants must complete all required course modules, achieve a passing score on knowledge assessment quizzes, and complete the course evaluation in order to receive contact hours and a certificate of completion.

Completion is verified electronically through the learning management system, which tracks participant progress and confirms completion of all required components prior to issuing a certificate.

Partial Credit for Independent Study

Partial credit is not awarded for independent study activities. Participants must complete the entire course and all required requirements to receive contact hours. Because the activities are self-paced, participants may complete the course over multiple sessions as needed.

Live Educational Activities

For live educational presentations, contact hours are calculated using the standard of 60 minutes of instructional time equaling one contact hour. Scheduled breaks, meals, registration time, or other non-instructional activities are not included in the contact hour calculation.

Attendance is verified through sign-in or attendance rosters. Participants must attend the full instructional period and complete the evaluation form to receive the awarded contact hours.

If a participant arrives late or leaves early, contact hours are adjusted proportionally based on the amount of instructional time attended.

Instructor Credit

Instructor contact hours are calculated based on the number of instructional contact hours awarded for the educational activity. Instructors presenting the material may receive contact hours for the first presentation of the activity. Subsequent presentations of the same material do not receive additional instructor credit.

Independent Study Pilot Process

For independent study activities, contact hours are determined through pilot testing of the educational material to estimate the average time required for completion. Pilot reviewers completed the full course content and provided feedback regarding time required for completion.

Based on this pilot process, the instructional content across the three primary course offerings was determined to require approximately **12 hours of total learning time**. Each individual course includes approximately **4 hours of instructional content** and awards **4 continuing nursing education contact hours** when completed separately.

Documentation of pilot testing and time calculations is maintained by the provider.

Process for Verifying Participation and Completion of Offering

Participation and successful completion of continuing nursing education (CNE) activities are verified through the provider's online learning management system (LMS) for independent study activities and through attendance documentation for live presentations.

Attendance Roster

For each CNE activity, the provider maintains an attendance roster that documents participants who successfully complete the activity. The roster includes the following information:

- Participant name
- Participant contact information (email address)
- Title of the educational activity
- Date of completion
- Number of contact hours awarded
- Verification of successful completion of course requirements

For independent study activities, the learning management system automatically generates completion records based on participant progress and completion of required course elements.

For live educational presentations, attendance is verified through sign-in sheets or electronic attendance tracking systems. Attendance records are maintained by the provider.

Verification of Completion for Independent Study

Independent study completion is documented electronically through the learning management system. Participants must complete all course modules, successfully pass required knowledge assessment quizzes, and complete the course evaluation before a certificate of completion is issued.

The system records the participant's progress and completion status and verifies that all required elements have been completed.

Certificate of Completion

Upon successful completion of a CNE activity, participants receive a certificate of completion. Certificates include the following information:

- Participant name
- Title of the educational activity
- Date of completion
- Number of contact hours awarded
- Name of the provider issuing the continuing nursing education
- Signature or authorization of the provider representative

Certificates are generated electronically and made available to participants through the learning platform.

Sample copies of the attendance roster format, certificate of completion, and documentation used for independent study verification are attached to this application as required.

Process for Record Keeping and Storage

The provider maintains records for all continuing nursing education (CNE) activities for a minimum of two years following the presentation or completion of the activity, in accordance with KAR 60-9-107(h).

Records maintained for each CNE activity include:

- Title and description of the educational activity
- Summary of planning documentation
- Learning objectives and course content outlines
- Instructor qualifications and documentation of education and experience
- Bibliography or reference materials used in the educational activity
- Attendance rosters or participant completion records
- Participant evaluation summaries

- Contact hours awarded
- Copies of promotional or announcement materials
- Sample certificates of completion issued to participants

Records related to independent study activities are generated and maintained electronically through the provider's learning management system (LMS). Participant completion data, quiz results, and evaluation submissions are recorded within the platform and retained as part of the activity documentation.

Administrative records, course documentation, and supporting materials are stored in secure cloud-based systems maintained by the provider. These records include documentation required by KAR 60-9-107 for each continuing nursing education activity. Access to these systems is restricted to authorized administrative personnel responsible for managing continuing education activities.

Measures are taken to ensure confidentiality and security of participant information, including password-protected systems, controlled user access, and secure digital storage. Participant data is used solely for purposes related to course administration, record keeping, and verification of continuing nursing education credit.

All records are maintained in accordance with applicable privacy and professional standards to protect the confidentiality of participants and ensure the integrity of the continuing nursing education program.

Process for Notice of Change of Coordinator or Required Policies

The provider maintains administrative oversight of all continuing nursing education (CNE) activities and records the designated CNE coordinator and applicable program policies within the provider's administrative documentation.

If there is a change in the designated CNE coordinator or any required policies related to the administration of continuing nursing education activities, the provider will notify the Kansas State Board of Nursing (KSBN) in writing within 30 days of the change, in accordance with KAR 60-9-107(b)(3)(H).

Notification will be submitted through the method designated by KSBN, which may include written correspondence or electronic communication to the Board. The notification will include the effective date of the change and updated documentation reflecting the new coordinator or revised policies.

Administrative records are reviewed periodically to ensure that coordinator information and required policies remain accurate and current. Documentation of any notifications submitted to KSBN will be retained as part of the provider's continuing education records.

Total Program Evaluation

The provider conducts a comprehensive annual evaluation of the continuing nursing education (CNE) program to ensure that educational activities remain effective, relevant to nursing practice, and compliant with Kansas State Board of Nursing regulations.

The annual program evaluation includes a review of multiple components of the CNE program, including:

- Participant evaluation feedback from each educational activity
- Achievement of stated learning objectives
- Effectiveness and clarity of course content and instructional methods
- Participant satisfaction with the educational activity
- Instructor effectiveness and subject matter expertise
- Relevance of the educational content to nursing practice
- Adequacy of course materials, references, and learning resources
- Administrative processes related to course delivery, completion verification, and recordkeeping

Evaluation data is collected through participant evaluation forms completed at the end of each CNE activity and through administrative review of course performance and feedback trends. The results of these evaluations are reviewed by the provider and used to identify opportunities for improvement in course content, instructional methods, and administrative processes. When necessary, course content, references, or instructional approaches are updated to reflect current evidence-based practices and participant feedback.

A copy of the proposed annual program evaluation form is attached to this application.
In accordance with KAR 60-9-107(i)(1), documentation for two separate educational offerings developed for presentation is also attached. These documents include planning summaries, learning objectives, instructor qualifications, bibliographies, evaluation forms, and promotional materials associated with the selected offerings.

KAILEY WARBURTON
1574 Clear Creek Loop, Twin Falls, Idaho 83301
kaileywarburton@gmail.com | (425) 760-5459

Professional Summary

Registered Nurse, IBCLC, and maternal-child health expert with 11+ years of experience in clinical care, education, and program development. Recognized for advancing access to lactation services through innovative, insurance-based care models and community-driven initiatives. Skilled in clinical leadership, team development, and translating evidence-based practice into scalable systems that improve patient outcomes. Recently earned a Master of Science in Nursing (MSN) in Executive Leadership, with a focus on leading strategic growth and driving meaningful change in maternal and infant health.

Education

Master of Science in Nursing – Executive Leader
Purdue – Lafayette, IN | September 2023 - May 2025
GPA: 3.91/4.0

Bachelor of Science in Nursing
University of Washington – Seattle, WA | Aug 2014 – Aug 2015
GPA: 3.98/4.0

Bachelor of Science in Pre-Medical Studies
Northwest Nazarene University – Nampa, ID | Aug 2008 – May 2012
GPA: 3.9/4.0 | President's Scholar, Summa Cum Laude, Athletic All-Academic Team (4 years)

Certifications & Licenses

- RN-C Inpatient Obstetrics
- International Board-Certified Lactation Consultant (IBCLC)
- Electronic Fetal Monitoring
- BLS for Providers
- Neonatal Resuscitation Program (NRP) Instructor

Professional Experience

Owner – The Mama Coach Kailey
Twin Falls, ID | Apr 2022 – Present

- Provide in-home prenatal and lactation consulting to mothers and families
- Voted Idaho's Best State Wide and Regionally in 2025 and 2026
- Partner with pediatric offices and OB clinics to deliver free educational community classes

Nurse Educator – St. Luke's Health System
Twin Falls, ID | Feb 2022 – Sep 2024

- Led onboarding for new RNs and CNAs across the health system
- Taught general education classes on situational awareness and safety
- Certified NRP instructor for system-wide neonatal resuscitation training

LDRP Registered Nurse – Evergreen Health
Kirkland, WA | Sep 2015 – Jun 2021

- Delivered patient care during labor, delivery, triage, and high-risk antepartum
- Served as Charge RN in a 40-bed unit with 450+ births monthly
- Supported postpartum care in the nation's first Baby-Friendly-accredited hospital
- Precepted multiple new graduate nurses

Leadership & Strategic Projects

Board Member – Idaho Breastfeeding Coalition
Twin Falls, ID | May 2023 – Present

- Organized and hosted the IBC Annual Summit with 12 speakers and 100+ attendees
- Advocated for statewide education on breastfeeding best practices

Member – United States Breastfeeding Committee (USBC)
United States | January 2026 – Present

- Contribute to national initiatives supporting breastfeeding policy, education, and access to care
- Engage in collaborative initiatives aimed at improving breastfeeding outcomes and health equity nationally

Ariadne Champion – Team Birth Project
Evergreen Health | Kirkland, WA | Jan 2019

- Partnered with Ariadne Labs in a national initiative to reduce c-sections
- Implemented communication strategies to improve patient outcomes and experience

Collegiate Athlete – Volleyball Team Captain
Northwest Nazarene University | Aug 2008 – May 2012

- Served as team captain for two years
- Balanced full academic course load with athletic travel and competition

---

Skills

- Clinical Education, Training & Team Development
- Maternal-Child Health & Lactation Care (IBCLC)
- Strategic Communication & Patient-Centered Education
- Program Development & Care Model Innovation
- Community Health Initiatives & Outreach
- Public Speaking & Professional Education
- Electronic Fetal Monitoring (EFM)
- Epic EMR

Independent Study Contact Hour Determination

Continuing Nursing Education Activities
Provider: New Little Life

Purpose

This document describes the method used to determine the number of continuing nursing education (CNE) contact hours awarded for independent study activities offered through the New Little Life educational platform.

Instructional Time Calculation

The courses offered as independent study activities consist primarily of recorded instructional video modules. The total instructional time was calculated by measuring the total runtime of all video-based educational content included in the course.

The combined runtime of the instructional video modules in the three primary course offerings equals approximately **12 hours of educational content**. Each course includes approximately **4 hours of instructional material** and awards **4 continuing nursing education contact hours** when completed individually.

Consistent with continuing nursing education standards, **one contact hour is equivalent to 50 minutes of instructional time.**

Therefore:

12 hours of instructional content ÷ 50 minutes per contact hour = **14.4 contact hours**

Time spent completing quizzes, evaluations, or navigating the course platform is **not included** in the contact hour calculation.

Verification of Completion

Participants must complete all course modules, pass the required quizzes, and complete the course evaluation to receive continuing nursing education contact hours.

Completion is verified electronically through the Kajabi learning management system, which tracks participant progress through each instructional module.

Oversight

The course content and contact hour determination were reviewed by the nurse planner responsible for continuing nursing education oversight:

- Kailey Warburton, MSN, RN

Documentation of this contact hour calculation is maintained by the provider in accordance with Kansas State Board of Nursing recordkeeping requirements.

Continuing Nursing Education Disclosure Statement

Provider: New Little Life

In accordance with continuing nursing education standards, all individuals in a position to control the educational content of continuing nursing education activities are required to disclose any relevant financial relationships with commercial entities.

For continuing nursing education activities offered by New Little Life:

- The course instructor(s) and nurse planner are required to disclose any relevant financial relationships with commercial entities whose products or services may be discussed within the educational activity.
- At the time of this application, the course instructor, Allison Tolman, LPN, IBCLC, and the nurse planner, Kailey Warburton, MSN, RN, have **no relevant financial relationships with commercial entities related to the content of these educational activities**.
- Additional instructors or subject-matter experts who participate in future educational activities will be required to complete a disclosure review prior to participating in the development or presentation of the educational activity to ensure that any potential conflicts of interest are identified and appropriately managed.

These continuing nursing education activities receive **no commercial support**.

Educational content for these continuing nursing education activities is developed independently and is based on current research, clinical experience, and evidence-based practices related to lactation support and breast pump management.

Any potential conflicts of interest will be disclosed to participants prior to the start of the educational activity.

Annual Continuing Nursing Education Program Evaluation

Provider: New Little Life

Evaluation Year: _____

Program Coordinator: Allison Tolman, LPN, IBCLC
Nurse Planner / Responsible Nurse: Kailey Warburton, MSN, RN

1. Review of Continuing Nursing Education Activities

Please evaluate the continuing nursing education activities offered during the evaluation period.

Evaluation Area	Yes	No	Comments
Educational activities met stated learning objectives	☐	☐	
Content remained evidence-based and current	☐	☐	
Course materials remained relevant to nursing practice	☐	☐	
Instructional methods were effective for learning	☐	☐	

2. Participant Feedback

Evaluation Area	Yes	No	Comments
Participant evaluations indicate satisfaction with educational activities	☐	☐	
Participant feedback identified areas for improvement	☐	☐	
Participant feedback was reviewed and considered for course updates	☐	☐	

3. Instructor Evaluation

Evaluation Area	Yes	No	Comments
Instructor demonstrated subject matter expertise	☐	☐	
Instructor effectively communicated course material	☐	☐	
Instructor maintained evidence-based educational content	☐	☐	

4. Administrative Compliance

Evaluation Area	Yes	No	Comments
Participation and completion records were properly maintained	☐	☐	
Certificates of completion were issued appropriately	☐	☐	
CNE course documentation and records were securely stored	☐	☐	
Provider remained compliant with KSBN CNE regulations	☐	☐	

5. Program Improvements

List any changes or improvements planned for future CNE activities:

_____

_____

_____

Signatures

Program Coordinator
Allison Tolman, LPN, IBCLC

Signature: _____ Date: _____

Nurse Planner / Responsible Nurse
Kailey Warburton, MSN, RN

Signature: _____ Date: _____

CERTIFICATE
OF COMPLETION



This is to certify that

Jane Smith

License: RN-4321

has successfully completed the continuing nursing education activity: **Pumping in Practice**

You have been awarded **4.8 contact hours of continuing nursing education.**

Provider: New Little Life
9169 W State St #941
Garden City ID 83714

Instructor: Allison Tolman, LPN, IBCLC

Kailey Warburton, MSN, RN

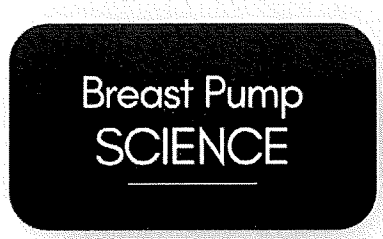
KAILEY WARBURTON, MSN, RN
Nurse Planner

May 13, 2026

DATE COMPLETED

Individual Courses Available:

Breast Pump Science Course



BUY NOW $97

Diving into the data behind breast pumps and helping you navigate the pumps YOU see most often. We want you to truly understand breast pumps, not just run through the specs you can find on the website.

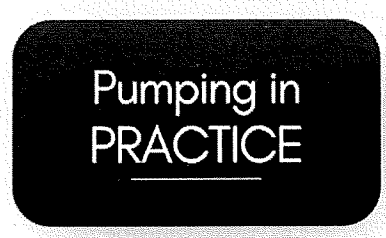
Comprehensive Flange Sizing



BUY NOW $97

Learn from Jessica Anderson, IBCLC how to size clients both virtually and in person in this in-depth process. She is especially gifted in sizing for wearable pumps!

Pumping in Practice



BUY NOW $97

This is where you'll take everything you've learned and apply it directly to your practice. We'll explore everything from occasional to exclusive pumping.

Continuing Nursing Education Activity Planning Summary

Provider: New Little Life

Activity Title: Pumping in Practice

Activity Type: Independent Study (Asynchronous Online Learning)

Contact Hours: 4.8 Continuing Nursing Education Contact Hours

Instructor:
Allison Tolman, LPN, IBCLC

Nurse Planner / Responsible Nurse:
Kailey Warburton, MSN, RN

Target Audience:
Nurses and healthcare professionals supporting lactating parents who rely on breast pumps.

Educational Need:
Healthcare professionals frequently report limited training in breast pump management, pumping schedules, and milk supply troubleshooting. This activity was developed to improve clinical knowledge and competence in providing evidence-based pumping support.

Method of Instruction:
Recorded instructional video modules with quizzes and learner evaluation.

Requirements for Successful Completion:

Participants must:

- complete all course modules
- pass module quizzes
- complete the course evaluation

Verification Method:
Completion is verified through the Kajabi learning management system, which tracks module completion, quiz completion, and evaluation submission before issuing a certificate.

1. Planning Summary

This continuing nursing education activity was developed to address clinical challenges faced by nurses and healthcare professionals who support lactating parents who rely on breast pumps to initiate, establish, or maintain milk supply.

Breast pump use has become increasingly common in postpartum care, neonatal intensive care units, outpatient lactation support, and among parents returning to work. Despite the prevalence of pumping, many healthcare professionals receive limited formal training in pumping management, milk supply assessment, and troubleshooting pumping concerns.

This course was developed by Allison Tolman, LPN, IBCLC, based on clinical experience supporting pumping families and healthcare professionals. The educational content was reviewed by five International Board Certified Lactation Consultants, including a Registered Nurse with a Bachelor of Science in Nursing (RN, BSN), who serves as the nurse planner responsible for ensuring that the activity meets continuing nursing education requirements.

Planning considerations included:

- increasing reliance on breast pumps to establish and maintain milk supply
- clinical challenges related to milk supply assessment and pumping output
- the need for evidence-based guidance regarding pumping schedules and techniques
- patient education related to milk storage, pump hygiene, and pumping plans

The educational activity focuses on practical clinical decision-making for healthcare professionals providing pumping support. Topics include milk supply assessment, pumping schedules, pumping techniques, troubleshooting low output, infection considerations, and safe milk storage practices.

The goal of this activity is to improve clinicians' ability to support pumping parents through evidence-based education and clinical decision-making.

This continuing nursing education activity is designed to expand nursing knowledge and clinical competence related to lactation management and breast pump use and meets the definition of continuing nursing education as described in KSA 65-1117.

2. Behavioral Learning Objectives

Upon completion of this activity, participants will be able to:

1. Describe factors that influence milk supply and milk removal when using a breast pump.
2. Identify common causes of low pumping output and differentiate between supply issues and pumping technique concerns.
3. Develop individualized pumping schedules based on patient needs and lactation goals.
4. Apply evidence-based pumping techniques to improve milk removal.
5. Educate patients regarding milk storage, pump hygiene, and safe pumping practices.

3. Instructor Qualifications

Allison Tolman, LPN, IBCLC
Course Developer and Instructor

Allison Tolman is a Licensed Practical Nurse and International Board Certified Lactation Consultant with extensive experience supporting pumping parents in clinical and outpatient settings. She is the founder of New Little Life, an educational platform dedicated to providing evidence-based education related to breast pump use and lactation support.

She has worked directly with hundreds of pumping families and healthcare professionals and has developed professional training programs focused on breast pump technology, pumping management, and lactation education.

Course content has been reviewed by five International Board Certified Lactation Consultants, including a Registered Nurse with a Bachelor of Science in Nursing, who serves as the nurse planner responsible for ensuring that the educational activity meets continuing nursing education requirements.

4. Bibliography

1. Gardner, H., Kent, J. C., Lai, C. T., & Geddes, D. T. (2019). Comparison of maternal milk ejection characteristics during pumping using infant-derived and two-phase vacuum patterns. *International Breastfeeding Journal*, 14, 47. An outdated reference, but one of the most current on the topic
2. Gridneva, Z., Warden, A. H., McEachran, J. L., Perrella, S. L., Lai, C. T., & Geddes, D. T. (2025). Maternal and Infant Characteristics and Pumping Profiles of Women That Predominantly Pump Milk for Their Infants. *Nutrients*, *17*(2), 366. https://doi.org/10.3390/nu17020366
3. Pillay, J., & Davis, T. J. (2023). Physiology, lactation. In *StatPearls*. Treasure Island, FL: StatPearls Publishing. https://www.ncbi.nlm.nih.gov/books/NBK499981/
4. Tolman, A. (2023). *Exploratory research on comparing breast pumps: Using data to objectively evaluate pump qualities.* **Clinical Lactation, 14**(4), 171–183. https://doi.org/10.1891/CL-2023-0020
5. U.S. Food and Drug Administration. (2023, July 20). *Using a breast pump.* https://www.fda.gov/medical-devices/breast-pumps/using-breast-pump
6. U.S. Centers for Disease Control and Prevention. (2023). Proper storage and preparation of breast milk. https://www.cdc.gov/breastfeeding

5. Learner Evaluation Form

Course Title: Pumping in Practice

Please rate the following statements:
The learning objectives were achieved.
☐ Strongly Agree
☐ Agree
☐ Neutral
☐ Disagree

The content was relevant to my nursing practice.
☐ Strongly Agree
☐ Agree
☐ Neutral
☐ Disagree

The instructor demonstrated expertise in the subject matter.
☐ Strongly Agree
☐ Agree
☐ Neutral
☐ Disagree

This activity improved my ability to support patients who rely on breast pumps.
☐ Strongly Agree
☐ Agree
☐ Neutral
☐ Disagree

Open-ended questions:
What was the most valuable part of this course?
What suggestions do you have for improving this educational activity?

6. Promotional Announcement

Pumping in Practice

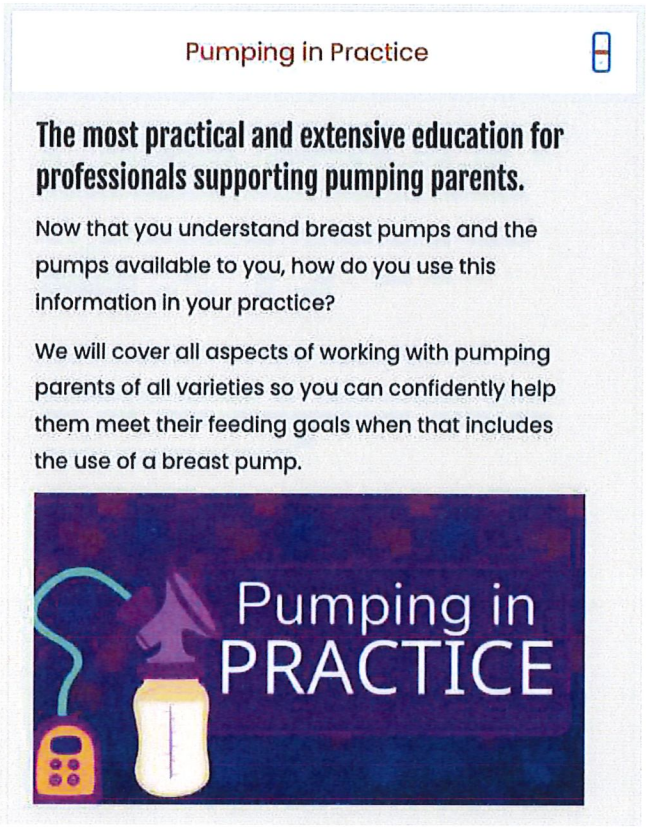
This continuing nursing education activity provides practical guidance for healthcare professionals supporting lactating parents who rely on breast pumps. Participants will learn how to assess milk supply, develop individualized pumping plans, troubleshoot low pumping output, and educate patients regarding pumping techniques, milk storage, and pump hygiene.

Target Audience: Nurses and healthcare professionals supporting lactating parents who use breast pumps.

Contact Hours: 4.8 contact hours

Completion Requirements: Participants must complete all course modules, pass quizzes, and complete the course evaluation to receive contact hours.

Provider: New Little Life



Included in this curriculum which is taught by Allison Tolman, LPN, IBCLC (New Little Life) and Jessica Anderson, IBCLC (Genuine Lactation) are lessons including:

- Pumping Parents
- Milk Supply Variations
- Low Milk Supply
- Oversupply
- Letdowns while Pumping
- Milk Supply and Pumping
- Pumping Schedules
- Pumping Techniques
- Pumping Session Walkthrough
- Timing, Frequency, and Duration
- Initiating Milk Supply
- Adding Nursing to Pumping
- Nursing and Pumping Combinations
- Exclusive Pumping
- Cleaning Pump Parts
- Milk Storage
- Dropping Pumping Sessions
- Bottle Feeding Resources (limited)

There are multiple downloads, tools, and brandable forms for you inside this course.

The course is approximately 4 hours.

7. Instructional Agenda - Pumping in Practice

Pumping Parents	9:39
Milk Supply Variations	7:45
Low Milk Supply	9:40
Oversupply	11:26
Let Downs while Pumping	16:51
SECTION QUIZ	**5:00**
Milk Supply & Pumping	15:34
Pumping Schedules	9:17

SECTION QUIZ	**5:00**
Pumping Techniques	19:05
SECTION QUIZ	**5:00**
Pumping Session Walkthrough	7:18
Timing, frequency, duration	10:45
SECTION QUIZ	**5:00**
Initiating milk supply	6:53
Adding Nursing to Pumping	11:25
Nursing and Pumping WITH	9:37
Nursing and Pumping WITHOUT	7:34
Exclusive Pumping	9:49
SECTION QUIZ	**5:00**
Cleaning Pump Parts	15:08
Milk Storage	17:45
SECTION QUIZ	**5:00**
Dropping pumping sessions	8:51
Bottle Feeding	6:00
Course Evaluation	

TOTAL INSTRUCTIONAL TIME: 4 hours

Continuing Nursing Education Activity Planning Summary

Provider: New Little Life

Activity Title: Breast Pump Science

Activity Type: Independent Study (Asynchronous Online Learning)

Contact Hours: 5.1 Continuing Nursing Education Contact Hours

Instructor:
Allison Tolman, LPN, IBCLC

Nurse Planner / Responsible Nurse:
Kailey Warburton, MSN, RN

Target Audience:
Nurses and healthcare professionals who provide education or support to lactating parents using breast pumps.

Educational Need:
Breast pump use has become increasingly common among lactating parents in both hospital and outpatient settings. Many healthcare professionals receive limited formal training on breast pump mechanics, suction patterns, cycle speeds, and factors that influence effective milk removal. This educational activity was developed to improve clinicians' understanding of breast pump function and to support evidence-based patient education and troubleshooting related to pumping.

Instructional Method:
Recorded instructional video modules with knowledge assessment quizzes and a learner evaluation.

Requirements for Successful Completion:

Participants must:

- complete all instructional modules
- pass required quizzes
- complete the course evaluation

Verification of Completion:
Completion is verified electronically through the Kajabi learning management system, which tracks module completion, quiz completion, and evaluation submission prior to issuing a certificate of completion.

1. Planning Summary

This continuing nursing education activity was developed to address knowledge gaps among nurses and healthcare professionals who support lactating parents who rely on breast pumps for milk expression. While breast pump use is increasingly common in postpartum, NICU, outpatient, and return-to-work situations, many clinicians receive limited formal training in breast pump mechanics, suction patterns, and factors that influence effective milk removal.

The activity was developed by Allison Tolman, LPN, IBCLC, with subject matter review by five International Board Certified Lactation Consultants (IBCLCs), including a Registered Nurse with a Bachelor of Science in Nursing (RN, BSN), to ensure accuracy and alignment with current evidence-based practices in lactation management.

Planning considerations included:

- increasing reliance on breast pumps in modern infant feeding practices
- common clinical questions from healthcare providers regarding pump selection and effectiveness
- clinical risks associated with improper pump use or pump selection
- research regarding suction patterns, cycle speed, and milk ejection physiology

Course content addresses topics such as breast pump design, suction mechanics, cycle speed, milk ejection reflex, and pump selection considerations. Educational content is designed to improve clinicians' ability to evaluate pumping concerns and provide appropriate patient guidance.

This continuing nursing education activity is designed to expand nursing knowledge and clinical competence related to lactation management and breast pump use and meets the definition of continuing nursing education as described in KSA 65-1117.

2. Behavioral Learning Objectives

Upon completion of this activity, participants will be able to:

1. Describe the physiology of milk expression during breast pumping.
2. Identify key mechanical components and operating parameters of breast pumps, including suction strength and cycle speed.
3. Explain factors that influence pumping effectiveness and milk removal.
4. Evaluate common breast pump characteristics when assisting patients in pump selection.
5. Apply evidence-based guidance when counseling patients about breast pump use.

These objectives align with course assessments covering pump mechanics, suction characteristics, and milk ejection physiology.

3. Instructor Qualifications

Allison Tolman, LPN, IBCLC
Course Developer and Instructor

Allison Tolman is a Licensed Practical Nurse and International Board Certified Lactation Consultant specializing in breast pump education and lactation management. She is the founder of New Little Life, an educational platform dedicated to improving evidence-based education related to breast pump use and lactation support.

She has extensive experience working with pumping families and healthcare professionals and has developed professional training programs focused on breast pump technology, flange sizing, and pumping management. She has been requested as a keynote speaker internationally and is recognized as a breast pump expert in the field of lactation.

Course content was additionally reviewed by five IBCLCs, including a Registered Nurse with a Bachelor of Science in Nursing, to ensure clinical accuracy and alignment with evidence-based lactation care.

4. Bibliography

1. Gardner, H., Kent, J. C., Lai, C. T., & Geddes, D. T. (2019). Comparison of maternal milk ejection characteristics during pumping using infant-derived and two-phase vacuum patterns. *International Breastfeeding Journal*, 14, 47. https://doi.org/10.1186/s13006-019-0237-6 An outdated reference, but one of the most current on the topic
2. Gridneva, Z., Warden, A., McEachran, J., Perrella, S., Lai, C., & Geddes, D. (2025). Milk ejections and milk flow patterns during breast expression: When to stop pumping. *Proceedings*, 112(1).
3. Rosenbaum KA. (2022). Exclusive Breastmilk Pumping: A Concept Analysis. Nurs Forum. 2022;57:946-953. doi:10.1111/nuf.12766
4. Manshanden, T. M. N., Prime, D. K., Scheele, F., & Velzel, J. (2025). Impact of a modified breast pump suction pattern on milk yield during the initiation of lactation: A pilot study. *Journal of Perinatal & Neonatal Nursing*.
5. Theurich, M. A., Eglash, A., Miller, D., Dubelier, M., Macaluso, L., Macaluso, A., Krauska, A., Simon, L., Rothstein, J. D., Uhr, S., & Patterson, J. A. (2025). Perspectives on Breast Pump

Experiences: Findings from a U.S. national cross-sectional survey. *Breastfeeding Medicine*. https://doi.org/10.1177/15568253251400352

6. Tolman, A. (2023). *Exploratory research on comparing breast pumps: Using data to objectively evaluate pump qualities.* **Clinical Lactation, 14**(4), 171–183. https://doi.org/10.1891/CL-2023-0020

5. Learner Evaluation Form

CNE Activity Evaluation

Course Title: Breast Pump Science

Please rate the following:

The learning objectives were achieved
☐ Strongly Agree
☐ Agree
☐ Neutral
☐ Disagree

The content was relevant to my nursing practice
☐ Strongly Agree
☐ Agree
☐ Neutral
☐ Disagree

The instructor demonstrated expertise in the subject matter
☐ Strongly Agree
☐ Agree
☐ Neutral
☐ Disagree

This activity improved my knowledge of breast pump function and pumping support.

☐ Strongly Agree
☐ Agree
☐ Neutral
☐ Disagree

Open-ended:
- What was the most valuable part of this course?
- What suggestions do you have for improving this course?

6. Announcement / Promotional Description

Breast Pump Science

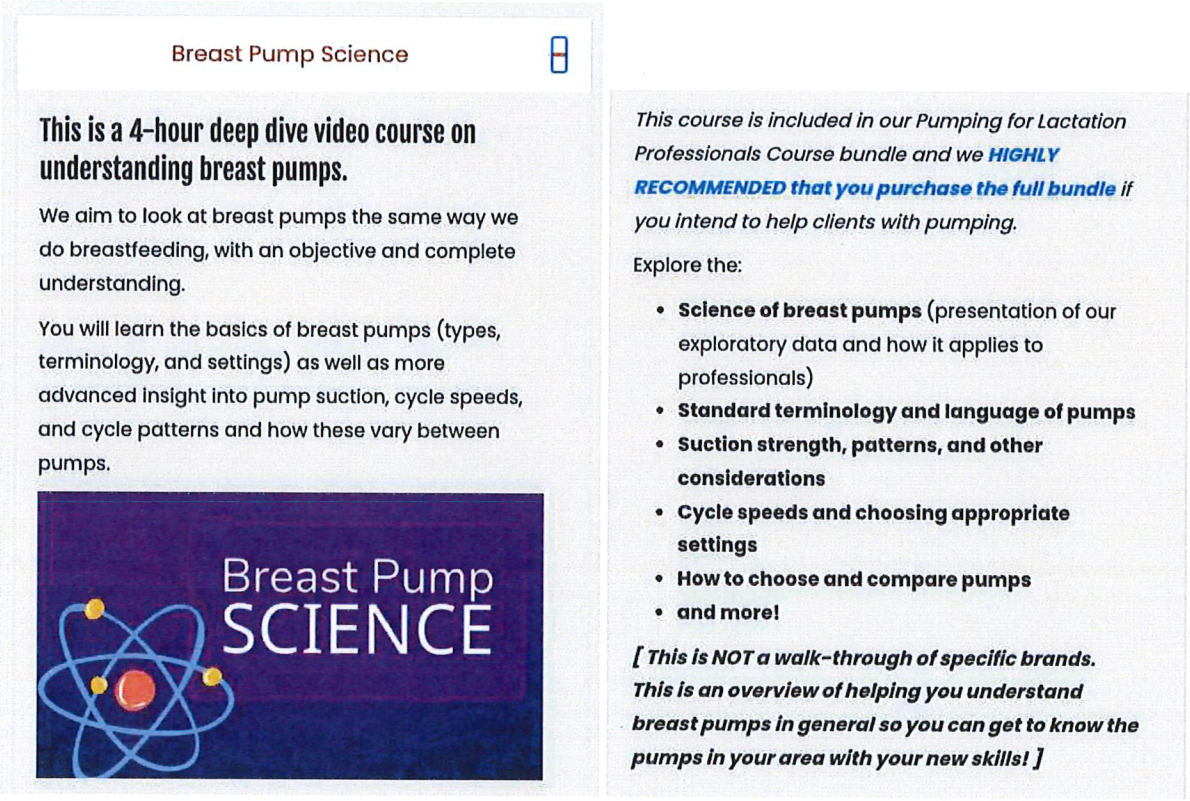
This continuing nursing education activity provides a detailed overview of breast pump mechanics and milk expression physiology. Participants will learn how pump design, suction patterns, and cycle speed influence milk removal and how healthcare professionals can guide patients in selecting and using breast pumps effectively.

Target Audience: Nurses and healthcare professionals supporting lactating parents who use breast pumps.

Contact Hours: 5.1 contact hours

Completion Requirements: Participants must complete all modules, pass quizzes, and complete the course evaluation to receive contact hours.

Provider: New Little Life



7. Instructional Agenda – Breast Pump Science

MODULE	**DURATION**
Course Objectives	2:35
Instructor Introduction	5:46
Navigation	3:37
Pumping Lens	8:13
Pumping Numbers	6:46
Pump VS Baby	10:59
Types of Breast Pumps	19:11
Terminology	9:26
SECTION QUIZ	
Max Suction	12:52
Suction Range	7:29
SECTION QUIZ	
Single VS Double	8:33
Suction Patterns	5:43
SECTION QUIZ	
Cycle Speeds	10:33
SECTION QUIZ	
Understanding settings	18:52
Part Hacking	21:07
SECTION QUIZ	
Adjustment Periods	13:24
Adjustment Strategies	10:54
SECTION QUIZ	
Choosing a pump	10:21
Comparing pumps	20:09
Used pumps	21:38
SECTION QUIZ	
Unfamiliar pumps	13:30
Pump settings	9:00
QUIZ	

Course Evaluation	-

TOTAL INSTRUCTIONAL TIME: 4 hours 15 minutes

Participant Name	Email	License #	Course(s) Title	Start Date	Date Completed	Contact Hours	Certificate Issued
Jane Smith	jane@email.com	RN-4321	Breast Pump Science	5/1/2026	5/10/2026	4.75	Yes
Marie Jose	marie@email.com	LPN-54321	Breast Pump Science	5/2/26	5/13/26	4.75	Yes
Marie Jose	marie@email.com	RN-1234	Comphrensive Flange Sizing	5/2/26	5/14/26	4.25	Yes
Marie Jose	marie@email.com	RN-2345	Pumping in Practice	5/2/26	5/15/26	4	Yes

THIS CHECK CONTAINS MANY SECURITY FEATURES INCLUDING A DIGITAL SECURITY PANTOGRAPH VERIFICATION CODE, MICROPRINT TEXT AND A BOLD TECHNOLOGY. SEE DETAILS ON BACK.

NEW LITTLE LIFE LLC
5070 ROCK HILL CIR
IDAHO FALLS, ID 83401-6186

MIDDLESEX FED. SAVINGS, F.A.
SOMERVILLE, MA 02144

0000010000

DATE 04/01/2026

PAY Two Hundred and 0/100 Dollars

$ ****200.00

TO THE ORDER OF

KANSAS STATE BOARD OF NURSING
900 SW JACKSON ST RM 1051
TOPEKA, KS 66612-1232

001320-1 T4 P2

Memo: ATTN: CNE Department - New Little Life

PADLOCK ICON MUST BE VISIBLE

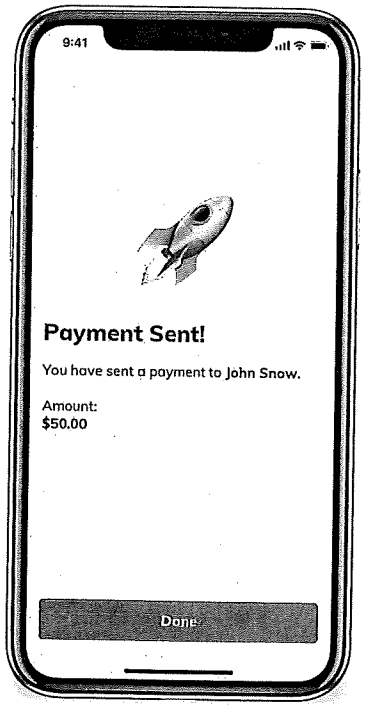
Allison Tolman

⑈000010000⑈ ⑆211370150⑆ 10173003 5⑈

Hi Kansas State Board of Nursing,

New Little Life LLC sent you this check for free using **Novo, the powerfully simple business banking platform with no hidden fees.**

- Apply in minutes
- No minimum balances
- Human-powered customer support
- Free and unlimited transfers & mailed checks
- Web, iOS, & Android apps



Learn more here: novo.co/checks

0001320-01

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

Renewal or Initial

Name of Provider: Ascend Wound Care **LT** _____

Name of Program Coordinator: Angela Van Donge, APRN-C, WCC

Date Received: 3/20/26

Date to CNE Committee: June 2026

_____ **Approved**

_____ **Not Approved:** _____

Date Notified: _____

Information Required	Received	NA
1. 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	
2. The name and address of the organization on the application	X	
3. 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
4. The name, education and experience of the program coordinator responsible for CNE – include resume	Angela Van Donge	
A. Be a licensed professional nurse		
B. Have three years of clinical experience		
C. Have one year of experience in developing and implementing nursing education		
D. Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:		
5. Written policies and procedures, including at least the following areas:		
A. Assessing the need and planning for CNE activities	X	
B. Fee assessment	X	
C. 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	
D. Notice of change of coordinator or required policies and procedures. The program coordinator shall notify	X	

the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days		
6. For long term providers, the policies and procedures for the approval process shall include the following:		
A. A summary of the planning	X	
B. The behavioral objectives	X	
C. The content, which shall meet the definition of CNE in KSA 65-1117	X	
D. The instructor's education and experience, documenting knowledge and expertise in the content area	X	
E. 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	
F. An offering evaluation that includes each participant's assessment of the following:		
1. The achievement of each objective	Each objective is not listed	
2. The expertise of each individual presenter	No ability to evaluate each presenter	
7. An approved provider may award any of the following:		
A. Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours	X	
B. Credit for fractions of hours over 30 mins to be computed towards a contact hour	Contact hours are calculated using 1 CNE = 60 mins, which is incorrect	60 mins = 1.2 CEUs
C. Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum	X	
D. Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results		X
E. Clinical hours		X
Documentation of Attendance		
8. Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
A. The provider's name, address, provider number, and coordinator	Does not contain all this information	
B. The date and title of the offering, and the presenter or presenters	No presenters on sample provided	
C. The participant's name and license number and the number of contact hours awarded	X	
9. Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent		

study offering, the provider shall maintain documentation that includes the following:		
A. The provider's name, address, provider number, and coordinator	not on list	X
B. The participant's name and license number, and the number of contact hours awarded	X	X
C. The title of the offering	X	X
D. The date on which the offering was completed	X	X
E. Either the completion of a posttest or a return demonstration	not on sheet	X
Certificate of Attendance/CE Transcript		
10. 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	
11. Each certificate and each CE transcript shall be complete before distribution to the participant	X	
12. Each certificate and each CE transcript shall contain the following information:		
A. The provider's name, address and provider number	No address or provider number	
B. The title of the offering	X	
C. The date or dates of attendance or completion	X	
D. The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded	X	
E. The signature of the individual responsible for the providership	X	
F. The name and license number of the participant	X	
Recordkeeping & Storage		
13. For each offering, the approved provider shall retain the following for two years:		
A. A summary of the planning	X	
B. A copy of the offering announcement or brochure	X	
C. The title and objectives	X	
D. The offering agenda or, for independent study, pilot test results		
E. A bibliography	X	
F. A summary of the participants' evaluations	X	
G. Each instructor's education and experiences	X	
H. Documentation to verify completion of the offering	X	
14. The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals	X	

Program Evaluation Plan		
15. For long-term providers, a copy of the total program evaluation plan	No provided	

12/2018

Two Proposed Offerings	
The provider shall submit two proposed offerings, including the following:	
16. Offering #1 **Diabetic Foot Ulcers**	
A. A summary of planning	
B. A copy of the offering announcement or brochure	
C. The title and behavioral objectives	X
D. The offering agenda or, for independent study, pilot test results	
E. Each instructor's education and experience	X
F. A current bibliography	
G. The offering evaluation form	X
17, Offering #2: **Basics of Wound Care**	
A. A summary of planning	
B. A copy of the offering announcement or brochure	
C. The title and behavioral objectives	X
D. The offering agenda or, for independent study, pilot test results	
E. Each instructor's education and experience	X
F. A current bibliography	
G. The offering evaluation form	X

12/2018, Rev 6/2025

KANSAS STATE BOARD OF NURSING

LANDON STATE OFFICE BUILDING

900 SW JACKSON, SUITE 1051

TOPEKA, KS 66612-1230

LONG-TERM CNE PROVIDER

COVER PAGE

◉ Initial Application ○ Renewal	
Name of Provider	Ascend Wound Care
Provider Number (for Renewal)	n/a
Legal Body (if different from provider)	Ascend Wound Care, LLC
Address of Provider	18104 Hatchell Road Tonganoxie, KS 66086
Telephone	913-636-2140
E-Mail Address	angiev@ascendwoundcare.com
Program Coordinator (RN)	Angela VanDonge, APRN-C, WCC
Date (mm-dd-yyyy e.g. 01-01-2001)	03-20-2026

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).

Ascend Wound Care serves patients with acute and chronic wounds across skilled nursing, long-term care, and assisted living settings. In addition to providing clinical care, Ascend is committed to educating and empowering bedside nurses and care staff.

In response to identified educational needs, Ascend Wound Care established a Continuing Education Planning Committee consisting of Kansas wound care specialists Angela VanDonge, APRN-C, WCC; Nate Howard, RN, WCC; Ashley Roberts, FNP-C, WCC; and Bethanie Leintz, RN, WCC. This committee, combined, has over 40 years of wound care experience in a variety of setting and serves as the advisory group responsible for planning, developing, and evaluating all CNE offerings.

Educational topics are determined using a needs-based approach that includes assessment of clinical practice gaps, feedback from nurses and nurse leaders, patient population needs, quality improvement data, and current evidence-based guidelines. Participant evaluations are utilized to guide ongoing program improvement.

All offerings meet the definition of continuing nursing education in KSA 65-1117(a) by providing evidence-based learning experiences that enhance nursing knowledge, skills, and clinical judgment. Content is directly applicable to practice, supports improved patient outcomes, and exceeds basic orientation or job-specific training.

Process for Fee Assesment

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.

Facility-Based Training
For on-site facility training, fees are assessed as follows:
Single course (1 CE contact hour): $750 flat rate for up to 20 participants
Additional participants beyond 20: $20 per person per course

Course Package Options
Facilities may purchase course packages at the following rates:
Three-course package: $2,000 (up to 20 participants per course)
Six-course package: $4,000 (up to 20 participants per course)
Additional participants beyond 20: $20 per person per course

Individual Enrollment
Courses are available to individual participants in two formats:
Online course: $25 per participant or Live course: $30 per participant

Payment and Insufficient Funds Policy
All course registrations must be paid by credit card, and registration is confirmed upon successful payment processing. In the event of insufficient funds or failed transactions, participants will be notified and required to submit payment through an approved method prior to attending the course. Certificates of completion will not be issued until full payment is received.

Refund Policy
Refunds will not be issued upon request. However, a full refund will be provided if:
The course is cancelled by Ascend Wound Care, or technical issues caused by Ascend Wound Care prevent the participant from accessing or completing the course.

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).

Ascend Wound Care will promote and announce the Continuing Nursing Education course, "The Basics of Wound Care," through multiple communication channels. These materials will be used to inform potential participants and partnering facilities about the course content, learning objectives, schedule, registration process, and continuing education credit availability.

Announcement and promotional materials will include:
Email announcements sent to skilled nursing facilities, long-term care facilities, and assisted living facilities
Flyers distributed to Directors of Nursing, nurse educators, and facility administrators
Digital flyers shared through professional networks and facility partners
Course descriptions and registration information posted on the Ascend Wound Care website
Social media announcements on Ascend Wound Care professional pages

All promotional and announcement materials will include the required approval statement in accordance with KAR 60-9-107(b)(3)(C). The following language will appear on all materials:

"Ascend Wound Care is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for ____ contact hour applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing Provider Number: _____."

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)

Ascend Wound Care verifies that, prior to the presentation of each continuing nursing education (CNE) offering, all required components outlined in KAR 60-9-107(d) will be completed and maintained. This includes:

1. A summary of the planning process for the offering
2. Clearly defined behavioral objectives
3. Verification that the content meets the definition of CNE pursuant to KSA 65-1117
4. Documentation of each instructor's education and relevant experience
5. A current (within 5 years) and appropriate bibliography reflective of the content
6. An evaluation tool for learners to assess achievement of objectives and instructor effectiveness

All required documentation will be reviewed and finalized prior to course delivery and maintained in accordance with Kansas State Board of Nursing requirements.

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)

Ascend Wound Care will award contact hours based on the actual time attended, as documented on the course attendance roster and agenda, in compliance with KAR 60-9-107(e)(1)–(5).

Continuing education credit will be awarded for instructional time only. Time allocated for registration, introductions, breaks, or other non-educational activities will not be included in the calculation of contact hours.

Participant attendance will be verified using a sign-in and sign-out attendance roster for in-person offerings or electronic attendance tracking for virtual or online offerings. The course instructor or designated staff member will monitor attendance to ensure accurate documentation of each participant's actual time in attendance.

Partial Credit Policy
Ascend Wound Care will award partial contact hours for late arrivals or early departures based on the actual minutes attended, consistent with Kansas State Board of Nursing policy allowing fractions of contact hours to be awarded when attendance exceeds 30 minutes.
The following method will be used:
60 minutes attended: 1.0 contact hour, 45–59 minutes attended: 0.75 contact hour; 30–44 minutes attended: 0.50 contact hour; Less than 30 minutes attended: no contact hours awarded
Partial credit will be calculated based on documented attendance time. The final number of contact hours awarded will be recorded on the participant's certificate of completion.

Instructor credit may be awarded, when applicable, in accordance with KAR 60-9-107(e), which allows two contact hours for each hour of a first-time presentation of an approved offering, excluding standardized or previously developed curriculum.

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)

Attendance Roster
Ascend Wound Care will maintain an attendance roster for each offering that includes:
Course title and offering date; Location or delivery method (in-person or virtual); Participant name (printed);
Participant signature (for in-person offerings) or electronic verification (for virtual/online offerings);
License number (if applicable); Time in and time out (to verify actual attendance); Total contact hours awarded;
Instructor name
The roster is used to verify attendance and calculate contact hours in compliance with KSBN requirements.

Certificate of Completion
A certificate of completion will be issued to each participant who successfully completes an offering. The certificate includes: Participant name; Course title; Date of completion; Number of contact hours awarded; Statement indicating the offering meets requirements for continuing nursing education; Provider name (Ascend Wound Care); KSBN provider number (once assigned); Signature of the provider or authorized representative

Independent Study Documentation
For independent or online study offerings, Ascend Wound Care will maintain documentation that includes:
Participant name and completion date; Verification of participation (e.g., login tracking, module completion);
Successful completion of post-test (if applicable); Evaluation form completion; Total contact hours awarded

Electronic records will be securely maintained and will be retrievable for verification and audit purposes.

Samples
Sample copies of the attendance roster and certificate of completion are attached.

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)

Ascend Wound Care verifies that records of continuing education offerings will be maintained for a minimum of two (2) years following the presentation of each offering, in accordance with 60-9-107(h)(1)(A-H).

The following records will be retained:
- A summary of the planning process
- Documentation of each instructor's education and professional experience
- A copy of the offering announcement or brochure
- The title and objectives of the offering
- Documentation of each instructor's education and professional experience
- Documentation verifying completion of the offering, including participant rosters, posttests, and post-course evaluations

9 / In accordance with 60-9-107(h)(2), all records will be maintained electronically by Ascend Wound Care on password-protected devices for a minimum of two (2) years. Paper records will be scanned and securely stored electronically. Once digitized, all paper copies will be securely destroyed through shredding to ensure confidentiality.

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)

Ascend Wound Care verifies that, once approved, the original signature roster and a typed alphabetized roster of individuals who have completed an offering will be submitted to the Kansas State Board of Nursing within 15 working days of course completion.

Total Program Evaluation

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

Ascend Wound Care verifies that a comprehensive evaluation of the continuing nursing education (CNE) program will be conducted at least annually in accordance with KAR 60-9-107 requirements.

The annual program evaluation will assess the overall effectiveness of the CNE program, including achievement of learning objectives, quality of instructional content, instructor effectiveness, participant satisfaction, and impact on nursing practice and patient outcomes. Findings from the evaluation will be used to guide program improvements, revise educational offerings, and ensure ongoing compliance with Kansas State Board of Nursing standards.

Documentation of the annual evaluation will be maintained and available for review.

Annual CE Committee Evaluation Tool 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 by pressing the Submit button you are 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 press the Submit button .
Otherwise please go back and correct any information that is necessary.

SUBMIT WILL CONTINUE YOU ON TO THE FILE UPLOAD PAGE

SUBMIT

Policy and Procedures

Continuing Education Offerings

Ascend Wound Care, LLC

These policies and procedures outline the processes used by Ascend Wound Care, LLC to plan, implement, evaluate, and maintain continuing education (CE) offerings in compliance with Kansas Administrative Regulation (KAR) 60-9-107.

1. Needs Assessment and Planning

Ascend Wound Care will conduct a needs assessment to identify the continuing education needs of Registered Nurses (RNs), Licensed Practical Nurses (LPNs), Advanced Practice Registered Nurses (APRNs), and Certified Nurse Aides (CNAs) related to wound care and related clinical practices.

The Continuing Education Planning Committee will meet on a regular basis, at least annually or as needed, to review educational needs. Input may be obtained from:

- Nursing leaders and clinical educators in the Kansas City metropolitan area
- Healthcare facilities and wound care providers
- Participant evaluations from previous courses
- Changes in evidence-based wound care practices
- Regulatory or professional practice updates

Based on identified needs, the planning committee will develop course objectives, content outlines, and educational materials.

When appropriate, a pilot offering may be conducted. Participant evaluations will be collected and reviewed by the planning committee. Feedback will be used to refine the course content and instructional methods prior to submitting the offering to the Kansas State Board of Nursing for continuing education approval.

2. Fee Assessment

Ascend Wound Care offers continuing education courses through both facility-based training and individual enrollment options.

Facility-Based Training

For on-site facility training, fees are assessed as follows:

- Single course (1 CE contact hour):
  $750 flat rate for up to 20 participants.

Additional participants beyond the 20-person limit may attend for $20 per person per course.

Course Package Options

Facilities may purchase course packages at the following rates:

- Three-course package: $2,000 (up to 20 participants per course)
- Six-course package: $4,000 (up to 20 participants per course)

Additional participants beyond the 20-person limit may attend for $20 per person per course.

Individual Enrollment

Courses are also available to individual participants in two formats:

- Online course: $25 per participant
- Live course: $30 per participant

Payment and Refund Policy

All course registrations must be paid by credit card. Registration will be confirmed once payment has been successfully processed.

Refunds will not be issued upon request. However, a full refund will be provided in the event that:

- The course is cancelled by Ascend Wound Care, or
- Technical issues experienced by Ascend Wound Care prevent the participant from accessing or completing the course.

3. Advertisement and Announcements

All continuing education offerings will be advertised in a manner that accurately represents the educational activity.

Announcements or promotional materials may include:

- Course title
- Course description
- Target audience
- Presenter name and credentials
- Number of contact hours awarded
- Course date, time, and location or online access information
- Registration instructions and applicable fees

All promotional materials will clearly state that the course is offered by Ascend Wound Care, LLC and will include the providership information as required by the Kansas State Board of Nursing.

"Ascend Wound Care is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 1.0 contact hour applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing Provider Number: _____."

4. Process for Verifying Participation and Completion

Ascend Wound Care will maintain documentation verifying participation and successful completion of each continuing education offering.

Live Courses

Participants will sign an attendance roster documenting participation. The roster will include:

Provider information:

- Provider name
- Provider address
- KSBN provider number
- Name of the providership coordinator

Offering information:

- Title of the course
- Date of the offering
- Presenter(s)

Participant information:

- Participant name
- Nursing license number
- Contact hours awarded

These requirements comply with KAR 60-9-107(f)(1)(A–C).

Online Courses

Online course participation will be documented electronically through a secure spreadsheet. Documentation will include:

Provider information:

- Provider name
- Address
- Provider number
- Providership coordinator

Offering information:

- Title of course
- Date completed
- Successful completion of post-test or evaluation

Participant information:

- Participant name
- License number
- Contact hours awarded

These requirements comply with KAR 60-9-107(f)(2)(A–E).

5. Certificates of Completion

A certificate of completion will be issued to each participant after successful completion of the offering.

Certificates will include:

- Provider name
- Provider address
- KSBN provider number
- Title of the offering
- Date of completion
- Number of contact hours awarded
- Signature of the individual responsible for the providership
- Participant name
- Participant license number

Certificates will be distributed at the end of the offering or electronically for online courses.

6. Record Keeping and Storage

Ascend Wound Care verifies that records related to continuing education offerings will be maintained for a minimum of two (2) years following the presentation of each offering.

Records retained will include:

- Summary of the planning process
- Course objectives and course outline
- Instructor qualifications, education, and professional experience
- Copies of promotional announcements or brochures
- Participant rosters and attendance verification
- Posttests and course evaluations
- Documentation verifying successful completion of the offering

Records will be stored electronically on password-protected devices. Paper records will be scanned and stored electronically. After secure digitization, paper records will be confidentially destroyed through shredding.

7. Notification of Changes

Ascend Wound Care will notify the Kansas State Board of Nursing (KSBN) in writing within 30 days of any changes involving:

- The providership coordinator
- Continuing education policies or procedures

Notification will be submitted through the communication method designated by KSBN, such as email or other official correspondence. Supporting documentation will be provided as required.

8. Submission of Completion Rosters

Ascend Wound Care will submit the following documentation to the Kansas State Board of Nursing within fifteen (15) working days of course completion:

- The original signature attendance roster
- A typed, alphabetized

Documentation will be submitted to:

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

Angela D. VanDonge, MSN, WCC, ARNP-C

Phone (913) 636-2140
Email angievandonge@live.com

18104 Hatchell Road
Tonganoxie, KS 66086

PROFESSIONAL SUMMARY

Committed, patient-oriented family nurse practitioner with twenty-two years of experience including eleven years specialized in wound care. Opened Ascend Wound Care LLC in 2022 to partner with long term care facilities, skilled nursing facilities, and assisted living facilities to improve wound care at bedside. Began seeing patients in the home setting in 2025 and launching Ascend Wound Care education in 2026.

EDUCATION

Master's of Science in Nursing, December 2003
University of Missouri-Kansas City, Kansas City, MO

Bachelor of Science in Nursing, December 2000
Fort Hays State University, Hays, KS

CERTIFICATIONS

American Academy of Nurse Practitioners, March 2004
National board certified as a Family Nurse Practitioner.

National Alliance of Wound Care, May 2016
Certified as a Wound Care Specialist.

The Hyperbaric Medicine Program of National Baromedical Services, Inc., July 2019
Certified as a Hyperbaric Medicine Provider.

National Alliance of Wound Care and Ostomy Preceptor, March 2021
Certified as wound care preceptor

PROFESSIONAL EXPERIENCE

- **Wound Care Nurse Practitioner** February 2022 – Present Ascend Wound Care LLC
  Provides advanced practice wound care to patients in long term/assisted living/ skilled nursing facilities and the home setting. Care includes diagnostic work-up of acute and chronic wounds, therapeutic intervention to include debridement, and appropriate pharmacological management. Acts as a preceptor through WCON to nurses wishing to obtain their WCC.

- **Wound Care Nurse Practitioner** August 2018-February 2022 Providence Medical Center, Kansas City, KS
  Provided advanced practice wound care to patients within the wound care center, hospital and long term/assisted living/ skilled nursing facilities. Care included diagnostic work-up of acute and chronic wounds, therapeutic intervention to include surgical debridement and hyperbaric therapy, and appropriate pharmacological management. Certified by WCON as a preceptor in wound care and acted as a preceptor to nurses within long term care setting wishing to obtain their WCC.

- **Family Nurse Practitioner** February 2015 – August 2018 1635 Primary Care, Kansas City KS
  Provided advanced practice medical care for patients ranging in age from 14 to geriatrics within the family practice clinic, hospital, and skilled/long term care facilities.

- **Family Nurse Practitioner** September 2008 – February 2015 Heartland Primary Care, Kansas City, KS
  Provided advanced practice medical care for patients ranging in age from birth to geriatrics within the family practice clinic, pediatric clinic and urgent care setting. Acted as a preceptor to Kansas University Medical Nurse Practitioner students.

- **Family Nurse Practitioner** April 2007 – September 2008 Holton Family Healthcare, Holton, KS
  Provided advanced practice medical care for patients ranging in age from birth to geriatrics within the family practice clinic, hospital, emergency department, county jail and long-term care facility.

- **Family Nurse Practitioner** June 2004-June 2006 Eudora Family Care, Eudora, KS
  Provided advanced practice medical care for patients ranging in age from birth to geriatrics within the family practice clinic and long term care facility. Provided continue educational courses to local nurses. Acted as a preceptor to University of Missouri-Kansas City and Kansas University nurse practitioner students.

- **Family Nurse Practitioner** January 2004- September 2004 Sunflower House, Shawnee, KS
  Performed forensic medical examinations on children of alleged sexual or physical abuse or neglect. Worked on a multi-disciplinary team with law enforcement, child protective services and other healthcare providers in providing optimal care.

- **Registered Staff Nurse** January 2001-January 2004 Children's Mercy Hospital, Kansas City, MO
  Provided direct patient care to the hematology and oncology patient population on the in-patient unit, bone marrow transplant unit and hematology/oncology clinic. Served as a preceptor for new graduates, nursing students, and experienced nurses training in the bone marrow unit.

Education

On-site training on wound prevention, early recognition, current wound treatments, and risk mitigation to empower staff, improve patient outcomes, and increase compliance.

BASICS OF WOUND CARE

In this introductory wound care course, students are guided through a high-level overview of the core concepts in wound care. The course covers the fundamental skills required to assess wounds, select appropriate treatments, and support optimal healing. By introducing the essential building blocks of wound care, it ensures clinicians develop a strong foundation before progressing to more advanced topics.

TAKING THE PRESSURE OFF $ The Money Saving Solution for Facilities & Hospitals

Empowering bedside caregivers with a comprehensive refresher on how proper patient positioning and offloading help reduce the risk of pressure-related wounds.

NOT JUST A BANDAID

Each wound is unique and cannot be treated with a one-size-fits-all approach. Providers will learn how to assess wounds on a case-by-case basis and apply a structured framework to determine which dressings promote healing for each wound type.

DOCUMENTATION

A focused course on best practices for wound documentation including assessment, accurate charting, and compliance with clinical and state regulations seeking to prevent negative outcomes on annual state surveys.

DIABETIC WOUNDS

Diabetic foot ulcers affect an estimated 25% of people with diabetes during their lifetime, with 10–25% of these cases progressing to lower-limb amputation. Alarmingly, nearly half of patients who undergo a lower-limb amputation die within five years, underscoring the critical importance of early identification and effective management.
This course equips clinicians with practical knowledge and tools to recognize risk factors, intervene early, and support long-term prevention.

NPWT - NEGATIVE PRESSURE WOUND THERAPY

This in-depth review of negative pressure wound therapy (NPWT) focuses on proper application, troubleshooting, and evidence-based use. Learners will develop the knowledge and hands-on skills needed to confidently and effectively apply NPWT in clinical practice.

WOUND CARE VASCULAR FLOW

This course explores the fundamentals of lower extremity vascular disease, helping clinicians understand how arterial and venous ulcers develop, how they differ in presentation, and why accurate identification and appropriate workup are essential for effective care.



PARTNER WITH ASCEND

Need obj.
no place to evaluate Pretest

Course Evaluation

Date: _____ **Presenter(s):** _____

Course Title: _____

Course Format: ☐ Live ☐ Online

Participant Information (Optional)

Name: _____

License Number: _____

Please rate the following statements:

Scale: 1 = Strongly Disagree | 2 = Disagree | 3 = Neutral | 4 = Agree | 5 = Strongly Agree

ent was relevant to my nursing practice ☐

se materials supported learning ☐

allotted for the course was appropriate ☐

Wound Care ASCEND

Comments

Most valuable part of the course:

Suggested improvements:

Topics you would like offered in the future:

The Basics of Wound Care

Provider Name
Adress
Provider #
Name of Coordinator

Wound Care
ASCEND

Date :

Location:

Name of presenter:

Name	Signature	License #	Time In	Time Out	# of CEs

Certificate

Wound Care
ASCEND

Name
Address
Provider #

CERTIFICATE OF COMPLETION

this is to certify that

Avery Davis

license number

has successfully completed
the 1 contact hour course _____
Basics of Wound Care
on February 6, 2026

ANGELA VANDONGE, ARNP-C, WCC
Wound Care Educator

The Basics of Wound Care

Presented by: Ascend Wound Care and Education

ASCEND

1

Your Presenter

Angie VanDonge, MSN, ARNP-C, WCC

Upon graduating with her nursing degree in 2000 followed by her masters in 2003, Angie VanDonge began practicing medicine as a family nurse practitioner. In addition to her long career in Family Medicine, Angie has experience in a variety of settings including urgent cares, hospitals, emergency departments, assisted living facilities, and skilled/long-term care facilities. Angie is certified through WCON as a wound care provider and has been serving wound care patients since 2018. She also serves as a preceptor for students through WCON. Angie believes knowledge is power and takes every opportunity to educate bedside nurses and care assistants on wound prevention, early recognition and current wound treatments.



ASCEND

2

Learning Objectives

- What constitutes a wound
- Understand the structure and functions of the skin
- Verbalize appropriate assessment of a wound
- Outline the stages of the wound healing cascade
- Identify and differentiate between different wound types
- Apply fundamental principles of wound management

ASCEND

3

What is a Wound?

A wound is any damage or break in the protective function of the skin (the loss of epithelium), leading to a disruption of the tissue's integrity. Can be caused by trauma, surgery, pressure or chronic conditions.



ASCEND

4

Acute versus Chronic Wounds

ACUTE

- Heal in a predictable, orderly fashion
- Heal within 30 days
- Traumatic, surgical, burns

CHRONIC

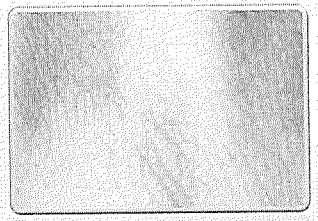
- Fail to heal in a timely manner
- Open for 30 or more days
- Often stalling in the inflammatory stage of the healing cascade
- Venous, arterial, diabetic, pressure

ASCEND

5

The Skin

- The skin is the largest organ of the body
- Skin makes up 15% of your total body weight
- It regenerates every 27 days
- 30,000 dead skin cells are shed every minute, 10 pounds per year
- Its maximum thickness is 1.5mm
- Receives 1/3 of the body's blood volume
- Each sq in of human skin consists of 20 ft of blood vessels
- Helps regulate body temperature and circulation
- Responsible for sensation
- Expression of emotions

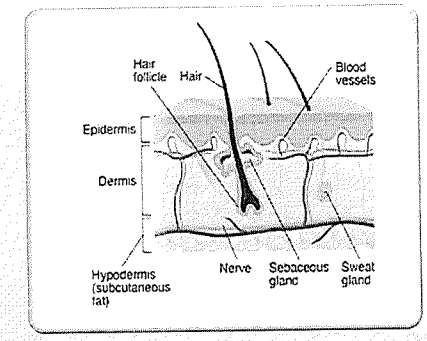


ASCEND

6

The Structure of the Skin

- Epidermis
- Dermis
- Hypodermis or subcutaneous tissue

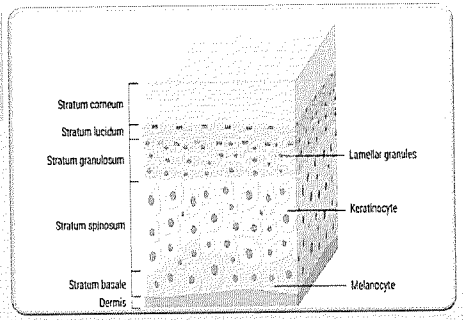


ASCEND

7

The Epidermis

- Composed of 5 layers
- Thickness of a piece of paper, 0.07-0.12mm
- Mostly dead cells
- Avascular
- Most cells undergo rapid cell division (Mitosis)
- Outer most barrier/protector
  - Keratin – toughness
  - Melanin – protect from UV

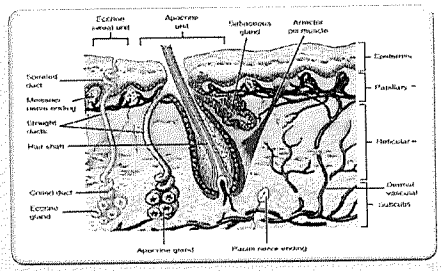


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8

The Dermis

- Thickness of a nickel. 3-5mm
- Highly vascular
- Fibroelastic, connective tissue
- Contains nerves, sweat glands, sebaceous glands and hair follicles
- Provides structural support for cells
- Provides a transport system for nutrients and waste products
- Protects against microorganisms
- Thermoregulation

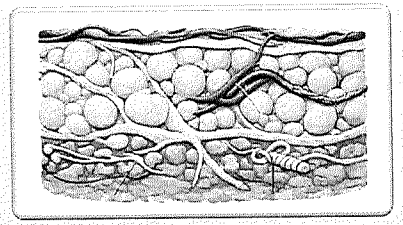


ASCEND

9

Subcutaneous Tissue

- Binds skin loosely to subjacent tissue
- Contains lymphatics and deep vessel blood supply
- Subcutaneous fat - body's energy store and supports blood vessels and nerves passing to the dermis
- Channels nutrients and oxygen to the Dermis

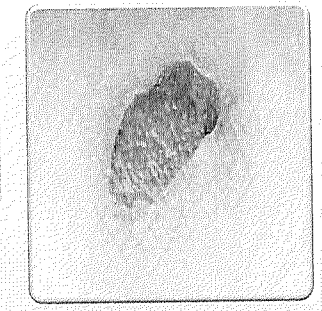


ASCEND

10

Partial Thickness

- 3 P's – Pain, Pink and Partial
- Tissue destruction through the epidermis and part of dermis
- Never any YELLOW

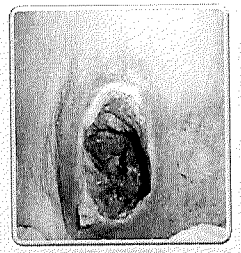


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11

Full Thickness

- Tissue destruction through the epidermis, dermis and into the subcutaneous and possibly extending down to bone or muscle.
- Skins protective mechanisms are no longer intact

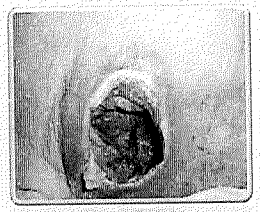


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12

Wound Assessment

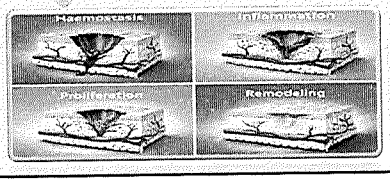
- Location
- Shape
- Measurement
  - Length x Width x Depth
  - Document in cm (10mm = 1cm, 2.54cm = 1in)
  - Stay at right angles
- Undermining
- Tunneling
- Wound description
  - start in center of wound and assess outward
- Tissue type in percentages
  - Pink/smooth, Granulation, Hypergranulation, Slough/Eschar, Maroon-purple
- Drainage type and amount
- Odor



ASCEND

13

Stages of Wound Healing



1. Hemostasis
   - Coagulation
   - Secretion of growth factors
2. Inflammatory Phase
   - Lasts approx. 1 week
   - Neutrophils and Macrophages
   - Edema, erythema, heat and pain
   - Debris removal
   - Chronic wounds often get stuck here
3. Proliferative Phase
   - 4-24 days
   - "Fill, Contract, Cover"
   - Collagen synthesis and Angiogenesis
4. Maturation/Remodeling Phase
   - 21days to 2 years
   - Remodeling of tissue
   - Increase tensile strength

ASCEND

14

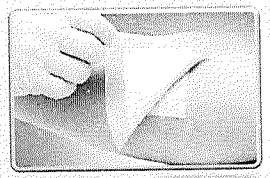
Wound Bed Preparation

T = Tissue Management
- Debridement (B.E.A.M.S)

I = Inflammation and Infection control
- Reduce Bioburden and treat wound infection

M = Moisture Balance and Maintain temperature
- Not too wet, not too dry
- Wounds heal best in temperatures between 91.4 and 107.6 F

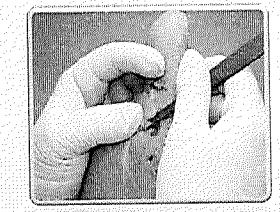
E = Epithelial Edge Advancement
- Epibole treatment
- Pack dead space – "Fluff not stuff"
- Protect from shearing, friction and epidermal stripping



ASCEND

15

Debridement



- Biological
  - Maggots
- Enzymatic
  - Santyl
- Autolytic
  - Dressings that stimulate body's natural enzymes
  - Honey
- Mechanical
  - Pulse Lavage
  - Ultrasonic Hydrotherapy
  - No longer recommended – wet to dry and whirlpool
- Surgical
  - Sharps debridement

ASCEND

16

Inflammation and Infection



- Inflammation
  - Compression and lymphedema therapy
    - 10-15mmHg – Tubigrips and TED hose
    - 20-30mmHg – compression wrapping and knee highs
    - Go up to 60
    - Ensure adequate arterial blood flow
  - Elevation
- Infection
  - Bioburden and Biofilm
    - Acetic acid wash
    - Dakins
    - Iodine
  - Wound infection
    - s/s
    - Antibiotics/antifungals

ASCEND

17

Moisture Balance and Temperature Maintenance



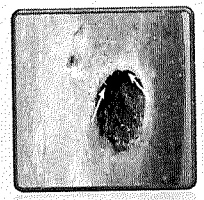
- Moisture Balance
  - Not to Wet, Not to Dry
  - It's all in the choice of dressings
- Temperature Maintenance
  - Wounds heal best in temperatures between 91.4 and 107.6 F
  - Each time a dressing is removed, it takes 4 hours to warm

ASCEND

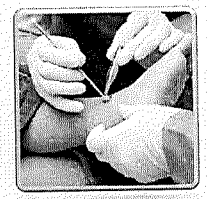
18

Epithelial Edge Advancement

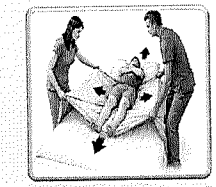
Epibole treatment



Pack Dead Space



Avoid Shearing, Friction and Epithelial Stripping



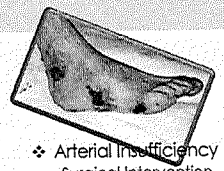
ASCEND

19

Types of Chronic Wounds



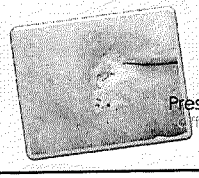
Venous Insufficiency
Compression



Arterial Insufficiency
Surgical Intervention



Diabetic Wounds
Offloading



Pressure Ulcers
Offloading

ASCEND

20

Ascend Wound Education

- Taking The Pressure Off
- Not Just a Bandaid
- Documentation
- Diabetic Wounds
- NPWT
- Wound Care Vascular Flow

ASCEND

21

The Basics of Wound Care

Post Test

Date: _____ **Name:** _____ **License #:** _____

*Select the **one best answer** for each question.*

1. A wound is defined as:

A. Any infection of the skin
B. Damage or break in the protective function of the skin
C. Only injuries caused by trauma
D. A condition affecting the dermis only

2. Which of the following best describes a chronic wound?

A. Heals within 7 days
B. Heals within 30 days
C. Fails to heal in a timely manner and may remain open for 30 days or more
D. Only occurs after surgery

3. The largest organ of the body is the:

A. Liver
B. Brain
C. Skin
D. Heart

4. The outermost layer of the skin that acts as a protective barrier is the:

A. Dermis
B. Hypodermis
C. Epidermis
D. Fascia

5. Which of the following structures contains nerves, sweat glands, sebaceous glands, and hair follicles?

A. Epidermis
B. Dermis
C. Subcutaneous layer
D. Stratum corneum

6. The 3 P's of partial thickness wounds are:

A. Pressure, Pain, Pus
B. Pink, Partial, Pain
C. Pink, Pain, Partial
D. Pain, Pink, Partial

Wound Care ASCEND

7. Which phase of wound healing is characterized by neutrophils, macrophages, edema, erythema, heat, and pain?

A. Hemostasis
B. Inflammatory phase
C. Proliferative phase
D. Remodeling phase

8. During wound assessment, wounds should be measured:

A. In inches using length × width × depth
B. In centimeters using length × width × depth
C. In millimeters only
D. In centimeters using depth × width × length

9. Which of the following is NOT recommended as a debridement method today?

A. Surgical debridement
B. Enzymatic debridement
C. Wet-to-dry dressings
D. Autolytic debridement

10. Wounds heal best when maintained within which temperature range?

A. 30.5–40.7°F
B. 91.4–107.6°F
C. 70–80°F
D. 110.2–120°F

Wound Care
ASCEND

The Basics of Wound Care

Post Test Answer Key (For Instructor Use Only)

1. B
2. C
3. C
4. C
5. B
6. D
7. B
8. B
9. C
10. B

Wound Care
ASCEND

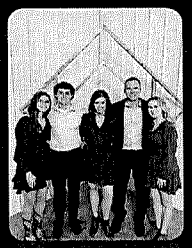
Diabetic Foot Ulcers

Presented by: Ascend Wound Care

1

your presenter: Angie VanDonge, MSN, ARNP-C, WCC

Upon graduating with her nursing degree in 2000 followed by her masters in 2003, Angie VanDonge began practicing medicine as a family nurse practitioner. In addition to her long career in Family Medicine, Angie has experience in a variety of settings including urgent cares, hospitals, emergency departments, assisted living facilities, and skilled/long-term care facilities. Angie is certified through WCON as a wound care provider and has been serving wound care patients since 2016. She also serves as a preceptor for students through WCON. Angie believes knowledge is power and takes every opportunity to educate bedside nurses and care assistants on wound prevention, early recognition and current wound treatments.



2

Learning Objectives

- Define a diabetic foot ulcer (DFU) and explain its pathophysiology
- Identify risk factors associated with DFU development
- Understand the Wagner Scale
- Perform a comprehensive diabetic foot assessment
  - Semmes Weinstein Monofilament test
  - Foot structure and biomechanics assessment
  - Vascular assessment
- Implement appropriate offloading strategies and wound care treatments

3

Every 30 seconds a leg is lost to diabetes somewhere in the world.

Approximately 40-70% of all lower extremity amputations are secondary to diabetes

85% of all diabetes related amputations are preceded by foot ulcers

The life expectancy following an amputation is 5-10 years
Research shows that 49-85% of all amputations can be prevented.

Statistics and Diabetic Foot Ulcers

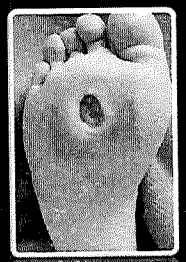
4

Pathophysiology behind a DFU

A DFU develops from a combined effect of:

1) Neuropathy
2) Ischemia
3) Impaired immune function

*All driven by chronic hyperglycemia

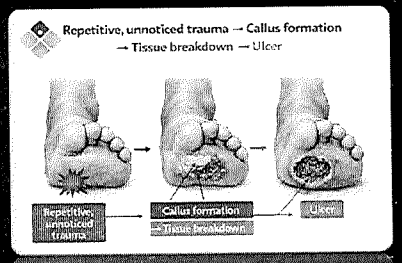


5

Neuropathy

Neuropathy
- Polyol pathway activation (sorbitol accumulation)
- Oxidative stress
- Microvascular injury to the nerves

Results equate to
- Sensory neuropathy
- Motor neuropathy
- Autonomic neuropathy



6

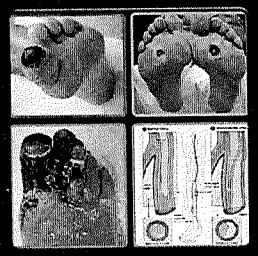
Neuropathy - Breakdown

- Sensory
- Motor
  - Breakdown deformities (hammer toes, charcots, rocker deformity)
- Autonomic

7

Ischemia

- PAD is 4x greater in Diabetics
- Hyperglycemia accelerates atherosclerosis and causes:
  - Thickened capillary basement membrane
  - Endothelial dysfunction
  - Reduced nitric oxide production
  - Impaired blood flow

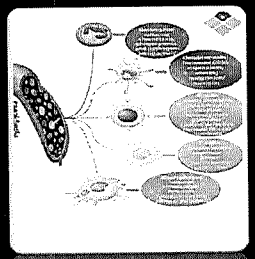


8

Impaired Immune Function

Hyperglycemias effect on immune cells:

- Reduces neutrophil chemotaxis
- Impairs phagocytosis
- Decreases bactericidal activity
- Disrupts cytokine response

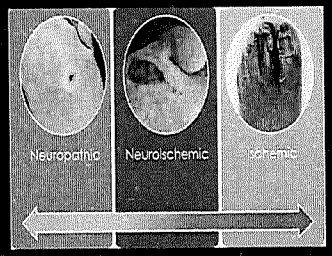


9

Ischemia – Peripheral Artery Disease

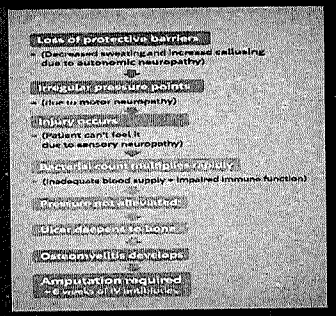
This leads to:

- Reduced oxygen supply
- Delayed wound healing
- Increased tissue necrosis



10

Progression of a DFU





11

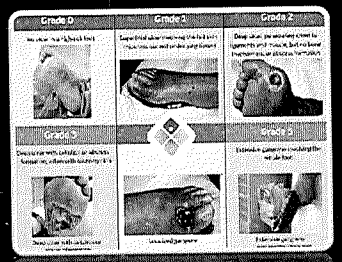
Characteristic of DFU

- Location
  - Plantar aspect
  - Over metatarsal head
  - Under heal
  - toes
- Characteristics
  - Painless
  - Even wound margins
  - Rounded or oblong shape of over bony prominence
  - Surrounding callus
  - Cellulitis
  - Osteomyelitis

12

Classification System – Wagner Scale

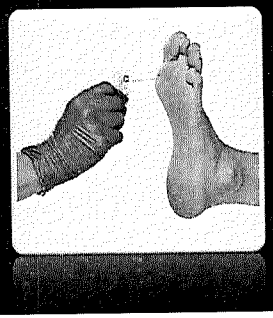
- Grade 0: Pre- or post-ulcerative lesion, healed ulcer, or presence of bony deformity.
- Grade 1: Superficial ulcer, no penetration into deeper layers.
- Grade 2: Deep ulcer, often penetrating to the tendon, ligament, capsule, or joint.
- Grade 3: Deep infection, with abscess, osteomyelitis (bone infection), or tendonitis.
- Grade 4: Gangrene of the forefoot or a portion of the foot.
- Grade 5: Extensive gangrene involving the entire foot, requiring amputation.



13

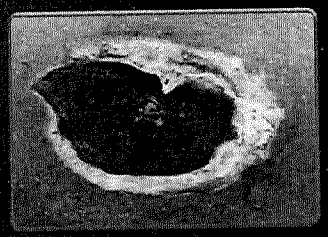
Assessment

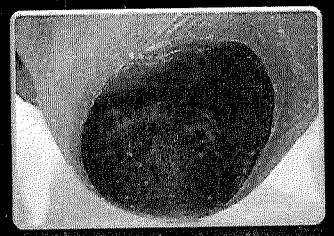
- Annual foot exam more frequently with risk factors
- Semmes Weinstein Monofilament test
- Tuning Fork
- Foot structure and biomechanics
- Footwear
- Skin assessment
  - Xerosis
  - Callus formation
- Vascular assessment



14

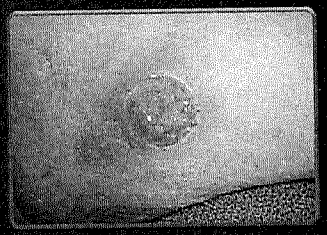
Stable eschar vs gangrene

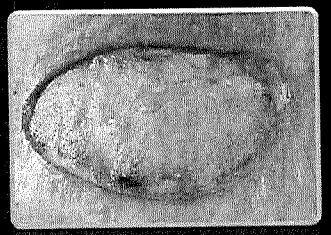




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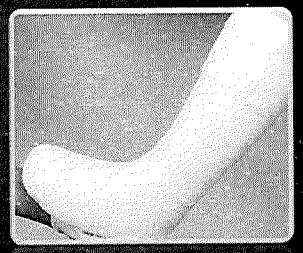
Why DFUs often get stuck in inflammatory phase





16

Treatment



- Offloading
  - Total contact cast
- Sharp debridement
- Dry stable eschar
- Unstable necrotic tissue - debridement
- Granulating wound bed - no occlusive dressings
- Infected diabetic wound - silver
- Glucose control

17

Prevention

- Diabetic footwear
- Daily checks
- Hgb A1c <6, TIR between 60-100
- No tobacco



18

Diabetic Foot Ulcers

Post Test Answer Key (For Instructor Use Only)

1. B
2. C
3. B
4. B
5. C
6. C
7. C
8. B
9. B
10. B

Wound Care
ASCEND

Nathan Howard

1325 E 123rd St. Olathe, KS 66061 (913) 912-2960

Nhow29@gmail.com

Experience

Inpatient Wound Ostomy Nurse October 2025 - Current

AdventHealth Shawnee Mission, Merriam, KS

-Perfrom specialized wound care for patients in the hospital
-Educate patients and staff on best practice in wound care
-Collaborate with interdisciplinary team on patient care plans
-Coordinate transition to home wound care post hospitalization

Registered Nurse/Wound Care July 2021 - October 2025

Healient Physician Group Wound Care and Hyperbaric Medicine, Kansas City, MO

-Developed care plans for patients coming to our clinic in need of wound care.
-Utilized teamwork to implement best practice in wound care.
-Strategized new healing methods for complicated wounds.
-Educated and empowered patients to care for their wounds at home.

Registered Nurse June 2019 - June 2021

Riverbend Post Acute Rehabilitation, Kansas City, KS

-Managed and cared for the health and wellness of residents in a 55 resident unit.
-Assessed wounds and organized wound data to ensure proper care is implemented.
-Communicated care for new admissions with the wound care nurse practitioner.
-Documented weekly wound rounds with the wound care nurse practitioner.

Education

Bachelor of Science in Nursing May 2019

Washburn University, Topeka, Kansas

-GPA: 3.33

Certifications

Wound Care Certification, WCC April 19, 2021

National Alliance of Wound Care and Ostomy

Clinical experience

WCC Preceptor Program August 2020 - March 2021

Riverbend Post Acute Rehabilitation

-Acquired 120 hours of wound care experience with a wound care nurse practitioner.

Volunteer Experience

Mission Southside, Olathe, Kansas, March 2010 - Present

-Brought help and hope to people in need of furniture, clothes, and food.
-Lead middle school and high school youth in service projects around Olathe

Annual CNE Program Evaluation

Program Year: _____ **Evaluation Completed By:** _____ **Date:** _____

1. Program Planning and Needs Assessment

Were educational needs appropriately identified? ☐ Yes. ☐ No
Sources of needs assessment utilized:
☐ Participant feedback ☐ Clinical data ☐ Staff requests ☐ Regulatory changes ☐ Other: _____

2. Achievement of Objectives

Did the majority of participants state course objectives were met? ☐ Yes ☐ No

3. Content Quality and Relevance

Does content maintain current and evidence-based practices? ☐ Yes ☐ No
Does content maintain relevant to nursing practice? ☐ Yes. ☐ No

4. Instructor Effectiveness

Were instructors qualified and prepared? ☐ Yes. ☐ No

5. Participant Satisfaction

Overall satisfaction: ☐ Excellent ☐ Good ☐ Fair ☐ Poor

6. Outcomes and Impact on Practice

Evidence of improved outcomes on nursing practice(s):

_____

_____

7. Administrative Processes

Records maintained per Ascend Wound Care and appropriately reported to KSBN? ☐ Yes ☐ No
Contact hours awarded appropriately? ☐ Yes ☐ No

8. Areas for Improvement and Action Plan for Upcoming Year:

_____

_____

Committee Member Signature: _____. . **Date:** _____

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

Renewal or Initial

Name of Provider: Benedictine College **LT _____**

Name of Program Coordinator: Cassandre Madden

Date Received: 4/1/26

Date to CNE Committee: June 2026

_____ Approved

_____ Not Approved: _____

Date Notified: _____

Information Required	Received	NA
1. 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	
2. The name and address of the organization on the application	X	
3. 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
4. The name, education and experience of the program coordinator responsible for CNE – include resume	Cassandre Madden	
A. Be a licensed professional nurse	CV rec'd	
B. Have three years of clinical experience	✓	
C. Have one year of experience in developing and implementing nursing education	Sept 2015 ✓	
D. Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	✓ DNP© MSN	
Policies & Procedures:		
5. Written policies and procedures, including at least the following areas:		
A. Assessing the need and planning for CNE activities	X	
B. Fee assessment	X	
C. 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	
D. Notice of change of coordinator or required policies and procedures. The program coordinator shall notify	X	

the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days		
6. For long term providers, the policies and procedures for the approval process shall include the following:		
A. A summary of the planning	X	
B. The behavioral objectives	X	
C. The content, which shall meet the definition of CNE in KSA 65-1117	X	
D. The instructor's education and experience, documenting knowledge and expertise in the content area	X	
E. 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	
F. An offering evaluation that includes each participant's assessment of the following:		
1. The achievement of each objective	X	
2. The expertise of each individual presenter	X	
7. An approved provider may award any of the following:		
A. Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours	X	
B. Credit for fractions of hours over 30 mins to be computed towards a contact hour	X	
C. Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum	X	
D. Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results	X	
E. Clinical hours		X
Documentation of Attendance		
8. Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
A. The provider's name, address, provider number, and coordinator	Rescind 4/15 No provider address, number and coordinator	
B. The date and title of the offering, and the presenter or presenters	X	
C. The participant's name and license number and the number of contact hours awarded	X	
9. Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:		

A. The provider's name, address, provider number, and coordinator		
B. The participant's name and license number, and the number of contact hours awarded		
C. The title of the offering		
D. The date on which the offering was completed		
E. Either the completion of a posttest or a return demonstration		
Certificate of Attendance/CE Transcript		
10. 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	
11. Each certificate and each CE transcript shall be complete before distribution to the participant	X	
12. Each certificate and each CE transcript shall contain the following information:		
A. The provider's name, address and provider number	4/15 No address OK	
B. The title of the offering	X	
C. The date or dates of attendance or completion	X	
D. The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded	X	
E. The signature of the individual responsible for the providership	X	
F. The name and license number of the participant	X	
Recordkeeping & Storage		
13. For each offering, the approved provider shall retain the following for two years:		
A. A summary of the planning	X	
B. A copy of the offering announcement or brochure	X	
C. The title and objectives	X	
D. The offering agenda or, for independent study, pilot test results	X	
E. A bibliography	X	
F. A summary of the participants' evaluations	X	
G. Each instructor's education and experiences	X	
H. Documentation to verify completion of the offering	X	
14. The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals	X	
Program Evaluation Plan		
15. 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:	
16. Offering #1 Best Practices in Teaching and Assessment in Nursing Education	
A. A summary of planning	X
B. A copy of the offering announcement or brochure	X
C. The title and behavioral objectives	X
D. The offering agenda or, for independent study, pilot test results	X
E. Each instructor's education and experience	X
F. A current bibliography	X
G. The offering evaluation form	X
17, Offering #2: Caring for the whole Person: Integrating Faith into Nursing Practice	
A. A summary of planning	X
B. A copy of the offering announcement or brochure	X
C. The title and behavioral objectives	X
D. The offering agenda or, for independent study, pilot test results	X
E. Each instructor's education and experience	X
F. A current bibliography	X
G. The offering evaluation form	X

12/2018, Rev 6/2025

KANSAS STATE BOARD OF NURSING

LANDON STATE OFFICE BUILDING

900 SW JACKSON, SUITE 1051

TOPEKA, KS 66612-1230

LONG-TERM CNE PROVIDER

COVER PAGE

◉ Initial Application	○ Renewal
Name of Provider	Benedictine College
Provider Number (for Renewal)	
Legal Body (if different from provider)	
Address of Provider	1020 N 2nd St. Atchison KS 66002
Telephone	
E-Mail Address	cmadden@benedictine.edu
Program Coordinator (RN)	Cassandre Madden, MSN-Ed, RN, PED-BC
Date (mm-dd-yyyy e.g. 01-01-2001)	04/01/2026

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).

Example 1:
Planning Committee & Summary of Planning: Jackie Harris, DNP, APRN, with the Kansas City Collegiate Nurse Educator (CNE) group

Needs Assessment: This seminar provides an introduction of the competencies needed for academic nursing faculty. Because nurses can teach without formal preparation as a nurse educator, this seminar is needed to assist new and experienced faculty to be successful.

Example 2:
Planning Committee & Summary of Planning: Cassie Madden, MSN-Ed, RN, PED-BC, with Benedictine College School of Nursing Faculty and Community Advisory Council

Needs Assessment: Nurses and nursing students are expected to provide holistic, patient-centered care that includes attention to spiritual needs, yet many report feeling unprepared to do so effectively. Gaps exist in confidence and competence related to spiritual assessment, integrating personal faith appropriately, and maintaining ethical and professional boundaries while respecting diverse beliefs. This educational event addresses these needs by equipping participants with knowledge, practical skills, and reflective strategies to incorporate faith into clinical practice in a compassionate, ethical, and evidence-based manner, ultimately enhancing patient care and supporting nurses' professional development.

Process for Fee Assesment

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.

Example 1:
The charge for this event is $25 from the participant to cover lunch. The remainder of the cost of the event will be covered by the Kansas City Collegiate Nurse Educator (CNE) Group as part of its mission.
In cases of insufficient fund checks, the individual will be notified of the returned payment and any associated fees. The payer will be required to submit a replacement payment using a secure method such as cash, money order, or credit card. The individual will not be allowed to participate in the event until the balance is resolved. For refund requests due to cancellations, the request will be reviewed based on timelines and eligibility. Approved refunds are processed using the original payment method when possible, and processing times may vary.

Example 2:
This is a free event covered by the Benedictine College School of Nursing, Benedictine College Ministry, and Graduate Affairs. This event aligns with the missions of these groups in the college setting.

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).

Example 1:
Flyer will be emailed to Deans and Directors of areas Nursing Programs for distribution to their faculty. Announcements will also be made on social media such as Facebook and Instagram.

Example 2:
An email blast will be sent to current students and alumni of Benedictine College School of Nursing. Physical flyers will be hung in areas of the College that are frequented by the students to increase

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)

(1) A comprehensive summary of planning will be developed for each offering, outlining the needs assessment, target audience, and rationale for the educational activity.

(2) Clear and measurable behavioral objectives will be established to guide learning outcomes and ensure alignment with the identified needs.

(3) All content included in the offering will meet the definition of CNE pursuant to KSA 65-1117, ensuring relevance to nursing practice and professional development.

(4) Documentation verifying each instructor's qualifications, including education and relevant experience, will be obtained and maintained on file.

(5) A current and evidence-based bibliography will be collected for each presentation, demonstrating that content is supported by up-to-date scholarly sources.

(6) An evaluation form will be provided to each learner to assess both the extent to which objectives were achieved and the effectiveness and expertise of the presenter. All documentation will be reviewed for completeness and accuracy prior to the delivery of the educational activity. Records will be securely maintained in accordance with regulatory requirements and organizational policy. This process ensures accountability, quality, and compliance with all applicable standards for continuing nursing education offerings.

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)

Contact hours for each presentation will be calculated based on actual attendance using a verified attendance roster. One contact hour is defined as 50 minutes of organized learning activity, excluding breaks, meals, and non-educational time. Participants must sign in.

Partial credit will be awarded for participants who arrive late or leave early. For example, if a participant attends 90 minutes of a 120-minute offering, they will receive 1.5 contact hours. Contact hours will be rounded to the nearest tenth, and participants must attend at least 90% of the total offering time to receive full credit. Those who do not meet minimum attendance requirements will receive only the prorated amount based on actual time attended.

Instructor credit will be calculated based on 2 hours for each hour of first-time presentation of an approved offering the actual time spent delivering the educational content. Repeat presentations of the same content will not include additional development credit.

For independent study offerings, contact hours will be determined through a pilot study. A representative sample of learners will complete the activity, and the average time required for completion will be calculated. This average time will then be used to assign contact hours. Complete pilot study documentation, including methodology, participant data, and results, will be maintained on file to support the awarded credit.

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 roster contains the title and date of the offering, location, and provider name. For each participant, the roster includes printed name, signature, license number (if applicable), preferred email address, and exact sign-in times.

The certificate of completion issued to participants includes the learner's name, title of the educational activity, date of completion, total number of contact hours awarded, and the name and approval number of the provider. It also includes a statement indicating that the offering meets the requirements for continuing nursing education and an authorized provider signature.

For independent study, documentation includes a record of participant completion, such as a post-test score (if applicable), attestation of completion, and date completed. Additionally, records include the assigned contact hours based on the pilot study and evidence that the learner met all requirements for successful completion.

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 records retained will include, but are not limited to: the summary of planning; needs assessment data; behavioral objectives; course content and materials; instructor qualifications (education and experience); current bibliographies; attendance rosters with verified sign-in and sign-out times; participant evaluations; certificates of completion; contact hour calculations; and, if applicable, independent study materials, pilot study documentation, and completion records. These items will be retained for two years.

All records will be securely stored in a combination of locked physical filing systems and password-protected electronic databases maintained by the organization. Physical documents will be kept in a locked cabinet within a restricted-access office. Electronic records will be stored on secure servers with role-based access controls to limit availability.

To ensure confidentiality and security, all staff handling records are trained in privacy and data protection practices. Participant information will be treated as confidential and used solely for documentation and regulatory compliance purposes. Any disposal of records after the required retention period will be conducted securely, including shredding of physical documents and permanent deletion of electronic files.

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

Total Program Evaluation

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

The annual evaluation will include a systematic review of all CNE offerings conducted within the year. Data sources will include participant evaluations, achievement of behavioral objectives, instructor effectiveness, and attendance and completion rates. Trends and areas for improvement will be identified, and action plans will be developed and implemented as needed.

Findings from the annual program evaluation will be documented and maintained on file. Results will be used to guide future planning, enhance educational quality, and ensure that all offerings continue to meet the learning needs of participants and the standards for continuing nursing education.

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 by pressing the Submit button you are 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 press the Submit button .
Otherwise please go back and correct any information that is necessary.

SUBMIT WILL CONTINUE YOU ON TO THE FILE UPLOAD PAGE

SUBMIT

Cassandre Madden, MSN-Ed, RN, PED-BC

925 N. 5th St.
Atchison, KS 66002
(785) 554-4048
madden_cassie@hotmail.com

PROFESSIONAL SUMMARY

Registered Nurse and Nurse Educator with experience in pediatric, maternal/newborn, and postpartum care. Skilled in clinical instruction, curriculum development, and patient-centered care across diverse populations. Dedicated to fostering student learning and delivering safe, evidence-based nursing practice

EDUCATION

Doctor of Nursing Practice (DNP), Nursing Education
Regis College, Weston, MA
Anticipated: December 2026

Master of Science in Nursing (MSN), Education
Western Governors University, Salt Lake City, UT
July 2023

Bachelor of Science in Nursing (BSN)
Western Governors University, Salt Lake City, UT
January 2022

Associate Degree in Nursing (ADN)
Rasmussen College, Topeka, KS
June 2018

Bachelor of Fine Arts, Speech Communication and Journalism
Emporia State University, Emporia, KS
May 1999

PROFESSIONAL EXPERIENCE

Assistant Professor of Nursing
Benedictine College, Atchison, KS
August 2022 – Present

- Develop and implement lesson plans aligned with course objectives and student learning outcomes
- Deliver classroom instruction using lectures, discussion, and active learning strategies
- Supervise clinical experiences in long-term care and pediatric hospital settings
- Evaluate student performance through assignments, exams, and clinical assessments
- Teach Health Assessment (1st semester), Pediatrics, and Maternal/Newborn nursing

Registered Nurse – Postpartum, Pediatrics, Special Care Nursery
University of Kansas Health System – St. Francis Campus, Topeka, KS
April 2021 – Present

- Coordinate and deliver comprehensive, patient-centered care
- Assess patient and family needs across biological, psychosocial, and developmental domains
- Develop, implement, and evaluate individualized care plans
- Delegate and collaborate with interdisciplinary team members

Core Charge Nurse – Urgent Care
Children's Mercy Hospital, Junction City, KS
November 2019 – April 2021

- Led nursing staff to ensure delivery of high-quality patient care
- Coordinated staffing, workflow, and resource allocation
- Collaborated with leadership and interdisciplinary teams
- Supported safe, efficient patient care environments

Registered Nurse – Pediatrics, Young Adult Center, Birthplace
Stormont Vail Health, Topeka, KS
May 2015 – August 2019

- Performed comprehensive assessments for newborns through young adults and postpartum patients
- Administered medications including IV therapy

- Provided direct physical and psychosocial patient care
- Maintained accurate and timely documentation

Patient Care Technician – Post Surgical & Pediatrics
Stormont Vail Health, Topeka, KS
September 2012 – May 2015

- Assisted nurses with patient care and procedures
- Monitored and reported patient status changes
- Maintained safe patient care environment

Phlebotomist
Stormont Vail Health, Topeka, KS
September 2012 – May 2015

- Collected and processed blood specimens
- Maintained specimen integrity and accurate documentation
- Followed infection control and safety procedures

CERTIFICATIONS

- Basic Life Support (BLS)
- Neonatal Resuscitation Program (NRP)
- Pediatric Advanced Life Support (PALS)
- STABLE Program Certification
- American Nurses Credentialling Cetner Pediatric Nursing (PED-BC)



BEST PRACTICES IN TEACHING/ASSESMENT

NOVEMBER 10, 2023

New faculty 8:00am-5:00pm (8.3 CE Hours)

Experienced faculty 12:45pm-5:00pm (4.6 CE Hours)

No Cost

Presenter: Kristin Lee, PhD, MSN, RN, CNE
Associate Dean for Program Evaluation
UMKC School of Nursing & Health Studies

Sponsored by the Collegiate Nurse Educators of Kansas City

https://ce.jccc.edu/coursedisplay.cfm?schID=39988

Schedule

8:30-9:30 Learner characteristics, Learning styles, Accommodations, Syllabus construction

9:30-10:30 Classroom management tips

10:30-10:45 Break

10:45-11:45 Learning domains, Writing objectives

11:45-12:45 Lunch Provided (New Faculty)

12:45-1:45 Active teaching strategies, Assessment methods

1:45-1:55 Break

1:55-3:05 Writing exam questions, Best practices in Teaching

3:05-3:15 Break

3:15-4:45 Basics of test data analysis

4:45-5:00 Questions/Wrap-up

Johnson County Community College

*Lunch provided for new faculty. Please provide food allergies/sensitivities on registration form.

Title: **Best Practices in Teaching and Assessment in Nursing Education**

Behavioral Learning Objectives:

New faculty 8:00am-5:00pm (8.3 CE Hours)

Full day objectives

At the completion of the workshop, participants will be able to:

1. Integrate principles for optimal learning environments.
2. Apply classroom management techniques.
3. Create learning objectives for learning domains.
4. Implement evidence-based teaching strategies and assessment methods.
5. Create valid tests.
6. Evaluate test data for reliability.

Experienced faculty 12:45pm-5:00pm (4.6 CE Hours)

Afternoon only objectives:

1. Implement evidence-based teaching strategies and assessment methods.
2. Create valid tests.
3. Evaluate test data for reliability.

CONTENT	TIME	PRESENTER
Learner characteristics, Learning styles, Accommodations, Syllabus construction	8:30-9:30	Kristin Lee
Classroom management tips	9:30-10:30	Kristin Lee
Learning domains, Writing objectives	10:45-11:45	Kristin Lee
Active teaching strategies, Assessment methods	12:45-1:45	Kristin Lee
Writing exam questions, Best practices in Testing	1:55-3:05	Kristin Lee
Basics of test data analysis	3:15-4:45	Kristin Lee

HCA MidAmerica Clinical Education is approved as a provider of continuing education in nursing by the Kansas State Board of Nursing. This course offering is approved for _X_ contact hours for RN, LPN, or LMHT re-licensure. Kansas State Provider No. LT0312-1221

The course planners and presenters that they have no affiliations with, or involvement in, any organization or entity with any financial interest in the subject matter or materials discussed in this presentation.

1. **Name of Program:** Best Practices in Teaching and Assessment in Nursing Education

2. **Contact Person**: Jackie Harris jharris@benedictine.edu, 913-367-7508

3. **Date, Time, Location:** November 10, 2023, 0830-1700 (all participants), 12:45-1700 (some additional participants), Johnson County Community College

4. **Number of contact Hours offered:** 8.3 hours for all day participants, 4.6 hours for afternoon-only participants.

5. **Needs Assessment:** *This seminar provides an introduction of the competencies needed for academic nursing faculty. Because nurses can teach without formal preparation as a nurse educator, this seminar is needed to assist new and experienced faculty to be successful.*

6. **Planning Committee & Summary of Planning**: Jackie Harris, DNP, APRN, with the Kansas City Collegiate Nurse Educator (CNE) group

7. **Behavior objectives**:

New faculty 8:00am-5:00pm (8.3 CE Hours)
Full day objectives

At the completion of the workshop, participants will be able to:

1. Integrate principles for optimal learning environments.
2. Apply classroom management techniques.
3. Create learning objectives for learning domains.
4. Implement evidence-based teaching strategies and assessment methods.
5. Create valid tests.
6. Evaluate test data for reliability.

Experienced faculty 12:45pm-5:00pm (4.6 CE Hours)
Afternoon only objectives:

1. Implement evidence-based teaching strategies and assessment methods.
2. Create valid tests.
3. Evaluate test data for reliability.

8. **Course Agenda:**
   8:30-9:30 Learner characteristics, Learning styles, Accommodations, Syllabus construction
   9:30-10:30 Classroom management tips
   10:30-10:45 Break
   10:45-11:45 Learning domains, Writing objectives
   11:45-12:45 Lunch
   12:45-1:45 Active teaching strategies, Assessment methods
   1:45-1:55 Break
   1:55-3:05 Writing exam questions, Best practices in Testing
   3:05-3:15 Break
   3:15-4:45 Basics of test data analysis
   4:45-5:00 Questions/Wrap-up

9. **Course Content:** *See above Course Agenda*

10. Instructor Education/Experience: Kristin Lee CV below

11. Bibliography:

Billings, D. M. & Halstead, J.A. (2019). *Teaching in nursing: A guide for faculty (4th ed.).*St. Louis: Elsevier.

Clark, C. (2009). *Classroom skills for nurse educators*. Jones and Bartlett Publishers.

Clark, C. (2009). Faculty field guide for promoting student civility in the classroom. *Nurse Educator (34)* 5, 194-197.

Depremont, J., (2013). A review of minority recruitment and retention models implemented in undergraduate nursing programs. *Journal of Nursing Education and Practice, 3(2),*

DeYoung, S. (2015). *Teaching strategies for nurse educator (3rd ed.)*. Hoboken, NJ: Pearson Education, Inc.

McDonald, Mary E. (2018). *The Nurse Educator's Guide to Assessing Learning Outcomes (4th ed.).* Jones and Bartlett

12. Evaluation: See attached

13. Advertisement: See attached

Kristin Cliburn Lee, PhD, MSN, RN, CNE
Curriculum Vitae

EDUCATION

PhD in Nursing 2020	Saint Louis University Saint Louis, MO
Master of Science in Nursing Emphasis in Nursing Education 2003	University of Missouri – Kansas City Kansas City, MO
Bachelor of Science in Nursing 1995	Purdue University West Lafayette, IN

ACADEMIC EMPLOYMENT

University of Missouri – Kansas City Kansas City, Mo	Associate Dean for Program Evaluation	2019-present
	Interim Associate Dean For Academics	2019-2021
	BSN Program Director	2016-2018
	Nurse Educator Track Coordinator	2009-2016
	Clinical Assistant Professor	2008-present
	Clinical Instructor	2003-2008

OTHER EMPLOYMENT

Truman Medical Center – Lakewood	ICU PRN RN	2002-2004
Bethany Medical Center	Critical Care Educator	1999-2001
Staff Relief, INC.	Travel ICU RN	1991-1999
Tulsa Regional Medical Center	ICU Staff/Charge RN	1997-1998
Harrison County Hospital	Medical/Surgical/ED RN	1995-1997

LICENSURES, CERTIFICATIONS

Certified Nurse Educator (CNE)	National League for Nursing
Registered Nurse (RN)	Missouri State Board of Nursing
Basic Life Support (BLS)	American Heart Association
Certification in Online Teaching	University of Missouri - Kansas City

PUBLICATIONS

Published Refereed Articles

Lee, K. C. & Wessol, J. L. (2021). Clinical Reasoning, Judgment, and Safe Medication Administration Practices in Senior Nursing Students. *Nurse Educator*. https://doi.org/10.1097/NNE.0000000000001059

Lee, K. C. (2020). The Lasater Clinical Judgment Rubric: Implications for Evaluating Teaching Effectiveness. *Journal of Nursing Education, 60(2), 67-73.* DOI: 10.3928/01484834-20210120-03

Lee, K. C., & Wessol, J. (2020). Pilot studies: Considerations in Nursing Education. *Nurse Educator, 46(1), E12-E13.* DOI: 10.1097/NNE.0000000000000868

Lee, K., Schull, S., & Ward-Smith, P. (2016). Active Versus Passive Learning: Perceptions of Undergraduate Nursing Students. *Journal of Nursing Education and Practice, 6*(9), 63-66. https://doi.org/10.5430/jnep.v6n9p63

Cliburn, D. & Lee, K. (2014). *Comparing Written Case Studies to Virtual Case Studies: Applicability in Nursing Education.* Proceedings of the International Association for Development of the Information Society (IADIS). Madrid, Spain, 117-124. https://www.researchgate.net/profile/Piet-Kommers-2/publication/323277169_E-Society_2014/links/5a8b933e0f7e9b1a9555ba0d/E-Society-2014.pdf

Cliburn, D., Li, X., Trondsen, C., Kerns, S., & Lee, K. (2013). *Initial Evaluation of a Clinical Simulation Application for Nursing.* Proceedings of the International Association for Development of the Information Society (IADIS). Lisbon, Portugal, 333-336. http://www.iadisportal.org/digital-library/initial-evaluation-of-a-clinical-simulation-application-for-nursing-education

PRESENTATIONS

National

Refereed Presentations

Lee, K. & Wessol, J. (2021, March 26th). *Clinical Reasoning, Judgment, and Safe Medication Administration Practices in Senior Nursing Students* [Virtual Poster]. Midwest Nursing Research Society (MNRS) Annual conference.

Lee, K. & Ward-Smith, P. (2016, March 18th). *Active Versus Passive Learning: Perceptions of Undergraduate Nursing Students* [Podium presentation] Midwest Nursing Research Society (MNRS) Annual Conference. Milwaukee, WI

Lee, K. & Roberts, J. (2008). *Creating an Online Nurse Educator Program* [Podium presentation]. American Association of Colleges of Nursing (AACN) Masters Education Conference. Newport Beach, CA.

Invited Presentations

Lee, K. (2019, November 15th). *Next Gen NCLEX and Clinical Judgment* [Podium presentation]. 23rd Annual Midwest Regional Nursing Educators Conference, Columbia, MO.

Lee, K. (2015-present). *Best Practices in Teaching/Assessment* [Podium presentation – single presenter]. Collegiate Nurse Educators of Kansas City. Johnson County Community College, Overland Park, KS.

TEACHING ACTIVITIES

Graduate Courses Taught

N5515 Role of the Nurse Educator-online (2)	Developed/Lead Faculty	2008-present
N5516 Curriculum Development-online (3)	Developed	2009
N5517 Teaching Strategies-online (2)	Developed/Lead Faculty	2009-2018
N5559 Evaluation Methods – online (2)	Developed/Lead Faculty	2018
N5564NE Clinical for Nurse Educators-online (5)	Developed/Lead Faculty	2009-present
N5572NE Practicum for Nurse Educators-online (3)	Developed/Lead Faculty	2009-present
N5555 Research Methods (3)	Faculty	2022
N5583 Accreditation in Nursing Education (3)	Developed/Faculty	2021

Undergraduate Courses Taught

N256 Pharmacology (3)	Lead Faculty	2008-2016
N476 Management of Critical and Emergent Care (5)	Developed/Lead Faculty	2004-2016
N127 Drug Calculations – online SS (1)	Developed/Lead Faculty	2017-2020

AWARDS AND HONORS

Nurse of the Year Award Nominee	March of Dimes	2015
Daisy Faculty Award	Lambda Phi Chapter/STTI	2014
Inducted, distinguished Faculty	Phi Kappa Phi, UMKC Chapter	2014
Nurse of the Year Award Nominee	March of Dimes	2012
Outstanding Leadership in Nursing Education Award Nominee	National League for Nursing	2012
Apple Polisher Award	UMKC SGA	2011
Faculty of the Year Award	UMKC SoNHS SNA	2010
Faculty of the Year Award	UMKC SoNHS SNA	2009
Faculty of the Year Award	UMKC SoNHS SNA	2010
Faculty & Staff Appreciation Luncheon Recognition Awardee	UMKC	2007
Dean's Distinguished Faculty Award	UMKC SoNHS	2006

PROFESSIONAL ACTIVITIES AND COMMUNITY SERVICE

Memberships in Professional Organizations

Sigma Theta Tau International (STTI)	Lambda Phi Chapter-inducted	2002-2013
Midwest Nursing Research Society	Member	2014-present
Collegiate Nurse Educators – Kansas City	Member	2016-present

Service

MSBON Graduate Nurse Educator Apprenticeship Task Force		2022-present
American Associate of Colleges of Nursing	Essentials Task Force Member	2018-2021
UMKC SoNHS/Pharmacy Honduras	Lead Faculty	2009-2012
Sigma Theta Tau International (STTI)	Lambda Phi - Faculty Counselor	2011-2013
Sigma Theta Tau International (STTI)	Lambda Phi - President	2006-2009
Sigma Theta Tau International (STTI)	Lambda Phi – Vice President	2004-2006

Best Practices in Teaching and Assessment in Nursing Education

November 10, 2023, 0830-1700 (all participants), 12:45-1700 (some additional participants), Johnson County Community College

Printed Name	Signature	Credential and License number	Time

CEUs Provided by Benedictine College
1020 N 2nd St.
Atchison KS, 66002
Provider number 123123 Coordinator: Cassie Madden, MSN-Ed, RN, PED-BC

Continuing Nursing Education Evaluation
All Day Session

Program Title Best Practices in Teaching/Assessment 2025

	Topic		1 Strongly Agree	2 Agree	3 Disagree	4 Strongly Disagree
Content	Relevance to Professional Practice					
	Met Personal Objectives					
	Objectives Support of Overall Purpose/Goal					
	Please rate how well objectives were met during this program:					
	Objective #1	Integrate principles that optimize learning environments.				
	Objective #2	Apply classroom management techniques.				
	Objective #3	Create learning objectives for learning domains.				
	Objective #4	Implement evidence-based teaching strategies and assessment methods.				
	Objective #5	Create valid tests.				
	Objective #6	Evaluate test data.				
Speaker & Room	**Speaker:**					
	Content Clear and Organized					
	Presents Subject Material Effectively					
	Instructional Aids Supported Presentation					
	Teaching Methods Facilitated Learning					
	Physical Facility is Conducive to Learning					
	Room Temperature					
	AV Support					
	Seating					
Confidence	**Questions:**			**YES**	**NO**	**N/A**
	Did you learn anything today that increased your knowledge?					
	Did you learn anything today that improved your skills?					
	Did you learn anything today that will impact your practice?					
	Are there any barriers in your work environment that will prevent you from using your new knowledge and skills in your practice?					

Comments	Things That Went Well:	Things That Could Be Improved:

JOHNSON COUNTY
COMMUNITY COLLEGE
CONTINUING EDUCATION

12345 College Blvd.
Overland Park, KS 66210

Jane Noname

KS 123123
123 W. Main
Anytown, KS 12312

Has Completed a program of study in

Best Practices in Teaching & Assessment – New Faculty

Elisa D. Ward

Vice President, Continuing Education

Lori Shank

Program Coordinator

November 10, 2023

Date

8.3 hours

Contact Hours



"Caring for the Whole Person: Integrating Faith into Nursing Practice"

- NOVEMBER 10, 2026, 0800-1700, BENEDICTINE COLLEGE (7.5 CE HOURS)
- NO COST
- SPONSORED BY BENEDICTINE COLLEGE SCHOOL OF NURSING
- SIGN UP LINK
- *LUNCH PROVIDED. PLEASE PROVIDE FOOD ALLERGIES/SENSITIVITIES ON REGISTRATION FORM.

Title: "Caring for the Whole Person: Integrating Faith into Nursing Practice"

Behavioral Learning Objectives:

8:00am-5:00pm (7.5 CE Hours)

At the completion of the workshop, participants will be able to:

1. Describe the relationship between faith, spirituality, and holistic nursing care.
2. Differentiate between spiritual care and religious expression within diverse patient populations.
3. Demonstrate effective communication strategies for addressing patients' spiritual needs.
4. Identify opportunities to integrate personal faith into nursing practice while maintaining professional boundaries.
5. Reflect on personal beliefs and how they influence nursing care and patient outcomes.
6. Develop a personal action plan for incorporating faith int daily nursing practice.

CONTENT	TIME	PRESENTER
Foundations of Faith and Nursing Practice	9:00-10:00	Jane Doe, RN
Spiritual Assessment in Clinical Practice	10:15-11:30	Dcn John Doe, RN
Interactive Activity: Case Study Discussions	11:30-12:15	Dcn John and Jane Doe, RN
Ethical and Professional Boundaries	1:00-2:00	Dcn John Doe, RN
Communication and Presence	2:15-3:15	Jane Doe, RN
Panel Discussion: Faith in Real-World Nursing	3:30-4:15	
Personal Reflection and Action Planning	4:15-4:45	Jane Doe, RN

Benedictine College is approved as a provider of continuing education in nursing by the Kansas State Board of Nursing. This course offering is approved for _X_ contact hours for RN, LPN, or LMHT re-licensure. Kansas State Provider No. XX1234

The course planners and presenters that they have no affiliations with, or involvement in, any organization or entity with any financial interest in the subject matter or materials discussed in this presentation.

1. **Name of Program:** "Caring for the Whole Person: Integrating Faith into Nursing Practice"

2. **Contact Person** : Cassandre Madden, cmadden@benedictine.edu, 785-554-4048

3. **Date, Time, Location:** November 10, 2026, 0800-1700, Benedictine College

4. **Number of contact Hours offered:** 7.5 hours f

5. **Needs Assessment:** *Nurses and nursing students are expected to provide holistic, patient-centered care that includes attention to spiritual needs, yet many report feeling unprepared to do so effectively. Gaps exist in confidence and competence related to spiritual assessment, integrating personal faith appropriately, and maintaining ethical and professional boundaries while respecting diverse beliefs. This educational event addresses these needs by equipping participants with knowledge, practical skills, and reflective strategies to incorporate faith into clinical practice in a compassionate, ethical, and evidence-based manner, ultimately enhancing patient care and supporting nurses' professional development.*

6. **Planning Committee & Summary of Planning**: Cassie Madden, MSN-Ed, RN, PED-BC, with Benedictine College School of Nursing Faculty and Community Advisory Council

7. **Behavior objectives**:

8:00am-5:00pm (7.5 CE Hours)
Objectives

At the completion of the workshop, participants will be able to:

1. Describe the relationship between faith, spirituality, and holistic nursing care.
2. Differentiate between spiritual care and religious expression within diverse patient populations.
3. Demonstrate effective communication strategies for addressing patients' spiritual needs.
4. Identify opportunities to integrate personal faith into nursing practice while maintaining professional boundaries.
5. Reflect on personal beliefs and how they influence nursing care and patient outcomes.
6. Develop a personal action plan for incorporating faith int daily nursing practice.

8. **Course Agenda:**

8:00-8:30 Registration and Continental Breakfast
8:30-9:00 Opening Prayer and Welcome
9:00-10:00 Foundations of Faith and Nursing Practice (Holistic care and spirituality, historical roots of faith in nursing, role of compassion and vocation.)
10:00-10:15 Break
10:15-11:30 Spiritual Assessment in Clinical Practice (Tools, recognizing spiritual distress, documentation considerations)
11:30-12:15 Interactive Activity: Case Study Discussion (small group analysis, applying spiritual care principles)
12:15-1:00 Lunch
1:00-2:00 Ethical and Professional Boundaries (Respecting diverse beliefs, avoiding coercion or bias, legal and institutional considerations)
2:00-2:15 Break
2:15-3:15 Communication and Presence (Therapeutic communication techniques, active listening and empathy, being present with suffering)
3:15-3:30 Break

3:30-4:15 Panel Discussion: Faith in Real-World Nursing (practicing nurses share experiences, student perspectives, Q&A)
4:15-4:45 Personal Reflection and Action Planning (guided journaling, developing a personal integration plan)
4:45-5:00 Closing prayer and Evaluation (Summary of key takeaways, completion of evaluations)

9. **Course Content:** *See above Course Agenda*

10. **Instructor Education/Experience**: Deacon John Doe and Jane Doe CV below

11. **Bibliography**:

American Association of Colleges of Nursing (AACN). (2021). *The essentials: Core competencies for professional nursing education*. AACN.

American Nurses Association. (2015). *Code of ethics for nurses with interpretive statements*. ANA.

International Council of Nurses. (2021). *The ICN code of ethics for nurses*. ICN.

Joint Commission. (2022). *Spiritual assessment and the provision of spiritual care in healthcare settings*. Joint Commission Resources.

National Association of Catholic Nurses. (n.d.). *Position statements and resources on faith and nursing practice*.

National Consensus Project for Quality Palliative Care. (2018). *Clinical practice guidelines for quality palliative care* (4th ed.).

12. **Evaluation:** See attached

13. **Advertisement:** See attached

Deacon John Doe, RN
Contact Information
Email: johndoe@email.com
Phone: (XXX) XXX-XXXX
Location: City, State

Professional Summary
Registered Nurse and ordained deacon with extensive experience integrating faith and healthcare. Dedicated to providing holistic, compassionate care that addresses the physical, emotional, and spiritual needs of patients. Experienced in clinical practice, pastoral ministry, and healthcare education.

Education
Associate Degree in Nursing (ADN) – School Name, Year
Bachelor of Science in Nursing (BSN) – School Name, Year (if applicable)
Master of Arts in Theology / Pastoral Studies – Institution Name, Year (if applicable)

Licensure & Certifications
Registered Nurse (RN), State of [State]
Basic Life Support (BLS) – American Heart Association
Advanced Cardiovascular Life Support (ACLS) – American Heart Association (if applicable)

Professional Experience
Staff Nurse – Hospital Name, City, State
Years of Service
- Provided direct patient care in Cardiovascular Intensive Care
- Incorporated holistic and patient-centered approaches into care delivery
- Collaborated with interdisciplinary teams

Deacon / Pastoral Minister – Parish Name, City, State
Years of Service
- Provided spiritual support to patients, families, and healthcare staff
- Assisted in sacramental ministry and pastoral care
- Facilitated prayer services and spiritual counseling

Teaching & Speaking Experience
- Speaker, Faith and Nursing Practice Conference – Year
- Presenter, Spiritual Care in Clinical Settings – Organization, Year
- Guest Lecturer, Nursing Program – School Name, Year

Professional Affiliations
Member, American Nurses Association
Member, National Association of Catholic Nurses

Skills
- Spiritual assessment and care
- Therapeutic communication
- Ethical decision-making
- Interdisciplinary collaboration

Jane Doe, RN
Contact Information
Email: janedoe@email.com
Phone: (XXX) XXX-XXXX
Location: City, State

Professional Summary
Compassionate Registered Nurse with experience in [clinical specialty] and a strong commitment to holistic, patient-centered care. Passionate about integrating faith, ethics, and evidence-based practice to improve patient outcomes and support the dignity of every individual.

Education
Bachelor of Science in Nursing (BSN) – School Name, Year

Licensure & Certifications
Registered Nurse (RN), State of [State]
Basic Life Support (BLS) – American Heart Association
Pediatric Advanced Life Support (PALS) – American Heart Association

Professional Experience
Registered Nurse – Hospital Name, City, State
Years of Service
- Delivered safe, evidence-based nursing care
- Advocated for patients' physical, emotional, and spiritual needs
- Educated patients and families

Clinical Instructor / Preceptor – Organization, City, State (if applicable)
Years of Service
- Mentored nursing students and new graduates
- Promoted ethical and compassionate care practices

Leadership & Service
- Volunteer, Parish Ministry – Church Name
- Participant, Faith-Based Nursing Initiatives
- Committee Member, Nursing Education or Practice Committee

Teaching & Speaking Experience
- Co-presenter, Integrating Faith into Nursing Practice – Year
- Panelist, Nursing Student Development Event – Year

Professional Affiliations
Member, American Nurses Association
Member, National Association of Catholic Nurses

Skills
- Patient-centered care
- Communication and education
- Ethical and cultural competence
- Team collaboration

"Caring for the Whole Person: Integrating Faith into Nursing Practice"

November 10, 2026, 0800-1700, Benedictine College

Printed Name	Signature	Credential and License number	Time

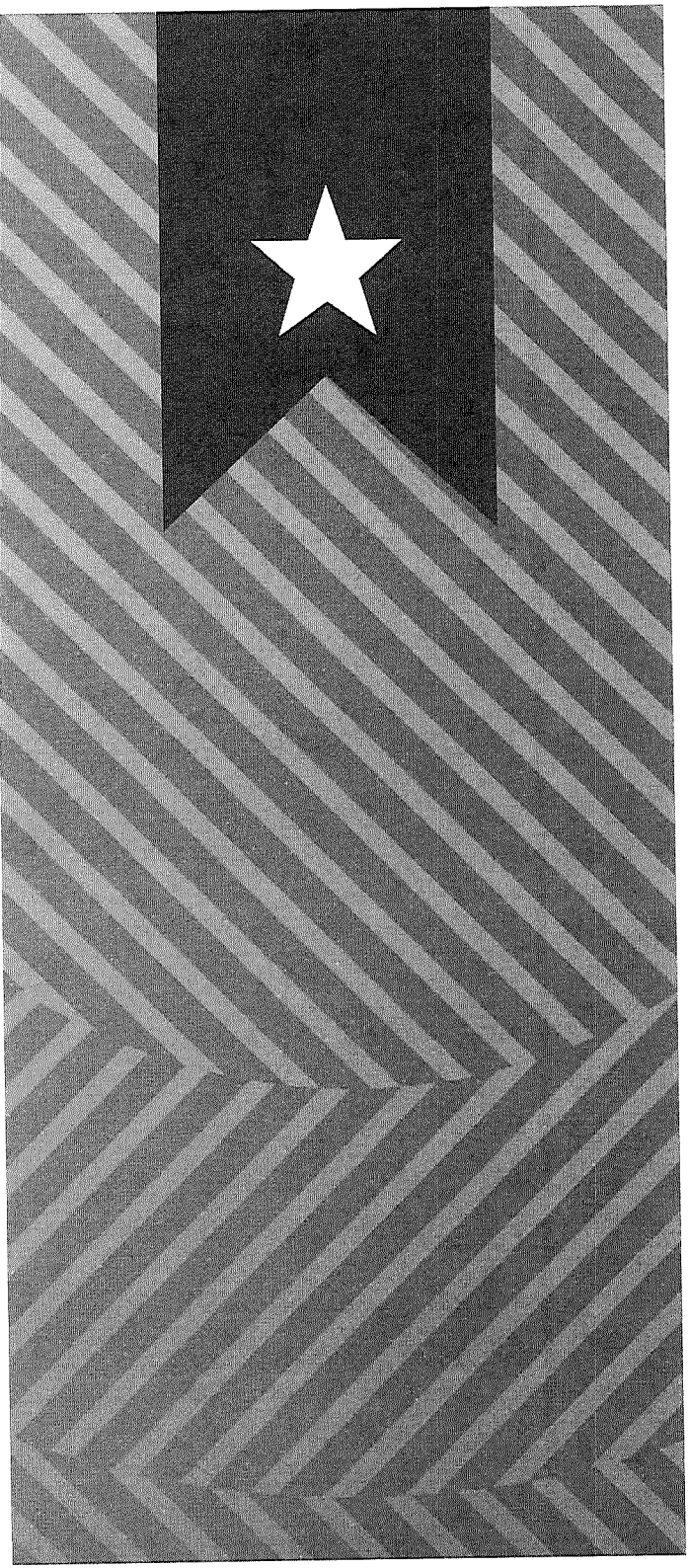
CEUs Provided by Benedictine College
1020 N 2nd St.
Atchison KS, 66002
Provider number 123123 Coordinator: Cassie Madden, MSN-Ed, RN, PED-BC

Continuing Nursing Education Evaluation

Program Title Caring for the Whole Person: Integrating Faith into Nurisng Practice

	Topic		1 Strongly Agree	2 Agree	3 Disagree	4 Strongly Disagree
Content	Relevance to Professional Practice					
	Met Personal Objectives					
	Objectives Support of Overall Purpose/Goal					
	Please rate how well objectives were met during this program:					
	Objective #1	Describe faith, spirituality, and holistic nursing care.				
	Objective #2	Diefferentiate spiritual care from religious expression.				
	Objective #3	Demonstrate effective communication strategies.				
	Objective #4	Identify opportunities to integrate faith into practice.				
	Objective #5	Reflect on personal beliefs and how they influence nursing care.				
	Objective #6	Develop a personal action plan.				
Speaker & Room	**Speaker:**					
	Content Clear and Organized					
	Presents Subject Material Effectively					
	Instructional Aids Supported Presentation					
	Teaching Methods Facilitated Learning					
	Physical Facility is Conducive to Learning					
	Room Temperature					
	AV Support					
	Seating					
Confidence	**Questions:**			**YES**	**NO**	**N/A**
	Did you learn anything today that increased your knowledge?					
	Did you learn anything today that improved your skills?					
	Did you learn anything today that will impact your practice?					
	Are there any barriers in your work environment that will prevent you from using your new knowledge and skills in your practice?					

Comments	Things That Went Well:	Things That Could Be Improved:



Certificate of completion

This is to certify that

Hannah Jarvis

KS 123123

123 Main St.

Anytown KS, 12312

Has completed a program of study

"Caring for the Whole Person: Integrating Faith into Nursing Practice"

November 10, 2026

Date

Program Coordinator

7.5

Contact Hours

Total Program Evaluation

Area	Frequency	Resp. Person	Criteria	Findings	Actions/ Recommendations
Administration			Review job description		
Policies: Assess need, planning - written tool - evaluation summaries			Review survey for appropriateness; were survey findings and identified needs from evaluation summaries used in program planning		
Policies: Fee Assessment			Policy meets organization and customer needs		
Policies: Announcement			Review to be certain they reflect necessary information		
Policies: Offering approval process			Review policies and compare to KSBN requirements		
Policies: Awarding contact hours			Review agendas/pilot test results to verify contact hours awarded; review documentation of partial credit		
Policies:			Review rosters and certificates;		

Verifying participation/ completion			compare to KSBN requirements		
Policies: Record keeping			Audit contents of files for compliance with KSBN requirements		
Policies: Notification of changes			Review procedures for changes reported to KSBN		
Total Program Evaluation effectiveness			Review total program evaluation and compare contents to KSBN requirements		

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

Renewal or Initial **LT#**_____

Name of Provider: Tracy Clark DNP, APRN, FNP-C, ACHPN / Women's & Family Health, LLC

Name of Program Coordinator: Tracy Clark DNP, APRN, FNP-C, ACHPN

Date Received: 5/4/2026

Date to CNE Committee: June 2026

_____ **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	X	
• Be a licensed professional nurse	X	
• Have three years of clinical experience	X	
• Have one year of experience in developing and implementing nursing education	X	
• Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:		
Written policies and procedures, including at least the following areas:		
• Assessing the need and planning for CNE activities	X	
• Fee assessment	X	
• Advertisements or offering announcements. Published information shall contain the following statement: "(name of provider) is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for contact hours applicable for APRN, RN, or LPN relicensure. Kansas State Board of Nursing provider number: ____"	X	

• Notice of change of coordinator or required policies and procedures. The program coordinator shall notify the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days	X	
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	KAPN P&P has different rule for CNE. KSBN allows 1 CE credit = 50 min participation	
• 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		n/a
• 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		n/a
Documentation of Attendance		
Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
• The provider's name, address, provider number, and coordinator	X	
• The date and title of the offering, and the presenter or presenters	X	
• The participant's name and license number and the number of contact hours awarded	X	
Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify		

completion of an independent study offering, the provider shall maintain documentation that includes the following:		
• The provider's name, address, provider number, and coordinator	X	
• The participant's name and license number, and the number of contact hours awarded	X	
• The title of the offering	X	
• The date on which the offering was completed	X	
• Either the completion of a posttest or a return demonstration	X	
Certificate of Attendance/CE Transcript		
A certificate of attendance shall be awarded to each participant after completion of an offering, or a CE transcript shall be provided according to the policies and procedures of the long-term provider	X	
Each certificate and each CE transcript shall be complete before distribution to the participant	X	
Each certificate and each CE transcript shall contain the following information:		
• The provider's name, address and provider number	Need address	
• 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	Need lic#	
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		
Two Proposed Offerings		

The provider shall submit two proposed offerings, including the following:	#1	#2
• 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		
• Each instructor's education and experience		
• A current bibliography		
• The offering evaluation form	X	X

12/2018 rev

LONG-TERM CNE PROVIDER APPLICATION

COVER PAGE

Initial Application: ◉ **Renewal:** ○

Name of Provider: Tracy Clark DNP, APRN, FNP-C, ACHPN

Provider Number (For Renewal):

Legal Body (If different from provider):

Address of Provider: 6800 Maurer Road, Shawnee, KS 66217

Telephone: 913.908.4021

Email: tclark.dnp.aprn@gmail.com

Program Coordinator (RN): Tracy Clark

Date (mm/dd/yyyy): 05/04/2026

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).

Purpose: To ensure the content of CE activities enhanced level of learning or proficiency in clinical topics, promote improvements in quality of healthcare, and or introduce new evidence-based practice standards.
Policy:
1. Continuing Education activities based on learning needs or gaps identified for and by Advanced Practice Registered Nurses
2. Continuing Education activities are planned, designed and implemented based on the identified learning need and could include evaluation and management of health issues, business, practice management and legislative policy issues. Community activities do not qualify for CE (examples would be BLS, personal finance training or stress reduction)
3. Presenters/faculty will be professionals in the content field and will possess a graduate level education or experiential expertise that qualifies them to provide continuing education to graduate level professionals.
4. Each CE session must include specific to that topic and be measurable, participant-focused

Process for Fee Assesment

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.

Purpose: The purpose of this policy is to establish a consistent, transparent, and mission aligned pricing structure for Advanced Practice Registered Nurse (APRN) continuing education (CE) offerings. This policy ensures pricing reflects current market standards, supports organizational sustainability, and provides meaningful financial benefit to members. This policy applies to all APRN continuing education activities offered by the organization, including but not limited to live conferences, workshops, webinars, hybrid offerings, virtual and on demand educational programs approved for APRN licensure or certification renewal.

Policy: The organization shall price APRN continuing education offerings using a market anchored, cost informed, and value based approach, with a clear distinction between member and non member pricing. Member discounts are intended to promote access to education, recognize member support, and advance the organization' s professional and advocacy mission.

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).

Purpose: To ensure full compliance with Kansas nursing regulations by requiring authorized Continuing Nursing Education (CNE) providers to include mandated Kansas State Board of Nursing (KSBN) approval language on all course offering announcements and advertisements, thereby ensuring transparency and verifiability for participants. This policy applies to all KSBN authorized Continuing Nursing Education providers and to all formats of CNE announcements and advertisements, including but not limited to brochures, flyers, emails, websites, social media posts, and printed or electronic promotional materials.
Policy: All authorized CNE providers shall include the exact approval language required by KAR 60 9 107(b)(3)(C) on every CNE offering announcement and advertisement. This requirement ensures that participants can verify the provider' s approval status and the applicability of contact hours for licensure or relicensure.
.Procedure:

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)

Purpose: To ensure consistency and credentialling body standards when assigning contact hours to CE activities.

Policy:
CE activities are assigned contact hours as below and approved for a two-year period, exactly as originally designed:
1. Live and virtual concurrent activities may occur.
2. CE activity hours are granted in 15-minute learning time blocks:
1 CE = 60 minutes of active learning time
0.75 CE = 45 minutes of active learning time
0.5 CE = 30 minutes of active learning time
0.25 CE = 15 minutes of active learning time.
No less than 0.25 CE will be awarded for any CE activity.
3. Pharmacology CE is granted contact with the phrase "including XX hours of Pharmacology"

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)

Policy:
The KAPNPD Office will maintain confidential records for approved continuing education paperwork submitted for a period of six years. Copies are maintained by education activity title and date.

Procedure:
1. After development of each CE activity, the following records are retained for six (6) years in the educational office:
A. CE activity paperwork:
1. Title of the education activity
2. Biographical Forms and Financial Disclosure forms for persons responsible for planning the education activity and presenters/content specialists.

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)

Policy: To maintain accurate records of participants and successful activity completion of KAPNPD CE activities.
Procedure:
1. All participants for KAPNPD CE activities will sign in with two identifiers at the beginning of each CE activity to verify participation
2. Multi-day sessions require signing in at the beginning each day.
3. Some multi-session CE activities may require signing in at the beginning of each session, this will be determined on an individual CE activity basis.
4. Webinars require two identifiers from participants as well as a pre and posttest of the activity.
5. Posttests and evaluations will be utilized to determine successful activity completion.
6. Completion certificates will be provided at the end of the last session.
7. Participants have 14 days to complete their evaluations.
8. Each certificate is required to contain the following items:

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)

Policy:
The KAPNPD Office will maintain confidential records for approved continuing education paperwork submitted for a period of six years. Copies are maintained by education activity title and date.

Procedure:
1. After development of each CE activity, the following records are retained for six (6) years in the educational office:
A. CE activity paperwork:
1. Title of the education activity
2. Biographical Forms and Financial Disclosure forms for persons responsible for planning the education activity and presenters/content specialists.
3. Description of the needs assessment.
4. Description of the target audience

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)

Purpose: To provide on-going review of CE activity quality and standards and provide empirical data for performance improvement.

Policy:
1. Each CE session must include specific to that topic and be measurable, participant-focused learning objectives, describing the anticipated knowledge to the incorporated into practice or skills. After each session/CE activity, participants will complete an evaluation to discover:
a. If learning objectives were met
b. Faculty/speaker knowledge
c. Any perceived bias
d. Content fair and balanced
2. After evaluation and/or posttest, if used, is completed and returned, the certificate of CE completion will be provided

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)

Policy: To maintain accurate records of participants and successful activity completion of KAPNPD CE activities.
Procedure:
1. All participants for KAPNPD CE activities will sign in with two identifiers at the beginning of each CE activity to verify participation
2. Multi-day sessions require signing in at the beginning each day.
3. Some multi-session CE activities may require signing in at the beginning of each session, this will be determined on an individual CE activity basis.
4. Webinars require two identifiers from participants as well as a pre and posttest of the activity.
5. Posttests and evaluations will be utilized to determine successful activity completion.
6. Completion certificates will be provided at the end of the last session.
7. Participants have 14 days to complete their evaluations.
8. Each certificate is required to contain the following items:

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: J Clark APRN Date: 5/4/2026

Tracy Ann Clark, DNP, APRN, FNP-C, ACHPN
6800 Maurer Road
Shawnee, KS 66217
913.908.4021
TClark.DNP.aprn@gmail.com

CONTINUING EDUCATION ACTIVITY ACCREDITATION PROVIDER

Kansas Advanced Practice Nursing
Shawnee, KS
AANP CE Planner, Professional Development Chair
June 2021 - present

Association of Missouri Nurse Practitioners
Jefferson City, MO
AANP Approved Provider Program Administrator
June 2017 - June 2022

Association of Missouri Nurse Practitioners
Jefferson City, MO
Professional Development Chair, AANP CE Planner
June 2014 - June 2022

Hospice and Palliative Care Nurses Association
Kansas City, MO
Approved Educator
June 2011 - June 2020

California Continuing Education Provider
Shawnee, KS
Individual Provider
June 2011 - June 2018

FACULTY APPOINTMENTS

Chamberlain University
Chicago, IL Virtual
Visiting Professor
December 2021 - present

Saint Luke's College of Health Sciences at Rockhurst University
Kansas City, MO
Adjunct Nursing Faculty
August 2020 - August 2023

Saint Luke's College of Health Sciences
Kansas City, MO
Adjunct Nursing Faculty
August 2018 - April 2020

GRADUATE PROGRAM/COURSE ACTIVITIES

Chamberlain University Visiting Professor (December 2021 to present). NR507 Advanced Pathophysiology, NR509 Advanced Physical Assessment, NR576 Differential Diagnosis in Adult - Gerontology Primary Care
Saint Luke's College of Allied Health at Rockhurst University Adjunct Faculty (May 2020 to August 2023) NUR5650 Advanced Pathology and Disease States, NUR5950 Advanced Health Assessment and Diagnosis, NUR5720 Family Nurse Practitioner I: Diagnostics and Intervention Practicum, NUR5650 Advanced Pathology and Disease States. Subject matter expert revised curriculum, NUR7730 Family Nurse Practitioner III: Diagnostics and Intervention Practicum
Saint Luke's College of Allied Health Adjunct Faculty (December 2018 - May 2020). NUR 5260 Immersion, NUR5720 Family Nurse Practitioner I: Diagnostics and Intervention Practicum, NUR5950 Advanced Health Assessment and Diagnosis, NUR5950, Subject Matter Expert Course Revision NUR5950, NUR7730 Family Nurse Practitioner III: Diagnostics and Intervention Practicum
University of Kansas School of Nursing Adjunct Clinical Faculty (August 2007 - May 2011)
Sanford Brown College Adjunct Clinical Instructor (March 2002 - December 2003)

APRN EXPERIENCE

Saint Luke's Hospice & Palliative Care
Kansas City Region
Board Certified Hospice & Palliative Care Nurse Practitioner/Family Practitioner
December 2010 - present

Women's & Family Care and Aesthetics
Shawnee, KS
Owner/Practice Administrator/Family Practice Nurse Practitioner
August 2006 - present

GTC Research
Shawnee, KS
Clinical Investigator/Consultant
2009 - present

Johnson County Palliative Care
Shawnee, KS
Board Certified Palliative Care NP/Owner
January 2014 - present

Saint Luke's Convenience Care Clinics
Kansas City Region
Family Practice Nurse Practitioner
March 2016 - 2023

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Weight Loss Surgical Center
Overland Park, KS/North Kansas City, Independence, O'Fallon & Springfield, MO
Bariatric Nurse Practitioner part time and as needed
February 2010 - December 2014

Mercy and Truth Medical Missions
Kansas City, KS/Raytown, MO
Family Practice Nurse Practitioner
August 2008 - May 2011

Minute Clinic
Overland Park KS
Family Practice Nurse Practitioner
September 2007 - February 2011

EDUCATION

KUMC School of Nursing
Kansas City, KS
DNP
June 2015 - July 2017

KUMC School of Nursing
Kansas City, KS
MSN, FNP Program
May 2004 - August 2006

Webster University
St. Louis, MO, KCMO Campus
BSN
October 1985 -December 1987

St. Luke's School of Nursing
Kansas City, MO
Diploma in Nursing Kansas City, MO
August 1983 - May 1985

Johnson County Community College
Overland Park, KS
General Studies
August 1981 - May 1985

CURRENT LICENSING/CERTIFICATIONS

Kansas Multistate Compact RN and APRN Licensure
Kentucky Licensure as APPRN (Multistate Compact State for RN)
Missouri Licensure as APRN (Multistate Compact State for RN)
Illinois Licensure as RN
Tennessee Licensure as APRN (Multistate Compact State for RN)
American Academy of Nurse Practitioners Family Nurse Practitioner Certification
Hospice and Palliative Credentialing Center ACHPN Certification
MO DEA & BNDD
KS DEA
Buprenorphine Waver DEA (no longer required)
Clinical Aromatherapy

ASSOCIATIONS, MEMBERSHIPS, POSITIONS, TRAININGS

The Kansas State Board of Pharmacy K-TRACS Prescription Monitoring Program (PMP) Advisory Committee
Kansas Board of Nursing APRN Committee Member (July 2024 – present)
Kansas Advanced Practice Nurses Member Executive Director (2023 - present)
Kansas Advanced Practice Nurses Member, Professional Development Chair (2021 – present)
Northeast Kansas Nurse Practitioner Chapter of AANP Member, board member (Secretary and Treasurer) (2012 – 2019)
Association of Missouri Nurse Practitioners Member and Professional Development Chair (2016-2022)
Midwest Hospice and Palliative Care Provisional Group Member, organization dissolved
Sigma Theta Tau International Honor Society of Nursing
Past Associate Member of the American Society of Bariatric Physicians
Society of Aesthetic Injectors Member, Core Competency Certified
Botox for Migraine Trained
Certified Lymphedema Therapist, Norton Trained
Previous Society of Aesthetic Injectors Executive Director/Meeting Planner
Previous Certified Commercial Motor Vehicle Examiner
NRP Advanced Fetal Monitoring, Limited OB Ultrasound, ACOG Coding, Neonatal Critical Care,
SANE Certification, March, 2004

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LEADERSHIP EXPERIENCES

Kansas Advanced Practice Nurses Executive Director (2023 - present)
Kansas Board of Nursing APRN Committee (2024 - present)
Kansas Board of Pharmacy KTRACS Advisory Committee (2024 - present)
Saint Luke's Health System Credentialing Committee Member, (2019 - present)
Hospice and Palliative Nurse Association Kansas now Missouri State Ambassador, (2010 to present)
American Association of Nurse Practitioners Kansas State Representative (June 2020 - 2022) (KS FPA Achieved in 2022)
Saint Luke's Health System APP/Graduate Student Placement Coordinator, (2018 - 2023)
Saint Luke's Health System APP OnBoarding for Success Program Developer and Coordinator, (2018 - 2021)
Saint Luke's Health System Advanced Practice Provider Council Chair, (2014 - 2022)
Past Northeast Kansas Nurse Practitioner Chapter of AANP, Board Member, Treasurer and Secretary (2014 - 2021)
Past Midwest Hospice and Palliative Care Provisional Group Steering Committee (2014 - 2016)
Past Society of Aesthetic Injectors Executive Director (2014 - 2018)
Mercy & Truth Medical Missions Board Member, (2005 - 2006)
Safe Haven (domestic violence shelter) executive board member (1998 - 1999)
Member Lafayette County Health Department committee on teen pregnancy (1997 - 1999)

AWARDS

The Association of Missouri Nurse Practitioners Excellence in Advanced Practice Nursing Leadership August 4, 2017

ARNP / PRACTICE ADMINISTRATOR EXPERIENCE

Women's & Family Care / Modern Dermatology & Aesthetics — Owner/Practice Administrator/Family Practice Nurse Practitioner
Shawnee, KS — August 1, 2006 - present

- Responsible for overall practice success.
- Complete Decongestive Therapy for Lymphedema
- Integrated multi-specialties and turned an OB/GYN office into a multi-specialty office including Family Practice, Bariatric, Internal Medicine, GYN, Dermatology, Cosmetic Dermatology and Psychiatry.
- Responsible for recruiting, on-boarding and evaluating MD's, APRN's and all staff
- Maintain patient panel
- Perform Long-Term Care and Hospice patient evaluations and H&Ps
- Perform CMV Examinations
- Provide patient and staff education including BLS

Saint Luke's Hospice — Leadership Team
Kansas and Missouri Region — 2010 - present

- Administrative responsibilities committees and call

FACILITY PRIVELEGES

Allen County Regional Hospital 5/1/2021 to present
Anderson County Hospital 3/1/2021 to present
Wright Memorial Hospital Trenton, MO 3/1/2021 to present
Hedrick Memorial Hospital Chillicothe, MO 3/1/2021 to present
Saint Luke's East Hospital, Lee's Summit, MO 10/1/2017 to present
Saint Luke's North Hospital, N Kansas City, MO 4/25/2017 to present
Saint Luke's South Hospital, Overland Park, KS 10/1/2017 to present
Saint Luke's Hospital, Kansas City, MO 10/8/2013 to present
Saint Luke's Hospice House, Kansas City, MO 7/2013 to present
Blue Valley Hospital, Overland Park, KS 12/2010 to December 2014

PRESENTATIONS, PUBLICATIONS, EDUCATION PROVIDED

PUBLICATIONS

Hanna, D., & Clark, T. Pearls for Optimizing Topical Retinoid Therapy in Pediatric Acne. *Practical Dermatology for Pediatrics*, January/February, 2011. 18-22.

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PRESENTATIONS

Association of Missouri Nurse Practitioners Regional Conference Speaker
Hospice and Palliative Care Nurses Association Approved Educator
Stop the Bleed Trainer
American Heart Association BLS Instructor
National Safety Council Instructor
Saint Luke's Hospice: Hospice 101 Multiple Dates
Saint Luke's Hospice End of Life Medications Multiple Dates. Enduring Video for health system
Association of Missouri Nurse Practitioners Live Presentation: Advanced Aromatherapy August 2018
Saint Luke's Health System Spirit Filled Care of the Dying Conference: Complimentary Therapies at End-of-Life Panel Discussion October 2018
Association of Missouri Nurse Practitioners Live Presentation: Aromatherapy: Mixing it Up! August 2017
Association of Missouri Nurse Practitioners Annual Conference Poster Presentation: FORMULATION OF A BUSINESS PLAN FOR A NURSE PRACTITIONER-DRIVEN OUTPATIENT PALLIATIVE CARE CLINIC August 2017
University of Kansas Medical Center: ELNEC for APRN June 2016, June 2017
Association of Missouri Nurse Practitioners Live Presentation: Aromatherapy August 2017
Association of Missouri Nurse Practitioners Live Presentation: Evaluation and Management of Obesity in Children, March 2016
Saint Luke's Hospice ELNEC Trainer 2013-present

CLINICAL TRIAL EXPERIENCE

Saint Luke's Health System Institutional Review Board – 2
Kansas City, MO
Member
March 2022 - present

GTC Research
Shawnee, KS
Sub-Investigator, Research Coordinator, Doc Manager
1999 – present

Trial Focus
(Complete List Available Upon Request)

- Influenza Vaccine
- Osteoarthritis
- CV Safety and Efficacy with Allopurinol
- Rheumatoid Arthritis
- Vasomotor Symptoms in Post-Menopausal Women
- Diarrhea IBS
- Gout
- Endometriosis
- Over-Active Bladder
- Fibromyalgia

RN EXPERIENCE

Comprehensive Women's Care
Lexington, MO/Shawnee, KS
Practice Administrator/Supervising RN
January, 1996 – December, 1999/October, 2003 – August 2006

- Responsible for practice set-up including purchasing supplies and equipment, creating documentation forms, encounter and billing forms, setting the fee schedule, creating policies and procedures and QI monitors
- Responsible for recruiting, on-boarding and evaluating all staff
- Responsible for overseeing the LPN, MA and PSR and the daily functioning of the practice
- ACOG Trained CPT & ICD-9 coder, responsible for evaluating CPT & ICD-9 coding, reimbursements and denials and negotiating with payor sources
- Solely responsible for the formation and implementation of PR/marketing
- Provided patient and employee education including BLS
- Performed Clinical Breast Exams, PAP Smears and Limited Ultrasounds

University of Kansas Medical Center
Kansas City, KS
Care Coordinator/Maternal Child & FTN RN
January 2004 – January 2007

- Responsible for discharge planning and care coordination for maternal/child patients.
- Provide direct patient care in FTN, MB, L & D and NICU

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- Provided patient and staff education. Utilized and a resource nurse.

St. Luke's Home Care — Home Mgmt Services Manager/PI & Education Coordinator/Risk Management/Hospice Case Mgr.
Kansas City, MO — December 2002 - January 2004 and January 2005 - August, 2006

- (Home Mgmt Services Mrg - 2002: PI & Education Coordinator - 2003; Hospice RN Case Manager Full Time 2005, PRN 2006)
- Individualized Case Management of Hospice patients in coordination with the Interdisciplinary Team
- PI/QA responsibilities, research and reporting including OBQI/OBQM. Research state and federal laws/regulations/statutes related to the agency and formulate policies and procedures complying with the same. Risk management, OSHA compliance and policy formation/implementation responsibilities.
- Education, training and orientation responsibilities.
- Oversaw daily operations of Private Duty Services including employee and client supervision, employee hiring, performance evaluation and terminations as well as client PR and marketing.
- Responsible for development, curriculum, hiring, on-boarding, training and evaluating new "Nanny" program.

Sanford Brown College — Adjunct Clinical Instructor
Kansas City, MO — March 2002 - December 2003

- Oversee RN nursing students in their medical/surgical and family health clinical rotations.
- Responsible for assigning and evaluating assignments, projects and assessing knowledge obtained.

Practice Management Consultant — Consultant
Shawnee, KS — June 1999 - 2020

- Evaluate practice/business policies, procedures and methodologies and make recommendations for improvement.
- Formulate and implement policies and procedures.
- Research state and federal laws/regulations/statutes related to the practice and formulate policies complying with the same.
- Formulate orientation plans, job descriptions and employee evaluation tools.
- Provide staff in-service and training to meet JCAHO. OSHA, HIPPA and other requirements.

Building Blocks Program — Program Supervisor
Kansas City, MO — December 1999 - December 2000

- Responsible for program set-up and initiation including purchase of supplies and equipment, creation of documentation forms, policies, QA/PI monitors and tools, and marketing.
- Responsible for new RN on-boarding, creation of employee job descriptions, evaluation tools, weekly supervision, team meetings, and supervisory visits.
- Responsible for leading and maintaining employee and client education and trainings including BLS.
- Responsible for budget and acquisition of grant monies available to program. Prepared for JCAHO Survey 2000.

Visiting Nurse Association/Visiting Nurse Services of Clinicare — Maternal Child RN
Kansas City, MO — October 1996 - August 1998

- Responsible for providing Mother Newborn skilled nursing evaluation and management and patient education
- Case Management responsibilities
- Responsible for providing high risk newborn skilled nursing evaluation and management and patient education
- Responsible for providing complicated OB/postpartum skilled nursing evaluation and management and patient education

Roper ProCare — New Program/QA Consultant
Charleston, SC — August 1994 - January 1996

- Interim Director January 1995 through April, 1995 (JCAHO Focus Survey January, 1995)
- Responsible for development, initiation and instruction of "Nanny Program" and classes
- QA, marketing, supervisory, education and patient care responsibilities.

Alvarado Medical Center Hospital — Perinatal RN
San Diego, CA — June 1990 - May 1993

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- Responsible for primary care of patients in the following areas: Neonatal Intensive Care, Newborn Nursery, Antepartum, Labor & Birth, Surgical Recovery and Postpartum and home visit program
- Assisted in policy and procedure structure and implementation as well as QA
- Initiated and performed patient education before, during and after the hospitalization process including BLS
- Performed Limited OB Ultrasounds, FSE and IUPC insertion and sterile speculum examinations

Baptist Medical Center
Kansas City, MO
Perinatal RN
August 1988 - May 1989

- Devised all Nursery/NICU policies and procedures for the unit to open
- Provided patient education before, during and after hospitalization including BLS
- Provided staff in-service education including BLS
- Responsible for primary care of patients in the following areas: Neonatal Intensive Care, Newborn Nursery, Antepartum, Labor & Birth, Surgical Recovery and Postpartum
- Performed home visits

University of Kansas Medical Center
Kansas City, KS
Assistant Nurse Manager
November 1986 - October 1988

- (Staff RN Neonatal Intensive Care: November, 1985 - October, 1988, PRN Staff RN November, 1988 - May, 1989)
- Assistant Nurse Manager, NICU/Full Term Nursery with responsibility emphasis on the Full-Term Nursery
- Responsible for staffing, QA, policy and procedures, yearend reports, JCAHO regulation requirements, staff evaluations and discipline, interviewing, on-boarding new staff, etc.
- Provided staff and patient education including BLS

Humana Hospital
Overland Park, KS
Cradle Club Instructor
April 1986 - January 1988

- Taught the following patient education classes: Preparation for Labor and Birth, Refresher, VBAC, Breastfeeding, Sibling Class, Grandparent Class, Early Pregnancy and Baby Saver

VOLUNTEER ACTIVITIES

- Lenexa Baptist Church health and wellness ministry
- Project Hope Haiti Missions
- Parish/Congregational Nurse, Westside Family Church 2000-2012, Completed Parish/Congregational Nurse Course, November 2002
- School Nurse Maranatha Academy: 1999-2014, School Nurse, Faith Christian Academy: 1998-1999
- American Heart Association BLS instructor, American Safety and Health Council First Aid and CPR Instructor, National Safety Council First Aid and CPR instructor
- Provide community health education classes
- Girl Scout leader, product sales manager and council trainer
- Cub Scout leader, Boy Scout advancement coordinator
- Teach various community classes: baby-sitting, childbirth, car seat instillation, CPR, aromatherapy, parenting support
- NTSB/AAA Certified Car seat Instillation Technician
- House of Hope (domestic violence shelter) volunteer 1997 - 1999

Kansas Advanced Practice Nurses Professional Development CE Activity Evaluation

Program Title:

Program ID #

Date:

Circle the number that best fits your evaluation of this program:

4=strongly agree 3=agree 2=somewhat disagree 1=strongly disagree

As a result of completing the CE Activity:

1. As a result of my participation in this activity, I am better able to:

a.

b.

c.

2. The teaching methods used were appropriate to the objectives.

3. The following speaker(s) demonstrated experiential knowledge of the topic.

4. The individual objectives/content topics were cohesive with one another.

5. The content provided a fair and balanced coverage of the topic.

6. Speaker(s) fully disclosed any conflict of interest and discussion of off-label usage of medication and/or medical devices at beginning of, or during the presentation.

7. The content was free of commercial bias.

8. I would recommend this program to my colleagues.

9. This activity enhanced my current knowledge base

10. Please provide one statement of a benefit you received from this program:

KANSAS ADV ANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT CE CERTIFICATE

This is to certify that

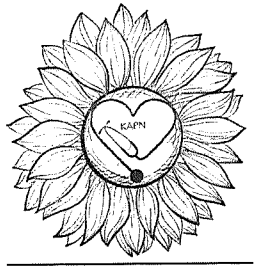
_____

has attended and successfully completed the educational activity

"(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: _____."

Location: _____ Coordinator: Tracy Clark, DNP, APRN-C, FNP-C, ACHPN

Date: _____ Sponsor/Provider: KANSAS ADVANCED PRACTICE NURSES



KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT

CE Activity Policy Handbook

Education Mission and Vision Philosophy

The Institute of Medicine report (2010) noted that educational activities must be conducted with integrity, ensuring freedom from commercial bias or promotion and based on best available evidence. The KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT (KAPPNPD)'s continuing education activities are developed by Advanced Practice Registered Nurses for Advanced Practice Registered Nurses to meet this goal and meet the requirements of the accrediting body guidelines and criteria. The objective is to provide collaborative, informative CE activities to empower Advanced Practice Registered Nurses with knowledge, resources and experiences to optimize their professional knowledge and practice. Continuing education activities are designed and strictly scrutinized to adhere to the standards set for by the accrediting bodies. KAPNPD works closely with the organization seeking CE activity accredited CEs.

The National Academies of Sciences, Engineering and Medicine (2010, October 5). The future of nursing: Leading change, advancing health. Retrieved from http://www.nationalacademies.org/hmd/Reports/2010/The-Future-of-Nursing-Leading-Change-Advancing-Health.aspx

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Pocy

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2001: KAPNPD Identifying Content Areas Appropriate for APRN CE

Purpose: To ensure the content of CE activities enhanced level of learning or proficiency in clinical topics, promote improvements in quality of healthcare, and or introduce new evidence-based practice standards.

Policy:

1. Continuing Education activities based on learning needs or gaps identified for and by Advanced Practice Registered Nurses
2. Continuing Education activities are planned, designed and implemented based on the identified learning need and could include evaluation and management of health issues, business, practice management and legislative policy issues. Community activities do not qualify for CE (examples would be BLS, personal finance training or stress reduction)
3. Presenters/faculty will be professionals in the content field and will possess a graduate level education or experiential expertise that qualifies them to provide continuing education to graduate level professionals.
4. Each CE ***session*** must include specific to that topic and be measurable, participant-focused learning objectives, describing the anticipated knowledge to the incorporated into practice or skills (see *List of Measurable Verbs Used to Assess Learning Outcomes*).
5. For pharmacology credit, measurable objectives relating specifically to the pharmacology content must be noted with time to be spent for each objective.
6. The following components must be considered and identified during the activity's planning phase and included on the APRN Planning Form:
    a. The identified need for the CE
    b. Course outline, a minimum of 3 measurable objectives, content summary, agenda, and teaching method
    c. Time
    d. Biographical forms for each speaker/faculty presenter
    e. Financial disclosure forms for each speaker/faculty presenter and activity planner
7. Faculty are required to disclose and off-label or investigational use of topic and include a description of the evidence supporting its use in this manner.
8. Any risk of bias or conflict of interest must be mitigated and the mitigation will be explained with note to file.

List of Measurable Verbs Used to Assess Learning Outcomes

Bloom's Taxonomy of Educational Objectives (1956): Cognitive Skills

A group of educators, led by Benjamin Bloom, identified a hierarchy of six categories of cognitive skills: knowledge, comprehension, application, analysis, synthesis and evaluation. As students learn, they start with the knowledge level and progress through the hierarchy. Thus, advanced courses should include skills at a higher level than introductory or basic skills courses. Below you will find a web-resource as well as a list of measurable verbs to assist you in writing course objectives and assess learning outcomes.

Objective-Builder Resource: http://teachonline.asu.edu/objectives-builder/

Knowledge Level: The successful student will recognize or recall learned information.

list	record	Underline
state	define	arrange
name	relate	describe
tell	recall	memorize
recall	repeat	recognize
label	select	reproduce

Comprehension Level: The successful student will restate or interpret information in their own words.

explain	describe	report
translate	express	summarize
identify	classify	discuss
restate	locate	compare
discuss	review	illustrate
tell	critique	estimate
reference	interpret	reiterate

Application Level: The successful student will use or apply the learned information.

apply	sketch	perform
use	solve	respond
practice	construct	role-play
demonstrate	conduct	execute
complete	dramatize	employ

Analysis Level: The successful student will examine the learned information critically.

analyze	inspect	test
distinguish	categorize	critique
differentiate	catalogue	diagnose
appraise	quantify	extrapolate
calculate	measure	theorize
experiment	relate	debate

Synthesis Level: The successful student will create new models using the learned information.

develop	revise	compose
plan	formulate	collect
build	propose	construct
create	establish	prepare
design	integrate	devise
organize	modify	manage

Evaluation Level: The successful student will assess or judge the value of learned information.

review	appraise	choose
justify	argue	conclude
assess	rate	compare
defend	score	evaluate
report on	select	interpret
investigate	measure	support

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KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy AANP ONLY POLICY

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

AANP/EDU9000: KAPNPD Adherence to AANP Specific Standards/Policy When Implementing CE

Purpose: To ensure AANP standards and guidelines are met regarding the planning, design and implementation of continuing education activities for Advanced Practice Registered Nurses.

Policy:

1. KAPNPD has formed policies and procedures that closely align with and have been reviewed and approved by AANP for the planning, design, implementation, and evaluation of CE activities for Advanced Practice Registered Nurses.
2. KAPNPD CE Activity Planning Office makes every effort to meet AANP's guidelines for CE activity planning, design, implementation, and evaluation.
3. KAPNPD commits to utilizing AANP as their resource for questions related to policy concerns related to the planning, design, implementation, or evaluation of CE activities for Advanced Practice Registered Nurses.
4. KAPNPD acknowledges that AANP would have final authority related to its CE activity should discrepancies occur.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

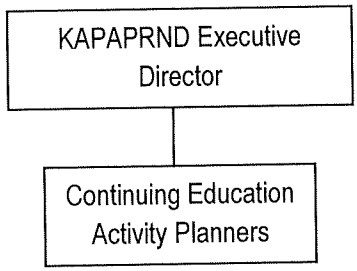
Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2004: KAPNPD CE Credentialing of CE Activity Planners and Approval Authorities Relationship

Policy: The purpose of the KAPNPD credentialing of CE activity planners is to ensure fair and balanced, standardized, high quality CE education (see also, job description)

Procedure:

1. The CE planner must be a Advanced Practice Registered Nurse licensed and in good standing.
2. The planner must possess interest and knowledge of planning educational CE activities.
3. State Representatives work with KAPNPDPD to plan CE activities and are Activity Planners.
4. KAPNPDPD CE Activity Planners must commit to being present at the annual conference and serving at the conference.
5. The KAPNPD CE Activity Planner must complete an annual financial disclosure and must be free from commercial bias. This would include employment by pharmaceutical companies.
6. KAPNPD CE Activity Planners must be willing to review slides for KAPNPD CE activities against the established standards as needed.



Job Description KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT
Continuing Education Activity Planner

Job Summary:

The Association of Kansas Advanced Practice Registered Nurse (KAPNPD) Continuing Education (CE) Activity Planner has satisfactorily completed a formal post-basic educational program, with the primary purpose of such a program being to prepare for advanced and specialized practice and has passed an appropriate certification examination and is a member in good standing in the state of practice. The CE Activity Planner should have experience in planning educational programs and a basic knowledge of KAPNPD and PhRMA Guidelines relating to continuing education activities. Such an KAPNPD, shall be eligible to serve as a CE Activity Planner. The KAPNPD CE Activity Planner member serves two year terms, or congruently with their regional representative position. The CE Activity Planners provides leadership, guidance and expert resources related to KAPNPD CE activities.

Specific Responsibilities:

1. Agree to review slides, as requested, throughout the year for CE activities.
2. Provides leadership, expertise and guidance on CE activities within KAPNPD.
3. Is a team player and supportive of other learning process throughout continuing education planning, design, implementation and evaluation.
4. In collaboration with others, establishes goals and expectations for achieving high quality Advanced Practice Registered Nurse continuing education activities compliant with rules, regulations and policies.
5. Holds self and others accountable for behaviors, including the commitment to life-long learning and career planning.

Qualifications:

- Education: Master's Degree, Doctorate preferred
- Experience: Minimum 1 year experience planning educational programs.
- License/Certifications: Licensed to practice as a Advanced Practice Registered Nurse in Kansas. Member in good standing of KAPNPD.

I accept the above listed responsibilities and agree to serve as an KAPNPD CE Activity Planner.

_____ _____
Signature Date

Applicant is accepted and will serve as an KAPNPD CE Activity Planner through December, _____

_____ _____
KAPNPD Provider Date

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 Date Approved: 10/11/2021 Date implemented: 10/11/2021
6/2/2016

EDU2002: KAPNPD CE Storage of Records, Retrieval and Confidentiality of CE Activity

Policy:
The KAPNPD Office will maintain confidential records for approved continuing education paperwork submitted for a period of six years. Copies are maintained by education activity title and date.

Procedure:
1. After development of each CE activity, the following records are retained for six (6) years in the educational office:
    A. CE activity paperwork:
        1. Title of the education activity
        2. Biographical Forms and Financial Disclosure forms for persons responsible for planning the education activity and presenters/content specialists.
        3. Description of the needs assessment.
        4. Description of the target audience.
        5. Location(s) and date(s) of the activity.
        6. Purpose
        7. Objectives and content.
        8. Teaching/learning strategies, including resources, materials, delivery methods, and learner feedback.
        9. Notice to learners identifying how successful completion will be measured.
        10. Sample of the certificate awarded to participants.
        11. Marketing/promotional materials.
        12. Conflict of interest forms for speakers/authors and planning committee members.
        13. If applicable, documentation of how activity integrity was maintained for an education activity receiving commercial support.
        14. If applicable, written commercial support agreement.
        15. Evaluation tool.
    B. Number of contact hours awarded.
    C. Names and addresses of participants and number of contact hours awarded to each. CE certificates will be emailed to participants.
    D. Copy of the evaluation tool(s), including a summary evaluation.
4. Participants that request contact hour information will be referred to the applicant/chairperson of the activity.
5. Records of the Approver Unit are available only to national office staff and are maintained on a password protected hard drive only accessible by KAPNPD accreditation staff.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2003: KAPNPD CE Cancellation, Non-Attendance, and Refunds

Purpose: To provide clear direction related to cancellation of CE activities, participant non-attendance and refund processes.

Policy:

1. All cancellations require written notification to KAPNPD at edu.KAPN@gmail.com
2. Each activity will specify the required time for cancellation to occur for the participant to receive a percent of refund of CE activity fees. In general, barring special circumstances: 30-day notice of cancellation yields a 20% refund. 45-day notice yields a 75% refund. 90-day notice yields a 90% refund but each activity has specific timeframes. Any cancellations with less than 30 days' notice, without approved extenuating circumstances, will receive no refund.
3. KAPNPD is not responsible for cancelling room, travel or meal plans should a participant cancel their participation.
4. Participants who no show for CE activities will receive no refund.
5. Should KAPNPD cancel a CE activity, and the CE activity is not rescheduled, or it is rescheduled for a date and or location for which the participant is unable to attend, their CE activity fee can be applied to a future CE activity or be completely refunded. The option is the participant's.
6. Returned checks will incur an administrative fee of $35.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2005: KAPNPD CE Qualifications of CE Activity Planners and Faculty

Purpose: To ensure the highest quality information, education and evidence-based practice are presented in CE activities.

Policy:

1. Faculty must have expertise based on education and experiential knowledge of the topic, activity and/or population covered (editor of journal, attorney, tech expert, etc).
2. Pharmacology content must be presented by a licensed prescriber such as a Advanced Practice Registered Nurse, physician, or pharmacist (MD, DO, Pharm D, APRN, PA, etc.).
3. Planners and/or Faculty who are employees of commercial interests may not serve as faculty or planners if the content the employee controls relates to the business lines and/or products of the commercial interest employer.
4. Faculty and planners must complete disclosure forms to ensure no commercial bias or conflict of interest exists.
5. Faculty and Planners must complete biographical forms to document their education and experience.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2006: KAPNPD CE Target Audience Needs Assessment

Purpose: To identify a professional practice gap in knowledge, need for competence in practice or evidence-based practice development or change. CE Activities will be based on this information,

Policy:

1. KAPNPD will periodically poll members on-line or at meetings and /CE activities for identified gaps in practice or CE needs.
2. KAPNPD will stay abreast of developing and/or evidence-based practice updates and provide this information and knowledge in CE activity format.
3. Information will be garnered from CE activity evaluations as to topics Advanced Practice Registered Nurses need in future education.
4. An on-line survey will be sent out to the KAPNPD membership annually to ascertain CE needs.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2007: KAPNPD CE Course Identification System/Classification

Purpose: To appropriately label for easy identification and referencing, KAPNPD CE activity courses.

Policy:

1. CE activities will be identified by title, dated and CE activity ID.
2. CE activity ID will be assigned during the month of approval for the first presentation and consist of:
    a. the last two numbers of the year in which the CE activity will be held
    b. two numbers for the month the CE activity will be held
    c. ascending numbers beginning with 001 starting over each month.
    d. for a multisession activity, numbers beginning with 100 will be utilized to identify the entire activity with individual sessions labeled as above.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2008: KAPNPD Contact Hours Determination and Approval Period for CE Activities

Purpose: To ensure consistency and credentialling body standards when assigning contact hours to CE activities.

Policy:

CE activities are assigned contact hours as below and approved for a two-year period, exactly as originally designed:

1. Live and virtual concurrent activities may occur.
2. CE activity hours are granted in 15-minute learning time blocks:
   1 CE = 60 minutes of active learning time
   0.75 CE = 45 minutes of active learning time
   0.5 CE = 30 minutes of active learning time
   0.25 CE = 15 minutes of active learning time.
   No less than 0.25 CE will be awarded for any CE activity.
3. Pharmacology CE is notated separately with the phrase "including XX hours of Pharmacology" for presentation with objectives noted to be specific to pharmacology and only for the specific time those objectives are discussed.
4. Virtual Enduring Virtual CE Activities are based on the actual time it takes a participant to reasonable complete the activity and the post test. The post test passing score will be determined prior to the activity. Post test questions are derived from the activity objectives.
5. A CE Activity Available statement reflects the total number of CE one person may possibly receive throughout the CE activity and may be noted on advertising as "Up to XX CE is available per person for this continuing education activity'.
6. Workshops or Multi-hour activities will include a 15 minute break if the assigned time of the session exceeds 4 hours if breaks are not accounted for.
7. Poster Sessions with a minimum of 6 posters and as approved in policy EDU2022, when held in conjunction with a live activity equaling a minimum of 1 CE, may be awarded CE of 0.1 CE per 2 posters.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2009: KAPNPD Assignment of Pharmacology CE Credit

Purpose: To appropriately and consistently assign pharmacology CE credit within CE presentations.

Policy:

1. Policy EDU2008 outlines assignment of CE.
2. Pharmacology is determined by the objectives that address medications in regards to the CE activity topic. These objectives must be assigned the length of time that will be spent on each one during the presentation. Only the minutes specifically addressing pharmacology objectives will be granted specific pharmacology credit.
3. Pharmacology content may include drug specific information, safe prescribing and administration practices, , new regulations or prescribing methodologies.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy AANP ONLY POLICY

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

AANP/EDU9007: KAPNPD CE Verification of Participation and Successful Activity Completion

Policy: To maintain accurate records of participants and successful activity completion of KAPNPD CE activities.

Procedure:

1. All participants for KAPNPD CE activities will sign in with two identifiers at the beginning of each CE activity to verify participation
2. Multi-day sessions require signing in at the beginning each day.
3. Some multi-session CE activities may require signing in at the beginning of each session, this will be determined on an individual CE activity basis.
4. Webinars require two identifiers from participants as well as a pre and posttest of the activity.
5. Posttests and evaluations will be utilized to determine successful activity completion.
6. Completion certificates will be provided at the end of the last session.
7. Participants have 14 days to complete their evaluations.
8. Each certificate is required to contain the following items:
    a. KAPNPD Name and Logo
    b. Name of the participant
    c. Title of the educational activity
    d. Location of the educational activity
    e. Date of the educational activity
    f. Name of the person coordinating the activity
    g. Sponsor/provider name
    h. Total contact hour(s)
    i. Applicable pharmacology hours
    j. The following statement:

. ***The KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT is accredited by the American Association of Advanced Practice Registered Nurses as an approved provider of Advanced Practice Registered Nurse continuing education.***
Provider number: XXXXXX.
This activity is approved for XX contact hour(s) which includes XX hour(s) of pharmacology.
Program ID XXXXXX.

9. All evaluation summaries are due to the CE Activity Planning Office 30 days after the date of the CE activity.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2010: KAPNPD CE Verification of Participation and Successful Activity Completion

Policy: To maintain accurate records of participants and successful activity completion of KAPNPD CE activities.

Procedure:

1. All participants for KAPNPD CE activities will sign in with two identifiers at the beginning of each CE activity to verify participation
2. Multi-day sessions require signing in at the beginning each day.
3. Some multi-session CE activities may require signing in at the beginning of each session, this will be determined on an individual CE activity basis.
4. Webinars require two identifiers from participants as well as a pre and posttest of the activity.
5. Posttests and evaluations will be utilized to determine successful activity completion.
6. Completion certificates will be provided at the end of the last session.
7. Participants have 14 days to complete their evaluations.
8. Each certificate is required to contain the following items:
    a. KAPNPD Name and Logo
    b. Name of the participant
    c. Title of the educational activity
    d. Location of the educational activity
    e. Date of the educational activity
    f. Name of the person coordinating the activity
    g. Sponsor/provider name
    h. Total contact hour(s)
    i. Applicable pharmacology hours
    j. 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: ____."

9. All evaluation summaries are due to the CE Activity Planning Office 30 days after the date of the CE activity.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2011: KAPNPD CE Partial Credit

Purpose: To provide consistency in CE credit awarded.

Policy:

1. Participants are to achieve all stated objectives for each activity. Partial participation does not allow for this.
2. Credit may not be awarded for partial attendance of a session.
3. Participants are to claim credit only for sessions they attend in entirety.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 Date Approved: 10/11/2021 Date implemented: 10/11/2021

EDU2012: KAPNPD CE Evaluation of CE Activities, Policy and Program

Purpose: To provide on-going review of CE activity quality and standards and provide empirical data for performance improvement.

Policy:

1. Each CE ***session*** must include specific to that topic and be measurable, participant-focused learning objectives, describing the anticipated knowledge to the incorporated into practice or skills. After each session/CE activity, participants will complete an evaluation to discover:
    a. If learning objectives were met
    b. Faculty/speaker knowledge
    c. Any perceived bias
    d. Content fair and balanced
2. After evaluation and/or posttest, if used, is completed and returned, the certificate of CE completion will be provided.
3. Faculty will receive an evaluation summary regarding their presentation. Any presentation receiving a cumulative score of less than 80% in meeting these objectives will be reviewed with the presenter and CE activity planner.
4. Recurrent faculty with less-than-optimal evaluation scores will be provided mentorship for their next presentation.
5. At the conclusion of CE activities, a CE Activity Summary will be forwarded to the KAPNPD Executive Director. Activity Planner that includes:
    a. The total number of participants
    b. The total number of APRN participants
    c. The total percent scores of each objective for each presenter's evaluation
    d. Evaluation comments
6. These records will be kept with all other documentation from the activity for six years.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2013: KAPNPD Endorsement of Commercial Products, Support by Vendors

Purpose: Commercial support is defined as financial or in-kind contributions given by a commercial interest entity, which is to pay for some or all of the costs of the educational activity/session. It is crucial that commercial support have no influence on the determination of specific CE activity need, development of objectives, specification of content, selection of faculty, or otherwise manipulate or shape CE activities

Policy:

1. The KAPNPD Conference Committee will determine any and all decisions regarding vendor usage and will maintain and commercial free venue.
2. Each commercial vendor, regardless of profit or not-for-profit status, will comply with a written agreement describing the details and terms and conditions of vendor presence or commercial support.
3. KAPNPD would accept commercial support in the form of an unrestricted educational grant. Any and all commercial support will be recorded and disclosed to program participants. Communication may be in the form of notation on brochures and/or agendas, signage, announcements.
4. All continuing education events will be held in a separate room or separate venue than any commercially supported meal, activity or event.
5. Any and all educational materials will list the acknowledgement of any commercial or other support. Slide presentations are required to contain a disclosure slide.
6. CE credit is not awarded for CE activities designed to promote products.
7. Any commercially supported events are not available for continuing education credits.
8. All offerings of continuing education will not be influenced by any commercial exhibitor advertisement, handout, pamphlet, logos, etc.
9. Any commercial sponsorship or in-kind contributions from any organization may not influence a continuing education activity.
10. Any speaker for an KAPNPD CE activity that also serves on a speakers bureau may only speak on disease prevalence, risk factors, diagnosis, pathophysiology. All sl
11. ides will be reviewed by both the Chief CE Activity Planner and the activity planner or CEO to insure no commercial logos, literature or bias is present. Any past speaker for a speakers bureau should have his/her slides reviewed in the same manner.
12. KAPNPD will disclose to CE activity participants any current or prior (24 months) significant financial support or relationships between KAPNPD, CE activity planner(s), faculty/presenter and commercial groups.
13. All evaluation forms will be standardized and will include a question to assess if any learner has noted any commercial biases. If any are reported, a plan will be documented by the activity planner /committee and returned to the Chief CE Activity Planner to prevent this from occurring in the future.
14. General education commercial grants will be noted in generic lettering with no company logo with the following statement: "A generous educational grant has been provided by XXXXX."

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy AANP ONLY POLICY

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

AANP/EDU9001: KAPNPD CE Joint-Providership

Purpose: For AANP accredited CE activities, to maintain AANP standard in CE activity planning. KAPNPD does not currently participate in Joint Providerships.

Policy:

1. As an AANP approved provider, KAPNPD is not an accrediting body and may NOT approve or accredit CE activities of other entities (e.g. individuals, organizations, or corporations). If approached by an entity seeking credit for an activity that is already planned and/or developed, KAPNPD must refer the entity to AANP.
2. KAPNPD will partner with other organizations in development and implementation of CE activities, but must be involved in all phases of the CE activity planning, development, implementation, and evaluation in order for the CE activity to be considered the work of KAPNPD.
3. In the case of a collaboration or partnership in which AANP credit is awarded, KAPNPD must maintain a copy of the co-provider agreement as part of the activity file.
4. The agreement must specify the responsibility of KAPNPD to be involved in all phases of the activity, including maintenance of the CE activity records following the activity.
5. Additionally, all activity material must clearly identify KAPNPD as a provider/sponsor of the activity, rather than imply that KAPNPD has reviewed and/or accredited the activity.

   This activity has been planned and implemented in accordance with the Accreditation Standards of the American Association of Advanced Practice Registered Nurses (AANP) through the joint providership of (name of accredited provider that is assuming responsibility of the activity) is accredited by the American Association of Advanced Practice Registered Nurses as an approved provider of Advanced Practice Registered Nurse continuing education. Provider Number XXXX. This activity is approved for XX contact hour/s(which includes XX hour/s of pharmacology)..
6. In KAPNPD's joint providership with other entities planning, developing, implementing and evaluating along with record retention of the continuing education activity a $200 base fee will be required along with $2.50/participant/CE
7. For any commercial sponsorship, all KAPNPD policies will be followed as stated in EDU2013.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy AANP ONLY POLICY

Date Formulated: 10/11/2021 Date Approved: 10/11/2021 Date implemented: 10/11/2021

AANP/EDU9003: KAPNPD Identifying Accreditation Status

Policy: For AANP accredited CE activities, KAPNPD will provide accurate information in all CE activities, advertising and communication for continuing education activities.

Procedure:

1. All approved CE activity communication will contain the following statement:
   The KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT is accredited by the American Association of Advanced Practice Registered Nurses as an approved provider of Advanced Practice Registered Nurse continuing education.
   Provider number: XXXXXX.
   This activity is approved for XX contact hour(s) which includes XX hour(s) of pharmacology.
   Program ID XXXXXX.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy AANP ONLY POLICY

Date Formulated: 10/11/2021 Date Approved: 10/11/2021 Date implemented: 10/11/2021

AANP/EDU9004: KAPNPD CE Notification of Prospective/Actual Participants of AANP Approval Status

Purpose: For AANP accredited CE activities, to provide appropriate notification of AANP Approved Provider Status to participants of CE activities.

Policy:

1. KAPNPD will make clear their AANP Approved Provider status, once approved. The required AANP statement will be included in all publication and CE activity documents.
2. The KAPNPD Logo and the AANP logo, accompanied by the following statement bill appear on all publications to notify participants of AANP approval status:

   "The KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT is accredited by the American Association of Advanced Practice Registered Nurses as an approved provider of Advanced Practice Registered Nurse continuing education. Provider number: *XXXXXX*."

   The notification will be located in the accreditation statement, simply identifying the provider's designation as an approved provider. The provider statement should be followed by CE activity specific notification.

   "This Activity is approved for XX contact hour(s) which includes XX hour(s) of pharmacology. Program ID #XXXXXX".

   These two statements must appear together on each CE activity.
3. KAPNPD will make no implication that AANP is involved as a partner or co-sponsor in any CE activity.
4. There will be no claim or implication that KAPNPD in an AANP Approved Provider until that status is granted.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT

Date Formulated: 5/4/2026 **Date Approved: 5/4/2026** **Date implemented: 5/4/2026**

EDU2010: KAPNPD CE Activity Offering Announcement and Approval Language Compliance KSBON

Purpose: To ensure full compliance with Kansas nursing regulations by requiring authorized Continuing Nursing Education (CNE) providers to include mandated Kansas State Board of Nursing (KSBN) approval language on all course offering announcements and advertisements, thereby ensuring transparency and verifiability for participants. This policy applies to all KSBN-authorized Continuing Nursing Education providers and to all formats of CNE announcements and advertisements, including but not limited to brochures, flyers, emails, websites, social media posts, and printed or electronic promotional materials.

Policy: All authorized CNE providers shall include the exact approval language required by KAR 60-9-107(b)(3)(C) on every CNE offering announcement and advertisement. This requirement ensures that participants can verify the provider's approval status and the applicability of contact hours for licensure or relicensure.

.Procedure:

1. Announcement Preparation
    - The required KSBN approval language must be included on all CNE offering announcements and advertisements, regardless of medium or distribution method.
2. Application Documentation
    - Copies of all brochures, flyers, or announcements containing the required approval language must be attached to the **Single Offering Providership Application** submitted to the KSBN.
3. Review and Verification
    - Providers are responsible for ensuring accuracy and completeness of the approval language, including correct provider name, number of contact hours, applicable licensure categories, and KSBN provider number.
4. Compliance and Enforcement
    - Failure to include the required approval language exactly as specified on all offering announcements may result in:
        - Denial of the Single Offering Providership Application, or
        - A request for revision and resubmission of materials before approval is granted.
    - Ongoing noncompliance may place the provider's authorization status at risk, in accordance with KSBN regulations.
5. Review Cycle
   This policy shall be reviewed periodically and updated as necessary to reflect changes in Kansas statutes or administrative regulations governing continuing nursing education.
6. Each offering announcement must include the following statement **verbatim**, with all required fields completed:
   "(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: _____."
7. All evaluation summaries are due to the CE Activity Planning Office 30 days after the date of the CE activity.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 5/4/2026 **Date Approved: 5/4/2026** **Date implemented: 5/4/2026**

EDU2016: KAPNPD CE Cancellation, Non-Attendance, and Refunds

Purpose: The purpose of this policy is to establish a consistent, transparent, and mission-aligned pricing structure for Advanced Practice Registered Nurse (APRN) continuing education (CE) offerings. This policy ensures pricing reflects current market standards, supports organizational sustainability, and provides meaningful financial benefit to members. This policy applies to all APRN continuing education activities offered by the organization, including but not limited to live conferences, workshops, webinars, hybrid offerings, virtual and on-demand educational programs approved for APRN licensure or certification renewal.

Policy: The organization shall price APRN continuing education offerings using a **market-anchored, cost-informed, and value-based approach**, with a clear distinction between member and non-member pricing. Member discounts are intended to promote access to education, recognize member support, and advance the organization's professional and advocacy mission.

Procedure:

1. Pricing decisions shall consider:
    a. Faculty and speaker honoraria;
    b. Accreditation and administrative expenses;
    c. Educational platforms and technology;
    d. Marketing and communications costs;
    e. Staff or contractor time; and
    f. Regulatory compliance and provider maintenance costs.
    g. At minimum, pricing must recover direct program costs, with modest margins permitted to support sustainability.
2. As a mission-driven organization:
    a. Access to high-quality APRN education shall remain a priority;
    b. Sponsorships, grants, or subsidies may be used to offset costs;
    c. Selected CE offerings may be intentionally low-cost or free to members to advance workforce development, leadership, or advocacy goals.
3. This pricing policy shall be reviewed **annually** to ensure:
    a. Continued alignment with market conditions;
    b. Responsiveness to member feedback and participation trends; and
    c. Financial sustainability of the CE program.
    d. Adjustments may be approved by leadership without revising this policy, provided pricing remains within the established ranges.
4. Members shall receive a **discount ranging from 20% to 100%** off the non-member per-contact-hour price.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2017: KAPNPD Resolution of Conflict of Interest

Purpose: To ensure fair and balanced CE activities free of conflict of interest.

Policy:

1. CE activity planners, faculty and all persons with potential influence or control over CE activities will complete a conflict of interest disclosure form prior to being approved to present at a CE activity.
2. Any individual, speaker or planner, in a position of influence or control over the content of a CE activity/CE activity refuses who fails to disclose relevant financial relationship will be disqualified as a speaker/faculty presenter and will be removed from the CE activity.
3. Conflict resolution options may include:
    a. Allow speakers to provide sessions not related to the content where the conflict of interest exists.
    b. Replace the speaker with someone qualified who has no conflicts of interest related to the content.
    c. Add a speaker without conflict of interest to speak specifically to the content where the conflict of interest lies.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2018: KAPNPD Control of CE Content

Purpose: To ensure fair and balanced CE activities free of conflict of interest and standardized to meet KAPNPD criteria.

Policy:

1. All slides/content will be reviewed and approved by KAPNPD CE Activity Planning.
2. All presentations are required to include the following slides:
    a. 1st slide: Title slide with title of presentation and name and credentials or presenter. This must match what was submitted for approval.
    b. 2nd slide: Disclosure slide listing financial disclosures or the statement "I have no current affiliations or financial arrangement with any grantor or commercial interests that might have direct interest in the subject matter of this CE activity" followed by your name and the date you are making this disclosure.
    c. 3rd slide: Objectives slide listing at least 3 measurable objectives. These must match those submitted for approval.
    d. Last slides of presentation; Reference slides.
3. Slides will be sent for review 105 days prior to the presentation date. The KAPNPD CE Activity Slide Approval Checklist will be sent to speakers/faculty with their invitation/acceptance to present.
4. The CE Activity Planners will review the slides against the KAPNPD CE Activity Slide Approval Checklist
5. Speakers/faculty will be notified of their slide deck's acceptance or need for revision.
6. Content/Slides that do not meet the KAPNPD standards within 30 days of the CE activity date will be cancelled

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy AANP ONLY POLICY

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

AANP/EDU9005: KAPNPD CE Third Party Review Request

Purpose: To maintain AANP CE standards, any CE activities with questions regarding compliance, will be forwarded to ANAPRN for a third party review request.

Policy:

1. Any questions regarding CE activity planner qualifications or conflict of interest will be forwarded to AANP for a third-party review request.
2. Any questions regarding faculty/speaker qualifications or conflict of interest will be forwarded to AANP for a third-party review request.
3. Any questions regarding CE activity qualifications, compliance or conflict of interest will be forwarded to AANP for a third-party review request.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 Date Approved: 10/11/2021 Date implemented: 10/11/2021

EDU2021: KAPNPD CE Activity Accessibility

Policy: KAPNPD seeks to provide equal access to its activities, services and activities for people with disabilities in compliance with the requirements of the Americans with Disabilities Act (ADA) and similar state, federal and local laws..

Procedure:

1. Reasonable prior notice is needed to arrange accommodations.
2. Appropriate accommodations will be provided activity participant with legally-recognized disabilities, including physical, visual and auditory disabilities.
3. There will be no discrimination to any participant with respect to service, activity or activity based on gender, race, creed, national origin, sexual orientation, religion, age, organizational membership or any other basis prohibited by law.
4. CE activity participants shall not be required to accept or adhere to any religion, religious principles, creed, or political principles.
5. Accessibility related to IT issues is guaranteed. If participants cannot access electronic registration, evaluations or other items, upon notification, if these issues cannot be resolved they will be provided in a paper form.

KANSAS ADVANCED PRACTICE NURSES PROFESSIONAL DEVELOPMENT Policy

Date Formulated: 10/11/2021 **Date Approved: 10/11/2021** **Date implemented: 10/11/2021**

EDU2022: KAPNPD Poster Presentation Submissions

Policy: Consistency and timeliness in planning educational events is imperative. KAPNPD's goal is to provide professional, equitable and courteous educational experiences for it's membership and presenters meeting accrediting body standards.

Procedure:

1) All poster submissions for presentation for KAPNPD conferences will include the following items:
    a. Poster Abstract, 250 words or less with title and author(s)
    b. KAPNPD Biography Form
    c. KAPNPD Faculty Financial Disclosure Form
    d. Three (3) Measurable Participant Objectives
    e. Three references from the literature
    f. Slide of the poster
2) Incomplete submissions will not be considered.
3) Poster submissions will be emailed no later than the prescribed date for that event. For the annual conference this is 105 days prior to the first date of the conference.
4) Potential presenters will be notified or acceptance or rejection via email.
5) For posters to be accepted, they must comply with KAPNPD standards of commercial support and advertising. Product logos should not be used and generic drug/product are preferred.
6) Poster presenters may receive a discounted rated to attend the conference and must attend their poster at the presentation.
7) Posters not undergoing the above approval process will NOT be displayed.

KAPNPD CE ACTIVITY APRN PLANNING FORM

Title of Activity:

Date Submitted to KAPN Educational Development:

Activity Type: ( ) Live in person ( ) Webinar

Date/s of activity: Location of activity: # of Conference Spaces:

Name and Credentials of APRN Planner contact information for this activity.

Email Address:

Conflict of Interest Disclosure Date:

On-Site Facilitator for this activity if APRN Planner is unable to attend.

Email Address:

Conflict of Interest Disclosure Date:

PLANNING TEAM CONTRACT INFORMATION FOR THIS ACTIVITY:

Name and credentials	Email	COI Disclosure Date

Will meals or snacks be served during this activity? ( ) NO ( ) YES What _____

Will there be any sponsorship for this activity? ( ) YES ( ) NO
If yes, what company and what are they sponsoring? _____

Are any supplies or equipment required for this activity? ( ) NO ( ) YES What _____

FACULTY FOR THIS ACTIVITY:

Name and credentials	Email	COI Disclosure Date

A. **Description of the professional practice gap (ie change in practice, problem in practice, opportunity for improvement):**

B. **Evidence to validate the professional practice gap**

C. Educational need that underlies the professional practice gap (e.g. gap in knowledge, skill and/or practices) *(Refer to the actual* gap *you are addressing)*

D. Description of the target audience

E. Desired learning outcome(s) *(What will the outcome be as a result of participation in this activity?)*

F. Content of activity: A description of the content with supporting references or resources (AGENDA)

G. Learner engagement strategies

_____

_____

H. Description of evaluation method: Evidence that change in knowledge, skills and/or practices of target audience was assessed

_____

_____

JOINT PROVIDER LETTER OF AGREEMENT

(KAPNPD DOES NOT PARTICIPATE IN JOINT PROVIDER CE ACTIVITIES)

KAPNPD Continuing Education FACULTY Disclosure

Name: _____

Contact Phone: _____ Contact E-mail: _____

Presentation Title: _____

SECTION I: DISCLOSURE OF FINANCIAL RELATIONSHIPS

KAPNPD adopts the ACCME definition of commercial interest which is any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients. By definition, this does not include most non-profit organizations (noAPRNrofit organizations that advocate for commercial interest are not eligible for KAPNPD accreditation), government organizations, or non-health care organizations. The KAPNPD does not consider providers of clinical service directly to patients to be commercial interests. A commercial interest is not eligible for KAPNPD accreditation.

KAPNPD considers financial relationships (in the preceding 12 months) to create conflicts of interest in continuing education (CE) when individuals have both the opportunity to influence the content of a CE activity and have a financial relationship with a commercial interest. KAPNPD requires anyone in control of the CE content to disclose any financial relationships with commercial interest of their own, their spouse/partner, and/or immediate family member in the preceding 12 months.

Within 12 Months of the date of this form, have you or your spouse/partner had a financial relationship or other affiliation with a commercial interest?

☐ No (complete Sections III & IV)

Signature _____ Date: _____

(Electronic signature accepted: Typed name with date indicates electronic verification of the information provided)

SECTION II: NATURE OF THE FINANCIAL RELATIONSHIPS

Please indicate the names of the organization(s) with which you or your spouse/partner have a financial relationship or interest, what was received, the role, and the specific clinical areas that correspond to the relationship. **Please complete all columns for each organization.** If more than five relationships, please list on a separate page:

Company with which Relationship Exists (indicate self or spouse/partner)	What was received? (e.g., honoraria, salary, consulting fee, stocks or stock options, royalty, travel, etc.)	For what role? (e.g., Speakers' Bureau, employment, consultant, advisory board, research etc.)	For what clinical area/disease state?
1.	1.	1.	1.
2.	2.	2.	2.
3.	3.	3.	3.
4.	4.	4.	4.
5.	5.	5.	5.

The following questions are for those on a Speakers' Bureau for, or employed by, a commercial interest: Have you participated in company-provided speaker training related to your proposed topic?	☐ No	☐ Yes
Did you receive an honorarium or consulting fee for participating in this training?	☐ No	☐ Yes
Did the company provide you with proprietary slides/materials for your presentations?	☐ No	☐ Yes
As faculty for the CE Provider seeking accreditation with KAPNPD, do you intend to use slides/materials or content provided by a commercial interest for your presentation/handout?	☐ No	☐ Yes
Will your topic involve information or data obtained through training from a commercial interest?		

SECTION III: DISCLOSURE OF OFF-LABEL/INVESTIGATIONAL USES OF PRODUCTS

(This section **MUST** be completed)

Will the content of your material(s)/presentation(s) in the CE activity include discussion of unapproved or investigational uses of products or devices? ☐ No

Please specify any off-label or investigational use:

_____

_____

_____

SECTION IV: COMPLIANCE WITH KAPNPD ACCREDITATION POLICY

(This section **MUST** be completed; please **initial** each statement below indicating you have read, understand, and are willing to comply)

____ I attest that the CE content for which I am responsible will be evidence-based, fair and balanced, unbiased, and free from commercial interest control.

____ No promotional activities may occur during CE events. This includes distribution of product brochures or product information in conjunction with the educational activity or handouts. No slides or handouts developed by a commercial interest may be used during presentations. **I agree to not promote any specific proprietary or commercial business interest in my role as planner or faculty/speaker.**

_____ I understand that an employee of a commercial interest may NOT serve as a faculty or planner of CE accredited by KAPNPD if the educational content that the employee controls relates to the products and/or services of the commercial interest employer. If the content DOES NOT relate to the products and/or services of the commercial interest employer, the employee **may** be eligible to serve as speaker or planner, but the educational content must be reviewed (must be sent with the application) before approval of CE credit will be considered.

_____ I understand that if I serve on a Speakers' Bureau for the same clinical area as the education activity I plan to provide, and for which accreditation is being requested, my educational activity material(s) **must be** submitted for a full independent review at the time of the application submission before approval for CE credit will be considered.

_____ I understand that if I engage in a financial relationship with a commercial interest after the CE activity has been granted KAPNPD accreditation, but before the educational activity has been implemented/delivered, I must alert KAPNPD and provide a new disclosure form. A second review for approval will become necessary before the activity can be delivered.

_____ I understand that if changes are made to my educational presentation/material(s) after the CE activity has been granted KAPNPD accreditation, but before the educational activity has been implemented/delivered, I must alert the CE Provider and/or KAPNPD and provide information/documentation on the changes. A second review for approval will become necessary before the activity can be delivered.

_____ If I have indicated a financial relationship or interest, I understand that this information will be reviewed to determine whether a conflict of interest may exist, and I may be asked to provide additional information.

_____ I understand that failure to disclose, false disclosure, or inability to resolve conflicts of interest will require the CE Provider to identify a replacement or not offer CE credit for this activity.

Signature: _____ Date: _____

(Electronic Signature accepted: Typed name with date indicates electronic verification of the information provided).

KAPNPD Continuing Education PLANNER Disclosure

Name _____

Contact Phone: _____ Contact E-mail: _____

SECTION I: DISCLOSURE OF FINANCIAL RELATIONSHIPS

KAPNPD adopts the ACCME definition of commercial interest which is any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients. By definition, this does not include most non-profit organizations (noAPRNrofit organizations that advocate for commercial interest are not eligible for KAPNPD accreditation), government organizations, or non-health care organizations. The KAPNPD does not consider providers of clinical service directly to patients to be commercial interests. A commercial interest is not eligible for KAPNPD accreditation.

KAPNPD considers financial relationships (in the preceding 12 months) to create conflicts of interest in continuing education (CE) when individuals have both the opportunity to influence the content of a CE activity and have a financial relationship with a commercial interest. KAPNPD requires anyone in control of the CE content to disclose any financial relationships with commercial interest of their own and/or their spouse/partner in the preceding 12 months.

Within 12 Months of the date of this form, have you and/or your spouse/partner had a financial relationship or other affiliation with a commercial interest?

( ) Yes ( )No (complete Section III)

Signature _____ Date: _____

(Electronic signature accepted: Typed name with date indicates electronic verification of the information provided)

SECTION II: NATURE OF THE FINANCIAL RELATIONSHIPS

Please indicate the names of the organization(s) with which you and/or your spouse/partner have a financial relationship or interest, what was received, the role, and the specific clinical areas that correspond to the relationship. **Please complete all columns for each organization**. If more than five relationships, please list on separate page:

Company with which Relationship Exists (indicate self or spouse/partner)	What was received? (e.g., honoraria, salary, consulting fee, stocks or	For what role? (e.g., Speakers' Bureau, employment, consultant,	For what clinical area/disease state?

	stock options, royalty, travel, etc.)	advisory board, research, etc.)	
1.	1.	1.	1.
2.	2.	2.	2.
3.	3.	3.	3.
4.	4.	4.	4.
5.	5.	5.	5.

SECTION III: COMPLIANCE WITH KAPNPD ACCREDITATION POLICY

(This section **MUST** be completed; please **initial** each statement below indicating you have read, understand, and are willing to comply)

_____ I attest that the CE content for which I am responsible will be evidence-based, fair and balanced, unbiased, and free from commercial interest control.

_____ No promotional activities may occur during CE events. This includes distribution of product brochures or product information in conjunction with the educational activity or handouts. No slides or handouts developed by a commercial interest may be used during presentations. **I agree to not promote any specific proprietary or commercial business interest in my role as planner or faculty/speaker.**

_____ I understand that an employee of a commercial interest may NOT serve as a faculty or planner of CE accredited by KAPNPD if the educational content that the employee controls relates to the products and/or services of the commercial interest employer. If the content DOES NOT relate to the products and/or services of the commercial interest employer, the employee may be eligible to serve as speaker or planner, but the educational content must be reviewed (should be sent with the application) before approval of CE credit will be considered.

_____ I understand CE activities with faculty serving on an industry Speakers' Bureau in related clinical areas will be considered, providing requirements are completed and details submitted prior to the activity's accreditation. A review of education content materials is required for activities covering the same clinical area as a faculty member's Speakers' Bureau activities and the materials must be submitted with the application for approval to be considered. **KAPNPD reviewers may determine the need for an independent peer review, which will be the responsibility of the CE planner/provider to obtain from qualified peer reviewer (see definition of independent peer review in policy).**

____ I understand that if planners or faculty engage in a financial relationship with a proprietary entity after the CE activity has been granted KAPNPD accreditation, but before the educational activity

has been implemented/delivered, KAPNPD must be notified and a new disclosure form must be provided. A second review for approval will become necessary before the activity can be delivered.

____ I understand that if changes are made to educational presentation/material(s) after the CE activity has been granted KAPNPD accreditation, but before the educational activity has been implemented/delivered, I must alert KAPNPD and provide information/documentation on the changes. A second review for approval will become necessary before the activity can be delivered.

____ If I have indicated a financial relationship or interest, I understand that this information will be reviewed to determine whether a conflict of interest may exist, and I may be asked to provide additional information.

____ I understand that failure to disclose, false disclosure, or inability to resolve conflicts of interest will require the CE Provider to identify a replacement.

Signature: _____ Date: _____

(Electronic Signature accepted: Typed name with date indicates electronic verification of the information provided).
(KAPNPD CE Plannner Disclosure_January, 2017

KAPNPD SAMPLE CE Activity Evaluation

CE Activity Title: _____
Program ID #_____

Date: _____ Location: _____

Circle the number that best fits your evaluation of this CE activity:
4=strongly agree 3=agree 2=somewhat disagree 1=strongly disagree

As a result of completing the CE Activity:
1. As a result of my participation in this activity, I am better able to:

a. Type Objective 1 here 4 3 2 1
b. Type Objective 2 here 4 3 2 1
c. Type Objective 3 here 4 3 2 1

2. The teaching methods used were appropriate to the objectives. 4 3 2 1

3. The following speaker(s) demonstrated experiential knowledge of the topic.

a. Type Speaker # 1 name here 4 3 2 1
b. Type Speaker # 2 name here 4 3 2 1
c. Type Speaker # 3 name here 4 3 2 1

4. The individual objectives/content topics were cohesive with one another. 4 3 2 1

5. The content provided a fair and balanced coverage of the topic. 4 3 2 1

6. Speaker(s) fully disclosed any conflict of interest and discussion of off-label usage of medication and/or medical devices at beginning of, or during the presentation. 4 3 2 1

7. The content was free of commercial bias. 4 3 2 1

8. I would recommend this CE activity to my colleagues. 4 3 2 1

9. This activity enhanced my current knowledge base 4 3 2 1

10. What, if any, recommendations would you like to share for future improvement of this CE activity?

_____

11. What topics would you like to be offered in the future?_____

KAPNPD CE Activity Slide Approval Checklist

Slide Requirement	Yes	No	NA
1st slide: Title slide with title of presentation and name and credentials or presenter. Title matches original submission.			
All Slides have a soft, neutral background. No black or white.			
Faculty associated University logos are allowed on the introduction slide only.			
2nd slide: Disclosure slide listing financial disclosures or the statement .			
3rd slide: Objectives slide listing at least 3 measurable objectives. Objectives match those submitted for approval.			
Pharmacology objective present.			
Last slides of presentation; Reference slides.			
Any photos are generic			
All copyright graphics, photos, tables and figures written permission and source cited on the slide.			
Photos of patients must be de-identified or written permission for use must be provided.			
If a brand name or trademark is shown, it must be blurred or covered beyond recognition			
Commercial/proprietary entity logos and photos not present expect health related organizations or guidelines.			
Equal representation of all products if discussing multiple products.			
Presentation free of typographical errors.			
Generic drug names must be utilized throughout the presentation. Only the first time a medication is mentioned can the brand name be mentioned in parenthesis after the generic name.			
All off-label, experimental or investigational use of medications or devices disclosed along with a description of the evidence in support of the use.			
Presentation complies with fair and balanced policy			
Presentation approved			
Presentation returned for revision Date:			

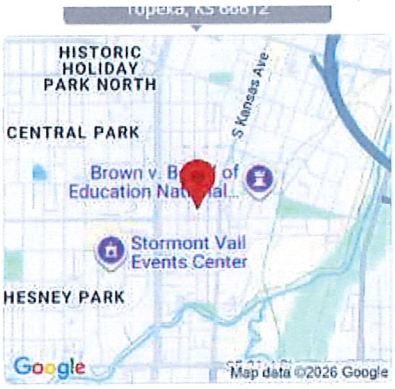
_____ _____

Signature Date

KAPN Advocacy Day

Kansas State Capitol Visitor Center
Southwest Van Buren Street
Topeka, KS 66612

Thursday, February 5, 2026 at 9:30am CT - 3:00pm CT



INFO REGISTER

Info

Topic
Legislative Advocacy

Credits Offered
This event offers 4.0 CE credits to attendees.

Kansas Advanced Practice Nursing Professional Development is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 4 contact hours applicable for APRN (0.0 pharmacology CE) re-licensure. Kansas State Board of Nursing Provider Number: XXXXXXX.

Additional Information
Join KAPN for a networking day as you interact with legislators and learn more about the legislative process!

KANSAS ADVANCED PRACTICE NURSES 5th ANNUAL SUNFLOWER CONFERENCE

February 20-21, 2026

Overland Park Marriott, Overland Park, KS

Conference Registration link:

Room Reservation Link:

https://www.marriott.com/event-reservations/reservation-link.mi?id=1752080784289&key=GRP&ap=resvlink

Kansas Advanced Practice Nurses Professional Development is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 14 contact hours applicable for APRN (3.3 pharmacology CE) re-licensure. Kansas State Board of Nursing Provider Number: xxxxxxx.

The conference will showcase national
speakers who are experts in their field.
Any potential bias from speakers has been mitigated.

Pricing:
Price for KAPN members $285
Non-member price $399
Student Price $100

KAPN is the APRN State Organization for ALL APRNs.

GENERAL INFORMATION

Located in Overland Park, 14 miles from National World War I Museum at Liberty Memorial, Marriott Kansas City Overland Park has accommodations with a fitness center, private parking, a shared lounge and a terrace. Among the facilities of this property are a restaurant, room service and a 24-hour front desk, along with free WiFi throughout the property. Kansas City Convention Center is 15 miles from the hotel and Union Station Kansas City is 15 miles away. All rooms come with air conditioning, a flat-screen TV with satellite channels, a coffee machine, a shower, free toiletries and a desk. All rooms include a private bathroom with a hairdryer, while some have city views. All guest rooms feature a closet. Guests at the hotel can enjoy an à la carte breakfast. There's an in-house bar and guests can also use the business area. Sprint Center is 15 miles from Marriott Kansas City Overland Park, while Kauffman Stadium is 17 miles from the property. Kansas City International Airport is 33 miles away.

This CE Activity will receive commercial sponsorship that will have no influence on CE Activity content.

Things to do in Kansas City:

- Lenexa Public Market
- Prairie Fire Museum
- Truman Library
- Nelson Atkins Museum of Art
- Kansas City Prohibition Food Tour
- Explore Union Stations exhibits and Science City
- Recline and Dine at AMC Dine-In Studio 28
- Great Wolf Lodge

 Download The KC BBQ app and enjoy!



And SO MUCH MORE

ADMINISTRATIVE DETAILS

REGISTRATION INSTRUCTIONS:
Online registration: Immediate confirmation of registration and printable receipt of payment will go to participant.

Cancellations: All cancellations require written notification to KAPN at kapn.edu@enpnetwork.com

PLEASE NOTE: If you cancel your KAPN conference registration, please cancel your housing reservation.

Refunds: Refunds on paid registrations will be issued for written cancellation requests received via email or mail no later than December 31st, 2025. All refunds will be issued for the paid registration minus a $50 administrative fee.

RETURNED CHECKS: An administrative fee of $50 will be charged for all checks return to KAPN for insufficient funds.

NO SHOW: If you do not cancel in writing to KAPN and do not attend, you are responsible for payment.

PRESENTATION HANDOUTS
Presentation hands will be available online to all conference registrants no later than January 15, 2026. Prior to attending the sessions, registrants are encouraged to print the materials or store them on an electronic device.

FORCE MAJEURE
In the event KAPN should find it necessary to cancel or postpone the KAPN 2024 conference for any reason, including but not limited to low registration, strikes, acts of nature, war, terrorist acts or other circumstances beyond KAPN's control, KAPN's liability shall be limited to refund of registration fees paid to KAPN.

AMERICANS WITH DISABILITY ACT

If you have special needs addressed by the ADA, please notify the KAPN office before January 1, 2024. Reasonable efforts will be made to accommodate your needs.

PHOTO RELEASE

By registering for this conference, you give express permission for photo/video recording of yourself by KAPN and you agree to have these photos used in marketing, education, and promotion. By registering for this conference, you give express permission for your business location to be provided to sponsors.

UNRESTRICTED EDUCATIONAL GRANTS PROVIDED BY:

ANY INDUSTRY SPONSORSHIPS WILL HAVE NO BEARING ON CE OR CE CONTENT.

Jill Simons
Kansas State Board of Nursing
900 SW Jackson, Suite 1051
Topeka, KS 66612

RECEIVED
MAY 22 2026
KSBN EDUCATION

INVOICE

Tracy A. Clark, DNP, APRN, FNP-C, ACHPN

Woman's & Family Care, LLC

Invoice #	0000001
Invoice Date	05/19/2026
Due Date	06/02/2026

Item	Description	Unit Price	Quantity	Amount
	Initial Long-Term CNE Provider Application Fee	200.00	1.00	200.00

NOTES: Please return invoice with payment to Jill Simons

Please include Initial Long-Term CNE Provider Application fee in the description field.

Subtotal	200.00
Total	200.00
Amount Paid	0.00
Balance Due	$200.00

THIS CHECK HAS GREEN AND BLUE BACKGROUND AND A MICROPRINT BORDER

WOMENS & FAMILY CARE LLC
216274 MIDLAND DR
SHAWNEE, KS 66218-0000

33
18-1/1010

Date: 5-20-26

Pay to the order of KS Board of Nursing $ 200.00

Two hundred and —— DOLLARS

Commerce Bank
Member FDIC

Memo

⑈10100019⑈ 346039311⑈ 0033

Operations Committee 184

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

Carol Moreland, MSN, RN
Executive Administrator

Kansas State Board of Nursing

Phone: 785-296-4929
Fax: 785-296-3929
www.ksbn.org

Laura Kelly, Governor

March 31, 2026

Alyssa Johnson, MSN, RN
Presbyterian Manors of Mid America
PO Box 20440
Wichita, KS 67208

Re: Long-Term CNE Provider Five Year Renewal Application – LT0246-0316

Dear Ms. Johnson,

The Continuing Nursing Education Committee and Board reviewed your 5 Year CNE Long-Term Providership Five Year Renewal Application on March 25, 2026. They moved to obtain the following information from you and your renewal application with this additional information will be on the agenda for the June 2026 meeting:

- Policy and procedure for a current bibliography 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.
- Explain in more detail how you award contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours.
- Explain in detail how you award instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding a standardized, prepared curriculum
- If you present any independent study, please explain the completion of a posttest or a return demonstration
- Clarify if you retain the offering agenda or, for independent study, pilot test results for two years with the rest of the offering documentation

They voted to extend your provider approval until re-evaluated in June 2026.

If you have any questions, please contact me at carol.moreland@ks.gov.

Sincerely,

Carol Moreland msn,rn

Carol Moreland, MSN, RN
Executive Administrator

CONTINUING NURSING EDUCATION

POLICY

To support excellence in clinical practice and compliance with professional licensure requirements, Presbyterian Manors of Mid-America (PMMA) is committed to providing ongoing education and development opportunities for all licensed nursing staff. Participation in approved continuing education activities is required to maintain licensure, promote quality care, and support professional growth. PMMA may provide or offer internal training programs and/or approve external educational resources aligned with individual and organizational learning goals.

PROCEDURE

1. The following are required:
    a. Registration/sign in – Registration shall begin one half hour prior to the start of the offering. Participants must register at the beginning of the offering, and on a daily basis for multi-day offerings. The name is to be as it appears on the nursing license. In addition, addresses and/or PMMA manor affiliation and nursing license numbers will be listed. Out of state nurses will register with the name of their state and their license number.

    b. Roster – PMMA shall use a roster format based on the recommended Kansas State Board of Nursing Continuing Nursing Education roster. The roster will be retained in PMMA's files for at least two years. The roster contains the following information:
        i. Provider's name, address and provider number
        ii. Title of the offering and name of the instructor
        iii. Date(s) of attendance
        iv. Number of contact hours awarded
        v. Signature of individual responsible for the providership
        vi. The final typed roster will be an alphabetized listing of names and license numbers of participants

    c. Attendance – It is mandatory that participants attending educational offerings presented by PMMA and for which they wish to receive contact hours, be present throughout the entire course. They are expected to be on time and remain until the end of the offering. Partial credit is not awarded.
        i. Per Kansas State Board of Nursing continuing nursing education (CNE) standards, contact hours are awarded using the KSBN definition: One (1) contact hour of CNE = 50 minutes of organized learning activity. Only actual instructional/educational time may be counted.
        ii. No independent study offered.

    d. Certificates – Certificates of Completion are completely filled out prior to distribution. Certificates shall contain the following information:
        i. Provider's name, address and phone number
        ii. Title of the course and name of the instructor
        iii. Date(s) of attendance
        iv. Number of contact hours awarded
        v. Name and signature of individual responsible for the providership
        vi. Name and license number of the participant
        vii. Instructor contact hours awarded, if applicable.

    If a duplicate must be issued for any reason, the word "duplicate" is prominently displayed. If an instructor is teaching a class for the first time, instructor credit may be given. Two (2) contact hours of credit are awarded for each hour of presentation, up to a maximum of fifteen (15) contact hours. NOTE: This is indicated on the roster by having the instructor sign and designating "Instructor Credit" by his/her name.

Original: 1/16/2006
Revised: 6/07, 6/08, 3/2011, 8/2011, 5/2025, 5/2026
Reviewed 1/2016, 1/2021

e. Offering announcement – Publicity for a program is the responsibility of the Program Coordinator. The announcement is sent to the participating manor communities. The notification would contain the following information:

i. Course title
ii. Name of the instructor
iii. Brief description of the offering with the agenda and course objectives
iv. CNE hours offered with KBON approval statement and provider - "Presbyterian Manor of Mid-America, Inc is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course is approved for ___ contact hours applicable for RN, LPN, or LMHT relicensure. Kansas State Board of Nursing provider number: LT0246-0316"
v. Date, location, and time of the offering
vi. Registration information, if applicable

f. Instructor selection criteria – Instructor selection is based on the educational preparation, teaching experience, and appropriate clinical experience of the instructor as it applies to the program being offered. In addition, the instructor is to have knowledge of the specialized needs of the adult learner and possess a commitment to present the highest quality offering possible. Non-nurse instructors may be used if they possess experience in the content area, a qualified nurse is not available, and he/she can adapt the presentation to health care settings (particularly long-term care settings). It is our policy to select the most qualified individual available and to continually re-evaluate their selection through the use of program evaluation forms.

i. If an instructor is teaching a class for the first time, instructor credit may be given. Two (2) contact hours of credit are awarded for each hour of presentation, up to a maximum of fifteen (15) contact hours.
NOTE: This is indicated on the roster by having the instructor sign and designating "Instructor Credit" by his/her name.

g. Records – CNE records and files are to be maintained by the Program Coordinator and filed in a secure location for two years. The physical address for storage and retrieval is 2414 N. Woodlawn Blvd., Wichita, KS 67220. For each CNE offering the following records will be maintained:

i. Roster, with each participant's signature
ii. Final typed roster
iii. Planning summary and offering announcement
iv. Program objectives, outline, and bibliography. Bibliography of the course content will reference any books published in the last 10 years and/or periodicals published in the last 5 years.
v. Instructor CV or resume'
vi. Evaluation summary
vii. Handouts used – in the event the same offering is presented multiple times, the handouts may be maintained in a separate file cross referenced to the individual offering file
viii. File checklist

h. Notification of providership changes – the Program Coordinator shall submit in writing any change in the coordinator's position, the organization, or its policies, to the Kansas State Board of Nursing within 30 days.

2. Optional

a. Cancellations – Cancellation of an offering may be necessitated by instructor illness or inclement weather. In this event, the offering will be rescheduled, or participants may be redirected to another location on a different day. Since there are no fees involved, there is no need for a refund policy.
b. Co-sponsorship – In the event that PMMA decides to co-sponsor an offering, PMMA will use its Providership for awarding CNE credit. Program approval for co-sponsorship will

c. only be considered if the requesting party meets the requirements and regulations that pertain to a KBON CNE provider agreement.
d. Video-programming – This is to be decided on a program-by-program basis by the Program Coordinator. In the event that videotaping is done, confidential information will not be included in the final edited product.
e. Interactive video telecommunications may be used as an approved method of delivering continuing nurse education. To qualify, the format must include real-time, two-way communication between participants and the instructors, allowing for immediate feedback, active discussion, and participant engagement. This may include live webinars, virtual classroom sessions, or other platforms that facilitate participation, questions, case studies, polling, and scenario-based learning. These sessions must meet the same educational objectives and accreditation standards as in-person instruction.
f. Video conference – interactive video conference may be used for program presentation. An on-site roster will be maintained by a designated site facilitator at each location. It is anticipated that the Program Coordinator will be located at the origination site with the presenter. All other policies and procedures for offering presentations remain the same.
g. Webinar – may be offered on a program-by-program basis as determined by the Program Coordinator. Pre-registration is required, an attendance roster will be maintained by a designated site facilitator at each participating manor location, a post-test may be required, and program evaluations will be completed at the conclusion of the program. Certificates of attendance will be mailed to the participants following fulfillment of the above required elements.
h. Auditing of offerings – Programs are designed with the adult learner in mind; therefore, dependent children or dependent adults will not be permitted to attend.
i. Disability access – If special circumstances are required by a participant, these needs are to be arranged prior to the offering so that appropriate accommodations can be made, if possible.
j. Educational setting – Factors conducive to an appropriate learning environment will be considered in selecting the setting to be used for offerings. These would include:
    i. Ability to accommodate the projected number of participants comfortably
    ii. Adequate lighting, ventilation, and temperature
    iii. Easily accessible
    iv. Sufficient exits and parking
    v. Privacy
    vi. Support equipment, as needed
k. Smoking – smoking during breaks will only be in designated areas and may be prohibited at some locations.
l. Cell phone and pagers – participants are asked to mute electronic devices.

Original: 1/16/2006
Revised: 6/07, 6/08, 3/2011, 8/2011, 5/2025, 5/2026
Reviewed 1/2016, 1/2021

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

Renewal or Initial: Renewal

Name of Provider: Presbyterian Manors of MidAmerica LT 0246-0316

Name of Program Coordinator: Alyssa Johnson, MSN, RN

Date Received: 12/19/25

Date to CNE Committee: March 2026

_____ **Approved**

_____ **Not Approved:** _____

Date Notified: _____

Information Required	Received	NA
1. 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	
2. The name and address of the organization on the application	X	
3. 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
4. The name, education and experience of the program coordinator responsible for CNE	Alyssa Johnson, MSN, RN	
A. Be a licensed professional nurse	X	
B. Have three years of clinical experience	X	
C. Have one year of experience in developing and implementing nursing education	X	
D. Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:		
5. Written policies and procedures, including at least the following areas:		
A. Assessing the need and planning for CNE activities	X	
B. Fee assessment	X	
C. 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	
D. Notice of change of coordinator or required policies and procedures. The program coordinator shall notify	X	

the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days		
6. For long term providers, the policies and procedures for the approval process shall include the following:		
A. A summary of the planning	X	
B. The behavioral objectives	X	
C. The content, which shall meet the definition of CNE in KSA 65-1117	X	
D. The instructor's education and experience, documenting knowledge and expertise in the content area	X	
E. 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 – does not include info about acceptable dates	
F. An offering evaluation that includes each participant's assessment of the following:		
1. The achievement of each objective		
2. The expertise of each individual presenter	X	
7. An approved provider may award any of the following:		
A. Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours	X	
B. Credit for fractions of hours over 30 mins to be computed towards a contact hour		
C. Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum	X	
D. Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results		X
E. Clinical hours		X
Documentation of Attendance		
8. Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
A. The provider's name, address, provider number, and coordinator	No address on example	
B. The date and title of the offering, and the presenter or presenters	X	
C. The participant's name and license number and the number of contact hours awarded	X	
9. Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:		
A. The provider's name, address, provider number, and coordinator		X

B. The participant's name and license number, and the number of contact hours awarded		X
C. The title of the offering		X
D. The date on which the offering was completed		X
E. Either the completion of a posttest or a return demonstration		X
Certificate of Attendance/CE Transcript		
10. 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	
11. Each certificate and each CE transcript shall be complete before distribution to the participant	X	
12. Each certificate and each CE transcript shall contain the following information:		
A. The provider's name, address and provider number	X	
B. The title of the offering	X	
C. The date or dates of attendance or completion	X	
D. The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded	X	
E. The signature of the individual responsible for the providership	X	
F. The name and license number of the participant	X	
Recordkeeping & Storage		
13. For each offering, the approved provider shall retain the following for two years:		
A. A summary of the planning	X	
B. A copy of the offering announcement or brochure	X	
C. The title and objectives	X	
D. The offering agenda or, for independent study, pilot test results		
E. A bibliography	X	
F. A summary of the participants' evaluations	X	
G. Each instructor's education and experiences	X	
H. Documentation to verify completion of the offering	X	
14. The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals		
Program Evaluation Plan		
15. For long-term providers, a copy of the total program evaluation plan	X	

12/2018

Two Proposed Offerings	
The provider shall submit two proposed offerings, including the following:	
16. Offering #1	Antibiotic & Antimicrobial Stewardship-Protecting Our Seniors
A. A summary of planning	
B. A copy of the offering announcement or brochure	X
C. The title and behavioral objectives	X
D. The offering agenda or, for independent study, pilot test results	X
E. Each instructor's education and experience	X
F. A current bibliography	
G. The offering evaluation form	Can't evaluate each objective
17, Offering #2:	Use of Non-Pharmacological Interventions for Effective Pain Management
A. A summary of planning	
B. A copy of the offering announcement or brochure	X
C. The title and behavioral objectives	X
D. The offering agenda or, for independent study, pilot test results	X
E. Each instructor's education and experience	X
F. A current bibliography	
G. The offering evaluation form	Can't evaluate each individual objective

12/2018, Rev 6/2025

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

LONG-TERM CNE PROVIDER APPLICATION

COVER PAGE

Initial Application: ◯ **Renewal:** ◉

Name of Provider: Presbyterian Manors of Mid America

Provider Number (For Renewal): LT0246-0316

Legal Body (If different from provider):

Address of Provider: PO Box 20440, Wichita, KS 67208

Telephone: 316-685-1100

Email: amjohnson@pmma.org

Program Coordinator (RN): Alyssa M. Johnson, MSN, RN

Date (mm/dd/yyyy): 11/30/2025

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).

Corporate planning team to include Regional Directors of Nursing, Regional Operations managers, corporate HR, 2-3 community Executive Directors (Administrators), Directors of Nursing and Assisted Living Directors of Nursing. We will review employee surveys, prior training provided, and KDADS facility surveys to evaluate educational needs of staff. Format for education will be determined by topic and audience. Formats available for use include teleconference, in-person, webinar and video conferences. Educational experiences will consider audience responsibility and roles at community level as prior experience level. All programs will be designed to build upon basic nursing skills to enhance the practice of the nurse in the geriatric arena of long-term care.

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.

Courses will be offered to staff of Presbyterian Manors of Mid America. There will be no charge for courses.

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).

Courses will be advertised via email, intranet and posters at community. Course information will include # of contract hours, time, date, access information and description of course.

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)

All information detailed above will be included. (items 1-6)
1. Summary of planning will include research and evaluation of need for education as well as event planning (time, date, venue).
2. Behavioral objectives will be clear, concise and provide the goal for the learning experience.
3. Content will meet CNE guidelines as evidenced by documentation.
4. Instructor's experience and education will be detailed in each CNE offering. The instructor will be someone with experience in topic with appropriate educational background.
5. Bibliography will be provided in documentation for each CNE offering.
6. Evaluation forms will be used to assess learner's success with the material.

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 complete pilot study, which determines the amount of contact hours the completed material is worth. KAR 60-9-107(e)

Contact hours will be based on requirement of 50 minutes' total of participation in a learning experience that meets definition of CNE

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)

Registration for offerings will begin one half hour prior to the start of the offering. All participants must register at the beginning of the offering, and on a daily basis for multi-day offerings. Registration will be documented on a roster which includes the following information:
1) Provider's name, address, provider number and coordinator
2) Date, title and location of the offering
3) Instructor's name and title
4) Participant's name and license number
5) Number of contact hours awarded

The registration process will be presided over by the Program Coordinator or an overseer designated by the Program Coordinator.
No dependent adults or children will be allowed to register and/or participate.
The roster will be typed in its final form and retained for two years. A sample roster is included
Certificates of Completion shall be awarded to participants at the completion of an offering, or within two weeks following an offering. The certificates will be complete before they are distributed to the

Process for Record Keeping and Storage

Please verify that you will keep records of the offerings for a minimum of two years after presentation. List of 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)

Copies of the following are kept for 2 years.
1. Announcement including the title and objectives
2. Summary of planning
3. bibliography of speaker
4. summary of evaluations
5. evaluations
6. speaker bio
7. Certificate of Completion for participants

All of the above are stored in a locked storage area of PMMA

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 Program Coordinator shall submit in writing any change in the coordinator's position, the organization, or its policies, to the Kansas State Board of Nursing within 30 days.

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)

Registration for offerings will begin one half hour prior to the start of the offering. All participants must register at the beginning of the offering, and on a daily basis for multi-day offerings. Registration will be documented on a roster which includes the following information:
1) Provider's name, address, provider number and coordinator
2) Date, title and location of the offering
3) Instructor's name and title
4) Participant's name and license number
5) Number of contact hours awarded
The registration process will be presided over by the Program Coordinator or an overseer designated by the Program Coordinator.
No dependent adults or children will be allowed to register and/or participate.
The roster will be typed in its final form and retained for two years. A sample roster is included
Certificates of Completion shall be awarded to participants at the completion of an offering, or within two weeks following an offering. The certificates will be complete before they are distributed to the

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: Alyssa Johnson CM Date: 11/30/2025

Alyssa Johnson

Wichita, Kansas • (316) 409-8128 • amjohnson@pmma.org

Professional Summary

Ambitious and accomplished registered nurse leader with a demonstrated history of progressive leadership in senior living and healthcare organizations. Proven ability to oversee multi-site operations, mentor high-performing teams, collaborate with clinical vendors, and drive quality improvements across the continuum of care. Skilled in budgeting, policy oversight, and delivering culturally competent care to meet diverse patient needs.

Professional Experience

Presbyterian Manors of Mid-America

Senior Vice President - Health and Wellness (Effective February 28, 2025 - Present)

- Oversee Regional Directors of Nursing across 15 communities, ensuring operational excellence in clinical services.
- Collaboration with external vendors such as therapy groups, wound care suppliers, and other clinical third-party support teams.
- Provide oversight for federal regulations and policy compliance across the organization.
- Direct education programs and initiatives for clinical staff to support ongoing professional development.
- Manage clinical staff budgeting, ensuring financial efficiency while maintaining quality care delivery.

Regional Director of Nursing (January 2018 – February 2025)

- Directed and coordinated nursing staff across multiple communities to deliver high-quality senior services.
- Conducted resident chart audits to ensure compliance with state and federal regulations.
- Addressed and resolved resident and family concerns professionally through investigation and solution development.
- Oversight for operating supplies and staffing hours, achieving financial and operational targets.
- Provided dementia care training as a specialist to staff in 15 communities.

Legend Senior Living

Healthcare Coordinator - RN (September 2015 – January 2018)

- Directed and evaluated daily responsibilities of nursing direct care staff, ensuring compliance with regulations.
- Managed staffing schedules to minimize overtime while meeting care demands.
- Audited resident charts to ensure compliance and coordinated patient care with physicians and families

Education

Western Governors University – Master of Science in Nursing (MSN) Leadership and Management, (Expected 2025)

Hesston College - Bachelor of Science in Nursing (BSN), Graduated December 2018

Hesston College - Associates of Arts and Applied Science (RN), Graduated January 2012

Wichita Area Technical College - Licensed Practical Nurse, Graduated May 2011

CONTINUING NURSING EDUCATION

POLICY

To support excellence in clinical practice and compliance with professional licensure requirements, Presbyterian Manors of Mid-America (PMMA) is committed to providing ongoing education and development opportunities for all licensed nursing staff. Participation in approved continuing education activities is required to maintain licensure, promote quality care, and support professional growth. PMMA may provide or offer internal training programs and/or approve external educational resources aligned with individual and organizational learning goals.

PROCEDURE

1. The following are required:
    a. Registration/sign in – Registration shall begin one half hour prior to the start of the offering. Participants must register at the beginning of the offering, and on a daily basis for multi-day offerings. The name is to be as it appears on the nursing license. In addition, addresses and/or PMMA manor affiliation and nursing license numbers will be listed. Out of state nurses will register with the name of their state and their license number.

    b. Roster – PMMA shall use a roster format based on the recommended Kansas State Board of Nursing Continuing Nursing Education roster. The roster will be retained in PMMA's files for at least two years. The roster contains the following information:
        i. Provider's name, address and provider number
        ii. Title of the offering and name of the instructor
        iii. Date(s) of attendance
        iv. Number of contact hours awarded
        v. Signature of individual responsible for the providership
        vi. The final typed roster will be an alphabetized listing of names and license numbers of participants

    c. Attendance – It is mandatory that participants attending educational offerings presented by PMMA and for which they wish to receive contact hours, be present throughout the entire course. They are expected to be on time and remain until the end of the offering. Partial credit may be given at the discretion of the Program Coordinator.

    d. Certificates – Certificates of Completion are completely filled out prior to distribution. Certificates shall contain the following information:
        i. Provider's name, address and phone number
        ii. Title of the course and name of the instructor
        iii. Date(s) of attendance
        iv. Number of contact hours awarded
        v. Name and signature of individual responsible for the providership
        vi. Name and license number of the participant
        vii. Instructor contact hours awarded, if applicable.

    If a duplicate must be issued for any reason, the word "duplicate" is prominently displayed. If an instructor is teaching a class for the first time, instructor credit may be given. Two (2) contact hours of credit are awarded for each hour of presentation, up to a maximum of fifteen (15) contact hours. NOTE: This is indicated on the roster by having the instructor sign and designating "Instructor Credit" by his/her name.

Original: 1/16/2006
Revised: 6/07, 6/08, 3/2011, 8/2011, 5/2025
Reviewed 1/2016, 1/2021

e. Offering announcement – Publicity for a program is the responsibility of the Program Coordinator. The announcement is sent to the participating manor communities. The notification would contain the following information:

i. Course title
ii. Name of the instructor
iii. Brief description of the offering with the agenda and course objectives
iv. CNE hours offered with KBON approval statement and provider - "Presbyterian Manor of Mid-America, Inc is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course is approved for ___ contact hours applicable for RN, LPN, or LMHT relicensure. Kansas State Board of Nursing provider number: LT0246-0316"
v. Date, location, and time of the offering
vi. Registration information, if applicable

f. Instructor selection criteria – Instructor selection is based on the educational preparation, teaching experience, and appropriate clinical experience of the instructor as it applies to the program being offered. In addition, the instructor is to have knowledge of the specialized needs of the adult learner and possess a commitment to present the highest quality offering possible. Non-nurse instructors may be used if they possess experience in the content area, a qualified nurse is not available, and he/she can adapt the presentation to health care settings (particularly long-term care settings). It is our policy to select the most qualified individual available and to continually re-evaluate their selection through the use of program evaluation forms.

g. Records – CNE records and files are to be maintained by the Program Coordinator and filed in a secure location for two years. The physical address for storage and retrieval is 2414 N. Woodlawn Blvd., Wichita, KS 67220. For each CNE offering the following records will be maintained:

i. Roster, with each participant's signature
ii. Final typed roster
iii. Planning summary and offering announcement
iv. Program objectives, outline, and bibliography
v. Instructor CV or resume'
vi. Evaluation summary
vii. Handouts used – in the event the same offering is presented multiple times, the handouts may be maintained in a separate file cross referenced to the individual offering file
viii. File checklist

h. Notification of providership changes – the Program Coordinator shall submit in writing any change in the coordinator's position, the organization, or its policies, to the Kansas State Board of Nursing within 30 days.

2. Optional

a. Cancellations – Cancellation of an offering may be necessitated by instructor illness or inclement weather. In this event, the offering will be rescheduled, or participants may be redirected to another location on a different day. Since there are no fees involved, there is no need for a refund policy.
b. Co-sponsorship – In the event that PMMA decides to co-sponsor an offering, PMMA will use its Providership for awarding CNE credit. Program approval for co-sponsorship will only be considered if the requesting party meets the requirements and regulations that pertain to a KBON CNE provider agreement.
c. Video-programming – This is to be decided on a program-by-program basis by the Program Coordinator. In the event that videotaping is done, confidential information will not be included in the final edited product.
d. Interactive video telecommunications may be used as an approved method of delivering continuing nurse education. To qualify, the format must include real-time, two-way

communication between participants and the instructors, allowing for immediate feedback, active discussion, and participant engagement. This may include live webinars, virtual classroom sessions, or other platforms that facilitate participation, questions, case studies, polling, and scenario-based learning. These sessions must meet the same educational objectives and accreditation standards as in-person instruction.

e. Video conference – interactive video conference may be used for program presentation. An on-site roster will be maintained by a designated site facilitator at each location. It is anticipated that the Program Coordinator will be located at the origination site with the presenter. All other policies and procedures for offering presentations remain the same.
f. Webinar – may be offered on a program-by-program basis as determined by the Program Coordinator. Pre-registration is required, an attendance roster will be maintained by a designated site facilitator at each participating manor location, a post-test may be required, and program evaluations will be completed at the conclusion of the program. Certificates of attendance will be mailed to the participants following fulfillment of the above required elements.
g. Auditing of offerings – Programs are designed with the adult learner in mind; therefore, dependent children or dependent adults will not be permitted to attend.
h. Disability access – If special circumstances are required by a participant, these needs are to be arranged prior to the offering so that appropriate accommodations can be made, if possible.
i. Educational setting – Factors conducive to an appropriate learning environment will be considered in selecting the setting to be used for offerings. These would include:
    i. Ability to accommodate the projected number of participants comfortably
    ii. Adequate lighting, ventilation, and temperature
    iii. Easily accessible
    iv. Sufficient exits and parking
    v. Privacy
    vi. Support equipment, as needed
j. Smoking – smoking during breaks will only be in designated areas and may be prohibited at some locations.
k. Cell phone and pagers – participants are asked to mute electronic devices.

Original: 1/16/2006
Revised: 6/07, 6/08, 3/2011, 8/2011, 5/2025
Reviewed 1/2016, 1/2021

TOTAL PROGRAM EVALUATION
ANNUAL REPORT JULY 1, 2024 – JUNE 30, 2025

Presbyterian Manors of Mid-America will conduct a Total Program Evaluation initially, when there is a significant change that must be addressed and at least on an annual basis. The program is a systematic process whereby the organization can analyze outcomes of the overall CNE program in order to make appropriate changes and decisions as needed.

ADMINISTRATION

Area:	**Organization and Philosophy**
Reviewed by:	**Sr. VP of Clinical/Education (Program Coordinator)**
How often:	**Annually**
What to review:	**Organizational chart and philosophy statement of Presbyterian Manors of Mid-America, Inc.**
Date last evaluated:	**7/2025**
Results:	**Organizational chart and philosophy statement reviewed**
Action taken:	**Organizational chart revised (attached)**

Area:	**CNE Goals and Objectives**
Reviewed by:	**Sr. VP of Clinical/Education (Program Coordinator)**
How often:	**Annually**
What to review:	**1. CNE goals and objectives** **2. PMMA organizational chart**
Date last evaluated:	**7/2025**
Results:	**CNE goals and objectives and organizational chart reviewed**
Action taken:	**None**

Area:	**Budget**
Reviewed by:	**Sr. VP of Clinical/Education (Program Coordinator)**
How often:	**Annually**
What to review:	**1. Current education budget** **2. Previous year's budget** **3. Cost of CNE programs offered** **4. Next year's budget (FY 2026)**
Date last evaluated:	**7/2025**
Results:	**PMMA FY 2026 budget process completed (July 1, 2025 - June 30, 2026)**
Action taken:	**None**

Area:	**Program Coordinator**
Reviewed by:	**Sr. VP of Clinical/Education (Program Coordinator)**
How often:	**Annually**
What to review:	**1. Reviewed job description** **2. Reviewed CV/resume'** **3. Verify current licensure on file** **4. Evaluate per PMMA policy**
Date last evaluated:	**7/2025**
Results:	**Current license information and current resume' on file**
Action taken:	**1. Revised job description** **2. Revised CV/resume**

Area:	**Advisory Committee**
Reviewed by:	**Sr. VP of Clinical/Education (Program Coordinator)**
How often:	**Initially only**

What to review: No structured advisory committee exists at this time

Date last evaluated: N/A

Results: N/A

Action taken: N/A

MANAGEMENT

Area: Policy and Procedure

Reviewed by: Sr. VP of Clinical/Education (Program Coordinator)

How often: Annually

What to review: Policies and procedures on:

Required:
1. Registration
2. Roster
3. Attendance
4. Partial credit
5. Certificates
6. Brochures
7. Instructors
8. Record keeping
9. Instructor credit

Optional:
1. Cancellations
2. Co-sponsorship
3. Video-programming
4. Video conference
5. Webinar
6. Auditing of offerings

Date last evaluated: 7/2025

Results: Policies and procedures reviewed

Action taken: None

Area: Learning Needs Assessment

Reviewed by: Sr. VP of Clinical/Education (Program Coordinator)

How often: Annually

What to review:
1. Target population
2. Questionnaires or surveys used
3. Suggestions or comments listed on program evaluations
4. Suggestions made by manor Staff Development Coordinators
5. Frequency and length of programs

Date last evaluated: 7/2025

Results: Identified learning needs from program evaluations are reviewed on an ongoing basis

Action taken:

Area: Offerings

Reviewed by: Sr. VP of Clinical/Education (Program Coordinator)

How often: Annually

What to review: Offerings provided July 1, 2025-June 30, 2026

Date last evaluated: 7/2025

Results: Offerings will be current and relevant to the education of the participants and outcome based

Action taken:
1. Continue to pursue identified needs and current issues for LTC CNE programming

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Area: Individual Program File

Reviewed by: Sr. VP of Clinical/Education (Program Coordinator)

How often: Annually

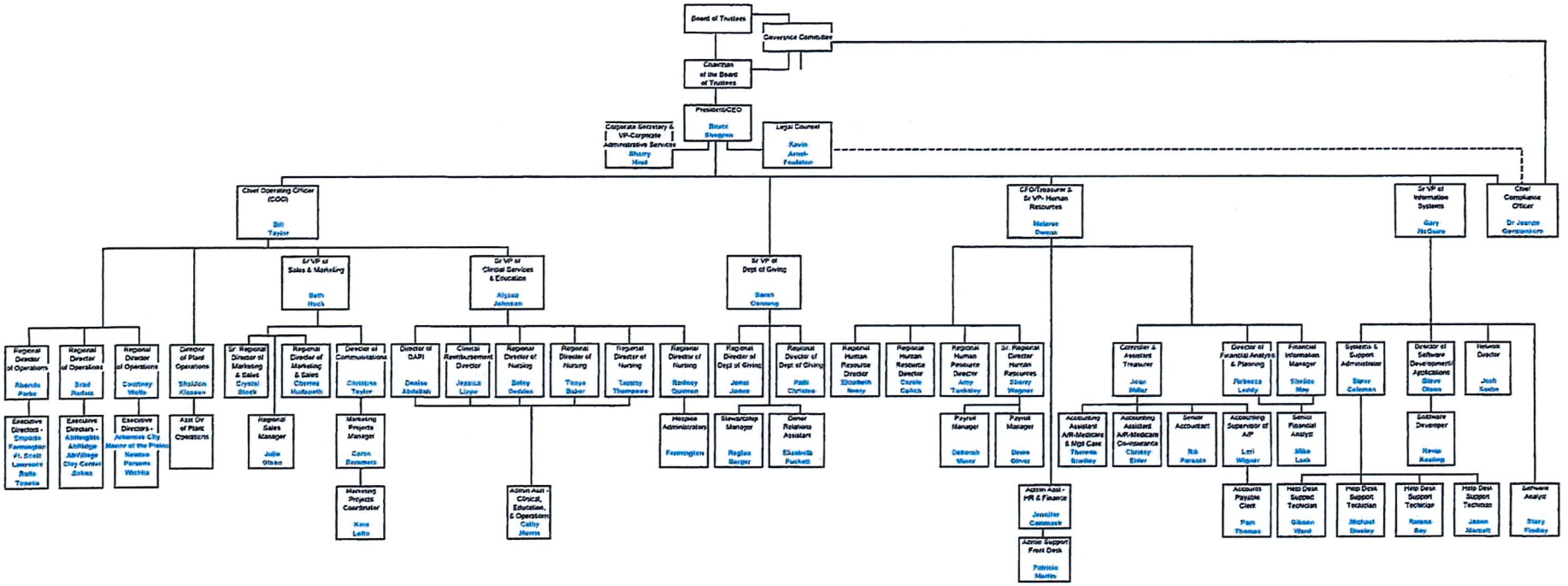
What to review:	**1. Program announcement** **2. Objectives and outline** **3. Handouts** **4. Bibliography** **5. Instructor's CV or resume'** **6. Evaluation Summary** **7. Roster** **8. File checklist**
Date last evaluated:	**7/2025**
Results:	**Maintenance of program files completed**
Action taken:	**None**

TOTAL PROGRAM EVALUATION

Area:	**Total Program Evaluation**
Reviewed by:	**Sr. VP of Clinical/Education (Program Coordinator)**
How often:	**Annually**
What to review:	**1. Administration** **2. Program Management** **3. Evaluation of Plan**
Date last evaluated:	**7/2025**
Results:	**FY 2025 programs reviewed and analyzed** **FY 2026 tentative programs reviewed**
Action taken:	**Continuous review and monitoring**

PMMA

Organizational Chart



Mission: To provide quality senior services guided by Christian values

PMMA
Presbyterian Manors
Of Mid-America

Program Name:
Antibiotic and Antimicrobial Stewardship-Protecting our Seniors

Presented by: Martha R. Kelso, CEO, Wound Care Plus, LLC

CNE hours: 2.0

Antibiotic and Antimicrobial Stewardship-Protecting our Seniors

Description: Antibiotics tend to be overprescribed in our senior population. With open wounds, providers prescribe antibiotics and antimicrobials more frequently, leading to worse issues. Antibiotics can lead to harmful side effects like C-diff infections and confusion, resulting in multi-drug resistant organisms. This presentation will cover simple solutions to help de-prescribe antibiotics and antimicrobials using cost-effective measures that are safe for our elderly population. This presentation will also review the new wound modality Martha Kelso, and her team pioneered.

Objectives:

1. Identify some of the common methods nurses use at the bedside that result in overprescribing antibiotics and antimicrobials
2. Review current regulations surrounding proper techniques for cultures and other wound dressings
3. Discuss cost reduction and simplification of formulary in terms of current standards of care that cause appropriate adoption of antimicrobials

Presbyterian Manors of Mid America, Inc., is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course is approved for_2_contact hours applicable for RN, LPN, LMHT re-licensure. Kansas State Board of Nursing provider number: LT0246-0316.

This course is approved for 2.0 general administration clock hours for

Kansas Licensed Adult Care Home Administrators by the

Kansas Department for Aging & Disability Services.

Long term Sponsorship Number: LTS-A1059

PMMA

MEMORANDUM

DATE: March 6, 2023
TO: Executive Directors, Directors of Nursing, AL Directors of Nursing
FROM: Jeanne Gerstenkorn
RE: ***Educational Opportunity***

Join the Webinar on March 14, 2023!

Antibiotic and Antimicrobial Stewardship-Protecting our Seniors

March 14, 2023 – 1:00-3:00 PM

Presented by Martha R. Kelso, RN, LNC, HBOT; CEO Wound Care Plus, LLC

Objectives:

Each participant will be provided the opportunity to:

- Identify some of the common methods nurses use at the bedside that result in overprescribing antibiotics and antimicrobials
- Review current regulations surrounding proper techniques for cultures and other wound dressings
- Discuss cost reduction and simplification of formulary in terms of current standards of care that cause appropriate adoption of antimicrobials

1. Please complete the RSVP and return it to (cmorris@pmma.org) by March 10, 2023
2. Click on link provided in email to register on GoTo for webinar
3. Materials for webinar will be sent out by March 13, 2023

PLEASE ONLY SUBMIT 1 RSVP PER COMMUNITY.

2023 Education Series

Antibiotic and Antimicrobial Stewardship – Protecting our Seniors

Presbyterian Manors of Mid America, Inc., is approved as a provider of continuing nursing education by the Kansas State Board of Nursing.

This course is approved for 2.0 contact hours applicable for RN, LPN, LMHT re-licensure. Kansas State Board of Nursing provider number: LT0246-0316.

This course is approved for 120 general administration clock hours for

Kansas Licensed Adult Care Home Administrators by the

Kansas Department for Aging & Disability Services.

Long term Sponsorship Number: LTS-A1059

Antibiotic and Antimicrobial Stewardship – Protecting our Seniors
***Thursday, March 14, 2023* ~ 1:00-3:00 pm**

Community: Click here to enter text.

Please type or print name as appears on your license

Name	Title	Email

Submit <u>one</u> form per community please.

Good afternoon everyone, thank you for joining us this morning for our webinar.

A couple of housekeeping items:

1. if you are an ED or hold an administrator's license you have a separate roster from staff in the spreadsheet that I sent out earlier today.
2. Once the webinar concludes, please mail the evaluations and rosters to me at the corporate office following today's webinar. Please note, I cannot accept faxed or emailed copies.
3. I have sent out the power points for today and they are also included in the handout section of the webinar.
4. If you have questions go ahead and putting in and we will address at the end.

Our webinar today is ***Antibiotic and Antimicrobial Stewardship – Protecting Our Seniors!***

Our presenter is Martha Kelso with Wound Care Plus

Martha is the CEO of WCP which is the largest mobile wound care provider in the Midwest. She has over 20+ years of experience in advanced wound care and is a visionary and entrepreneur in the field of mobile medicine. Along with her team, Martha has a relentless passion for education as a vehicle to elevate the art and science of wound healing. Martha is a published author, clinical editor for peer-reviewed publications, and a member of several national advisory boards. She is widely recognized as being a pioneer in the advanced wound care arena and works tirelessly to shape the future landscape of healthcare.

Please welcome Martha Kelso

Presbyterian Manors of Mid America, Inc.
Antibiotic and Antimicrobial Stewaardship - Protecting Our Seniors
Martha Kelso, RN, LNC, HBOT, Wound Care Plus
March 14, 2023 ~ 1:00-3:00 pm; 2 CEU

R = 13 N = 13

Percentages not totally 100% reflects items left blank

OVERALL PROGRAM EVALUATION	Excellent #/%	Good #/%	Fair #/%	Poor #/%
1. Was the program relevant to your learning needs?	77%	23%		
2. Was the program content organized?	92%	8%		
3. Did this program meet your expectations?	92%	8%		
4. Was there enough time allowed for questions?	92%	8%		

	YES	NO	Unsure
5. Do you think the program content had practical application and will be incorporated in your work?	92%		8%

RATE PROGRAM OBJECTIVES	Excellent #/%	Good #/%	Fair #/%	Poor #/%
Participants will identify common methods nurses use at bedside that result in overprescribing antibiotics and antimicrobials.	85%	15%		
Participants will review current regulations surrounding proper techniques for cultures and other wound dressings.	92%	8%		
Participants will discuss cost reduction and simplification of formulary in terms of current standard of care that cause appropriate adoption of antimicrobials.				

RATE THE INSTRUCTOR	Excellent #/%	Good #/%	Fair #/%	Poor #/%
1. Ability to clearly communicate concepts?	100%			
2. Knowledge of concepts?	100%			
3. Relevance of content related to course objectives?	100%			

Comments

Great program w/exceptional knowledge content

RN = 12
LPN = 1
Other = 0
ED = 0

Certificate of Attendance

This is to certify that

Dawn Marie Andersh, 14-143994-032

has completed

Antibiotic and Antimicrobial Stewardship: Protecting Our Seniors

Presented 3/14/2023
by Martha Kelso, RN, LNC, HBOT
Wound Care Plus

via Webinar

Presbyterian Manors of Mid-America, Inc. is approved as a
provider of continuing nursing education by the Kansas State Board of Nursing.
This course is approved for 2.0 contact hours applicable for
RN, LPN, or LMHT re-licensure. Kansas State Board of Nursing provider number: LT0246-0316

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Presbyterian Manors
Of Mid-America

Jeanne Gerstenkorn RN. BSN, MSN

Jeanne Gerstenkorn, RN, BSN, MSN,
Senior VP Health and Wellness
Presbyterian Manors of Mid-America, Inc.
PO Box 20440 / Wichita, KS 67208

PMMA

MEMORANDUM

DATE: October 24, 2022
TO: Executive Directors, Directors of Nursing,
FROM: Jeanne Gerstenkorn
RE: ***Educational Opportunity***

Join the Webinar on November 7, 2022!

Use of Non-Pharmacological Interventions for Effective Pain Management

November 7, 2022 – 1:00-2:00 PM

Presented by Linda Farrar, RN, BSN, LNHA, Lica Medman

Objectives:

Each participant will be provided the opportunity to:

- Participants will understand how the management of pain affects the quality of life of residents
- Participants will develop an awareness of misconceptions and consequences of untreated pain
- Participants will recognize different types of pain and identify appropriate non-pharmacological interventions for effective pain management

1. Please complete the RSVP and return it to (cmorris@pmma.org) by October 27, 2022
2. Click on link provided in email to register on GoTo for webinar
3. Materials for webinar will be sent out by November 4, 2022

PLEASE ONLY SUBMIT 1 RSVP PER COMMUNITY.

2022 Education Series

Use of Non-Pharmacological Interventions for Effective Pain Management

Presbyterian Manors of Mid America, Inc., is approved as a provider of continuing nursing education by the Kansas State Board of Nursing.

This course is approved for 1.0 contact hours applicable for RN, LPN, LMHT re-licensure. Kansas State Board of Nursing provider number: LT0246-0316.

This course is approved for 1.0 general administration clock hours for

Kansas Licensed Adult Care Home Administrators by the

Kansas Department for Aging & Disability Services.

Long term Sponsorship Number: LTS-A1059

Use of Non-Pharmacological Interventions for Effective Pain Management
***Monday, November 7, 2022* ~ 1:00-2:00 pm**

Community: Click here to enter text.

Please type or print name as appears on your license

Name	Title	Email
Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

Submit <u>one</u> form per community please.

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Program Name: Use of Non-Pharmacological Interventions for Effective Pain Management
Presented by: Linda Farrar, RN/BSN/LNH
CNE hours: 1.0 hour

Program Summary: (brief description of what you will cover)
Effective pain management assists each resident to remove the adverse psychological and psychosocial effects of unrelieved pain. Optimal pain management of each resident enhances healing and promotes both physical and psychological wellness. All medications and biologicals have adverse side effects risks. To avoid the use of medications, when possible, the use of non-pharmacological pain management interventions may reduce the dosage or frequency of medications when possible, and/or eliminate the use of medications when possible to avoid adverse risks for each resident.

Objectives:

- Participants will understand how the management of pain affects the quality of life of residents
- Participants will develop an awareness of misconceptions and consequences of untreated pain
- Participants will recognize different types of pain and identify appropriate non-pharmacological interventions for effective pain management

Presbyterian Manors of Mid America, Inc., is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course is approved for_1_contact hours applicable for RN, LPN, LMHT re-licensure. Kansas State Board of Nursing provider number: LT0246-0316.

This course is approved for 2.0 general administration clock hours for

Kansas Licensed Adult Care Home Administrators by the

Kansas Department for Aging & Disability Services.

Long term Sponsorship Number: LTS-A1059

Good afternoon everyone, thank you for joining us this morning for our webinar.

A couple of housekeeping items:

1. if you are an ED or hold an administrator's license you have a separate roster from staff in the spreadsheet that I sent out earlier today.
2. Once the webinar concludes, please mail the evaluations and rosters to me at the corporate office following today's webinar. Please note, I cannot accept faxed or emailed copies.
3. I have sent out the power points for today and they are also included in the handout section of the webinar.
4. If you have questions go ahead and putting in and we will address at the end. Linda is also good if you want to turn your mic on and ask, she is good with that.

Our webinar today is ***Use of Non-Pharmacological Interventions for Effective Pain Management***

Our presenter is Linda Farrar, Clinical Consultant, Lica Medman

Linda is an accomplished health care executive with over thirty-two years of experience in senior nursing care and senior housing administration including long term care, assisted living and home health. She is a wealth of knowledge in provisions of quality care and services. Linda is an INTERACT Certified Trainer, ELNEC Certified Trainer and Dementia Capable Care Certified Trainer.

Please welcome Linda Farrar

EDUCATION COMPLIANCE RECORD - ATTENDANCE ROSTER

PROVIDER:	Presbyterian Manors of Mid-America, Inc.	PROVIDER NUMBER:	LT0246-0316
ADDRESS:	P.O. Box 20440, Wichita, KS 67208	DATE:	September 26, 2022
COURSE TITLE:	Use of Non-Pharmacological Interventions for Effective Pain Management	COURSE INSTRUCTOR:	Linda Farrar, RN/BSN/LNHA Lica Medman
LOCATION:	Presbyterian Manors of Mid-America, Inc.	CNE:	1.0
SITE FACILITATOR SIGNATURE:		PROGRAM COORDINATOR:	

NAME	TITLE	LICENSE #	ADDRESS				SIGNATURE
Anderson, Lisa Marie	RAI Coordinator, RN	13-96687-052	856 S. 10th St.	Salina	KS	67401	
Linenberger, Hope Marie	Medical Records Coordinator, LPN	23-44974-092	664 Highland Ave	Salina	KS	67401	

Certificate of Attendance

This is to certify that

Lisa Marie Anderson, 13-96687-052

has completed

Use of Non-Pharmacological Interventions for Effective Pain Management

Presented 11/7/2022
by Linda Farrar, RN, BSN, LNHA, Lica Medman

via Webinar

Presbyterian Manors of Mid-America, Inc. is approved as a
provider of continuing nursing education by the Kansas State Board of Nursing.
This course is approved for 1.0 contact hours applicable for
RN, LPN, or LMHT re-licensure. Kansas State Board of Nursing provider number: LT0246-0316

PMMA
Presbyterian Manors
Of Mid-America

Jeanne Gerstenkorn RN, BSN, MSN

Jeanne Gerstenkorn, RN, BSN, MSN,
Senior VP Health and Wellness
Presbyterian Manors of Mid-America, Inc.
PO Box 20440 / Wichita, KS 67208

Presbyterian Manors of Mid America, Inc.
Use of Non-Pharmacological Interventions for Effective Pain Management
Linda Farrar, RN, LNHA
Lica Medman
November 7, 2022 ~ 1:00-2:00 pm; 1 CEU

R = 10 N = 10 Percentages not totally 100% reflects items left blank

OVERALL PROGRAM EVALUATION	Excellent #/%	Good #/%	Fair #/%	Poor #/%
1. Was the program relevant to your learning needs?	80%	20%		
2. Was the program content organized?	90%	10%		
3. Did this program meet your expectations?	90%	10%		
4. Was there enough time allowed for questions?	90%	10%		

	YES	NO	Unsure
5. Do you think the program content had practical application and will be incorporated in your work?	100%		

RATE PROGRAM OBJECTIVES	Excellent #/%	Good #/%	Fair #/%	Poor #/%
Participants will review current regulations in wound care	90%	10%		
Participants will list cytotoxic products not allowed in long term care	90%	10%		
Participants will identify various products that contribute to antimicrobial resistance	100%	5%		

RATE THE INSTRUCTOR	Excellent #/%	Good #/%	Fair #/%	Poor #/%
1. Ability to clearly communicate concepts?	100%			
2. Knowledge of concepts?	100%			
3. Relevance of content related to course objectives?	100%			

Comments

RN = 6
LPN = 2
Other = 2
ED =

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

Renewal or Initial

Name of Provider: Optum Infusion Pharmacy **LT 0271-0610**

Name of Program Coordinator: Corbett Reinbold

Date Received: 3/19/26

Date to CNE Committee: June 2026

_____ Approved

_____ Not Approved: _____

Date Notified: _____

Information Required	Received	NA
1. 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	
2. The name and address of the organization on the application	X	
3. 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
4. The name, education and experience of the program coordinator responsible for CNE – include resume	Corbett Reinbold	
A. Be a licensed professional nurse	X	
B. Have three years of clinical experience	X	
C. Have one year of experience in developing and implementing nursing education	X	
D. Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:		
5. Written policies and procedures, including at least the following areas:		
A. Assessing the need and planning for CNE activities	X	
B. Fee assessment	X	
C. 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	
D. Notice of change of coordinator or required policies and procedures. The program coordinator shall notify	X	

the board in writing of any change of the individual responsible for the providership or required policies and procedures within 30 days		
6. For long term providers, the policies and procedures for the approval process shall include the following:		
A. A summary of the planning	X	
B. The behavioral objectives	X	
C. The content, which shall meet the definition of CNE in KSA 65-1117	X	
D. The instructor's education and experience, documenting knowledge and expertise in the content area	X	
E. 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	
F. An offering evaluation that includes each participant's assessment of the following:		
1. The achievement of each objective	X	
2. The expertise of each individual presenter	X	
7. An approved provider may award any of the following:		
A. Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours	X	
B. Credit for fractions of hours over 30 mins to be computed towards a contact hour	X	
C. Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum		X
D. Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results		X
E. Clinical hours		X
Documentation of Attendance		
8. Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
A. The provider's name, address, provider number, and coordinator	X	
B. The date and title of the offering, and the presenter or presenters	X	
C. The participant's name and license number and the number of contact hours awarded	X	
9. Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:		
A. The provider's name, address, provider number, and coordinator		X

B. The participant's name and license number, and the number of contact hours awarded		X
C. The title of the offering		X
D. The date on which the offering was completed		X
E. Either the completion of a posttest or a return demonstration		X
Certificate of Attendance/CE Transcript		
10. 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	
11. Each certificate and each CE transcript shall be complete before distribution to the participant	X	
12. Each certificate and each CE transcript shall contain the following information:		
A. The provider's name, address and provider number	X	
B. The title of the offering	X	
C. The date or dates of attendance or completion	X	
D. The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded	X	
E. The signature of the individual responsible for the providership	X	
F. The name and license number of the participant	X	
Recordkeeping & Storage		
13. For each offering, the approved provider shall retain the following for two years:		
A. A summary of the planning		
B. A copy of the offering announcement or brochure	X	
C. The title and objectives	X	
D. The offering agenda or, for independent study, pilot test results	X	
E. A bibliography		
F. A summary of the participants' evaluations	X	
G. Each instructor's education and experiences	X	
H. Documentation to verify completion of the offering	X	
14. The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals	X	
Program Evaluation Plan		
15. For long-term providers, a copy of the total program evaluation plan	X	

12/2018

Two Proposed Offerings	
The provider shall submit two proposed offerings, including the following:	
16. Offering #1 Navigating Bleeding Disorders in the Clinical Setting	
A. A summary of planning	X
B. A copy of the offering announcement or brochure	X
C. The title and behavioral objectives	X
D. The offering agenda or, for independent study, pilot test results	X
E. Each instructor's education and experience	X
F. A current bibliography	X
G. The offering evaluation form	X
17, Offering #2: Navigating bleeding disorders in the home infusion setting	
A. A summary of planning	X
B. A copy of the offering announcement or brochure	X
C. The title and behavioral objectives	X
D. The offering agenda or, for independent study, pilot test results	X
E. Each instructor's education and experience	X
F. A current bibliography	X
G. The offering evaluation form	X

12/2018, Rev 6/2025

LONG-TERM CNE PROVIDER APPLICATION

COVER PAGE

Initial Application: ◯ **Renewal:** ◉

Name of Provider: Optum Infusion Pharmacy

Provider Number (For Renewal): LT0271-0610

Legal Body (If different from provider): N/A

Address of Provider: 15529 College Blvd., Lenexa, KS. 66219

Telephone: 1.913.401.2844

Email: Corbett_reinbold@optum.com

Program Coordinator (RN): Corbett Reinbold

Date (mm/dd/yyyy): 03/19/2026

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).

To ensure that all continuing nursing education (CNE) presentations and activities are appropriately planned, implemented, developed, evaluated, and documented, a designated qualified RN Nurse Planner oversees the process. A CE Content Committee will meet at least semi-annually to review and update current program offerings and to assess identified needs for future CNE activities. A needs assessment and evaluation tool is used for each presentation or activity to solicit feedback and suggestions for future CNE topics and offerings. All comments and recommendations are reviewed by the planning committee and addressed to enhance nursing knowledge in accordance with KSBN regulations (K.A.R. 65-1117[a]). The committee will meet at least semi-annually to review suggestions received through written evaluations as well as verbal feedback provided to the employed host of the CNE activity. These inputs are incorporated into the ongoing assessment of learner needs.The committee will also review all learner comments and concerns—whether submitted verbally or documented through evaluations—to ensure that program content and instructors meet stated learning objectives.All CNE activities will include a completed Summary of

Process for Fee Assesment

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.

We do not charge a fee for CNE activities. Because no payments are collected, we do not process checks and do not encounter situations where insufficient funds could occur. If an event is canceled, learners are notified using the contact information they provided during the RSVP process. Since no fees are charged, refunds are not required.

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).

CNE event announcements will be distributed in printed form and as electronic PDF documents. These announcements will include the course title, description, objectives, date and time, presenter information, and the number of contact hours offered. All announcements will include the required Kansas State Board of Nursing language from K.A.R. 60-9-107(b)(3)(C), which states:
Optum Infusion Services is an approved provider for continuing nurse education by the Kansas State Board of Nursing. This offering is approved for 1 credit contact hour applicable for nurses RN's, LPNs, LMHT re-licensure. Kansas State Board of Nursing provider number: LT0271-0610. Continuing education hours: minimum 1 hour in length, and no credit can be granted for completion of a partial program.

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)

This verifies that before each CNE course presented, the Content/CNE Advisory Committee will complete and document all of the following requirements:
1) Summary of Planning:
A full summary of planning for all CNE courses will be reviewed and approved prior to the offering.
2) Behavioral Objectives:
The behavioral objectives for the offering will be reviewed to ensure they meet the definition in KAR 60-9-105(d) as measurable learning outcomes.
3) Content Review:
The content of the offering will be reviewed to ensure it meets the definition of Continuing Nursing Education in KSA 65-1117, reflecting learning experiences that enhance nursing practice, administration, education, research, or theory development towards improving the health of the community.
4) Instructor Qualifications:

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)

Independent study credit hours are not available for CNE contact hours. CNE presentations will be 1 hr in length. Actual attendance for presentations will be awarded as follows (KAR 60-9-107 (e)):
a.Attendees who arrive within 15min of the start of the presentation will receive full contact hour
b.Attendees who arrive 15-30min after the start of the presentation or who leave 15-30 min prior to the end of the program will not receive credit as we do not offer partial credit for our CNE program offerings

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)

Each participant will be required to sign an attendance roster that includes the following information:
i.Provider's name
ii.Provider's address
iii.Provider number
iv.CNE Coordinator
v.Date & Title of offering
vi.Presenter's name
vii.Participant's name
viii.Participant's license number

A certificate of attendance will be awarded to each participant at the completion of the CNE program. Each certificate must be complete and include the following information:

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)

Secure and confidential records related to all continuing education offerings will be maintained in electronic format on the Optum Infusion Services secure Company "A" drive. Access to this directory is restricted to authorized employees through role based permissions and password protected network access. The drive is maintained on our secure internal network, consistent with organizational policies for data privacy and information security. All required documents will be retained for a minimum of four years, which exceeds the requirement of keeping records for at least two years after presentation. Records retained will include: course outlines, course brochures/announcements, attendance rosters, instructor résumés, certificates issued, and course evaluations. Confidentiality and security are ensured through restricted access, secured network storage, routine system monitoring, and compliance with organizational confidentiality policies.

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)

Optum Infusion Services will notify the board in writing of any organizational structure changes within 30 days to include change of program coordinator or any company name change.

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)

Each participant will be required to sign an attendance roster that includes the following information:
i.Provider's name
ii.Provider's address
iii.Provider number
iv.CNE Coordinator
v.Date & Title of offering
vi.Presenter's name
vii.Participant's name
viii.Participant's license number

A certificate of attendance will be awarded to each participant at the completion of the CNE program. Each certificate must be complete and include the following information:

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: Corbett _____ Date: 3/19/2026 _____

Assessing Need and Planning CNE

To ensure that all continuing nursing education (CNE) presentations and activities are appropriately planned, implemented, developed, evaluated, and documented, a designated qualified RN Nurse Planner oversees the process. A CE Content Committee will meet at least semi-annually to review and update current program offerings and to assess identified needs for future CNE activities. A needs assessment and evaluation tool is used for each presentation or activity to solicit feedback and suggestions for future CNE topics and offerings. All comments and recommendations are reviewed by the planning committee and addressed to enhance nursing knowledge in accordance with KSBN regulations (K.A.R. 65-1117[a]). The committee will meet at least semi-annually to review suggestions received through written evaluations as well as verbal feedback provided to the employed host of the CNE activity. These inputs are incorporated into the ongoing assessment of learner needs.The committee will also review all learner comments and concerns—whether submitted verbally or documented through evaluations—to ensure that program content and instructors meet stated learning objectives.All CNE activities will include a completed Summary of Planning, meet behavioral objectives as required by K.S.A. 60-9-105(d), contain content that meets the definition of continuing nursing education, and include current bibliographies, defined as textbooks published within the past 10 years and periodicals published within the past 5 year

Process for Offering Approval

This verifies that before each CNE course presented, the Content/CNE Advisory Committee will complete and document all of the following requirements:

1) Summary of Planning:

A full summary of planning for all CNE courses will be reviewed and approved prior to the offering.

2) Behavioral Objectives:

The behavioral objectives for the offering will be reviewed to ensure they meet the definition in KAR 60-9-105(d) as measurable learning outcomes.

3) Content Review:

The content of the offering will be reviewed to ensure it meets the definition of Continuing Nursing Education in KSA 65-1117, reflecting learning experiences that enhance nursing practice, administration, education, research, or theory development towards improving the health of the community.

4) Instructor Qualifications:

Documentation of each instructor's experience and education will be received and verified. Copies of CVs or résumés will be kept on file.

5) Bibliography Requirements:

The bibliography for each presentation will be reviewed to verify compliance with KAR 60-9-107(d)(1)–(6)(A) & (B), including that book references are not more than 10 years old and periodical references are not more than 5 years old.

6) Evaluation Tool:

The evaluation form for learners will be reviewed to ensure it assesses:

Achievement of each objective

The expertise and effectiveness of the presenter

This evaluation form will be provided to all learners after every offering.

The Content Committee meets at least semiannually, and the full review listed above is completed prior to each individual CNE offering

Process for Verifying Participation and completion of Offering

Each participant will be required to sign an attendance roster that includes the following information:

i.Provider's name

ii.Provider's address

iii.Provider number

iv.CNE Coordinator

v.Date & Title of offering

vi.Presenter's name

vii.Participant's name

viii.Participant's license number

A certificate of attendance will be awarded to each participant at the completion of the CNE program. Each certificate must be complete and include the following information:

i.Provider's name

ii.Provider's address

iii.Provider number

iv.Title of the offering

v.Date of attendance

vi.Number of contact hours awarded

vii.Attendee's name

viii.Attendee's license number

ix. Number of contact hours awarded

Corbett Reinbold, RN, BSN

Milwaukee, Wisconsin | 414-213-9730 | Corbett_Reinbold@optum.com

Career Profile

National nurse educator and Continuing Education (CE) Program Development & Coordinator with over 15 years of leadership in bleeding disorders, infusion therapy, and clinical research. Recognized subject-matter expert with experience advising pharmaceutical and biotech organizations and educating healthcare professionals nationwide. With demonstrated ability to translate scientific information into practical education and strategic insight.

Core Expertise

- Nurse Education & Professional Training
- Continuing Education (CE) Program Development & Coordination
- Bleeding Disorders & Hematology
- Medical & Scientific Engagement
- Clinical Research & Trial Support
- Advisory Board Leadership
- Cross-Functional Collaboration
- Industry & Academic Partnerships

Education

- University of Wisconsin - Milwaukee, WI
  Bachelor of Science – Microbiology (1996 – 2000)
- Columbia College of Nursing - Mount Mary College - Milwaukee, WI
  Bachelor of Science – Nursing (2005 – 2009)

Professional Experience

National Nurse Educator & CE Program Coordinator

OptumRx Infusion Pharmacy – Bleeding Disorder Center of Excellence | 2023 – Present

- Lead national education initiatives for patients, caregivers, nurses, and healthcare providers
- Coordinate continuing education (CE) programs including needs assessment, content development, faculty collaboration, and activity execution
- Ensure CE activities align with accreditation standards, clinical accuracy, and adult-learning principles
- Translate complex hematology and infusion-therapy data into practical, evidence-based education
- Serve as clinical expert supporting internal teams and external stakeholders
- Contribute to patient-centered care strategies and best-practice development

Senior Registered Nurse / Nurse Coordinator

Versiti – Blood Center of Wisconsin | 2009 – 2023

- Provided comprehensive care coordination for patients with bleeding disorders
- Served as clinical liaison between patients, multidisciplinary providers, and industry partners
- Supported clinical research protocols, study coordination, and patient enrollment
- Delivered patient and professional education across community and conference settings

- Recognized for disease-state expertise and long-standing leadership presence

Research Background

Blood Research Institute – Milwaukee, WI
Research Technologist, Flow Cytometry & Microscopic Imaging | 2005 – 2009
Research Assistant, Molecular Immunology & Immunotherapy | 2000 – 2004

Licensure & Certifications

- Registered Nurse (RN), State of Wisconsin — License #169631-30
- Certified Clinical Research Coordinator (CCRC), ACRP | 2013 – 2025
- Basic Life Support (BLS), American Heart Association
- Human Subjects Research Training, CITI Program

Industry Advisory Boards & Medical Engagement

- CSL Behring – National & Gene Therapy Advisory Boards (2016 – 2023)
- Novo Nordisk – Hemophilia & Hematology Nursing Advisory Boards (2019 – 2022)
- Octapharma – Hemophilia A & Inhibitor Advisory Boards
- BioMarin – Gene Therapy Advisory Board (2022)
- Sanofi – Medical Hemophilia RN & APP Advisory Board (2022)
- Genentech – Hemlibra Virtual Advisory Board (2020)

Leadership & Professional Service

- Planning Committee, Wisconsin Bleeding Disorders Conference (2010 – 2023)
- Planning Committee, Camp Klotty Pine – Great Lakes Hemophilia Foundation (2014 – 2023)

Selected Presentations

- Hemophilia and the Risk of Disability — Invited Lecture, Southern University (2019)
- Getting to Know Your HTC — Wisconsin Bleeding Disorders Conference
- Facilitator, Professional Round Table Discussions — Great Lakes Hemophilia Foundation

Publications

- Yoder, H. R., **Reinbold C.**, & Coggins J. R., (2001). Helminth communities in green frogs, Rana clamitans, from southeastern Wisconsin. *Comparative Parasitology*, 68: 269-272

- Luedtke B., Tranchita A., **Reinbold C.**, Choi E. Y., Roopenian D., and Malarkannan S, (2003). A single amino acid polymorphism is the Emp-3 gene defines immunodominant CTL responses directed to the minor histocompatibility antigen, H4. *Immunogenetics*, 55: 284-295

- **Reinbold C.** and Malarkannan S, (2008). Recognition of allo-peptide is governed by novel anchor imposition and limited variations in TCR contact residues. *Molecular Immunology*, 45:1318-26

Subject	**Continuing Nursing Education Program Management**		
Department	**Continuing Education Program**	Effective Date	July 2025

PURPOSE

To ensure compliance with the state board of nursing, we are approved to provide continuing nursing education.

SUMMARY OF PLANNING

1. Planning Committee- the CNE Advisory committee will consist of CNE Coordinator, National Director of Training, CNE Content and presenter's committee. The CNE advisory committee or CNE Coordinator will review all CNE educational programs to ensure content meets state board of nursing policy for CNE approval
2. Need Identified- List people requesting presentation and/or need for presentation
   - **Received request from area sales representatives for increased training and education**
   - **Received requests from nurses through comments written on evaluations**
3. Presenter Selection- Describe presenter qualifications and/or expertise
   - **Presenters are all subject matter experts in their respective fields of nutrition support for infusion, immune globulin therapy nurses, bleeding disorders, pharmacists for specialized medications and injectable drugs.**
4. Target Audience-List who will be attending presentation
   - **Hospital nurses and case managers; Specialty nurses in Immunology, Oncology, Neurology, Bleeding disorders, School nurses, members of nursing societies**
5. Learning Objectives Review: List of who reviewed learning objectives for presentation
   - **CNE advisory committee reviewed learning objectives for all approved presentations**
6. CNE Content: The CNE Advisory Committee and/or Coordinator will review content to ensure program is designed to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research, or theory development to the end of improving health of the public
   - **Content reviewed by CNE advisory committee at minimum annually**
7. Program Length: **1 hour**
8. Equipment Needed: **Laptop, handouts, paper, pen**
9. Financial Cost: **No charge to participants**
10. Advertisements: Advertisement and/or brochures to be reviewed by CNE Coordinator or CNE Administrator prior to distribution.
    - **CNE Coordinator received a copy of the flyer and reviewed to ensure proper statement was included which can be shared via email or printed and hand delivered**

REQUIREMENTS

1. **All requests for a CNE presentation must use a CNE Program Request form, perform specific requirements, at least 4 weeks in advance.**
2. **The CNE Coordinator handles completing a summary of planning forms.**
3. **The CNE Coordinator and/or designee handles creation of all needed forms for approved request**
4. **The Optum host handles the completion and return of all necessary documents completed by program attendees and maintains attendance tracking**

PROCEDURE

1. **A CNE Program Request form is sent to the CNE Coordinator for approval**
2. **The CNE Coordinator and/or CNE Advisory committee will complete summary of planning form**
3. **The CNE Coordinator will confirm that the identified presenter is an approved presenter and most proper for the requested content.**
4. **If approved, the CNE Coordinator and/or designee will update forms with program details and email to the requestor:**

a. **CNE Roster**
b. **Educational Activity Evaluation**
c. **Program Objectives**

5. **Requestor will return all above documents to the CNE Coordinator for review and Certificates of attendance will be provided**
6. **Electronic copies of each presentation and required forms will be saved in a secure and confidential location**

Join us

Optum® Infusion pharmacy invites you to a 1.0 contact hour continuing education (CE) presentation



Navigating bleeding disorders in the clinical setting

Date of program:

2/18/26

Time of program:

2:00 CST

Location of program:

Virtual Event - The meeting invitation will be sent by the presenters

Learning objectives:

Demonstrate an understanding of the types of bleeding disorders.
Review the most common types of bleeding.
Discuss the musculoskeletal implications of hemarthrosis and muscle bleeds.
Understand how physicians test for and diagnose bleeding disorders.
Review clinical considerations to discuss with a patient post diagnosis.

Presenter:

Kimberly Baumann BA, MPT and Angela Forsyth, PT, DPT

RSVP:

Kimberly Baumann at
kimberly baumann@optum.co

We do not charge a fee for CE and in case of cancellation – you will be notified via the contact person listed above.

Accreditation information:
Optum Infusion Pharmacy is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 1.0 contact hour applicable for RN, LPN, LMHT relicensure. Kansas State Board of Nursing Provider Number: LT0271-0610. Continuing education hours: Minimum one hour in length and no credit can be granted for completing a portion of a program.

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Optum

Navigating bleeding disorders in the clinical setting



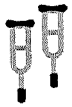
Learning objectives



Demonstrate an understanding of the types of bleeding disorders



Review the most common types of bleeding



Discuss the musculoskeletal implications of hemarthrosis and muscle bleeds



Understand how physicians test for and diagnose bleeding disorders



Review clinical considerations to discuss with a patient post diagnosis

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Boender, J., Atiq, F., Cnossen, M.H., van der Bom, J.G., Fijnvandraat, K., de Meris, J., de Maat, M.P.M., van Galen, K.P.M., Laros-van Gorkom, B.A.P., Meijer, K., Eikenboom, J., Leebeek, F.W.G. (2021). Von Willebrand factor multimer densitometric analysis: validation of the clinical accuracy and clinical implications in von Willebrand disease. *Hemasphere*, 5(3): e542. https://doi.org/10.1097/HS9.0000000000000542

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Kimberly J. Baumann, BA, MPT
MPT, MN Board of Physical Therapy, expiration date 12/31/2024, license number 6241

OptumRx Specialty/Infusion
Optum Physical Therapy Collaborative

Education

Master of Physical Therapy with honors, College of St. Catherine, Minneapolis, MN, June 1998.

Research: The Efficacy of Lumbar Unloading Using the LTX3000™ Lumbar Rehabilitation System for Reducing Lumbar Scoliosis in Adults.

BA Biology/Psychology with honors, College of St. Catherine, Minneapolis, MN, June 1995.

Employment History

2022-present OptumRx Specialty/Infusion
Associate Director Clinical Medical Management - Optum Physical Therapy Collaborative (OPTC)

- Provide expert education about optimal treatment of musculoskeletal bleeding in people with bleeding disorders to physical therapists throughout the country.
- Coordinate and collaborate with patients, their treating physicians, and their local physical therapist to enhance therapy experiences and promote successful outcomes.
- Teach bleeding disorder clinical workshops at chapter and private events nationally.
- Develop and execute educational and continuing education programs
- Implement outcome data management for OPTC program outcome statistics and ROI.
- Collaborate with National Member Organizations as Subject Matter Expert/Key Opinion Leader healthcare professional within hemophilia community.
- Conduct assessments of community educational needs to direct program development

1998-2022 University of Minnesota, Fairview Medical Center
University of Minnesota Health
M Health Fairview

Lead Physical Therapist-Center for Bleeding and Clotting Disorders (CBCD) (2000-2022)

- Evaluated and treated people with bleeding disorders during comprehensive clinic visits, inpatient admissions for acute bleeds, episodic appointments, and outpatient PT visits.

- Developed ongoing patient education materials for people with bleeding disorders: examples include, joint replacements, joint specific stretching and strengthening, balance/proprioception, first aid for bleeding disorders, RICE, BMI, home walking program, footwear, and individualized HEPs.
- Coordinated acute care treatment and rehab protocols for patients to manage acute episodes at home.
- Communicated and educated community physical therapists in the treatment of patients with bleeding disorders.
- Participated in research protocols within the CBCD.
- Provided educational articles for regional consumer and provider newsletter, and CBCD consumer newsletter.
- Participated in planning and execution of multiple community outreach events: fitness events, family retreats, consumer foundation annual meeting, women's retreat, and educational seminars.

Staff Physical Therapist-Acute Care Inpatient (1999-2005)

- Evaluated and treated adult patients in medical/surgical ICU, BMT unit, cardiac unit, neurological unit, and orthopedics.
- Evaluated and treated patients in acute pediatric setting including NICU, PICU, BMT, and general medical/surgical.
- Evaluated and treated patients in outpatient pediatric setting with variety of diagnoses including developmental delays, post-BMT, orthopedic concerns, and rehabilitation.

Staff Physical Therapist-Inpatient Orthopedics (1999)

- Evaluated and treated adult patients in inpatient acute orthopedics.
- Direct supervision of PTA staff.

Staff Physical Therapist-Sub-acute/Transitional Care Unit (1998-1999)

- Evaluated and treated adult patients on sub-acute rehabilitation unit.
- Direct supervision of PTA staff.

Academic Contributions/ Professional Presentations

Academic Contributions

- **Hemophilia-What is it? What is the Role of Inpatient PT?** Annual staff educational in-services, 2012-2021; M Health, Fairview inpatient rehab staff.
- Guest lecturer in PTA program at College of St. Catherine, educating students on treating people with bleeding disorders, 2006-2009.
- Provided ongoing education to students within hemophilia clinic (medical students, PAs, nurses, PT or other) on physical therapy services in specialty population of patients with bleeding disorders.
- **Physical Therapy & Comprehensive Care for Persons with Bleeding Disorders**. Developed content for online educational module, available nationally with CEUs for PTs and nurses.
- Provided video training on joint evaluation in adults with bleeding disorders to PT students and providers at hemophilia treatment center in Ethiopia.

Professional Presentations

- Presented multiple educational sessions to consumer and provider audiences at local, regional, and national meetings. Topics include joint health, sports and activities, use of MSKUS in bleed recognition, conservative management of bleeding, and bleed prevention. Supported by Sanofi Genzyme, Novo Nordisk, CSL Behring, and Baxter.
- **All in a Day's Work: Exploring the new publication *Working for Success*-** speaker at consumer educational session, National Hemophilia Foundation Bleeding Disorder Conference, Aug 2023.
- **Ask The Experts.** Panel member at Annual Members Meeting, April 9, 2022. Hemophilia Foundation of MN and Dakotas.
- **Ask The Experts.** Panel member at Annual Members Meeting, April 10, 2021. Hemophilia Foundation of MN and Dakotas.
- **Joint Ultrasound in Bleeding Disorders-**Provided educational session at Annual Members Meeting, April 10, 2021. Hemophilia Foundation of MN and Dakotas.
- **Staying Active at Home-**Provided educational webinar, National Hemophilia Foundation educational series. April 24, 2020.
- **Intro to Kinesiology Taping-** Provided educational lecture at Annual Members Meeting, April 27, 2019. Hemophilia Foundation of MN and Dakotas.
- **Kinesiology Taping in Bleeding, Swelling and Intro to Muscle Control-** Provided educational lecture at local Blood Brotherhood event. August 19, 2018. Hemophilia Foundation of MN and Dakotas.
- **Maintaining an Active and Healthy Lifestyle-**developed content and presented educational webinar. April 12, 2017. National Hemophilia Foundation Hemophilia Webinar Series.
- **New Developments in the Management of Hemophilic Arthropathy and Chronic Pain in Patients with Hemophilia**. Clinical Consults, The Blood CME Center, online education course May 2016-May 2017.
- **Communicating With Your Provider about Pain-**Developed module content and presented at multiple educational meetings, 2014-2015.
- **National Hemophilia Foundation 2015 Inhibitor Education Summit.** July 2015. Served on steering committee to develop content for physical therapy sessions at educational summits.
- **National Hemophilia Foundation 2014 Inhibitor Education Summit.** July 2014. Served on steering committee and presented at summit to patients and caregivers on pain management in adults and children, and treatment options for ankle, knee and elbow joint acute bleeding episodes.
- **National Hemophilia Foundation 2013 Inhibitor Education Summit.** July 2013. Served on steering committee and presented at summit to patients and caregivers on understanding and managing the elbow joint, assistive and adaptive devices and planning for an orthopedic surgery.
- **Starting a new exercise program.** January 14, 2013. Blood Brotherhood educational meeting. Hemophilia Foundation of Minnesota/Dakotas.

- **Rice Might Not Be So Nice: Evaluating Choices for an Individualized Approach to Joint and Muscle Bleeding.** November 10, 2012. Biogen Idec Symposium at NHF Annual Conference.
- **What is really happening inside a joint during a joint bleed-treating bleeds more effectively.** September 26th, 2012. Teleconference presentation to consumers. Hemophilia Foundation of Minnesota/Dakotas.
- **National Hemophilia Foundation 2012 Inhibitor Education Summit.** August 2-5, 2012. Served on steering committee and presented at summit to patients, caregivers and other family members on multiple topics including adjunct treatment of bleeds, joint disease prevention, and sports and exercise in people with inhibitors.
- **National Hemophilia Foundation 2011 Inhibitor Education Summit.** June 16-19, 2011. Presentations to patients, caregivers and other family members on multiple topics including joint disease prevention, options for treating pain, exercise and orthopedic device use in people with inhibitors.
- **Current Orthopedic Interventions in Hemophilia with Inhibitors: Coordination of Care to Maximize Patient Outcomes.** November 2010. Presentation to Providers at NHF annual meeting.
- **Just What the Doctor and PT Ordered: How to Get Moving, Keep Moving and Manage Pain.** November 2009. Presentation to consumers with severe hemophilia and inhibitors.
- **Ask The Provider.** October 2009. Panelist on provider panel for women with bleeding disorders.
- **Physical Therapy Case Studies.** October 2009. Presentation of bleeding disorders case studies to physical therapists at NHF Region V-West regional meeting.
- **Fit For All-YMCA Initiative.** May 2009. Report out to providers and consumers at NHF Spring Summit on progress of grant funded YMCA fitness program.
- **Wii Fit-*Discussion of use for people with bleeding disorders.*** May 2009. Presentation to consumers and providers at NHF Spring Summit.
- **Clues To Adaptive Devices. February** 2009. Presented information on the use of adaptive equipment to improve the mobility and daily activities of people with bleeding disorders.
- **Pain: Alternative Management, Surgical Options** November 2008. Educated patients with hemophilia and an inhibitor about conservative and surgical options for people with inhibitors.
- **Living with Hemophilia-Practical Tips for You and Your Family** November 2008. Presented information to parents of children with hemophilia on bleeding management and activity tips for school and daycare settings.
- **The Benefits of Exercise** October 2008. Presented on components of an exercise program, safety, and activity selection to women with bleeding disorders.
- **Clues to Joint Disease Management and Prevention** September 2008. Presented information on joint disease, treatment options and how to preserve joint health.

- **Can Exercise Really Help My Pain?** May 2008. Provided information to consumers about the connections between pain control and exercise.
- **New Evidence in Physical Therapy Management of People with Bleeding Disorders** April 2008. Educated patients attending the HFMD Annual Meeting on recent research outcomes in bleeding disorders.
- **Case Studies January** 2008. Provided case studies and facilitated discussions on acute bleed treatment and return to activity at HFMD family retreat.
- **Physical Therapy: Updates, Collaboration, Best Practices** October 2007. Provided regional and national updates on PT in patients with bleeding disorders, moderated collaborative discussion on best practices and educational materials throughout the region.
- **Physical Therapy Clinical Case Studies** October 2007. Co-presenter of clinical case studies regarding the management of complex care across the lifespan in patients with bleeding disorders.
- **Family Fitness Program Report** October 2005. Presented program development and specific events to providers and consumers at NHF Annual Meeting.
- **Camp Education July** 2002-2007. Facilitated instruction in safety with sports and exercise awareness at annual camp for kids with bleeding disorders.

Professional Experience

Editorial Reviewer
Haemophilia, 2018, 2019, 2020
Reviewer, Poster Abstracts, 2019-2022
National Hemophilia Foundation, 2019, 2020, 2021, 2022 Bleeding Disorders Conference
Editorial Advisory Board, 2015-2021
Hemaware, The Bleeding Disorders Magazine

Clinical Specialist Program- Program to reward and recognize clinical excellence at M Health Fairview, requires application and acceptance.
Clinical Specialist Level III, 2022
Clinical Specialist Level II, 2020-2021
Clinical Specialist Level I, 2018-2019

Clinical Instructor
University of Minnesota, Fairview Medical Center, Rehabilitation Services
-Served as clinical instructor for two physical therapy students on 8-week acute care clinicals as well as providing multiple short term learning experiences for students interested in the physical therapy profession.

Publications

Baumann K, Herman-Hilker, S, Newman, J. Working for Success: Matching Your Physical Abilities and Job Requirements. National Bleeding Disorders Foundation Publication. (Sept 2023)
Medical and Scientific Advisory Committee. MASAC Document #275: MASAC Recommendations regarding Physical Therapy management for the Care of Persons with Bleeding Disorders Revised May 2023. (Contributor)

Submitted to Haemophilia Feb 2023: Buckner et al Practical Application of the Centers for Disease Control's Opioid Prescribing Guidelines for the Management of Chronic Pain in Persons with Bleeding Disorders: Guidance from National Hemophilia Foundation's Medical and Scientific Advisory Council

Nugent D, Acharya SS, **Baumann KJ**, Bedrosian C, Bialas R, Brown K, Corzo D, Haidar A, Hayward CPM, Marks P, Menegatti M, Miller ME, Nammacher K, Palla R, Peltier S, Pruthi RK, Recht M, Sørensen B, Tarantino M, Wolberg AS, Shapiro AD. Building the foundation for a community-generated national research blueprint for inherited bleeding disorders: research priorities for ultra-rare inherited bleeding disorders. Expert Rev Hematol. 2023 Mar;16(sup1):55-70. doi: 10.1080/17474086.2023.2175661. PMID: 36920862; PMCID: PMC10020868.

Newman JR, Durben N, **Baumann K**, Lambing AY, Nichols CD, Witkop M, Santaella ME, Buckner TW. Physical therapy within US HTCs: A multicentre survey of utilization, practice patterns and pain management approaches. Haemophilia. 2022 Mar;28(2):343-350.

Witkop M, Santaella M, Nichols CD, Lambing AY, **Baumann K**, Curtis RG, Humphrey C, Humphries TJ, Newman J, Durben N, Fritz R, Mauer K, Thibodeaux CB, Wheat E, Buckner T. Understanding the Pain Management Landscape Within the US Bleeding Disorder Community: A Multi-Center Survey. Pain Med. 2022 Feb 1;23(2):269-279.

Walsh C, Boggio L, Brown-Jones L, Miller R, Hawk S, Savage B, Hansen K, Molter D, **Baumann K**, et al. Identified unmet needs and proposed solutions in mild-to-moderate haemophilia: A summary of opinions from a roundtable of haemophilia experts. *Haemophilia*. 2021;27(Suppl. 1):25–32

Buckner T, Santaella M, Witkop M, Humphries T, Lambing A, Thibodeaux C, Nichols C, Humphrey C, Newman J, Durben N, Jeffrey S, Wheat E, **Baumann K**, Fritz R, Mauer K. **MASAC Document #260 MANAGEMENT OF CHRONIC PAIN IN PERSONS WITH BLEEDING DISORDERS: GUIDANCE FOR PRACTICAL APPLICATION OF THE CENTERS FOR DISEASE CONTROL'S OPIOID PRESCRIBING GUIDELINES.** *Accepted 3/16/2020*

Wang M., Peltier S., **Baumann K.**, Sidonio R., Witkop M., Cooper D., Waters E., Kahan S. Awareness, Care and Treatment in Obesity MaNagement to inform Haemophilia

Obesity Patient Empowerment (ACTION-TO-HOPE): Results of a survey of US haemophilia treatment centre professionals. ***Haemophilia***. 2020 Jan; Vol 26:20-30

Hernandez G., **Baumann K.**, Knight S., Purrington H, Gilgannon M., Newman J., Tobase P., Mathew S., Cooper D.L. Ranges and drivers of risk associated with sports and recreational activities in people with haemophilia: results of the Activity-Intensity-Risk Consensus Survey of US physical therapists. ***Haemophilia***. 2018 Nov;24 Suppl 7:5-26.

Buckner T, Batt K, Quon D, Witkop M, Recht M, Kessler C, **Baumann K**, Hernandez G, Wang M, Cooper D, Kempton C. Assessments of pain, functional impairment, anxiety, and depression in US adults with hemophilia across patient-reported outcome instruments in the Pain, Functional Impairment, and Quality of Life (P-FiQ) study. *European Journal of Haematology* (March 2018), 5-13.

Witkop, M, Neff, A, Buckner, T, Wang, M, Batt, K, Kessler, C, Quon, D, Boggio, L, Recht, M, **Baumann, K**, Gut, R, Cooper, D, Kempton, C. Self-Reported Prevalence, Description, and Management of Pain in Adults with Hemophilia: Methods, Demographics, and Results from the Pain, Functional Impairment, and Quality of Life (P-FiQ) Study. *Haemophilia* (July 2017), 556-565.

Baumann K, Hernandez G, Witkop M, Peltier S, Dunn S, Cutter S, Frick N, Haugstad K, Guelcher C, Frey, MJ Rotellini D, Clark D, Iyer N, and Cooper DL. Impact of Mild to Severe Hemophilia on Engagement in Recreational Activities by US Men, Women and Children with Hemophilia B: The Bridging Hemophilia B Experiences, Results and Opportunities into Solutions (B-HERO-S) Study. *European Journal of Haematology* (March 2017)

Baumann K, Akins S, Funk S, Hernandez G, Kempton C, Wang M, Buckner T, and Cooper DL. Functional Impairment, Pain, and Pain Management in US Adult People with Hemophilia: Initial Lessons From the Pain, Functional Impairment, and Quality of Life (P-FIQ) Study. *Poster presentation at WFH-MSK Meeting, May 2015.*

Wang M, **Baumann K**, Akins S, Funk S, Hernandez G, Kempton C, Buckner T, and Cooper DL. Pain, Functional Impairment, and Quality of Life (P-FIQ): Reliability of Patient-Reported Outcome Instruments Assessing Pain and Function in US Adult People with Hemophilia. *Poster presentation at WFH-MSK Meeting, May 2015.*

Young, G; Tachdijian, R; **Baumann, K**; Panopoulos, G. Comprehensive management of chronic pain in haemophilia. *Haemophilia* (December 2013), 1-8.

Baumann, K; Chan, R; Osip, J; Reding, M. The Use of Intra-Articular Hyaluronic Acid in the Treatment of Hemophilia Arthropathy in Patients with Moderate or Severe Hemophilia. *Poster presentation at NHF Annual Meeting* Nov. 2010.

Christie, BA; **Baumann, K**; Kurth, MH. Retrospective comparative examination of the long-term effects of venous access devices on upper extremity limb measurement in

children with haemophilia: pilot observations from a single haemophilia treatment centre. *Haemophilia* (2006), 12 526-530.

Chan, R; Osip, J; **Baumann, K**; Reding, M. Case report on intra-articular hyaluronic acid in the treatment of chronic hemophilic arthropathy in a patient with severe hemophilia A. Haemophilia (2010), 16 (suppl. 4), 110.

Research

Primary investigator: *Impact of Pain on Functional Impairment and Quality of Life in Adults with Hemophilia (PFiQ).* Non-interventional study to assess impact of pain on functional impairment and quality of life in adults with hemophilia.

Investigator in study: *Universal Data Collection on Patients with Hemophilia and Related Bleeding Disorders-A study funded by the Centers for Disease Control looking at orthopedics complications in all patients with bleeding disorders*. Comprehensive range of motion assessments done on all clinic patients annually. Center for Bleeding and Clotting Disorders. 1999-2012

Investigator in study: *Phase I/II/III Pharmocokinetic and Outcome Study of Inspiration's Recombinant Factor IX Product, IB1001, in Subjects with Hemophilia B.* Obtain measurements of ROM, swelling, muscle atrophy and contractures in all study subjects. 2011-2012

Investigator in study: *Randomized, controlled, parallel, prospective trial to evaluate the effect of secondary prophylaxis with rFVIII therapy in severe hemophilia A adult subjects compared to that of episodic treatment. (SPINART)*. 2008-2013

Professional Organizations and Appointments

World Federation of Hemophilia-member

National Hemophilia Foundation

Vice Chair, PT Working Group 2020-2022

Regional Representative, PT Working Group 2001-2008, 2017-2020

-Representing physical therapists in a five-state region on the PT Working Group of NHF

-Served on planning committee for regional meeting, 2003, 2005, 2007, 2020-2022

MASAC Pain Taskforce-Member 2018-present

PT Travel scholarship committee lead 2017-present

PT Fellowship Committee member 2017-present

Annual Meeting Planning Committee, 2007-2008, 2019-2021

-Developed educational programming and structure for NHF Bleeding Disorders Conference

Recipient PT of The Year Award-2005

Regional Executive Council Member 2021-2022

Hemophilia Foundation of MN and Dakotas-Member
Board Member July 2019-2022

Hemophilia Treatment Center PT Collaborative (HTC PTC)
Steering committee April 2020-2022
Member and committee lead April 2020-2022

American Physical Therapy Association previous member

CURRICULUM VITAE

NAME Angela Forsyth, PT, DPT

EDUCATION

Temple University (2005-2007) Philadelphia, PA
- **Doctor of Physical Therapy Degree, DPT**

Thomas Jefferson University (1991-1994) Philadelphia, PA
- **Bachelor and Master of Science Degree in Physical Therapy**

Wilson College (1989-1991) Chambersburg, PA

PHYSICAL THERAPY SPECIFIC CONTINUING EDUCATION (to meet license requirements)
- "Keys to Progressing Care of the ICU Patient" Online Course
  1/12/22
- "Telehealth Certificate" (APTA) Online Course
  9/30/21
- "PTSD, Trauma and Anxiety Disorders" (INR) Online Course
  10/27/20
- "Opioids and Marijuana: Managing the Nationwide Emergency" Mt. Laurel, NJ
  11/12/19
- "Marijuana and Cannabinoids: What HCPs Need to Know" Vineland, NJ
  11/5/19
- "Mindfulness and Stress Reduction" (INR) Newark, DE
  11/4/19
- "Child Abuse Recognition and Reporting" (CEU Connection) Online Course
  10/15/19
- "Components of Ethics in Healthcare" Online Course
  9/12/19
- "Kinesiology Taping Practitioner Certification" (PESI) Mt. Laurel, NJ
  9/11/19
- "Ethics for Medical Professionals" (ChiroCredit) Online Course
- "Memory, Forgetfulness and the Brain" (INR) Cherry Hill, NJ
  11/3/17
- "Understanding Pathophysiology" (PESI) Cherry Hill, NJ
  10/2/17
- Understanding Addictions" (INR) Cherry Hill, NJ
  9/14/17
- Animal Assisted Interventions" (PESI) King of Prussia, PA
  9/12/17
- NJ Jurisprudence Assessment Module Online course
  7/25/17
- "Recognizing and Reporting Child Abuse: ...Reporting in Pennsylvania
  11/28/2016
- "Musculoskeletal /Physical Therapy Education" at WFH Congress (11 CCUs) Orlando, FL
  7/24-28/20160
- "Pediatric Yoga and Mindfulness" Wilmington, DE
  9/30/2015
- "Comprehensive Approach to Understanding and Preventing Fall-Related Injuries" Online Course
  9/30/15
- "Ethical Implications of Modern Technology for the Physical Therapist" Philadelphia, PA
  9/24/2015

• "Dynamic Stretching: The Missing Link....Prevention and Rehabilitation" 9/23/2015	Wilmington, DE
• "Joint Replacement Rehabilitation" (Cross Country Education) 9/18/2015	Cherry Hill, NJ
• "NY Jurisprudence Assessment" (FSBT) 6/8/2015	Online Course
• "Law and Ethics for the Physical Therapist" (Gannett) 1/28/2014	Online course
• "Ethics and Boundaries in Healthcare" (Care2Learn) 1/26/2014	Online Course
• "Evidence-based Strength and Conditioning" 7/17/2013	Atlantic City, NJ
• "Rehabilitation for Osteoporosis" 6/22-23/2013	Cherry Hill, NJ
• "Advanced Oncology Rehabilitation for Successful Outcomes" 1/14-1/15/2012	Tampa, FL
• "Conquering Pain" 9/27/2011	Vineland, NJ
• "Ethics and Jurisprudence" 9/10/2011	CherryHill, NJ
• American Physical Therapy Association – ACP (Advanced Clinical Practice): Evidence Based Diagnosis and Screening in Physical Therapy Practice 6/9-10/2009	Baltimore, MD
• Ethics and Jurisprudence 3/13/2009	Stockton, NJ Online Course
• Management of Knee Osteoarthritis," 11/17/2008	Denver, CO
• Pain Resource Clinician," seminar offered before the NHF meeting 11/13/2008	Millville, NJ
• "Depression, Heart Disease and Stroke," 5/8/2008	Philadelphia, PA
• "Successful Rehabilitation of the Lower Extremity Amputee," 5/12/2008	Philadelphia, PA
• "Penn Foot and Ankle Update" 4/9-10/2005	
• "Penn Shoulder and Elbow Update" 11/15-17/2002	Philadelphia, PA
• "Craniosacral Therapy Level 1" 1/24-27/2002	Cherry Hill, NJ
• "Diagnosis &Treatment of Movement Impairment Syndromes" 4/1-2/2000	Edison, NJ Johnstown, PA
• "Mulligan Concepts - NAGS/SNAGS" 3/25-26/2000	
• "The Sacroiliac Joint" (PPTA Meeting) 2/9/2000	Philadelphia, PA
• "Advances in Pain, Infectious Disease and Psychiatric Medications" 9/28/1999	Philadelphia, PA
• "Reiki Level I" 4/20/1999	Glenside, PA

• "Diagnosis &Treatment of Movement Impairment Syndromes"(Sahrmann I) 11/13-14/1998	Hanover, PA
• "The P.T. Clinical Performance Instrument (CPI)" 10/20/1998	Philadelphia, PA
• "A.P.T.A. Clinical Instructor Credentialing Course" 10/2-3/1998	Lancaster, PA
• "Current Concepts in the Examination & Treatment of the Knee" 10/1/1998	Lancaster, PA
• "Myofascial Release Unwinding" 9/26/1998	Philadelphia, PA
• "Integrative Manual Therapy with Strain-Counterstrain Technique" 6/21-23/1996	Philadelphia, PA
• "Sports Medicine Symposium - The Knee" 3/1996	Edison, NJ
• "The Study of Biomechanics with Muscle Energy Technique" 9/1995	Philadelphia, PA
• "When the Feet Hit the Ground, Everything Changes" 6/1995	VA Beach, VA
• "Visiting Nurse Association of Greater Philadelphia Home Care Course" 4/1995	Philadelphia, PA
• "Sports Medicine Symposium - The Ankle and Foot" 3/1995	Edison, NJ

WORK TRAINING: BLEEDING DISORDERS CONFERENCES/EDUCATIONAL SEMINARS

• National Hemophilia Foundation Annual Meeting October 3-5, 2019	Anaheim, CA
• International Society of Thrombosis and Hemostasis Meeting July 6-8, 2019	Melbourne, Australia
• World Federation of Hemophilia Musculoskeletal Congress May 10-12, 2019	Madrid, Spain
• National Hemophilia Foundation Annual Meeting October 11-13, 2018	Orlando, FL
• World Federation of Hemophilia Congress May 20-24, 2018	Glasgow, Scotland
• World Federation of Hemophilia Musculoskeletal Congress May 5-7, 2017	Seoul, South Korea
• National Hemophilia Foundation Annual Meeting Aug 25-27, 2017	Chicago, IL
• World Federation of Hemophilia Congress July 24-28, 2016	Orlando, FL
• World Federation of Hemophilia Musculoskeletal Congress May 7-9, 2015	Belfast, N. Ireland
• National Hemophilia Foundation Annual Meeting September 18-21, 2014	Washington, D.C.
• World Federation of Hemophilia Congress May 10-12, 2014	Melbourne, Australia
• World Federation of Hemophilia Musculoskeletal Congress April 18-21, 2013	Chicago, IL
• National Hemophilia Foundation Annual Meeting Nov 8-10, 2012	Orlando, FL

- World Federation of Hemophilia Congress — Paris, France
  July 8-12, 2012
  Provider Shadow Program: RUSH University Hemophilia Program — Chicago, IL June
  13-14, 2012
  Region III Hemophilia Meeting — Alexandria, VA
  April 20, 2012
- Medical Advisory Board of the WFH — Montreal, QC, Canada
  September 24, 2011
- Region III Hemophilia Meeting — Alexandria, VA
  April 7-8, 2011
- World Federation of Hemophilia Musculoskeletal Congress — Dubai, U.A.E.
  March31 – April 4, 2011
- National Hemophilia Foundation Annual Meeting — New Orleans, LA
  November 11-13, 2010
- Current Research in Hemophilia – Leonard Valentino — Philadelphia, PA
  October 14, 2010
- World Federation of Hemophilia Congress — Buenos Aires, Arg.
  10-14 July 2010
- Current Research in Hemophilia Lecture– Steve Pipe — Philadelphia, PA
  June 24, 2010
- World Federation of Hemophilia Musculoskeletal Congress — Cartagena, Columbia
  April 26-29, 2009
- National Hemophilia Foundation Annual Meeting — San Francisco, CA
  October 29-31, 2009
- World Federation of Hemophilia Global Forum — Montreal, QC, Canada
  September 24-25, 2009
- World Federation of Hemophilia Musculoskeletal Congress — Cartagena, Columbia
  April 26-29, 2009
- National Hemophilia Foundation Annual Meeting — Denver, CO
  November 13-15, 2008
- World Federation of Hemophilia Congress — Istanbul, Turkey
  June 1-5, 2008
- World Federation of Hemophilia Musculoskeletal Congress — Stresa, Italy
  May 3-6, 2007
- World Federation of Hemophilia Congress — Vancouver, BC
  May 21-25, 2006
- Region III Staff Development Symposium — Philadelphia, PA
  December 9, 2004
- World Federation of Hemophilia Congress — Bangkok, Thailand
  October 17-21, 2004
- Penn Patient-Oriented Research Basic and Good Clinical Practice Training Certificate — Philadelphia, PA
  July 12, 2004
- Hero Grand Rounds: History of Hemophilia: Dr. Tom Abshire — Philadelphia, PA
  July 7, 2003
- World Federation of Hemophilia Musculoskeletal Congress — Bonn, Germany
  May 28-31, 2003
- Partners in Hemophilia Education – Advanced Program — Indianapolis, IN
  March 26-27, 2003
- "The Inheritance of Bleeding Disorders and Bleeding Disorders in Women" — Philadelphia, PA •
  Rose Giardine, Genetic Counselor and Barbara Konkle, MD, November 21, 2002
  "Region III Staff Development Symposium," — Philadelphia, PA
  October 3-4, 2002
- Delaware Valley Chapter of the NHF Exercise Presentation

July 13, 2002 Hershey, PA
- "Introduction to Thrombophilia," Maura Malone, RN, MSN, Beverly Christie RN, BSN March 20, 2002 Philadelphia, PA
- "Meeting the Needs of Diverse Cultures," Aimee Cole-Laramore, MBA March 17, 2001 San Diego, CA

"An Evening With the Experts: Shoulders, Elbows, Hips and Knees" Dr. Charles Nelson, Dr. Matt Ramsey, Angela Forsyth, MSPT, November 21, 2000 Philadelphia, PA

Manager as Conflict Mediator May 9, 2000 Philadelphia, PA
- Leadership Development Program April 4,11,18 2000 Philadelphia, PA
- Dynamic Presentations October 27 and November 3, 1999 Philadelphia, PA
- "Partners in Hemophilia Education" September 13-15, 1999, (October 19,1999 – Philadelphia) Indianapolis, IN
- "Arthroscopic and Radionuclide Synovectomy in the Treatment of Hemophilia Arthropathy," Dr. Michael Busch, 4/16/99 Alexandria, VA
- "Conference on Women with Bleeding Disorders" September 1998 Boston, MA

WORK EXPERIENCE

Optum Infusion Pharmacy (formerly Diplomat Specialty Infusion Group and BioRx: Specialty pharmacy, hemophilia) USA, Director, Optum Physical Therapy Collaborative, December 2013 – present
- Program development and administration of physical therapy outreach/education
- Educational material development and presentation
- Coordination of program within nationwide team

Independent Consulting in the Hemophilia Space (USA and Global)

Aptevo/Emergent (2015 to 2019)
B Active speaker

Baxter/Baxalta/Shire (2003 to 2019)
Advisory Boards (Chair and Participant)
Consultant (Research projects) and Facts First Speaker
GHEP – Steering committee and Faculty – China
International Symposia Faculty Chair and Presenter

Bayer (2009 to 2019)
Development and presenter of the "Living Fit! " program
National Symposia Faculty Presenter and Speaker Bureau

Biogenidec (2012)
National Symposia Faculty Presenter

Blood CME Center (2010-2013)
Faculty Presenter of CME Symposia and Webcasts

Factor Health Management (2005-2008)
Educational event speaker/consultant **Novo**

Nordisk (2005 to 2019)
Advisory Boards (National and International)
Consultant (Research projects/educational tool development/joint bleeding video) EOS
Steering Committee and Faculty
HERO International Advisor/Developer/Author/Faculty
International Fitness Camp Steering Committee and Faculty (Camp in a Box)
International Symposia Faculty Presenter
Toolkit development – Talking Joints

Clinical Work

RUSH Hemophilia and Thrombophilia Center – RUSH University Medical Center Chicago, IL
Independent consultant physiotherapist, July 2012 – June 2014

Therapy Choice - In home physical therapy services Philadelphia, PA
Jan 2012 - Dec 2013 Part time position
March 2009 – December 2011 – Per diem position

Christiana Care Health System Physical Therapist – Hemophilia Program Newark, DE
August 2011 – August 2012 Physiotherapy consultant for monthly Comprehensive Clinics

Penn Hemophilia and Thrombosis Center - Philadelphia, PA
January 2008- December 2011 (23 hours per week),
January 2005 – 2007(25 hours per week), Team Leader Physical Therapist (promoted 7/2007)
December 2000-December 2004 (20 hours per week) Senior Physical Therapist II September 1999-December 2000 (4 hours per week)

Thomas Jefferson University Hospital - Philadelphia, PA September 1994 –June 2006
1996-2001
Bleeding Disorders Physiotherapy:
Liaison to Cardeza Hemophilia Center General Physiotherapy:
Per Diem Physical Therapist January 2001-June 2006
- Outpatient clinic coverage

Clinical Team Leader Outpatient Program July 1998-January 2001
- Supervisor of 14 physical, occupational and speech therapy staff members
- Coordinate daily operations, staff mentoring/education, program development/committees, continuous quality improvement, patient care, rotational evaluations, competencies, annual performance appraisals
- Patient Care and Center for Disease Control Data Collection Liaison to bleeding disorders program

Advanced Clinician Outpatient Program April 1997-January 2001
- Supervise 5 physical therapy staff members, patient care, daily operations, staff mentoring/education, clinical instructing, program development, performance evaluations
- Patient Care and Center for Disease Control Data Collection Liaison to bleeding disorders program

Staff Therapist September 1994-1997
- Complete patient care, clinical instructing, involvement in program development/committees, development of physical therapy program at TJUH's bleeding disorders program
- Clinical Rotations: Outpatients/Work Fitness, Inpatient Acute Rehab unit, Acute Care - Orthopedic Service and Cardiac Service, with experience in Bedside, Sports Medicine

Additional, Concurrent Per Diem Positions in General Physiotherapy
Underwood-Memorial Hospital Home Care – Woodbury, NJ December 2007-August 2011
- Home care

HCR Manor Care – West Deptford, NJ October 2007 – March 2012
- Subacute rehab facility

Genesis ElderCare – Springfield, PA May 1997-August 1998
- Subacute rehab facility

NovaCare – Philadelphia, PA October 1995-April 1997
- Outpatient facility

UNIVERSITY TEACHING EXPERIENCE
Clinical Medical Science course, Thomas Jefferson University, PT Program Lecturer, Spring 1999, 2000

INVITED PRESENTATIONS MEDICAL CONFERENCES and MEETINGS:

- "Review of MSK World Congress" 8/27/2022
  NHF Annual Bleeding Disorders meeting
- "Playing it Safe: Move and Improve Series," 12/14/2021
  National Hemophilia Empowerment Series (Virtual)
- "Physiotherapy Management in Hemophilia," 11/19/2021
  Nepal International Physiotherapy Congress (Virtual)
- "The Future and Beyond: Rehabilitation," 5/7/2021
  WFH MSK Congress (Virtual)
- "What to do when you have no clue – physical therapy 102 in Hemophilia" 8/2/2020
  NHF Annual Bleeding Disorders Meeting (Virtual)
- "Trends on Physical Activity and QoL in Patients with Hemophilia," 7/13/2020
  ISTH Virtual Congress
- "The importance of individual monitoring for the preservation of joint health in hemophilia," 6/17/2020
  WFH Virtual Summit
- "Playing it Safe," 10/4/2019
  NHF Annual Meeting, Anaheim, CA
- "Outcomes Measures," 5/11/2019
  Session Chair MSK Congress, Madrid, Spain
- "Hemophilia 101 for Physical Therapists," 5/6/2019
  Region I/II Meeting, New York City
- "Understanding Age-Related Issues: Physiotherapy Perspective," 5/22/2018
  Faculty in Healthy Ageing Session, WFH Congress, Glasgow, Scotland
- "The ABC's: Anatomy, Bleeds and their Connection," 11/12/2017
  Sangre de Oro Family Education Weekend, Albuquerque, NM
- "Playing it Safe, " with co-presenter Alice Anderson, PT, DPT, PCS 8/25/2017
  NHF Annual Meeting, Chicago, IL
- "Anatomy of Joint Bleeds for Kids," 8/5/2017
  Annual Texas State Conference, Houston, TX
- "Helping others manage their pain," 6/23/2017
  NHF Inhibitor Summit, Houston, TX
- "Playing it Safe," with co-presenter, Alice Anderson, PT, DPT, PCS 6/22/2017
  Greater Florida Hemophilia Foundation, Orlando, FL
- "Anatomy of Joint Bleeds for Kids," 6/8/2017
  Sangre de Oro hemophilia camp, Capitan, NM
- "Joint Bleeding Complications in Hemophilia" 8/7/2016
  Oklahoma Chapter Family Weekend, Norman, OK
- "Step on a Crack and Break Your Own Back" 7/17/2015
  Southern Florida Hemophilia Chapter, West Palm Beach, FL
- "MSK Complications and REBUILD" 9/27/2015
  Washington State Hemophilia Chapter, Seattle, WA
- "What Size is Your Exercise?" 8/9/2014
  Texas Bleeding Disorders Annual Meeting
- "Factor VII Deficiency: What Size is Your Exercise? 6/20/2015
  Factor VII Retreat, San Antonio, TX
- "Physical Therapy in Hemophilia: Science to Clinical Practice" 11/10/2012
  National Hemophilia Foundation annual Meeting, Orlando, FL
- RUSH Physical Therapy Inservice, "Hemophilia 101" 10/24/2012
  RUSH University Medical Center, Chicago, IL
- "Inhibitors: How do we treat? Physiotherapy and EOS Review" 7/11/2012
  World Federation of Hemophilia Congress, Paris, France
- "Physical Therapy and Rehab in Patients with Inhibitors" 5/2/2012
  CATIM: Rush University, Chicago, IL

- "Evidence Based Practice: What is it? How do you do it?" 11/27-11/29/2011
  "Concepts in Therapeutic Exercise: Flexibility"
  "Returning to Activity and Sport after Injury"
  "Prolonged Immobilization: Pathology and Negative Effects"
  "The use of cold as a physiotherapy modality"
  "Effect of Exercise on Age-Related Changes: OA, Osteoporosis and Falls Prevention" Congreso Argentino de Ortopedia y Traumatologia , Buenos Aires, Argentina
- "Minimizing the impact of joint bleeding: Addressing 'Ice' in RICE" 11/11 - 11/12/2011
  "The effect of exercise on bone health in the person with hemophilia."
  "Planetary P.T.: What's the word around the world?"
  National Hemophilia Foundation Annual Meeting, Chicago, IL
- WFH Sponsored, multi-National physiotherapy workshop co-faculty
  Nairobi, Kenya 6/22 – 6/24/2011
- "The use of ice in acute hemarthrosis." 4/7/2011
  Region III Meeting, Alexandria, VA
- "Rehab after EOS in PWH with Inhibitors: Is it different?" 4/2/2011
  "Effect of Exercise on Musculoskeletal Complications in the Aging Hemophilia Patient," 4/1/2011
  WFH Musculoskeletal Congress
  Dubai, United Arab Emirates
- "Blood in the Joint: Pitfalls of Post-Hemartrotic Synovitis Revealed" 11/13/2010
  "Joint Disease Interventions: Physical Therapy Perspective" 11/13/2010
  National Hemophilia Foundation Annual Meeting
  New Orleans, Louisiana
- "Exercise Toolbox: Flexibility Exercise" 7/12/2010
  "Ageing and Hemophilia: Physiotherapy Perspective" 7/13/2010
  World Federation of Hemophilia Congress
  Buenos Aires, Argentina
- "The Use of Ice in Acute Bleeding Debate" and "MSK Committee Update" 5/28/10
  Canadian Hemophilia Society, St, Johns, Newfoundland
- HTRS: "Beyond RICE: PT Intervention in Acute Bleeding" 4/15/10
  Chicago, IL
- Two-day advanced physiotherapy workshop, presentations and session facilitator
  "Evidence Based Practice", Pathophysiology of Joint Bleeds", "Ice: Why and When?" 4/2/10-4/3/10
  Minsk, Belarus
- "How Obesity Impacts the Hemophilic Joint," 3/1/10
  Region IV Meeting, Dallas TX
- "How Obesity Impacts the Hemophilic Joint," 2/27/10
  Region III Meeting, Alexandria, VA
- "Managing Pain: Gizmos and Gadgets," Canadian Hemophilia Society Inhibitor Weekend 11/10/09-11/11/09
  Montreal, QC, Canada
- "Pathophysiology of Joint Bleeds," NHF Annual Meeting 10/30/09
  San Francisco
- 2-Day Symposia on Physiotherapy and Hemophilia, co-presented with Nichan Zourikian, PT with the WFH
  Chisinau, Moldova 10/3/09-10/4/09
  Skopje, Macedonia 10/6/09-10/07/09
  Tirana, Albania 10/9/09-10/10/09
- "Wii-Fit Demonstration" and "Intro to Penn HTC Physical Therapy" CHOP Transition Weekend 6/27/09
  Absecon, NJ
- "Rehabilitation of Total Shoulder Arthroplasty," WFH Musculoskeletal Congress 4/29/09
  Cartagena, Columbia
- "Physiotherapy and Rehabilitation in Hemophilia," Congreso Argentino de Ortopedia y Traumatologia, 12/3/08
  Buenos Aires, Argentina
- "Physiotherapy Management of Chronic Arthritis Pain," Congreso Argentino de Ortopedia y Traumatologia, 12/3/08
  Buenos Aires, Argentina

- "Jugando a lo Seguro: Patient Education Booklet," Congreso Argentino de Ortopedia y Traumatologia, Buenos Aires, Argentina 11/30/08
- "Home Exercise Program: Total Knee Replacement," Congreso Argentino de Ortopedia y Traumatologia, Buenos Aires, Argentina 11/30/08
- "Physical Therapy Practice Guidelines," co-presented with Kimberley Baumann, NHF Annual Meeting, Denver, CO 11/15/08
- "Normal ROM Project Update," NHF Annual Meeting, Denver, CO 11/14/08
- "Physiotherapy in Hemophilia Workshop," co-presented with Piet de Kleijn, St. Petersburg, Russia, 10/27/08-10/30/08
- "Meet the Experts: Physiotherapy Issues in Post-Operative Care," WFH Congress Istanbul, Turkey 6/4/08
- "The Psychosocial Impact of Limited Physical Activity," WFH Congress, Session Chair Istanbul, Turkey 6/3/08
- "Normal ROM Study Update," NHF Annual Meeting HTC Meeting Orlando, FL 11/1/07
- "PT Approach to the Stiff Ankle," WFH: Musculoskeletal Congress Stresa, Italy 5/5/07
- " Total Knee Replacement in Hemophilia," Panelist, WFH: Musculoskeletal Congress Stresa, Italy 5/4/07
- "Hemophilia 101 for Physical Therapists," NHF Annual Meeting Philadelphia, PA 10/13/06
- "Role of Physical Therapy in Comprehensive Care," CHOP Patient Weekend Retreat Marriott Seaview Resort, Absecon, NJ 7/24/06
- WFH World Congress Physiotherapy day, "Normal ROM Project update," Vancouver, BC, Canada 5/21/06
- WFH World Congress: "Compliance Session chair/moderator," Vancouver, BC, Canada 5/21/06
- "Optimizing Orthopedic Outcomes," Region III Meeting Alexandria, VA 3/10/06
- "Hemophilia 101 for Physical Therapists," Heathquest Physical Therapy Flemington, NJ 11/30/05
- "Musculoskeletal Complications of Hemophilia," Twinning Symposium Francistown, Botswana 3/7/05
- "Orthopedics: Foot and Ankle Review," Region VI Annual Meeting San Antonio, TX 2/20/05
- "These Old Bones: How to Keep Going When Your Joints are Gone," NHF Annual Meeting Dallas, TX 11/5/04
- "Orthotics 101 Workshop" Tri-Regional Hemophilia VIII, IX, X San Francisco, CA 5/7/04
- "The Exercise Deck," NHF On the Road Training Tampa, FL 5/1/04
- "All About Exercise," Western PA Hemophilia Family Weekend Pittsburgh, PA 4/30/04
- "All About Ankles" Region III Hemophilia Meeting Alexandria, VA 3/25/04
- "Total Fitness: Sports and Nutrition," (Nutrition portion: Peggy Crum) NHF Annual Meeting Salt Lake City 11/8/03
- Musculoskeletal Complications, Assessment, and Interventions in Hemophilia (4 separate presentations) Princess Marina Hospital Gaborone, Botswana 10/27/03 and 10/28/03

- NHF, NPP, HTC Breakout Session, Interdisciplinary Case Study Facilitator
  Philadelphia, PA 6/13/03
- "Hemophilia 101: The Basics from Information to Intervention," HUP PT/OT Rehab Staff
  Philadelphia, PA 5/22/03
- "Hemophilia 101: The Basics from Information to Intervention,"
  TJUH Department of Rehab Medicine Residents
  Philadelphia, PA 5/21/03
- "Introduction to CranioSacral Therapy," TJUH Outpatient Rehabilitation Department
  Philadelphia, PA 4/21/03
- Co-facilitator of interdisciplinary case studies session, NHF National Prevention Program
  Chicago, IL 4/4/03
- "Elbow 101: An Overview from Anatomy to Intervention," Region III Annual Hemophilia Meeting
  Alexandria, VA 4/3/03
- "The Role of Physical Therapy in Comprehensive HTC Care," Hospital of the University of Pennsylvania – International Visiting Physicians, Philadelphia, PA 11/19/02
- "A Key to Healthy Knees: Physical Therapy Assessment and Intervention in Hemophilia,"
  Region III Staff Development Symposium
  Philadelphia, PA 10/4/02
- "The Use of Pulsed Ultrasound in Blood Resorption," NHF MASAC Meeting 3/23/02
- "Flex to Get Fit," Delaware Valley Chapter of the NHF
  Philadelphia, PA 2/16/02
- "The Use of Short Wave Diathermy for Blood Resorption," NHF MASAC Meeting
  Nashville, TN 11/6/01
- "Pump Up for Prevention," NHF National Prevention Program
  Boulder, CO 6/22/01
- "Physical Therapy and the "Why?" Behind Exercise," presentation to a national conference of the Girl Scouts, Penn State University
  State College, PA 6/19/01
- "Introduction to Physical Therapy and Hemophilia," Medical College of Virginia,
  Region III Physical Therapists
  Richmond, VA 5/20/01
- "The Role of the Physical Therapist in the HTC, Region and NHF," presentation
  for MCHB Grant, Hospital of the University of Pennsylvania
  Philadelphia, PA 4/23//01
- "Pump Up for Prevention," NHF National Prevention Program
  San Diego, CA 3/16/01
- "The Role of the Physical Therapist in the HTC, Region and NHF," presentation
  for MCHB Grant, Hospital of the University of Pennsylvania
  Philadelphia, PA 2/28/01
- "An Evening With the Experts :Physical Therapy in Hemophilia for Shoulders,
  Elbows, Hips and Knees, "
  Philadelphia, PA 11/21/00
- "Chronic Pain" Departmental Rehab Presentation Thomas Jefferson University Hospital
  Philadelphia, PA 4/3/00
- "Evaluation Skills Lab Session," Thomas Jefferson University Hospital
  Philadelphia, PA 3/28/00
- "Physical Therapy Evaluation of the Hip," Departmental Rehab Presentation TJUH
  Philadelphia, PA 3/13/00
- "Physical Therapist Break-Out Session," Region III Annual Hemophilia Meeting

Alexandria, VA 3/9/00

- "Introduction to Manual Therapy," Departmental Rehab Presentation TJUH
  Philadelphia, PA 3/6/00
- "Introduction to Manual Therapy," Departmental Rehab Presentation TJUH
  Philadelphia, PA 6/3/99
- "ROM Measures for the UDC," Region III Annual Hemophilia Meeting
  Alexandria, VA 4/15/99
- "Physical Therapist Break-Out Session,"Region III Annual Hemophilia Meeting
  Alexandria, VA 4/15/99

- "PT Role in the Universal Data Collection Project," Education and Training Sessions

  Reading , PA 10/16/97
  Richmond, VA 10/8/97
  Washington, DC 9/30/97
  Morgantown, WV 9/23/97
- "The Role of PT in Keeping Joints Healthy," Thomas Jefferson University Hospital – "A 1997 Update for People with Bleeding Disorders and Their Families"
  Philadelphia, PA 11/22/97

PUBLICATIONS
JOURNAL ARTICLES

Mancuso ME, McLaughlin P, Forsyth AL, Valentino LA. Joint health and pain in the changing hemophilia treatment landscape. Expert Rev Hematol. 2024 Aug;17(8):431-444. doi: 10.1080/17474086.2024.2378936. Epub 2024 Jul 15. PMID: 38981851.

Said B, Forsyth A, Solimeno LP, Kouides PA, Poudyal BS. Surgical excision of a pseudotumour under the coverage of the plasma-derived factor X concentrate in a patient with severe factor X deficiency: A case report. Haemophilia. 2021 Mar 2. doi: 10.1111/hae.14289. Epub ahead of print. PMID: 33650756.

Rajpurkar M, Forsyth A, Manco-Johnson M. Current challenges for men and women with mild-to-moderate haemophilia. Haemophilia. 2021 Jan;27 Suppl 1:5-7. doi: 10.1111/hae.14193. PMID: 33522655.

Forsyth A, Blamey G, Lobet S, McLaughlin P. Practical guidance for non-specialist physical therapists managing people with hemophilia and musculoskeletal complications. *Health*. 2020:12, 158-179.

Escobar MA, Brewer A, Caviglia H, Forsyth A, Jimenez-Yuste V, Laudenbach L, Lobet S, McLaughlin P, Jose O, Oyesiku L, Rodriguez-Merchan EC, Shapiro A, Solimeno LP. Recommendations on multidisciplinary management of elective surgery in people with haemophilia. *Haemophilia*. 2018;00:1–10.

Forsyth AL, Witkop M, Lambing A, Garrido C, Dunn S, Cooper DL, Nugent DJ. Associations of quality of life, pain, and self-reported arthritis with age, employment, bleed rate, and utilization of hemophilia treatment center and health care provider services: results in adults with hemophilia in the HERO study. *Patient Prefer Adherence*. 2015 Oct:9:1549-60.

Witkop M, Guelcher C, Forsyth A, Hawk S, Curtis R, Kelley L, Frick N, Rice M, Rosu G, Cooper DL. Treatment outcomes, quality of life, and impact of hemophilia on young adults (aged 18-30 years) with hemophilia. *Am J Hematol*. 2015 Dec;90 Suppl 2:S3-10.

Quon D, Reding M, Guelcher C, Peltier S, Witkop M, Cutter S, Buranahirun C, Molter D, Frey MJ, Forsyth A, Tran DB, Curtis R, Hiura G, Levesque J, de la Riva D, Compton M, Iyer NN, Holot N, Cooper DL. Unmet needs in the transition to adulthood: 18- to 30-year-old people with hemophilia. *Am J Hematol.* 2015 Dec;90 Suppl 2:S17-22.

Witkop M, Guelcher C, Forsyth A, Quon D, Hawk S, Curtis R, Cutter S, Molter D, Cooper DL. Challenges in transition to adulthood for young adult patients with hemophilia: Quantifying the psychosocial issues and developing solutions. *Am J Hematol.* 2015 Dec;90 Suppl 2:S1-2.

Cassis FR, Buzzi A, Forsyth A, Gregory M, Nugent D, Garrido C, Pilgaard T, Cooper DL, Iorio A. Haemophilia Experiences, Results and Opportunities (HERO) Study: influence of haemophilia on interpersonal relationships as reported by adults with haemophilia and parents of children with haemophilia. *Haemophilia.* 2014 Jul;20(4):e287-95.

Forsyth AL, Gregory M, Nugent D, Garrido C, Pilgaard T, Cooper DL, Iorio A. Haemophilia Experiences, Results and Opportunities (HERO) Study: survey methodology and population demographics. *Haemophilia*, Haemophilia. 2014 Jan;20(1):44-51.

Forsyth AL, Zourikian N, Valentino LA, Rivard GE. The effect of cooling on coagulation and haemostasis: should "Ice" be part of treatment of acute haemarthrosis in haemophilia? *Haemophilia.* 2012 Nov;18(6):843-50.

Escobar M, Maahs J, Hellman E, Donkin J, Forsyth A, Hroma N, Young G, Valentino LA, Tachdjian R, Cooper DL, Shapiro AD. Multidisciplinary management of patients with haemophilia with inhibitors undergoing surgery in the United States: perspectives and best practices derived from experienced treatment centres. *Haemophilia.* 2012 Nov;18(6):971-81.

Caviglia H, Narayan P, Forsyth A, Giangrande P, Gilbert M, Goddard N, Mulder K, Rahim S. Musculoskeletal problems in persons with inhibitors: How do we treat? *Haemophilia.* 2012 Jul;18 Suppl 4:54-60.

Forsyth AL, Giangrande P, Hay CR, Kenet G, Kessler CM, Knöbl PN, Llinás A, Santagostino E, Young G. Difficult clinical challenges in haemophilia: international experiential perspectives. *Haemophilia.* 2012 Jul;18 Suppl 5:39-45.
Forsyth AL, Rivard GÉ, Valentino LA, Zourikian N, Hoffman M, Monahan PE, Van Meegeren ME, Forriol F. Consequences of intra-articular bleeding in haemophilia: science to clinical practice and beyond. *Haemophilia.* 2012 Jul;18 Suppl 4:112-9

Kamath AF, Horneff JG, Forsyth A, Nikci V, Nelson CL. Total knee arthroplasty in hemophiliacs: gains in range of motion realized beyond twelve months postoperatively. *Clin Orthop Surg.* 2012 Jun;4(2):121-8

Cassis FR, Querol F, Forsyth A, Iorio A; HERO International Advisory Board. Psychosocial aspects of haemophilia: a systematic review of methodologies and findings. *Haemophilia.* 2012 May;18(3):e101-14.

Forsyth AL, Zourikian N. How We Treat: Considerations for Physiotherapy in the Patient With Hemophilia and Inhibitors Undergoing Elective Orthopedic Surgery. *Online publication in Haemophilia 3/12/2012*

Forsyth AL, Quon DV, Konkle BA. Role of exercise and physical activity on haemophilia arthropathy, fall prevention and osteoporosis. Haemophilia. Epub ahead of print 24 March, 2011.

Soucie JM, Weng C, Forsyth A, Funk S, Denny M, Roach KE, Boone D. Range of Motion Measurements: Reference Values and a Database for Comparison Studies. Haemophilia. Epub ahead of print 11 November 2010.

Blamey G, Forsyth A, Zourikian N, Short L, Jankovic N, De Kleijn P, Flannery T. Comprehensive elements of a physiotherapy exercise program in hemophilia: A global perspective. Haemophilia, 2010;16 (Suppl. 5), 136–145.

Pasta G, Forsyth A, Rodriguez-Merchan EC, Mortazavi SMJ, Silva M, Heim M, Caviglia H, Mancuso ME, Perfetto OS, Mulder K, Solimeno LP. Surgical and non-surgical treatment of haemophilic arthropathy of the ankle. *Haemophilia.* 2008: 14(3)170-76.

Ashrani AA, Key NS, Soucie JM, Duffy N, Forsyth A, Geraghty S; Universal Data Collection Project Investigators Septic arthritis in males with haemophilia. *Haemophilia.* 2008: 14(3)494-503.

Soucie JM, Siwak EB, Hooper WC, Evatt BL, Hollinger FB; Universal Data Collection Project Working Group. Human parvovirus B19 in young male patients with hemophilia A: associations with treatment product and joint range-of-motion limitation. *Transfusion* 2004:44:Issue 8:1179.

Soucie JM, Cianfrini C, Janco RL, Kulkarni R, Hambleton J, Evatt B, Forsyth A, Geraghty S, Hoots K, Abshire T, Curtis R, Forsberg A, Huszti H, Wagner M, White GC 2nd. Joint range-of-motion limitations among young males with hemophilia: prevalence and risk factors. *Blood.* 2004:103(7):2467-73.

Konkle BA, Nelson C, Forsyth A, Hume E. Approaches to successful total knee arthroplasty in haemophilia A patients with inhibitors. *Haemophilia* 2002;8:706-710.

BOOK CHAPTER

Zourikian N and Forsyth AL (2017) Chapter 9: The use of RICE in haemarthrosis; Physiotherapy management in haemophilia (eds P De Kleijn and E Mauser-Bunschoten) Utrecht-Van Creveldkliniek-UMC, the Netherlands.

Zourikian N and Forsyth AL (2011) Chapter 30: Physiotherapy Evaluation and Intervention in the Acute Hemarthrosis: Challenging the Paradigm, in Current and Future Issues in Hemophilia Care (eds E-C Rodriguez-Merchan and LA Valentino) Wiley-Blackwell, Oxford, UK.

ABSTRACTS

NBDF 2024: NBDF BDC, Atlanta September 10, 2024
Kimberly Baumann, BA, MPT; Angela L Forsyth, PT, DPT; Ashley Latina, Pharm D; Natalie C Neilson, Pharm D, CSP; Edward Nguyen, Pharm D; Corbett Reinbold, RN, BSN. Retrospective review of emicizumab discontinuation data

NHF 2017: National Hemophilia Foundation, 69th Annual Meeting, August 2017, Chicago
Forsyth A, Epstein J, Brown T, Gringeri A, Schwartz E, Booth J, Goldstine J. Physician practice patterns in the US show significant variation in how PK parameters are currently used to personalize care for US hemophilia A patients

WFH 2016: 32nd International Congress of the World Federation of Hemophilia, Orlando, July 24-28, 2016
Jessica Morrison, Christa Dardaganian, Angela Forsyth, Mary-Jane Frey, Christine Guelcher, James Hammel, Dana Kuhn, Laurel Pennick, Tony Roland, Michelle Witkop. Responsiveness of People with Bleeding Disorders and Their Families to Educational Modules on Psychosocial Challenges

AMCP 2015: 27th Annual Meeting and Expo San Diego April 7-10, 2015
S Hawk, M Witkop, A Forsyth, C Guelcher, RG Curtis, LA Kelley, M Rice, N Frick, M Fisher, DL Cooper. Hemophilia Impacts Employment, Relationships, and Quality of Life of Young Adults in the United States in the HERO Study

NHF 2014: National Hemophilia Foundation, 66th Annual Meeting, 18-20 September 2014, Washington DC
A Forsyth, S Hawk, M Witkop, A Lambing, C Guelcher, R Curtis R, N Frick, L Kelley, M Rice, DL Cooper. Pain and Arthropathy Impact Quality of Life of Young Adults (Ages 18-30) With Hemophilia in the United States: Observations from the HERO Study

A Lambing, C Guelcher, M Witkop , A Forsyth , S Hawk, N Frick, R Curtis , L Kelley, M Rice, DL Cooper. Treatment, Outcomes, and Access to Care Among Young Adults (Ages 18-30) With Hemophilia in the United States HERO Study

ASH 2013: The 55th Annual Meeting American Society of Hematology, 7-10 December 2013, New Orleans, LA

LA Valentino, A Forsyth, C Guelcher, M Witkop, A Lambing, DL Cooper. Is Bleeding in Hemophilia Really Spontaneous or Activity Related: Analysis of US Patient/Caregiver Data From the HERO Study

NHF 2013: National Hemophilia Foundation, 65th Annual Meeting, 3-5 October 2013 Anaheim California, USA

Forsyth A, Witkop M, Lambing A, Dunn S, Cooper DL, Nugent D. Relationship of Quality of Life, Pain, Self-Reported Arthritis With Age, Employment, Bleed Rate, and Utilization of Hemophilia Treatment Center and Healthcare Provider Services: US Results From Adult Patients With Hemophilia in the HERO Study

ISTH 2013: XXIV Congress International Society on Thrombosis and Haemostasis, 29 June – 4 July 2013, Amsterdam, The Netherlands

A Forsyth, C Guelcher, A Buzzi, T Wisniewski, DL Cooper, A Iorio. Relationship of quality of life, pain and self-reported arthritis with activity, bleed rate and haemophilia treatment centre and provider utilisation: results from the HERO study

A Forsyth, F Querol, AM Stain, L Pericleous, DL Cooper, A Iorio. Does higher risk activity change bleed frequency and haemophilia treatment centre and provider utilisation in children with haemophilia: an analysis from the HERO study

A Forsyth, F Querol, AM Stain, L Pericleous, DL Cooper, A Iorio. Do bleed rates and haemophilia treatment centre and provider utilisation vary with physical activity risk in adults with haemophilia: an analysis from the HERO study

MSK 2013: Platform Presentations WFH Musculoskeletal Congress, April 18-21, 2013, Chicago, IL

A Forsyth, C Guelcher, A Buzzi, T Wisniewski, DL Cooper, A Iorio. Associations of Quality of Life, Pain, and Self-Reported Arthritis with Bleed Rate and Hemophilia Treatment Center and Healthcare Practitioner Utilization: Global Results from the HERO study

A Forsyth, F Querol; AM Stain, L Pericleous, DL Cooper, A Iorio. Associations Between Physical Activity Risk Level, Treatment Regimen, and Hemophilia Treatment Center and Healthcare Professional Utilization: Results from the HERO Study

WFH 2012: World Federation of Hemophilia, WFH 2012 World Congress, 8-12 July 2012, Paris, France

Forsyth A, Gregory M and Iorio A on behalf of the HERO International Advisory Board
Demographic Characteristics of People with Haemophilia in the Haemophilia Experiences Results Opportunities (HERO) Study
Cassis F, Buzzi A , Forsyth A, Gregory M, Iorio A on behalf of the HERO International Advisory Board
Impact of Haemophilia on Relationships with Partners, Family and Friends: Assessment of Adult Patient Respondents in the Haemophilia Experiences Results Opportunities (HERO) Study

Cassis F, Forsyth A, Gregory M, Iorio A on behalf of the HERO International Advisory Board
Qualitative and Quantitative Assessment of Sexual Intimacy in Adult Patients in the Haemophilia Experiences Results Opportunities (HERO) Study

Garrido C, Ramirez S, Forsyth A, Iorio A on behalf of the HERO International Advisory Board Quality of Life (QoL) and Well-Being of Haemophilia Patients and Parents Managing Haemophilia: HERO Study Analysis

NHF 2012: National Hemophilia Foundation, 64th Annual Meeting, 8-10 November 2012 Orlando, Florida, USA

Nugent D, Guelcher C, Forsyth A, Frick N, Iorio A, and Cooper DL. Hemophilia Experiences, Results and Opportunities (HERO) Study: US Respondent Demographics and Impact of Diagnosis on Career and Lifestyle Decisions

Guelcher C, Rice M, Forsyth A, Nugent D, Iorio A, and Cooper DL. Hemophilia Impacts Interpersonal Relationships, Intimacy and Family Dynamics: US Results from the Hemophilia Experiences, Results and Opportunities (HERO) Study

Nugent D, Guelcher C, Rice M, Forsyth A, Iorio A, and Cooper DL. US Results from the Hemophilia Experiences, Results and Opportunities (HERO) Study Affirm Hemophilia Treatment Centers (HTCs) are Central to Hemophilia Care, Yet Financial Concerns and Distance May Limit Access to Treatment for Some Patients

Forsyth A, Guelcher C , Nugent D, Frick N, Wisniewski T, Iorio A, and Cooper DL. Hemophilia Impacts Quality of Life (QoL) in Adult PWH at an Early Age, with Pain a Contributing Factor: US Results from the Hemophilia Experiences, Results and Opportunities (HERO) Study

ISTH 2011: Kyoto, Japan 27 July 2011

A Iorio, F Querol, A Forsyth, F Cassis. HERO: An international initiative exploring unmet psychosocial needs in haemophilia: Characteristics of a quantitative survey targeting 1200 subjects in 12 countries

A Iorio, F Cassis, F Querol, A Forsyth . HERO: An international initiative exploring unmet psychosocial needs in haemophilia: Results from a qualitative survey targeting 150 subjects in 7 countries.

A Iorio, A Forsyth, F Cassis, F Querol. Psychosocial aspects of living with haemophilia: The HERO project and a narrative review of the published literature.

Nelson C, Kamath A, Nikci V, Forsyth A. "Total knee arthroplasty in hemophiliacs: improvements in range of motion are seen beyond 18 months post-operatively" Accepted as poster presentation at the 12th Combined Meeting of the Orthopaedic Associations, 12-17 September 2010, Scottish Exhibition & Conference Centre, Glasgow, UK.

Wang C, Soucie JM, Forsyth A, Watson, C. Reliability of joint range of motion measures obtained by physical therapists on patients with bleeding disorders in hemophilia treatment centers. Accepted at NHF meeting, Orlando, FL, November 1-3, 2007.

Stokes CJ, Nelson CL, Konkle BA, Boselli K, Manikonda KL, Forsyth A. Outcomes in Primary and Revision Total Knee Arthroplasties in Patients with Hemophilic Arthropathy. Accepted at WFH MSK Congress, Stresa, Italy May 3-6, 2007.

Soucie JM, Forsyth A, Watson C, Wang C, et al. Joint Range of Motion Measurements in Patients with Von Willebrand disease Compared with Normal Subjects. Accepted at ISTH meeting, Geneva, Switzerland July 612, 2007.

Penn HTC Twinning Team (Butler, Cutter, Forsyth, Konkle) "A Multi-National, Multi-Disciplinary Hemophilia Outreach in Botswana: A Twinning Experience. World Federation of Hemophilia Congress; Bangkok, Thailand October 18-19, 2004.

BOOKLET

"Playing it Safe: Bleeding Disorders, Sports and Exercise," 2nd edition, co-authored with Alice Anderson, PT, DPT, PCS, published by the National Hemophilia Foundation, 2017.

"Playing it Safe: Bleeding Disorders, Sports and Exercise,"1st edition, co-authored with Alice Anderson, PT, PCS, published by the National Hemophilia Foundation, 2005.

AWARDS/HONORS

- National Hemophilia Foundation, Physical Therapist of the Year 2004
- National Hemophilia Foundation, Physical Therapy Excellence Fellowship 2003

PROFESSIONAL AFFILIATIONS

- National Bleeding Disorders Foundation (NBDF) – formerly National Hemophilia Foundation (NHF)
  1997 – present

  Activities:

Inhibitor Summits Steering and Planning Committee and Faculty	2005-2014 PT
Representative to the Annual Meeting Planning	2006-2007 PT
Representative to On the Road Planning	2004-2005
PT Representative to NHF's Foundations Committee	2003 – 2006
ROM Study Group with CDC	2002 - 2007
PT Representative to the UDC Working Group	2001 - 2007
Chair, Physical Therapy Working Group	2000 - 2003
PT Representative to MASAC	2000 - 2003
Region III Physical Therapy Representative	1997 – 2007

  Annual Meetings Attended:

8/17/23-8/19/23	National Harbor, MD
8/25/22-8/27/22	Houston, TX
8/25/21-8/28/21	Virtual
8/1/20-8/8/2020	Virtual
10/3/19-10/5/2019	Anaheim, AC
10/11/18-10/13/18	Orlando, FL
8/25/17-8/27/17, Faculty	Chicago, IL
8/21/16-8/23/16	Orlando, FL
8/13/15-8/15/15	Dallas, TX
11/18/14-11/20/14	Washington, DC
11/11/12, Faculty	Orlando, FL
11/11/11-11/12/11, Faculty	Chicago, IL
11/11/10 – 11/13/10, Faculty	New Orleans, LA
10/29/09 – 10/31/09, Faculty	San Francisco, CA
11/13/08-11/15/08, Faculty	Denver, CO
11/1/07-11/3/07, Faculty, Meeting Planning	Orlando, FL
10/11/06-10/14/06, Faculty, Meeting Panning	Philadelphia, PA
10/26/05-10/29/05	San Diego, CA
11/4/04-11/6/04, Faculty	Dallas, TX
11/5/03 – 11/08/03, Faculty	Salt Lake City, UT
10/30/02-11/2/02, Faculty	Orlando, FL
11/15/01 – 11/17/01, Faculty	Nashville, TN

11/4/99-11/6/99	Dallas, TX
11/17/98-10/19/98	Orlando, FL
10/31/97-11/1/97	New Orleans, LA

• World Federation of Physical Therapy (WFH)	2003-2005 Activities:
Musculoskeletal Committee	2003 – present
Chair, Musculoskeletal Committee	7/2012-5/2014
Senior Vice Chair, Musculoskeletal Committee	7/2010-6/2012
Junior Vice Chair, Musculoskeletal Committee	6/2008-6/2010

Congresses Attended:

World Congress, Virtual	5/9/22-5/11/22
Musculoskeletal Congress, Virtual	5/3/21-5/7/21
World Congress, Virtual	6/14/20-6/17/20
Musculoskeletal Congress, Madrid, Spain	5/10/19-5/12/19
World Congress, Glasgow, Scotland	5/20/18-5/24/18
Musculoskeletal Congress, Seoul, South Korea	5/5/17-5/7/17
World Congress, Orlando	7/24/16-7/28/16
Musculoskeletal Congress, Belfast, Northern Ireland	5/7/15-5/9/15
World Congress , Melbourne, Australia	5/10/14-5/13/14
Musculoskeletal Congress, Chicago, IL	4/18/13-4/21/13
World Congress, Paris, France	7/8/12-7/12/12
Musculoskeletal Congress, Dubai, U.A.E.	3/31/11-4/4/11
World Congress, Buenos Aires, Argentina	7/10/10-7/14/10
Musculoskeletal Congress, Cartagena, Columbia	4/26/09-4/29/09
World Congress: Istanbul, Turkey	6/1/08-6/5/08
Musculoskeletal Congress: Stresa, Italy	5/3/07-5/6/07
World Congress: Vancouver, British Columbia, Canada	5/21/06-5/25/06
World Congress: Bangkok, Thailand	10/17/04-10/21/04
Musculoskeletal Congress: Bonn, Germany	5/28/03-5/30/03

• American Physical Therapy Association	Current member
• Alpha Eta Honor Society	Inducted 1994

CERTIFICATION/LICENSURE

- Pennsylvania Physical Therapy Licensure PT 008616-L
- New Jersey Physical Therapy Licensure 40QA01063400
- Delaware Physical Therapy Licensure J1-0002682
- Illinois Physical Therapy Licensure – 070019173
- Reiki Level I Certification
- APTA Clinical Instructor Credentialed, October 1998

updated Apr 2023

CE Program Title	Date	Evaluation Questions						
		Was the course content organized effectively? A-Yes B-No	Did the learning objectives meet your educational needs? A-Yes B-No	Was the instructor knowledgeable about the course content? A-Yes B-No	Will the knowledge you gained from this course improve patient care? A-Yes B-No	Was the program fair, balanced and free of commercial bias? A-Yes B-No	Please provide any comments or feedback about today's program and speakers	Please provide any suggestions for future topics
Navigating bleeding disorders in the clinical setting	2/18/2026	--	--	--	--	--		
							N/A	N/A
		a	--	a	a	a	None.	None
		a	a	a	a	a	N/A	N/A
		a	a	a	a	a	Kim was very knowledgeable and you could tell she was passionate about bleeding disorders. I feel like it's something you don't get a lot of education on and is rare to see pts with them.	N/A
		a	a	a	a	a	Very inf	Alpha-1
		a	a	a	a	a	Thank you	No
		a	a	a	a	a	Well organized.	PICC dressing (all different types) and Cannot think of any at the moment
		a	a	a	a	a	Very informative	
		a	a	a	a	a	great class	NA
		a	a	a	a	a	Great over	Na
		a	a	a	a	a	Very clear and direct.	N/A
		a	a	a	a	a	My knowledge of muscle bleeds has increased. Thank you !	None
		a	a	a	a	a	Thanks! Very nice to hear from a PT and a different lens than my own.	Home infusion
		a	a	a	a	a	NA	NA
		a	a	a	a	a	Wxce	None
		a	a	a	a	a	None.	None

Optum

Recognition award

Continuing Education
1.0 Contact Hour

Name

License number
#

Successfully completed

Navigating bleeding disorders in the clinic setting
on

Date

- Optum Infusion Pharmacy is approved as a provider of continuing education by the Kansas State Board of Nursing. This course offering is approved for 1.0 contact hour applicable for RN, LPN, LMHT re-licensure. Kansas State Board of Nursing Provider Number: LT0271-0610
- Optum Infusion Pharmacy, 15529 College BLVD., Lenexa, Ks, 66219
- RD/DTR can earn 1 CPEU credit for 1 contact hour by logging this program into Step 2: Activity Log under Activity Type 170 or 171.
- Please retain this certificate in your records for 4 years.

Corbett Reinbold, RN, BSN

Corbett Reinbold, RN, BSN
Program Coordinator

CEU Hours Awarded	Provider Information	CE Coordinator	CE Program Title	Date	Presenter	Manually entered by Attendee				
						Attendee First Name	Attendee Last Name	Attendee License Number	Attendee Title	Attendee Email
1	Optum Infusion Pharmacy 15529 College Boulevard Lenexa, KS 66219 Provider Number: LT0271-0610		Navigating bleeding disorders in the clinic setting	3/26/2026						

Optum Standard Operating Procedures - Summary of Planning

Subject	**Continuing Nursing Education Program Management**		
Department	**Continuing Education Program**	Effective Date	July 2025

PURPOSE
To ensure compliance with the state board of nursing, we are approved to provide continuing nursing education.

SUMMARY OF PLANNING

1. Planning Committee- the CNE Advisory committee will consist of CNE Coordinator, National Director of Training, CNE Content and presenter's committee. The CNE advisory committee or CNE Coordinator will review all CNE educational programs to ensure content meets state board of nursing policy for CNE approval
2. Need Identified- List people requesting presentation and/or need for presentation
   - **Received request from area sales representatives for increased training and education**
   - **Received requests from nurses through comments written on evaluations**
3. Presenter Selection- Describe presenter qualifications and/or expertise
   - **Presenters are all subject matter experts in their respective fields of nutrition support for infusion, immune globulin therapy nurses, bleeding disorders, pharmacists for specialized medications and injectable drugs.**
4. Target Audience-List who will be attending presentation
   - **Hospital nurses and case managers; Specialty nurses in Immunology, Oncology, Neurology, Bleeding disorders, School nurses, members of nursing societies**
5. Learning Objectives Review: List of who reviewed learning objectives for presentation
   - **CNE advisory committee reviewed learning objectives for all approved presentations**
6. CNE Content: The CNE Advisory Committee and/or Coordinator will review content to ensure program is designed to build upon the educational and experiential bases of the registered professional and licensed practical nurse for the enhancement of practice, education, administration, research, or theory development to the end of improving health of the public
   - **Content reviewed by CNE advisory committee at minimum annually**
7. Program Length: **1 hour**
8. Equipment Needed: **Laptop, handouts, paper, pen**
9. Financial Cost: **No charge to participants**
10. Advertisements: Advertisement and/or brochures to be reviewed by CNE Coordinator or CNE Administrator prior to distribution.
    - **CNE Coordinator received a copy of the flyer and reviewed to ensure proper statement was included which can be shared via email or printed and hand delivered**

REQUIREMENTS

1. **All requests for a CNE presentation must use a CNE Program Request form, perform specific requirements, at least 4 weeks in advance.**
2. **The CNE Coordinator handles completing a summary of planning forms.**
3. **The CNE Coordinator and/or designee handles creation of all needed forms for approved request**
4. **The Optum host handles the completion and return of all necessary documents completed by program attendees and maintains attendance tracking**

PROCEDURE

1. **A CNE Program Request form is sent to the CNE Coordinator for approval**
2. **The CNE Coordinator and/or CNE Advisory committee will complete summary of planning form**
3. **The CNE Coordinator will confirm that the identified presenter is an approved presenter and most proper for the requested content.**
4. **If approved, the CNE Coordinator and/or designee will update forms with program details and email to the requestor:**

a. **CNE Roster**
b. **Educational Activity Evaluation**
c. **Program Objectives**

5. **Requestor will return all above documents to the CNE Coordinator for review and Certificates of attendance will be provided**
6. **Electronic copies of each presentation and required forms will be saved in a secure and confidential location**

Join us

Optum® Infusion pharmacy invites you to a 1.0 contact hour continuing education (CE) presentation



Navigating bleeding disorders in the home infusion setting

Date of program:

3/10/26

Time of program:

4:00 PM CST

Location of program:

Virtual Event - The meeting invitation will be sent by the presenter

Presenter:

Angela Forsyth and Brianna O'Neil

Learning objectives:

Review the types of bleeding disorders
Explain the most common bleeding episodes and discuss the musculoskeletal implications of hemarthrosis and muscle bleeds
Describe the role of the home nurse in screening for bleeding sequelae and treating bleeds
Demonstrate an understanding of the process of teaching home infusion to a patient/caregiver.

RSVP:

Angela Forsyth at
angela forsyth@optum.com

We do not charge a fee for CE and in case of cancellation – you will be notified via the contact person listed above.

Accreditation information:
Optum Infusion Pharmacy is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 1.0 contact hour applicable for RN, LPN, LMHT relicensure. Kansas State Board of Nursing Provider Number: LT0271-0610. Continuing education hours: Minimum one hour in length and no credit can be granted for completing a portion of a program.

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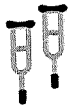
Navigating bleeding disorders in the home infusion setting



Learning objectives



Review the types of bleeding disorders



Explain the most common bleeding episodes and discuss the musculoskeletal implications of hemarthrosis and muscle bleeds



Describe the role of the home nurse in screening for bleeding sequelae and treating bleeds



Demonstrate an understanding of the process of teaching home infusion to a patient/caregiver.

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BRIANNA R. O'NEIL

Newmarket, NH 03857
603.505.7362 – Briannaoneil87@gmail.com

PROFESSIONAL SUMMARY

Registered Nursing Supervisor with substantial experience in home infusion, specializing in IVIG, biologics, and bleeding disorders. Demonstrates strong ability to lead and collaborate with multidisciplinary teams, ensuring optimal patient outcomes and staff efficiency. Adept at adapting to changing environments while maintaining high standards in clinical practice and regulatory compliance. Skilled in critical decision making, patient assessment, and staff training, with focus on fostering supportive and result-driven workplace.

WORK HISTORY

Registered Nurse Supervisor: Oct 2023 to present
Optum – Portsmouth, NH

- Supervises up to 11 field nurses across Wisconsin and New England.
- Effectively Collaborates with ancillary teams to ensure a positive outcome and experience for both patients and nurses.
- Provides support and leadership to field nurse staff by troubleshooting issues in real time, providing expert advice and encouraging ongoing growth and learning for each team member.
- Evaluates metrics reports weekly to ensure team is meeting personal and organization driven goals.
- Addresses patient concerns promptly by investigating issues thoroughly and collaborating with appropriate personnel to resolve problems efficiently.

Nurse Educator, Self Infusion: September 2013 to Present
Comprehensive Health Education Services, CHES - Hanson, MA

- RN travels throughout the country to educate pediatric and adult patients and their families how to manage their medical condition through self-infusion.
- Focus of CHES is the inhibitor and ultra rare bleeding disorder community, where self-infusion is necessary and often occurs daily.
- RN provides educational services at conferences 3-6 times a year.

Supervisor to Start of Care Team: July 2022 to October 2023
Optum - Woburn, MA

- Supervisor for CACs and PCCs overseeing 15 states and up to 30 direct reports.
- Implemented new processes/policies throughout realignment to standardize start of care process for home infusion.

- Applied strong leadership talents and problem-solving skills to maintain team efficiency and organize workflows, unifying team during significant transitional period to centralized regional team
- Worked collaboratively with interdisciplinary teams to initiate patient care in a safe and timely manner.

Senior Registered Nurse: March 2021 to July 2022
Optum – Woburn, MA

- Senior RN responsible for providing clinical care and education to patients receiving IV and subcutaneous infusions and training new hires
- Transitioned into clinical coordinator/patient care coordinator supervisor for New England region in Nov 2021.
- SME for FSL and Opex POT rollout.

Registered Nurse, Home Infusion: June 2020 to March 2021
Optum – Woburn, MA

- Experienced home infusion nurse, proficient with IVIG, SCIG, Biologics and Factor.
- Specialized in difficult and pediatric IV access, as well as educating patients to self-infuse and confidently manage their diagnosis.

Registered Nurse, Clinical Leadership Team: May 2013 to June 2020
Infusion Ventures, Inc. – Woburn, MA

Registered Nurse, Intensive Care Unit: November 2009 to February 2014
Catholic Medical Center – Manchester, NH

Registered Nurse, Critical Care/Float Pool: June 2007 to November 2009
Maine General Medical Center – Waterville, ME

LICENSING

NH Nursing License (eNLC): 057958-21
MA, CA, CT, MI Licenses: Provided upon request
BLS certified

EDUCATION

Bachelor: Nursing
University of Maine at Fort Kent – Fort Kent, ME
01/2010
Associate: Nursing
University of New England, WCC – Portland, ME
06/2007

Angela Forsyth, PT, DPT

CURRICULUM VITAE

NAME Angela Forsyth, PT, DPT

EDUCATION

Temple University (2005-2007) Philadelphia, PA
- **Doctor of Physical Therapy Degree, DPT**

Thomas Jefferson University (1991-1994) Philadelphia, PA
- **Bachelor and Master of Science Degree in Physical Therapy**

Wilson College (1989-1991) Chambersburg, PA

PHYSICAL THERAPY SPECIFIC CONTINUING EDUCATION (to meet license requirements)

- "Keys to Progressing Care of the ICU Patient" Online Course
  1/12/22
- "Telehealth Certificate" (APTA) Online Course
  9/30/21
- "PTSD, Trauma and Anxiety Disorders" (INR) Online Course
  10/27/20
- "Opioids and Marijuana: Managing the Nationwide Emergency" Mt. Laurel, NJ
  11/12/19
- "Marijuana and Cannabinoids: What HCPs Need to Know" Vineland, NJ
  11/5/19
- "Mindfulness and Stress Reduction" (INR) Newark, DE
  11/4/19
- "Child Abuse Recognition and Reporting" (CEU Connection) Online Course
  10/15/19
- "Components of Ethics in Healthcare" Online Course
  9/12/19
- "Kinesiology Taping Practitioner Certification" (PESI) Mt. Laurel, NJ
  9/11/19
- "Ethics for Medical Professionals" (ChiroCredit) Online Course
- "Memory, Forgetfulness and the Brain" (INR) Cherry Hill, NJ
  11/3/17
- "Understanding Pathophysiology" (PESI) Cherry Hill, NJ
  10/2/17
- Understanding Addictions" (INR) Cherry Hill, NJ
  9/14/17
- Animal Assisted Interventions" (PESI) King of Prussia, PA
  9/12/17
- NJ Jurisprudence Assessment Module Online course
  7/25/17
- "Recognizing and Reporting Child Abuse: ...Reporting in Pennsylvania
  11/28/2016
- "Musculoskeletal /Physical Therapy Education" at WFH Congress (11 CCUs) Orlando, FL
  7/24-28/20160
- "Pediatric Yoga and Mindfulness" Wilmington, DE
  9/30/2015
- "Comprehensive Approach to Understanding and Preventing Fall-Related Injuries" Online Course
  9/30/15
- "Ethical Implications of Modern Technology for the Physical Therapist" Philadelphia, PA
  9/24/2015

• "Dynamic Stretching: The Missing Link....Prevention and Rehabilitation" 9/23/2015	Wilmington, DE
• "Joint Replacement Rehabilitation" (Cross Country Education) 9/18/2015	Cherry Hill, NJ
• "NY Jurisprudence Assessment" (FSBT) 6/8/2015	Online Course
• "Law and Ethics for the Physical Therapist" (Gannett) 1/28/2014	Online course
• "Ethics and Boundaries in Healthcare" (Care2Learn) 1/26/2014	Online Course
• "Evidence-based Strength and Conditioning" 7/17/2013	Atlantic City, NJ
• "Rehabilitation for Osteoporosis" 6/22-23/2013	Cherry Hill, NJ
• "Advanced Oncology Rehabilitation for Successful Outcomes" 1/14-1/15/2012	Tampa, FL
• "Conquering Pain" 9/27/2011	Vineland, NJ
• "Ethics and Jurisprudence" 9/10/2011	CherryHill, NJ
• American Physical Therapy Association – ACP (Advanced Clinical Practice): Evidence Based Diagnosis and Screening in Physical Therapy Practice 6/9-10/2009	Baltimore, MD
• Ethics and Jurisprudence 3/13/2009	Stockton, NJ Online Course
• Management of Knee Osteoarthritis," 11/17/2008	Denver, CO
• Pain Resource Clinician," seminar offered before the NHF meeting 11/13/2008	Millville, NJ
• "Depression, Heart Disease and Stroke," 5/8/2008	Philadelphia, PA
• "Successful Rehabilitation of the Lower Extremity Amputee," 5/12/2008	Philadelphia, PA
• "Penn Foot and Ankle Update" 4/9-10/2005	
• "Penn Shoulder and Elbow Update" 11/15-17/2002	Philadelphia, PA
• "Craniosacral Therapy Level 1" 1/24-27/2002	Cherry Hill, NJ
• "Diagnosis &Treatment of Movement Impairment Syndromes" 4/1-2/2000	Edison, NJ Johnstown, PA
• "Mulligan Concepts - NAGS/SNAGS" 3/25-26/2000	
• "The Sacroiliac Joint" (PPTA Meeting) 2/9/2000	Philadelphia, PA
• "Advances in Pain, Infectious Disease and Psychiatric Medications" 9/28/1999	Philadelphia, PA
• "Reiki Level I" 4/20/1999	Glenside, PA

• "Diagnosis &Treatment of Movement Impairment Syndromes"(Sahrmann I) 11/13-14/1998	Hanover, PA
• "The P.T. Clinical Performance Instrument (CPI)" 10/20/1998	Philadelphia, PA
• "A.P.T.A. Clinical Instructor Credentialing Course" 10/2-3/1998	Lancaster, PA
• "Current Concepts in the Examination & Treatment of the Knee" 10/1/1998	Lancaster, PA
• "Myofascial Release Unwinding" 9/26/1998	Philadelphia, PA
• "Integrative Manual Therapy with Strain-Counterstrain Technique" 6/21-23/1996	Philadelphia, PA
• "Sports Medicine Symposium - The Knee" 3/1996	Edison, NJ
• "The Study of Biomechanics with Muscle Energy Technique" 9/1995	Philadelphia, PA
• "When the Feet Hit the Ground, Everything Changes" 6/1995	VA Beach, VA
• "Visiting Nurse Association of Greater Philadelphia Home Care Course" 4/1995	Philadelphia, PA
• "Sports Medicine Symposium - The Ankle and Foot" 3/1995	Edison, NJ

WORK TRAINING: BLEEDING DISORDERS CONFERENCES/EDUCATIONAL SEMINARS

• National Hemophilia Foundation Annual Meeting October 3-5, 2019	Anaheim, CA
• International Society of Thrombosis and Hemostasis Meeting July 6-8, 2019	Melbourne, Australia
• World Federation of Hemophilia Musculoskeletal Congress May 10-12, 2019	Madrid, Spain
• National Hemophilia Foundation Annual Meeting October 11-13, 2018	Orlando, FL
• World Federation of Hemophilia Congress May 20-24, 2018	Glasgow, Scotland
• World Federation of Hemophilia Musculoskeletal Congress May 5-7, 2017	Seoul, South Korea
• National Hemophilia Foundation Annual Meeting Aug 25-27, 2017	Chicago, IL
• World Federation of Hemophilia Congress July 24-28, 2016	Orlando, FL
• World Federation of Hemophilia Musculoskeletal Congress May 7-9, 2015	Belfast, N. Ireland
• National Hemophilia Foundation Annual Meeting September 18-21, 2014	Washington, D.C.
• World Federation of Hemophilia Congress May 10-12, 2014	Melbourne, Australia
• World Federation of Hemophilia Musculoskeletal Congress April 18-21, 2013	Chicago, IL
• National Hemophilia Foundation Annual Meeting Nov 8-10, 2012	Orlando, FL

- World Federation of Hemophilia Congress — Paris, France
  July 8-12, 2012
  Provider Shadow Program: RUSH University Hemophilia Program — Chicago, IL June
  13-14, 2012
  Region III Hemophilia Meeting — Alexandria, VA
  April 20, 2012
- Medical Advisory Board of the WFH — Montreal, QC, Canada
  September 24, 2011
- Region III Hemophilia Meeting — Alexandria, VA
  April 7-8, 2011
- World Federation of Hemophilia Musculoskeletal Congress — Dubai, U.A.E.
  March31 – April 4, 2011
- National Hemophilia Foundation Annual Meeting — New Orleans, LA
  November 11-13, 2010
- Current Research in Hemophilia – Leonard Valentino — Philadelphia, PA
  October 14, 2010
- World Federation of Hemophilia Congress — Buenos Aires, Arg.
  10-14 July 2010
- Current Research in Hemophilia Lecture– Steve Pipe — Philadelphia, PA
  June 24, 2010
- World Federation of Hemophilia Musculoskeletal Congress — Cartagena, Columbia
  April 26-29, 2009
- National Hemophilia Foundation Annual Meeting — San Francisco, CA
  October 29-31, 2009
- World Federation of Hemophilia Global Forum — Montreal, QC, Canada
  September 24-25, 2009
- World Federation of Hemophilia Musculoskeletal Congress — Cartagena, Columbia
  April 26-29, 2009
- National Hemophilia Foundation Annual Meeting — Denver, CO
  November 13-15, 2008
- World Federation of Hemophilia Congress — Istanbul, Turkey
  June 1-5, 2008
- World Federation of Hemophilia Musculoskeletal Congress — Stresa, Italy
  May 3-6, 2007
- World Federation of Hemophilia Congress — Vancouver, BC
  May 21-25, 2006
- Region III Staff Development Symposium — Philadelphia, PA
  December 9, 2004
- World Federation of Hemophilia Congress — Bangkok, Thailand
  October 17-21, 2004
- Penn Patient-Oriented Research Basic and Good Clinical Practice Training Certificate — Philadelphia, PA
  July 12, 2004
- Hero Grand Rounds: History of Hemophilia: Dr. Tom Abshire — Philadelphia, PA
  July 7, 2003
- World Federation of Hemophilia Musculoskeletal Congress — Bonn, Germany
  May 28-31, 2003
- Partners in Hemophilia Education – Advanced Program — Indianapolis, IN
  March 26-27, 2003
- "The Inheritance of Bleeding Disorders and Bleeding Disorders in Women" — Philadelphia, PA •
  Rose Giardine, Genetic Counselor and Barbara Konkle, MD, November 21, 2002
  "Region III Staff Development Symposium," — Philadelphia, PA
  October 3-4, 2002
- Delaware Valley Chapter of the NHF Exercise Presentation

July 13, 2002 Hershey, PA
- "Introduction to Thrombophilia," Maura Malone, RN, MSN, Beverly Christie RN, BSN March 20, 2002 Philadelphia, PA
- "Meeting the Needs of Diverse Cultures," Aimee Cole-Laramore, MBA March 17, 2001 San Diego, CA

"An Evening With the Experts: Shoulders, Elbows, Hips and Knees" Dr. Charles Nelson, Dr. Matt Ramsey, Angela Forsyth, MSPT, November 21, 2000 Philadelphia, PA

Manager as Conflict Mediator May 9, 2000 Philadelphia, PA
- Leadership Development Program April 4,11,18 2000 Philadelphia, PA
- Dynamic Presentations October 27 and November 3, 1999 Philadelphia, PA
- "Partners in Hemophilia Education" September 13-15, 1999, (October 19,1999 – Philadelphia) Indianapolis, IN
- "Arthroscopic and Radionuclide Synovectomy in the Treatment of Hemophilia Arthropathy," Dr. Michael Busch, 4/16/99 Alexandria, VA
- "Conference on Women with Bleeding Disorders" September 1998 Boston, MA

WORK EXPERIENCE

Optum Infusion Pharmacy (formerly Diplomat Specialty Infusion Group and BioRx: Specialty pharmacy, hemophilia) USA, Director, Optum Physical Therapy Collaborative, December 2013 – present
- Program development and administration of physical therapy outreach/education
- Educational material development and presentation
- Coordination of program within nationwide team

Independent Consulting in the Hemophilia Space (USA and Global)

Aptevo/Emergent (2015 to 2019)
B Active speaker

Baxter/Baxalta/Shire (2003 to 2019)
Advisory Boards (Chair and Participant)
Consultant (Research projects) and Facts First Speaker
GHEP – Steering committee and Faculty – China
International Symposia Faculty Chair and Presenter

Bayer (2009 to 2019)
Development and presenter of the "Living Fit! " program
National Symposia Faculty Presenter and Speaker Bureau

Biogenidec (2012)
National Symposia Faculty Presenter

Blood CME Center (2010-2013)
Faculty Presenter of CME Symposia and Webcasts

Factor Health Management (2005-2008)
Educational event speaker/consultant **Novo**

Nordisk (2005 to 2019)
Advisory Boards (National and International)
Consultant (Research projects/educational tool development/joint bleeding video) EOS
Steering Committee and Faculty
HERO International Advisor/Developer/Author/Faculty
International Fitness Camp Steering Committee and Faculty (Camp in a Box)
International Symposia Faculty Presenter
Toolkit development – Talking Joints

Clinical Work

RUSH Hemophilia and Thrombophilia Center – RUSH University Medical Center Chicago, IL
Independent consultant physiotherapist, July 2012 – June 2014

Therapy Choice - In home physical therapy services Philadelphia, PA
Jan 2012 - Dec 2013 Part time position
March 2009 – December 2011 – Per diem position

Christiana Care Health System Physical Therapist – Hemophilia Program Newark, DE
August 2011 – August 2012 Physiotherapy consultant for monthly Comprehensive Clinics

Penn Hemophilia and Thrombosis Center - Philadelphia, PA
January 2008- December 2011 (23 hours per week),
January 2005 – 2007(25 hours per week), Team Leader Physical Therapist (promoted 7/2007)
December 2000-December 2004 (20 hours per week) Senior Physical Therapist II September 1999-December 2000 (4 hours per week)

Thomas Jefferson University Hospital - Philadelphia, PA September 1994 –June 2006
1996-2001
Bleeding Disorders Physiotherapy:
Liaison to Cardeza Hemophilia Center General Physiotherapy:
Per Diem Physical Therapist January 2001-June 2006
- Outpatient clinic coverage

Clinical Team Leader Outpatient Program July 1998-January 2001
- Supervisor of 14 physical, occupational and speech therapy staff members
- Coordinate daily operations, staff mentoring/education, program development/committees, continuous quality improvement, patient care, rotational evaluations, competencies, annual performance appraisals
- Patient Care and Center for Disease Control Data Collection Liaison to bleeding disorders program

Advanced Clinician Outpatient Program April 1997-January 2001
- Supervise 5 physical therapy staff members, patient care, daily operations, staff mentoring/education, clinical instructing, program development, performance evaluations
- Patient Care and Center for Disease Control Data Collection Liaison to bleeding disorders program

Staff Therapist September 1994-1997
- Complete patient care, clinical instructing, involvement in program development/committees, development of physical therapy program at TJUH's bleeding disorders program
- Clinical Rotations: Outpatients/Work Fitness, Inpatient Acute Rehab unit, Acute Care - Orthopedic Service and Cardiac Service, with experience in Bedside, Sports Medicine

Additional, Concurrent Per Diem Positions in General Physiotherapy
Underwood-Memorial Hospital Home Care – Woodbury, NJ December 2007-August 2011
- Home care

HCR Manor Care – West Deptford, NJ October 2007 – March 2012
- Subacute rehab facility

Genesis ElderCare – Springfield, PA May 1997-August 1998
- Subacute rehab facility

NovaCare – Philadelphia, PA October 1995-April 1997
- Outpatient facility

UNIVERSITY TEACHING EXPERIENCE
Clinical Medical Science course, Thomas Jefferson University, PT Program Lecturer, Spring 1999, 2000

INVITED PRESENTATIONS MEDICAL CONFERENCES and MEETINGS:

- "Review of MSK World Congress" 8/27/2022
  NHF Annual Bleeding Disorders meeting
- "Playing it Safe: Move and Improve Series," 12/14/2021
  National Hemophilia Empowerment Series (Virtual)
- "Physiotherapy Management in Hemophilia," 11/19/2021
  Nepal International Physiotherapy Congress (Virtual)
- "The Future and Beyond: Rehabilitation," 5/7/2021
  WFH MSK Congress (Virtual)
- "What to do when you have no clue – physical therapy 102 in Hemophilia" 8/2/2020
  NHF Annual Bleeding Disorders Meeting (Virtual)
- "Trends on Physical Activity and QoL in Patients with Hemophilia," 7/13/2020
  ISTH Virtual Congress
- "The importance of individual monitoring for the preservation of joint health in hemophilia," 6/17/2020
  WFH Virtual Summit
- "Playing it Safe," 10/4/2019
  NHF Annual Meeting, Anaheim, CA
- "Outcomes Measures," 5/11/2019
  Session Chair MSK Congress, Madrid, Spain
- "Hemophilia 101 for Physical Therapists," 5/6/2019
  Region I/II Meeting, New York City
- "Understanding Age-Related Issues: Physiotherapy Perspective," 5/22/2018
  Faculty in Healthy Ageing Session, WFH Congress, Glasgow, Scotland
- "The ABC's: Anatomy, Bleeds and their Connection," 11/12/2017
  Sangre de Oro Family Education Weekend, Albuquerque, NM
- "Playing it Safe, " with co-presenter Alice Anderson, PT, DPT, PCS 8/25/2017
  NHF Annual Meeting, Chicago, IL
- "Anatomy of Joint Bleeds for Kids," 8/5/2017
  Annual Texas State Conference, Houston, TX
- "Helping others manage their pain," 6/23/2017
  NHF Inhibitor Summit, Houston, TX
- "Playing it Safe," with co-presenter, Alice Anderson, PT, DPT, PCS 6/22/2017
  Greater Florida Hemophilia Foundation, Orlando, FL
- "Anatomy of Joint Bleeds for Kids," 6/8/2017
  Sangre de Oro hemophilia camp, Capitan, NM
- "Joint Bleeding Complications in Hemophilia" 8/7/2016
  Oklahoma Chapter Family Weekend, Norman, OK
- "Step on a Crack and Break Your Own Back" 7/17/2015
  Southern Florida Hemophilia Chapter, West Palm Beach, FL
- "MSK Complications and REBUILD" 9/27/2015
  Washington State Hemophilia Chapter, Seattle, WA
- "What Size is Your Exercise?" 8/9/2014
  Texas Bleeding Disorders Annual Meeting
- "Factor VII Deficiency: What Size is Your Exercise? 6/20/2015
  Factor VII Retreat, San Antonio, TX
- "Physical Therapy in Hemophilia: Science to Clinical Practice" 11/10/2012
  National Hemophilia Foundation annual Meeting, Orlando, FL
- RUSH Physical Therapy Inservice, "Hemophilia 101" 10/24/2012
  RUSH University Medical Center, Chicago, IL
- "Inhibitors: How do we treat? Physiotherapy and EOS Review" 7/11/2012
  World Federation of Hemophilia Congress, Paris, France
- "Physical Therapy and Rehab in Patients with Inhibitors" 5/2/2012
  CATIM: Rush University, Chicago, IL

- "Evidence Based Practice: What is it? How do you do it?" 11/27-11/29/2011
  "Concepts in Therapeutic Exercise: Flexibility"
  "Returning to Activity and Sport after Injury"
  "Prolonged Immobilization: Pathology and Negative Effects"
  "The use of cold as a physiotherapy modality"
  "Effect of Exercise on Age-Related Changes: OA, Osteoporosis and Falls Prevention" Congreso Argentino de Ortopedia y Traumatologia , Buenos Aires, Argentina
- "Minimizing the impact of joint bleeding: Addressing 'Ice' in RICE" 11/11 - 11/12/2011
  "The effect of exercise on bone health in the person with hemophilia."
  "Planetary P.T.: What's the word around the world?"
  National Hemophilia Foundation Annual Meeting, Chicago, IL
- WFH Sponsored, multi-National physiotherapy workshop co-faculty 6/22 – 6/24/2011
  Nairobi, Kenya
- "The use of ice in acute hemarthrosis." 4/7/2011
  Region III Meeting, Alexandria, VA
- "Rehab after EOS in PWH with Inhibitors: Is it different?" 4/2/2011
  "Effect of Exercise on Musculoskeletal Complications in the Aging Hemophilia Patient," 4/1/2011
  WFH Musculoskeletal Congress
  Dubai, United Arab Emirates
- "Blood in the Joint: Pitfalls of Post-Hemartrotic Synovitis Revealed" 11/13/2010
  "Joint Disease Interventions: Physical Therapy Perspective" 11/13/2010
  National Hemophilia Foundation Annual Meeting
  New Orleans, Louisiana
- "Exercise Toolbox: Flexibility Exercise" 7/12/2010
  "Ageing and Hemophilia: Physiotherapy Perspective" 7/13/2010
  World Federation of Hemophilia Congress
  Buenos Aires, Argentina
- "The Use of Ice in Acute Bleeding Debate" and "MSK Committee Update" 5/28/10
  Canadian Hemophilia Society, St, Johns, Newfoundland
- HTRS: "Beyond RICE: PT Intervention in Acute Bleeding" 4/15/10
  Chicago, IL
- Two-day advanced physiotherapy workshop, presentations and session facilitator
  "Evidence Based Practice", Pathophysiology of Joint Bleeds", "Ice: Why and When?" 4/2/10-4/3/10
  Minsk, Belarus
- "How Obesity Impacts the Hemophilic Joint," 3/1/10
  Region IV Meeting, Dallas TX
- "How Obesity Impacts the Hemophilic Joint," 2/27/10
  Region III Meeting, Alexandria, VA
- "Managing Pain: Gizmos and Gadgets," Canadian Hemophilia Society Inhibitor Weekend 11/10/09-11/11/09
  Montreal, QC, Canada
- "Pathophysiology of Joint Bleeds," NHF Annual Meeting 10/30/09
  San Francisco
- 2-Day Symposia on Physiotherapy and Hemophilia, co-presented with Nichan Zourikian, PT with the WFH
  Chisinau, Moldova 10/3/09-10/4/09
  Skopje, Macedonia 10/6/09-10/07/09
  Tirana, Albania 10/9/09-10/10/09
- "Wii-Fit Demonstration" and "Intro to Penn HTC Physical Therapy" CHOP Transition Weekend 6/27/09
  Absecon, NJ
- "Rehabilitation of Total Shoulder Arthroplasty," WFH Musculoskeletal Congress 4/29/09
  Cartagena, Columbia
- "Physiotherapy and Rehabilitation in Hemophilia," Congreso Argentino de Ortopedia y Traumatologia, 12/3/08
  Buenos Aires, Argentina
- "Physiotherapy Management of Chronic Arthritis Pain," Congreso Argentino de Ortopedia y Traumatologia, 12/3/08
  Buenos Aires, Argentina

- "Jugando a lo Seguro: Patient Education Booklet," Congreso Argentino de Ortopedia y Traumatologia, Buenos Aires, Argentina 11/30/08
- "Home Exercise Program: Total Knee Replacement," Congreso Argentino de Ortopedia y Traumatologia, Buenos Aires, Argentina 11/30/08
- "Physical Therapy Practice Guidelines," co-presented with Kimberley Baumann, NHF Annual Meeting, Denver, CO 11/15/08
- "Normal ROM Project Update," NHF Annual Meeting, Denver, CO 11/14/08
- "Physiotherapy in Hemophilia Workshop," co-presented with Piet de Kleijn, St. Petersburg, Russia, 10/27/08-10/30/08
- "Meet the Experts: Physiotherapy Issues in Post-Operative Care," WFH Congress Istanbul, Turkey 6/4/08
- "The Psychosocial Impact of Limited Physical Activity," WFH Congress, Session Chair Istanbul, Turkey 6/3/08
- "Normal ROM Study Update," NHF Annual Meeting HTC Meeting Orlando, FL 11/1/07
- "PT Approach to the Stiff Ankle," WFH: Musculoskeletal Congress Stresa, Italy 5/5/07
- " Total Knee Replacement in Hemophilia," Panelist, WFH: Musculoskeletal Congress Stresa, Italy 5/4/07
- "Hemophilia 101 for Physical Therapists," NHF Annual Meeting Philadelphia, PA 10/13/06
- "Role of Physical Therapy in Comprehensive Care," CHOP Patient Weekend Retreat Marriott Seaview Resort, Absecon, NJ 7/24/06
- WFH World Congress Physiotherapy day, "Normal ROM Project update," Vancouver, BC, Canada 5/21/06
- WFH World Congress: "Compliance Session chair/moderator," Vancouver, BC, Canada 5/21/06
- "Optimizing Orthopedic Outcomes," Region III Meeting Alexandria, VA 3/10/06
- "Hemophilia 101 for Physical Therapists," Heathquest Physical Therapy Flemington, NJ 11/30/05
- "Musculoskeletal Complications of Hemophilia," Twinning Symposium Francistown, Botswana 3/7/05
- "Orthopedics: Foot and Ankle Review," Region VI Annual Meeting San Antonio, TX 2/20/05
- "These Old Bones: How to Keep Going When Your Joints are Gone," NHF Annual Meeting Dallas, TX 11/5/04
- "Orthotics 101 Workshop" Tri-Regional Hemophilia VIII, IX, X San Francisco, CA 5/7/04
- "The Exercise Deck," NHF On the Road Training Tampa, FL 5/1/04
- "All About Exercise," Western PA Hemophilia Family Weekend Pittsburgh, PA 4/30/04
- "All About Ankles" Region III Hemophilia Meeting Alexandria, VA 3/25/04
- "Total Fitness: Sports and Nutrition," (Nutrition portion: Peggy Crum) NHF Annual Meeting Salt Lake City 11/8/03
- Musculoskeletal Complications, Assessment, and Interventions in Hemophilia (4 separate presentations) Princess Marina Hospital Gaborone, Botswana 10/27/03 and 10/28/03

- NHF, NPP, HTC Breakout Session, Interdisciplinary Case Study Facilitator
  Philadelphia, PA — 6/13/03
- "Hemophilia 101: The Basics from Information to Intervention," HUP PT/OT Rehab Staff
  Philadelphia, PA — 5/22/03
- "Hemophilia 101: The Basics from Information to Intervention,"
  TJUH Department of Rehab Medicine Residents
  Philadelphia, PA — 5/21/03
- "Introduction to CranioSacral Therapy," TJUH Outpatient Rehabilitation Department
  Philadelphia, PA — 4/21/03
- Co-facilitator of interdisciplinary case studies session, NHF National Prevention Program
  Chicago, IL — 4/4/03
- "Elbow 101: An Overview from Anatomy to Intervention," Region III Annual Hemophilia Meeting
  Alexandria, VA — 4/3/03
- "The Role of Physical Therapy in Comprehensive HTC Care," Hospital of the University of Pennsylvania – International Visiting Physicians, Philadelphia, PA — 11/19/02
- "A Key to Healthy Knees: Physical Therapy Assessment and Intervention in Hemophilia,"
  Region III Staff Development Symposium
  Philadelphia, PA — 10/4/02
- "The Use of Pulsed Ultrasound in Blood Resorption," NHF MASAC Meeting — 3/23/02
- "Flex to Get Fit," Delaware Valley Chapter of the NHF
  Philadelphia, PA — 2/16/02
- "The Use of Short Wave Diathermy for Blood Resorption," NHF MASAC Meeting
  Nashville, TN — 11/6/01
- "Pump Up for Prevention," NHF National Prevention Program
  Boulder, CO — 6/22/01
- "Physical Therapy and the "Why?" Behind Exercise," presentation to a national conference of the Girl Scouts, Penn State University
  State College, PA — 6/19/01
- "Introduction to Physical Therapy and Hemophilia," Medical College of Virginia,
  Region III Physical Therapists
  Richmond, VA — 5/20/01
- "The Role of the Physical Therapist in the HTC, Region and NHF," presentation
  for MCHB Grant, Hospital of the University of Pennsylvania
  Philadelphia, PA — 4/23//01
- "Pump Up for Prevention," NHF National Prevention Program
  San Diego, CA — 3/16/01
- "The Role of the Physical Therapist in the HTC, Region and NHF," presentation
  for MCHB Grant, Hospital of the University of Pennsylvania
  Philadelphia, PA — 2/28/01
- "An Evening With the Experts :Physical Therapy in Hemophilia for Shoulders,
  Elbows, Hips and Knees, "
  Philadelphia, PA — 11/21/00
- "Chronic Pain" Departmental Rehab Presentation Thomas Jefferson University Hospital
  Philadelphia, PA — 4/3/00
- "Evaluation Skills Lab Session," Thomas Jefferson University Hospital
  Philadelphia, PA — 3/28/00
- "Physical Therapy Evaluation of the Hip," Departmental Rehab Presentation TJUH
  Philadelphia, PA — 3/13/00
- "Physical Therapist Break-Out Session," Region III Annual Hemophilia Meeting

Alexandria, VA 3/9/00

- "Introduction to Manual Therapy," Departmental Rehab Presentation TJUH
  Philadelphia, PA 3/6/00
- "Introduction to Manual Therapy," Departmental Rehab Presentation TJUH
  Philadelphia, PA 6/3/99
- "ROM Measures for the UDC," Region III Annual Hemophilia Meeting
  Alexandria, VA 4/15/99
- "Physical Therapist Break-Out Session,"Region III Annual Hemophilia Meeting
  Alexandria, VA 4/15/99

- "PT Role in the Universal Data Collection Project," Education and Training Sessions

  Reading , PA 10/16/97
  Richmond, VA 10/8/97
  Washington, DC 9/30/97
  Morgantown, WV 9/23/97
- "The Role of PT in Keeping Joints Healthy," Thomas Jefferson University Hospital –
  "A 1997 Update for People with Bleeding Disorders and Their Families"
  Philadelphia, PA 11/22/97

PUBLICATIONS
JOURNAL ARTICLES

Mancuso ME, McLaughlin P, Forsyth AL, Valentino LA. Joint health and pain in the changing hemophilia treatment landscape. Expert Rev Hematol. 2024 Aug;17(8):431-444. doi: 10.1080/17474086.2024.2378936. Epub 2024 Jul 15. PMID: 38981851.

Said B, Forsyth A, Solimeno LP, Kouides PA, Poudyal BS. Surgical excision of a pseudotumour under the coverage of the plasma-derived factor X concentrate in a patient with severe factor X deficiency: A case report. Haemophilia. 2021 Mar 2. doi: 10.1111/hae.14289. Epub ahead of print. PMID: 33650756.

Rajpurkar M, Forsyth A, Manco-Johnson M. Current challenges for men and women with mild-to-moderate haemophilia. Haemophilia. 2021 Jan;27 Suppl 1:5-7. doi: 10.1111/hae.14193. PMID: 33522655.

Forsyth A, Blamey G, Lobet S, McLaughlin P. Practical guidance for non-specialist physical therapists managing people with hemophilia and musculoskeletal complications. *Health*. 2020:12, 158-179.

Escobar MA, Brewer A, Caviglia H, Forsyth A, Jimenez-Yuste V, Laudenbach L, Lobet S, McLaughlin P, Jose O, Oyesiku L, Rodriguez-Merchan EC, Shapiro A, Solimeno LP. Recommendations on multidisciplinary management of elective surgery in people with haemophilia. *Haemophilia*. 2018;00:1–10.

Forsyth AL, Witkop M, Lambing A, Garrido C, Dunn S, Cooper DL, Nugent DJ. Associations of quality of life, pain, and self-reported arthritis with age, employment, bleed rate, and utilization of hemophilia treatment center and health care provider services: results in adults with hemophilia in the HERO study. *Patient Prefer Adherence*. 2015 Oct:9:1549-60.

Witkop M, Guelcher C, Forsyth A, Hawk S, Curtis R, Kelley L, Frick N, Rice M, Rosu G, Cooper DL. Treatment outcomes, quality of life, and impact of hemophilia on young adults (aged 18-30 years) with hemophilia. *Am J Hematol*. 2015 Dec;90 Suppl 2:S3-10.

Quon D, Reding M, Guelcher C, Peltier S, Witkop M, Cutter S, Buranahirun C, Molter D, Frey MJ, Forsyth A, Tran DB, Curtis R, Hiura G, Levesque J, de la Riva D, Compton M, Iyer NN, Holot N, Cooper DL. Unmet needs in the transition to adulthood: 18- to 30-year-old people with hemophilia. *Am J Hematol.* 2015 Dec;90 Suppl 2:S17-22.

Witkop M, Guelcher C, Forsyth A, Quon D, Hawk S, Curtis R, Cutter S, Molter D, Cooper DL. Challenges in transition to adulthood for young adult patients with hemophilia: Quantifying the psychosocial issues and developing solutions. *Am J Hematol.* 2015 Dec;90 Suppl 2:S1-2.

Cassis FR, Buzzi A, Forsyth A, Gregory M, Nugent D, Garrido C, Pilgaard T, Cooper DL, Iorio A. Haemophilia Experiences, Results and Opportunities (HERO) Study: influence of haemophilia on interpersonal relationships as reported by adults with haemophilia and parents of children with haemophilia. *Haemophilia.* 2014 Jul;20(4):e287-95.

Forsyth AL, Gregory M, Nugent D, Garrido C, Pilgaard T, Cooper DL, Iorio A. Haemophilia Experiences, Results and Opportunities (HERO) Study: survey methodology and population demographics. *Haemophilia*, Haemophilia. 2014 Jan;20(1):44-51.

Forsyth AL, Zourikian N, Valentino LA, Rivard GE. The effect of cooling on coagulation and haemostasis: should "Ice" be part of treatment of acute haemarthrosis in haemophilia? *Haemophilia.* 2012 Nov;18(6):843-50.

Escobar M, Maahs J, Hellman E, Donkin J, Forsyth A, Hroma N, Young G, Valentino LA, Tachdjian R, Cooper DL, Shapiro AD. Multidisciplinary management of patients with haemophilia with inhibitors undergoing surgery in the United States: perspectives and best practices derived from experienced treatment centres. *Haemophilia.* 2012 Nov;18(6):971-81.

Caviglia H, Narayan P, Forsyth A, Giangrande P, Gilbert M, Goddard N, Mulder K, Rahim S. Musculoskeletal problems in persons with inhibitors: How do we treat? *Haemophilia.* 2012 Jul;18 Suppl 4:54-60.

Forsyth AL, Giangrande P, Hay CR, Kenet G, Kessler CM, Knöbl PN, Llinás A, Santagostino E, Young G. Difficult clinical challenges in haemophilia: international experiential perspectives. *Haemophilia.* 2012 Jul;18 Suppl 5:39-45.
Forsyth AL, Rivard GÉ, Valentino LA, Zourikian N, Hoffman M, Monahan PE, Van Meegeren ME, Forriol F. Consequences of intra-articular bleeding in haemophilia: science to clinical practice and beyond. *Haemophilia.* 2012 Jul;18 Suppl 4:112-9

Kamath AF, Horneff JG, Forsyth A, Nikci V, Nelson CL. Total knee arthroplasty in hemophiliacs: gains in range of motion realized beyond twelve months postoperatively. *Clin Orthop Surg.* 2012 Jun;4(2):121-8

Cassis FR, Querol F, Forsyth A, Iorio A; HERO International Advisory Board. Psychosocial aspects of haemophilia: a systematic review of methodologies and findings. *Haemophilia.* 2012 May;18(3):e101-14.

Forsyth AL, Zourikian N. How We Treat: Considerations for Physiotherapy in the Patient With Hemophilia and Inhibitors Undergoing Elective Orthopedic Surgery. *Online publication in Haemophilia 3/12/2012*

Forsyth AL, Quon DV, Konkle BA. Role of exercise and physical activity on haemophilia arthropathy, fall prevention and osteoporosis. Haemophilia. Epub ahead of print 24 March, 2011.

Soucie JM, Weng C, Forsyth A, Funk S, Denny M, Roach KE, Boone D. Range of Motion Measurements: Reference Values and a Database for Comparison Studies. Haemophilia. Epub ahead of print 11 November 2010.

Blamey G, Forsyth A, Zourikian N, Short L, Jankovic N, De Kleijn P, Flannery T. Comprehensive elements of a physiotherapy exercise program in hemophilia: A global perspective. Haemophilia, 2010;16 (Suppl. 5), 136–145.

Pasta G, Forsyth A, Rodriguez-Merchan EC, Mortazavi SMJ, Silva M, Heim M, Caviglia H, Mancuso ME, Perfetto OS, Mulder K, Solimeno LP. Surgical and non-surgical treatment of haemophilic arthropathy of the ankle. *Haemophilia.* 2008: 14(3)170-76.

Ashrani AA, Key NS, Soucie JM, Duffy N, Forsyth A, Geraghty S; Universal Data Collection Project Investigators Septic arthritis in males with haemophilia. *Haemophilia.* 2008: 14(3)494-503.

Soucie JM, Siwak EB, Hooper WC, Evatt BL, Hollinger FB; Universal Data Collection Project Working Group. Human parvovirus B19 in young male patients with hemophilia A: associations with treatment product and joint range-of-motion limitation. *Transfusion* 2004:44:Issue 8:1179.

Soucie JM, Cianfrini C, Janco RL, Kulkarni R, Hambleton J, Evatt B, Forsyth A, Geraghty S, Hoots K, Abshire T, Curtis R, Forsberg A, Huszti H, Wagner M, White GC 2nd. Joint range-of-motion limitations among young males with hemophilia: prevalence and risk factors. *Blood.* 2004:103(7):2467-73.

Konkle BA, Nelson C, Forsyth A, Hume E. Approaches to successful total knee arthroplasty in haemophilia A patients with inhibitors. *Haemophilia* 2002;8:706-710.

BOOK CHAPTER

Zourikian N and Forsyth AL (2017) Chapter 9: The use of RICE in haemarthrosis; Physiotherapy management in haemophilia (eds P De Kleijn and E Mauser-Bunschoten) Utrecht-Van Creveldkliniek-UMC, the Netherlands.

Zourikian N and Forsyth AL (2011) Chapter 30: Physiotherapy Evaluation and Intervention in the Acute Hemarthrosis: Challenging the Paradigm, in Current and Future Issues in Hemophilia Care (eds E-C Rodriguez-Merchan and LA Valentino) Wiley-Blackwell, Oxford, UK.

ABSTRACTS

NBDF 2024: NBDF BDC, Atlanta September 10, 2024
Kimberly Baumann, BA, MPT; Angela L Forsyth, PT, DPT; Ashley Latina, Pharm D; Natalie C Neilson, Pharm D, CSP; Edward Nguyen, Pharm D; Corbett Reinbold, RN, BSN. Retrospective review of emicizumab discontinuation data

NHF 2017: National Hemophilia Foundation, 69th Annual Meeting, August 2017, Chicago
Forsyth A, Epstein J, Brown T, Gringeri A, Schwartz E, Booth J, Goldstine J. Physician practice patterns in the US show significant variation in how PK parameters are currently used to personalize care for US hemophilia A patients

WFH 2016: 32nd International Congress of the World Federation of Hemophilia, Orlando, July 24-28, 2016
Jessica Morrison, Christa Dardaganian, Angela Forsyth, Mary-Jane Frey, Christine Guelcher, James Hammel, Dana Kuhn, Laurel Pennick, Tony Roland, Michelle Witkop. Responsiveness of People with Bleeding Disorders and Their Families to Educational Modules on Psychosocial Challenges

AMCP 2015: 27th Annual Meeting and Expo San Diego April 7-10, 2015
S Hawk, M Witkop, A Forsyth, C Guelcher, RG Curtis, LA Kelley, M Rice, N Frick, M Fisher, DL Cooper. Hemophilia Impacts Employment, Relationships, and Quality of Life of Young Adults in the United States in the HERO Study

NHF 2014: National Hemophilia Foundation, 66th Annual Meeting, 18-20 September 2014, Washington DC
A Forsyth, S Hawk, M Witkop, A Lambing, C Guelcher, R Curtis R, N Frick, L Kelley, M Rice, DL Cooper. Pain and Arthropathy Impact Quality of Life of Young Adults (Ages 18-30) With Hemophilia in the United States: Observations from the HERO Study

A Lambing, C Guelcher, M Witkop , A Forsyth , S Hawk, N Frick, R Curtis , L Kelley, M Rice, DL Cooper. Treatment, Outcomes, and Access to Care Among Young Adults (Ages 18-30) With Hemophilia in the United States HERO Study

ASH 2013: The 55th Annual Meeting American Society of Hematology, 7-10 December 2013, New Orleans, LA

LA Valentino, A Forsyth, C Guelcher, M Witkop, A Lambing, DL Cooper. Is Bleeding in Hemophilia Really Spontaneous or Activity Related: Analysis of US Patient/Caregiver Data From the HERO Study

NHF 2013: National Hemophilia Foundation, 65th Annual Meeting, 3-5 October 2013 Anaheim California, USA

Forsyth A, Witkop M, Lambing A, Dunn S, Cooper DL, Nugent D. Relationship of Quality of Life, Pain, Self-Reported Arthritis With Age, Employment, Bleed Rate, and Utilization of Hemophilia Treatment Center and Healthcare Provider Services: US Results From Adult Patients With Hemophilia in the HERO Study

ISTH 2013: XXIV Congress International Society on Thrombosis and Haemostasis, 29 June – 4 July 2013, Amsterdam, The Netherlands

A Forsyth, C Guelcher, A Buzzi, T Wisniewski, DL Cooper, A Iorio. Relationship of quality of life, pain and self-reported arthritis with activity, bleed rate and haemophilia treatment centre and provider utilisation: results from the HERO study

A Forsyth, F Querol, AM Stain, L Pericleous, DL Cooper, A Iorio. Does higher risk activity change bleed frequency and haemophilia treatment centre and provider utilisation in children with haemophilia: an analysis from the HERO study

A Forsyth, F Querol, AM Stain, L Pericleous, DL Cooper, A Iorio. Do bleed rates and haemophilia treatment centre and provider utilisation vary with physical activity risk in adults with haemophilia: an analysis from the HERO study

MSK 2013: Platform Presentations WFH Musculoskeletal Congress, April 18-21, 2013, Chicago, IL

A Forsyth, C Guelcher, A Buzzi, T Wisniewski, DL Cooper, A Iorio. Associations of Quality of Life, Pain, and Self-Reported Arthritis with Bleed Rate and Hemophilia Treatment Center and Healthcare Practitioner Utilization: Global Results from the HERO study

A Forsyth, F Querol; AM Stain, L Pericleous, DL Cooper, A Iorio. Associations Between Physical Activity Risk Level, Treatment Regimen, and Hemophilia Treatment Center and Healthcare Professional Utilization: Results from the HERO Study

WFH 2012: World Federation of Hemophilia, WFH 2012 World Congress, 8-12 July 2012, Paris, France

Forsyth A, Gregory M and Iorio A on behalf of the HERO International Advisory Board
Demographic Characteristics of People with Haemophilia in the Haemophilia Experiences Results Opportunities (HERO) Study
Cassis F, Buzzi A , Forsyth A, Gregory M, Iorio A on behalf of the HERO International Advisory Board
Impact of Haemophilia on Relationships with Partners, Family and Friends: Assessment of Adult Patient Respondents in the Haemophilia Experiences Results Opportunities (HERO) Study

Cassis F, Forsyth A, Gregory M, Iorio A on behalf of the HERO International Advisory Board
Qualitative and Quantitative Assessment of Sexual Intimacy in Adult Patients in the Haemophilia Experiences Results Opportunities (HERO) Study

Garrido C, Ramirez S, Forsyth A, Iorio A on behalf of the HERO International Advisory Board Quality of Life (QoL) and Well-Being of Haemophilia Patients and Parents Managing Haemophilia: HERO Study Analysis

NHF 2012: National Hemophilia Foundation, 64th Annual Meeting, 8-10 November 2012 Orlando, Florida, USA

Nugent D, Guelcher C, Forsyth A, Frick N, Iorio A, and Cooper DL. Hemophilia Experiences, Results and Opportunities (HERO) Study: US Respondent Demographics and Impact of Diagnosis on Career and Lifestyle Decisions

Guelcher C, Rice M, Forsyth A, Nugent D, Iorio A, and Cooper DL. Hemophilia Impacts Interpersonal Relationships, Intimacy and Family Dynamics: US Results from the Hemophilia Experiences, Results and Opportunities (HERO) Study

Nugent D, Guelcher C, Rice M, Forsyth A, Iorio A, and Cooper DL. US Results from the Hemophilia Experiences, Results and Opportunities (HERO) Study Affirm Hemophilia Treatment Centers (HTCs) are Central to Hemophilia Care, Yet Financial Concerns and Distance May Limit Access to Treatment for Some Patients

Forsyth A, Guelcher C , Nugent D, Frick N, Wisniewski T, Iorio A, and Cooper DL. Hemophilia Impacts Quality of Life (QoL) in Adult PWH at an Early Age, with Pain a Contributing Factor: US Results from the Hemophilia Experiences, Results and Opportunities (HERO) Study

ISTH 2011: Kyoto, Japan 27 July 2011

A Iorio, F Querol, A Forsyth, F Cassis. HERO: An international initiative exploring unmet psychosocial needs in haemophilia: Characteristics of a quantitative survey targeting 1200 subjects in 12 countries

A Iorio, F Cassis, F Querol, A Forsyth . HERO: An international initiative exploring unmet psychosocial needs in haemophilia: Results from a qualitative survey targeting 150 subjects in 7 countries.

A Iorio, A Forsyth, F Cassis, F Querol. Psychosocial aspects of living with haemophilia: The HERO project and a narrative review of the published literature.

Nelson C, Kamath A, Nikci V, Forsyth A. "Total knee arthroplasty in hemophiliacs: improvements in range of motion are seen beyond 18 months post-operatively" Accepted as poster presentation at the 12th Combined Meeting of the Orthopaedic Associations, 12-17 September 2010, Scottish Exhibition & Conference Centre, Glasgow, UK.

Wang C, Soucie JM, Forsyth A, Watson, C. Reliability of joint range of motion measures obtained by physical therapists on patients with bleeding disorders in hemophilia treatment centers. Accepted at NHF meeting, Orlando, FL, November 1-3, 2007.

Stokes CJ, Nelson CL, Konkle BA, Boselli K, Manikonda KL, Forsyth A. Outcomes in Primary and Revision Total Knee Arthroplasties in Patients with Hemophilic Arthropathy. Accepted at WFH MSK Congress, Stresa, Italy May 3-6, 2007.

Soucie JM, Forsyth A, Watson C, Wang C, et al. Joint Range of Motion Measurements in Patients with Von Willebrand disease Compared with Normal Subjects. Accepted at ISTH meeting, Geneva, Switzerland July 612, 2007.

Penn HTC Twinning Team (Butler, Cutter, Forsyth, Konkle) "A Multi-National, Multi-Disciplinary Hemophilia Outreach in Botswana: A Twinning Experience. World Federation of Hemophilia Congress; Bangkok, Thailand October 18-19, 2004.

BOOKLET

"Playing it Safe: Bleeding Disorders, Sports and Exercise," 2nd edition, co-authored with Alice Anderson, PT, DPT, PCS, published by the National Hemophilia Foundation, 2017.

"Playing it Safe: Bleeding Disorders, Sports and Exercise,"1st edition, co-authored with Alice Anderson, PT, PCS, published by the National Hemophilia Foundation, 2005.

AWARDS/HONORS

- National Hemophilia Foundation, Physical Therapist of the Year 2004
- National Hemophilia Foundation, Physical Therapy Excellence Fellowship 2003

PROFESSIONAL AFFILIATIONS

- National Bleeding Disorders Foundation (NBDF) – formerly National Hemophilia Foundation (NHF)
  1997 – present

Activities:

Inhibitor Summits Steering and Planning Committee and Faculty	2005-2014 PT
Representative to the Annual Meeting Planning	2006-2007 PT
Representative to On the Road Planning	2004-2005
PT Representative to NHF's Foundations Committee	2003 – 2006
ROM Study Group with CDC	2002 - 2007
PT Representative to the UDC Working Group	2001 - 2007
Chair, Physical Therapy Working Group	2000 - 2003
PT Representative to MASAC	2000 - 2003
Region III Physical Therapy Representative	1997 – 2007

Annual Meetings Attended:

8/17/23-8/19/23	National Harbor, MD
8/25/22-8/27/22	Houston, TX
8/25/21-8/28/21	Virtual
8/1/20-8/8/2020	Virtual
10/3/19-10/5/2019	Anaheim, AC
10/11/18-10/13/18	Orlando, FL
8/25/17-8/27/17, Faculty	Chicago, IL
8/21/16-8/23/16	Orlando, FL
8/13/15-8/15/15	Dallas, TX
11/18/14-11/20/14	Washington, DC
11/11/12, Faculty	Orlando, FL
11/11/11-11/12/11, Faculty	Chicago, IL
11/11/10 – 11/13/10, Faculty	New Orleans, LA
10/29/09 – 10/31/09, Faculty	San Francisco, CA
11/13/08-11/15/08, Faculty	Denver, CO
11/1/07-11/3/07, Faculty, Meeting Planning	Orlando, FL
10/11/06-10/14/06, Faculty, Meeting Panning	Philadelphia, PA
10/26/05-10/29/05	San Diego, CA
11/4/04-11/6/04, Faculty	Dallas, TX
11/5/03 – 11/08/03, Faculty	Salt Lake City, UT
10/30/02-11/2/02, Faculty	Orlando, FL
11/15/01 – 11/17/01, Faculty	Nashville, TN

11/4/99-11/6/99 Dallas, TX
11/17/98-10/19/98 Orlando, FL
10/31/97-11/1/97 New Orleans, LA

- World Federation of Physical Therapy (WFH) 2003-2005 Activities:
  - Musculoskeletal Committee 2003 – present
  - Chair, Musculoskeletal Committee 7/2012-5/2014
  - Senior Vice Chair, Musculoskeletal Committee 7/2010-6/2012
  - Junior Vice Chair, Musculoskeletal Committee 6/2008-6/2010

Congresses Attended:

World Congress, Virtual	5/9/22-5/11/22
Musculoskeletal Congress, Virtual	5/3/21-5/7/21
World Congress, Virtual	6/14/20-6/17/20
Musculoskeletal Congress, Madrid, Spain	5/10/19-5/12/19
World Congress, Glasgow, Scotland	5/20/18-5/24/18
Musculoskeletal Congress, Seoul, South Korea	5/5/17-5/7/17
World Congress, Orlando	7/24/16-7/28/16
Musculoskeletal Congress, Belfast, Northern Ireland	5/7/15-5/9/15
World Congress , Melbourne, Australia	5/10/14-5/13/14
Musculoskeletal Congress, Chicago, IL	4/18/13-4/21/13
World Congress, Paris, France	7/8/12-7/12/12
Musculoskeletal Congress, Dubai, U.A.E.	3/31/11-4/4/11
World Congress, Buenos Aires, Argentina	7/10/10-7/14/10
Musculoskeletal Congress, Cartagena, Columbia	4/26/09-4/29/09
World Congress: Istanbul, Turkey	6/1/08-6/5/08
Musculoskeletal Congress: Stresa, Italy	5/3/07-5/6/07
World Congress: Vancouver, British Columbia, Canada	5/21/06-5/25/06
World Congress: Bangkok, Thailand	10/17/04-10/21/04
Musculoskeletal Congress: Bonn, Germany	5/28/03-5/30/03

- American Physical Therapy Association — Current member
- Alpha Eta Honor Society — Inducted 1994

CERTIFICATION/LICENSURE

- Pennsylvania Physical Therapy Licensure PT 008616-L
- New Jersey Physical Therapy Licensure 40QA01063400
- Delaware Physical Therapy Licensure J1-0002682
- Illinois Physical Therapy Licensure – 070019173
- Reiki Level I Certification
- APTA Clinical Instructor Credentialed, October 1998

updated Apr 2023

CEU Hours Awarded	Provider Information	CE Coordinator	CE Program Title	Date	Presenter	Manually entered by Attendee				
						Attendee First Name	Attendee Last Name	Attendee License Number	Attendee Title	Attendee Email
1	Optum Infusion Pharmacy 15529 College Boulevard Lenexa, KS 66219 Provider Number: LT0271-0610		Navigating bleeding disorders in the home infusion setting	3/26/2026						

CE Program Title	Date	Evaluation Questions						
		Was the course content organized effectively? A-Yes B-No	Did the learning objectives meet your educational needs? A-Yes B-No	Was the instructor knowledgeable about the course content? A-Yes B-No	Will the knowledge you gained from this course improve patient care? A-Yes B-No	Was the program fair, balanced and free of commercial bias? A-Yes B-No	Please provide any comments or feedback about today's program and speakers	Please provide any suggestions for future topics
Navigating Bleeding Disorders in the home setting	3/10/2026	a	a	a	a	a	Always enjoy the wealth of knowledge of the speakers!	na
		a	a	a	a	a	N/A	N/A
		a	a	a	a	a	Great tips!!	Inhibitors
		a	a	a	a	a	Great job!	Perhaps instruction on product specific directions if any deviation from typical administration. Such as the Sub Q pen that was referenced in one of the slides.
		a	a	a	a	a	Very informative	Eric, Ablordey
		a	a	a	a	a	Great pre	None
		a	a	a	a	a	Very good presentation	Alpha-1
		a	a	a	a	a	Thank you	None
		a	a	a	a	a	This was a very educ	No
		a	a	a	a	a	Great!	n.a.
		a	a	a	a	a	Speakers were very educated and informative.	n/a
		--	a	a	a	a	THE speakers were very thorough and knowledgable and made the content easy to understand	n/a

Optum

Recognition award

Continuing Education
1.0 Contact Hour

Name

License number
#

Successfully completed

Navigating bleeding disorders in the home infusion setting
on

Date

- Optum Infusion Pharmacy is approved as a provider of continuing education by the Kansas State Board of Nursing. This course offering is approved for 1.0 contact hour applicable for RN, LPN, LMHT re-licensure. Kansas State Board of Nursing Provider Number: LT0271-0610
- Optum Infusion Pharmacy, 15529 College BLVD., Lenexa, Ks, 66219
- RD/DTR can earn 1 CPEU credit for 1 contact hour by logging this program into Step 2: Activity Log under Activity Type 170 or 171.
- Please retain this certificate in your records for 4 years.

Corbett Reinbold, RN, BSN

Corbett Reinbold, RN, BSN
Program Coordinator

Total Program Evaluation July 2025

Area	Frequency	Responsible Person	Criteria	Findings	Actions/ Recommendations
Administration	Every 6 months	CE Program Director	Review Job description(s)	Job descriptions are appropriate as well as current responsibilities.	Continue to perform assigned tasks and responsibilities
Policies: Assess needs, planning -written tool -evaluation summaries	Evaluation Summaries: Semi-annually Needs/tools: Semi-annually and as needed	CE Program Coordinator & CE Committee	Review survey for appropriateness; were survey findings and identified needs from evaluation summaries used in program planning?	Company needs for Immunotherapy in Oncology met July 2025. Anti-infectives education is in process but Inotropes and inflammatory therapies education still needed along with diseases treated.	CE Committee to create CE offerings for Anti-infectives, Inotropes and Inflammatory therapy as well as additional new therapies/protocols
Policies: Announcement	Reviewed prior to initiation of each CE	CE Program Coordinator	Review to be certain they reflect necessary information	All announcements for CE's have included all items addressed under regulation 60-9-107b (3) C of the KSBN LT-CNE Policy requirement for announcements & advertisements.	Current process shown to be effective and will continue to utilize for future CE offerings. CE Committee to review CE offering process/requirements with employees on a semi-annual basis and as needed
Policies: Fee Assessment	Not applicable	Director of Clinical Resources & CE Advisory Committee	Policy meets organization and customer needs	Currently, all CE's are free	No plan for charging for CE's currently.
Policies: Offering approval process	Reviewed prior to initiation of each CE	CE Program Coordinator & CE Committee	Review policies and compare to KSBN requirements	Currently compliant per KSBN policy 60-9-107b (3)(D) and 60-9-107d.	Program coordinator reviews all CE requests to ensure compliance with KSBN policy guidelines. Approvals are granted once all criteria has been met. CE Committee to review CE offering

Reviewed July 2025

					process/requirements with employees on a semi-annual basis and as needed
Policies: Awarding Contact Hours	Certificate template created prior to initiation of CE and calculated and awarded post CE per the current policy guidelines	CE Program Coordinator & CE Committee	Review agendas/ pilot test results to verify contact hours awarded; review documentation of partial credit	Agendas reviewed and appropriate for current offerings. All CE offerings are one contact hour, and there is no partial credit awarded for offering. Presentations are minimum of 50min with 10min for Q&A.	Will continue current awarding process; No partial credit awarded at this time.
Policies: Verifying participation/ completion	Verified after CE participation has been identified as completed per the current policy	CE Program Coordinator & CE Advisory Committee	Review rosters & certificates; ensure sign-in follows KSBN requirements	Awarded contact hours were in compliance with KSBN policy 60-9-107b (3)(E). Rosters and post evaluations are utilized to identify completion. No late arrival or early departure credit allowed as each program is 1 contact hour with no partial credits given	Will continue to review rosters and certificates in relation to established requirements. Approvals are granted once all criteria are been met.
Policies: Record keeping	Reviewed Quarterly & PRN	Program Coordinator	Audit contents of files for compliance with KSBN requirements	Electronic copies of all KSBN 60-9-107b (3)(G) required documents are saved on a secure company drive to ensure confidentiality and retrieval by authorized individuals	Master spreadsheet holds yearly data of all program offerings and CE awarded. Will continue this process as it allows for confidentiality and easy retrieval
Policies: Notification of changes	Reviewed Quarterly and PRN	CE Program Coordinator	Review procedures for changes reported to KSBN	Name change reported in compliance with KSBN 60-9-107b(3)(H)	Any future applicable changes will be identified and reported to KSBN per policy.

Total Program Evaluation effectiveness	Reviewed Semi-annually	CE Program Coordinator & CE Advisory Committee	Review total program evaluation & compare contents to KSBN requirements	The demand for CE offerings continues to increase. Qualified instructors are validated and trained to assist with the demand.	Will continue to evaluate the program to ensure learning needs and meet KSBN requirements. As demand continues to increase, plan to recruit additional qualified instructors and subject matter experts for the CE Advisory Committee

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

Renewal or Initial

Name of Provider: Debriefing the Front Lines, LLC **LT 0308-0621**

Name of Program Coordinator: Tara Ryna Kosmas, MSN, RN, NC-BC, CHSE, SOAR

Date Received: 3/31/26

Date to CNE Committee: June 2026

_____ **Approved**

_____ **Not Approved:** _____

Date Notified: _____

Information Required	Received	NA
1. 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	
2. The name and address of the organization on the application	X	
3. 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
4. The name, education and experience of the program coordinator responsible for CNE – include resume	Tara Kosmas	
A. Be a licensed professional nurse	X	
B. Have three years of clinical experience	X	
C. Have one year of experience in developing and implementing nursing education	X	
D. Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:		
5. Written policies and procedures, including at least the following areas:		
A. Assessing the need and planning for CNE activities	X	
B. Fee assessment	X	
C. 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	

D. 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	
6. For long term providers, the policies and procedures for the approval process shall include the following:		
A. A summary of the planning	X	
B. The behavioral objectives	X	
C. The content, which shall meet the definition of CNE in KSA 65-1117	X	
D. The instructor's education and experience, documenting knowledge and expertise in the content area	X	
E. 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	
F. An offering evaluation that includes each participant's assessment of the following:		
1. The achievement of each objective	X	
2. The expertise of each individual presenter	X	
7. An approved provider may award any of the following:		
A. Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours	X	
B. Credit for fractions of hours over 30 mins to be computed towards a contact hour	X	
C. Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum	X	
D. Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results	X	
E. Clinical hours		X
Documentation of Attendance		
8. Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
A. The provider's name, address, provider number, and coordinator	No address on example	
B. The date and title of the offering, and the presenter or presenters	X	
C. The participant's name and license number and the number of contact hours awarded	X	
9. Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent study offering, the provider shall maintain documentation that includes the following:		

A. The provider's name, address, provider number, and coordinator		
B. The participant's name and license number, and the number of contact hours awarded		
C. The title of the offering		
D. The date on which the offering was completed		
E. Either the completion of a posttest or a return demonstration		
Certificate of Attendance/CE Transcript		
10. 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	
11. Each certificate and each CE transcript shall be complete before distribution to the participant	X	
12. Each certificate and each CE transcript shall contain the following information:		
A. The provider's name, address and provider number	X	
B. The title of the offering	X	
C. The date or dates of attendance or completion	X	
D. The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded	X	
E. The signature of the individual responsible for the providership	X	
F. The name and license number of the participant	X	
Recordkeeping & Storage		
13. For each offering, the approved provider shall retain the following for two years:		
A. A summary of the planning	X	
B. A copy of the offering announcement or brochure	X	
C. The title and objectives	X	
D. The offering agenda or, for independent study, pilot test results	X	
E. A bibliography	X	
F. A summary of the participants' evaluations	X	
G. Each instructor's education and experiences	X	
H. Documentation to verify completion of the offering	X	
14. The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals	X	
Program Evaluation Plan		
15. 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:	
16. Offering #1 Debriefing in Daily Work	
A. A summary of planning	X
B. A copy of the offering announcement or brochure	X
C. The title and behavioral objectives	X
D. The offering agenda or, for independent study, pilot test results	Outline – no times listed
E. Each instructor's education and experience	
F. A current bibliography	X
G. The offering evaluation form	X
17, Offering #2: Effective and Assertive Communication for Nurses	
A. A summary of planning	X
B. A copy of the offering announcement or brochure	X
C. The title and behavioral objectives	X
D. The offering agenda or, for independent study, pilot test results	Outline – no times listed
E. Each instructor's education and experience	
F. A current bibliography	X
G. The offering evaluation form	X

12/2018, Rev 6/2025

LONG-TERM CNE PROVIDER APPLICATION

COVER PAGE

Initial Application: ◯ **Renewal:** ◉

Name of Provider: Debriefing the Front Lines, Inc.

Provider Number (For Renewal): LT0308-0621

Legal Body (If different from provider):

Address of Provider: 13301 Menorah Drive Punta Gorda FL 33955

Telephone: 724-448-5330

Email: tara@debrieifngthefrontlinesinc.org

Program Coordinator (RN): Tara Ryan Kosmas, MSN, RN, NC-BC, CHSE, SOAR

Date (mm/dd/yyyy): March 31, 2026

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).

Policy #100: Process of Assessing Need And Planning CNE

Debriefing the Front Lines, Inc. will follow a systematic process for assessing need and planning CNE offerings.

Date: _____ Reviewed: _____

Need Assessment

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

Process for Fee Assesment

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.

Policy #101: Process For Fee Assessment

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

Date: _____ Reviewed: _____

Fee Assessment

1. Debriefing the Front Lines, Inc. will designate a fee for each CNE offering and publish the fee and refund policy at the time the offering is formally announced.
2. The fee for each offering will vary depending on cost of speaker(s), venue, advertising, etc.

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).

Policy #102: Process For Advertisements or Announcements

CNE Offerings will be advertised.

Advertisements or Announcements

1. Debriefing the Front Lines, Inc. will advertise CNE offerings in a variety of ways, including:
a. On the internet via website, social media and email
b. Radio
c. Television
d. Print advertising

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)

Policy #103: Process For Offering Approval

Debriefing the Front Lines, Inc. will approve offerings using a standardized system to ensure each offering is appropriate.

Approval Offering

1. Each CNE offering submitted to the CNE Program Coordinator must include:

a. Summary of planning
b. Behavioral Objectives

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)

Policy #104: Process For Awarding Contact Hours

Debriefing the Front Lines, Inc. will award contact hours to participants for completion of full program offering or partial completion of offering.

Date: _____ Reviewed: _____

Awarding Contact Hours

1. Participants completing an entire program offering will be awarded one contact hour based on 50 minutes of participation in a learning experience.
2. Credit for fractions of hours will be awarded to those completing an entire program offering as

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)

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

Debriefing the Front Lines, Inc. will verify participation and completion of offerings by participants.

Date: _____ Reviewed: _____

Verifying Participation – Online Offerings

1. Participants will register for course offerings electronically.
2. Online course settings will not allow participants to advance to post-test and program evaluation without first viewing course content in its entirety.

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)

Policy #107: Process For Record Keeping And Storage

Debriefing the Front Lines, Inc. will retain appropriate records for each offering, and store records securely and in a manner that makes them easily retrievable by authorized personnel.

Date: _____ Reviewed: _____

Record Keeping And Storage

Debriefing the Front Lines, Inc. will retain the following records for each offering for a period of two years:

a. Summary of planning
b. Copy of announcement/brochure

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)

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

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

Date: _____ Reviewed: _____

Process for Notifying Kansas State Board of Nursing of Changes

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

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)

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

Debriefing the Front Lines, Inc. will verify participation and completion of offerings by participants.

Date: _____ Reviewed: _____

Verifying Participation – Online Offerings

1. Participants will register for course offerings electronically.
2. Online course settings will not allow participants to advance to post-test and program evaluation without first viewing course content in its entirety.

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: Julie Ryan Kessler Date: 1 April, 2026

Long Term CNE Provider Application Cover Page

Renewal

Name of Provider: Debriefing the Front Lines, Inc.

Provider Number: LT:0308-0621

Address: 13301 Menorah Drive
Punta Gorda, FL 33955

Email: tara@debrieifngthefrontlinesinc.org

Program Coordinator: Tara Ryan Kosmas, MSN, RN, NC-BC, CHSE, SOAR
Date: March 31, 2026

Program Management

Policy #100: Process of Assessing Need And Planning CNE

Debriefing the Front Lines, Inc. will follow a systematic process for assessing need and planning CNE offerings.

Date: _____ Reviewed: _____

Need Assessment

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

Assessment of Training Options

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

Planning of CNE Offerings

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

Policy #101: Process For Fee Assessment

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

Date: _____ Reviewed: _____

Fee Assessment

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

Refunds

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

Insufficient Funds

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

Policy #102: Process For Advertisements or Announcements

CNE Offerings will be advertised.

Advertisements or Announcements

1. Debriefing the Front Lines, Inc. will advertise CNE offerings in a variety of ways, including:
    a. On the internet via website, social media and email
    b. Radio
    c. Television
    d. Print advertising
    e. Mail

2. Published information shall contain the following statement:
    a. Debriefing the Front Lines, Inc. 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 LPN, RN and APRN relicensure. Kansas State Board of Nursing Provider Number: LT0308-0621

Policy #103: Process For Offering Approval

Debriefing the Front Lines, Inc. will approve offerings using a standardized system to ensure each offering is appropriate.

Approval Offering

1. Each CNE offering submitted to the CNE Program Coordinator must include:

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

Policy #104: Process For Awarding Contact Hours

Debriefing the Front Lines, Inc. will award contact hours to participants for completion of full program offering or partial completion of offering.

Date: _____ Reviewed: _____

Awarding Contact Hours

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

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

Partial Credit

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

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

Debriefing the Front Lines, Inc. will verify participation and completion of offerings by participants.

Date: _____ Reviewed: _____

Verifying Participation – Online Offerings

1. Participants will register for course offerings electronically.
2. Online course settings will not allow participants to advance to post-test and program evaluation without first viewing course content in its entirety.
3. Participants will be required to take a post-test and score 80% or greater to be awarded a Certificate of Continuing Nursing Education.

Verifying Participation – In Person Events

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

Verifying Participation – Independent Study

1. Participants will register for course offerings electronically.
2. Participants will document and submit an Independent Study Verification Form. Documentation will include:
    a. Provider Name, Address, Provider Number, Name of Program Coordinator
    b. Title of offering
    c. Date offering completed
    d. Name of presenter(s)
    e. Participant name, email and license number
    f. Participant Signature
    g. Participants will email the completed form to: tara@debrifingthefrontlinesinc.org
3. Participants will be required to take a post-test and score 80% or greater to be awarded a Certificate of Continuing Nursing Education.
    a. Upon receipt of the Independent Study Verification Form by Debriefing the Frontlines, Inc., participants will receive a link to complete the online post-test for the offering.
    b. A score of 80% or greater is required for awarding a certificate of continuing nursing education.
    c. Upon successful completion of the post-test participants will receive a certificate of continuing nursing education electronically.
    d. Debriefing the Front Lines, Inc. staff will document post-test score, contact hours awarded, and date on the Independent Study Verification Form.
    e. The Independent Study Verification Form will then be scanned into the confidential and secure online records storage system to be maintained per policy.

Policy #106: Process For Issuing Certificates of Completion

Debriefing The Front Lines, Inc. will issue certificates of completion to participants based on verification of participation in offerings.

Date: _____ Reviewed: _____

Issuing Certificates of Completion For Online Offering

1. Participants completing an online offering will be required to take a post-test.
2. A score of 80% or greater is required for issuing a certificate of continuing nursing education.
3. Certificates of Completion will be provided electronically to participants completing online offerings.

Issuing Certificates of Completion For In Person Offering

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

Issuing Certificates Must Include:

1. Name of offering
2. Number of CE contact hours
3. Learners name
4. CNE Program Coordinator Name and Credentials: Tara Ryan Kosmas, MSN, RN, NC-BC, CHSE, SOAR
5. Office Location: Debriefing the Front Lines
   13301 Menorah Drive
   Punta Gorda, FL 33955
6. Kansas State Board of Nursing, Provider Number: LT0308-0621

Policy #107: Process For Record Keeping And Storage

Debriefing the Front Lines, Inc. will retain appropriate records for each offering, and store records securely and in a manner that makes them easily retrievable by authorized personnel.

Date: _____ Reviewed: _____

Record Keeping And Storage

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

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

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

Date: _____ Reviewed: _____

Process for Notifying Kansas State Board of Nursing of Changes

1. The CNE Program Coordinator will notify the Kansas State Board of Nursing of any change to CEU Program Coordinator or required policies and procedures within 30 days.
2. Written notification will be mailed to:
   Kansas State Board of Nursing
   Landon State Office Building
   900 SW Jackson Street
   Suite 1051
   Topeka, Kansas 66612-1230

Policy #109: Total Program Evaluation

Debriefing the Frontlines, Inc. will complete a total program evaluation annually and include findings in the annual report to Kansas State Board of Nursing.

Date: _____ Reviewed: _____

Process for Total Program Evaluation

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



TARA RYAN KOSMAS

MSN, RN, NC-BC, CHSE, SOAR

724-448-5330
tara@debriefingthefrontlinesinc.org
www.debriefingthefrontlinesinc.org
Maryland Compact Nursing License

AREAS OF SPECIALIZATION

Burn Trauma, Education, Baccalaureate Curriculum Development and Simulation Design, Peer Support, Debriefing Single Incident and Cumulative Care Taking Trauma

ACADEMIC APPOINTMENTS

2020 - Present Executive Director of 501(c)(3) and CNE Program Coordinator Debriefing the Front Lines, Inc.

2015 - 2020 Clinical Assistant Professor / Simulation Lab Director / Standardized Patient Coordinator, Towson University, Department of Nursing

2015 - 2016 Adjunct Clinical Faculty, University of Maryland School of Nursing

2014 - 2015 Clinical Educator II, MedStar SiTEL Simulation Institute Technology Learning Lab, Washington DC

2012 - 2014 Faculty / Simulation Lab Coordinator, Florida Gulf Coast University, Estero FL

OTHER PROFESSIONAL POSITIONS

Sept 2024 - Present Consultant for Mid-Atlantic Patient Safety Center Perinatal Debriefing Program

Jan 23 - Aug 25 Content Writer, Biweekly column, Map of the Modern Nurse, The Nursing Beat

Oct - Nov 22 Collaborating partner for State Sponsored Disaster Relief Team, (SERT) for Mental Health and Wellness in response to Hurricane Ian, Sanibel Island, Florida

2014 - 2015 Registry Float Pool (Supplemental Staffing) ICU/IMC/PCU University of Maryland Medical Center

2009 - 2014 Registry Float Pool (Staffing Resource Center) Lee Memorial Hospital, Fort Myers, FL

2010 - 2011 Registered Nurse, ICU and Burn Trauma travel nursing in 3 states

2004 - 2010 Clinical Nurse II/Resource Nurse Burn Trauma ICU/PCU West Penn Hospital Burn Trauma Center, Pittsburgh, PA

CERTIFICATIONS

Clinical Healthcare Simulation Educator

(CHSE)

Exp Nov 2029

Nursing Continuing Education Provider

Kansas State BON Long Term Provider

Number: LT0297-0316

Exp June 2026

American Holistic Nurses Association

Board Certified Nurse Coach (NC-BC)

Exp August 2027

Survivors Offering Assistance in Recovery (SOAR)

Peer Support Certified

Sept 2014, No exp

HONORS & AWARDS

- 2026 and 2023 Nurse.org Best of Award, Nursing Organization of the Year
- 2023 Operation Lemon-Aid Gala, 2023 Mental Health Honoree Award, Los Angeles, California
- 2019 Innovation in Teaching Award: Playing the Part, Using Simulation in Psychiatric Nursing
- 2013 Scholarship Recipient of the New Faculty Academy: The Pedagogy of Higher Education Finding Joy and Success in Teaching, Florida Gulf Coast University
- 2011 Recipient of Sigma Theta Tau, Epsilon Phi Chapter Academic Excellence Award

Operations Committee 2025



TARA RYAN KOSMAS

MSN, RN, NC-BC, CHSE, SOAR

724-448-5330
tara@debriefingthefrontlinesinc.org
www.debriefingthefrontlinesinc.org

EDUCATION

MASTER OF SCIENCE IN NURSING EDUCATION
Duquesne University
2011

BACHELOR OF SCIENCE IN NURSING
Duquesne University
2008

DIPLOMA
Citizens School of Nursing
2004

ADDITIONAL EDUCATION

2022	Integrativel Nurse Coach Academy Board Certified Nurse Coach (NC-BC)
2022	Non profit Workforce Management Certificate, Baltimore County Community College
2021	Instinctual Response Training, IRT Training Institute
2019	Online Edge Certificate Program Towson University Comprehensive program of professional development for online instructors and course designers
2014	New Faculty Academy: The Pedagogy of Higher Education Finding Joy and Success in Teaching, Florida Gulf Coast University

SERVICE

Nov 2024	World Central Kitchen, Hurricane Milton, Southwest Florida
2019 - 2021	National Alliance of Mental Illness (NAMI) Crisis Resource Helpline Volunteer
2008 - Present	Burn Concern Support Group, senior member and peer support specialist

SCHOLARSHIP & GRANT

2024 - 2025 Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) co-authored and co-facilitated training as part of the Maryland Maternal Health Innovation Program (MDMOM) Perinatal Debriefing Training for clinicians
$1,500,000

2025 Maryland Workforce Center co-authored and co-facilitated a three part continuing nursing education series focused on trauma-responsive leadership
$135,000

2023	Huiying Memorial Foundation Women's Health and Wellness Grant Debriefing sessions for nurses $5,000
2022	CVS Health Grant - 112 Debriefing sessions for nurses $8,960
2020	Awesome Baltimore Grant – Heal the Healers Project $1,000
2019	Ryan, T. (PI) Maryland Clinical Simulation Resource Consortium, Equipment Award $44,000
2017	Ryan, T. (PI), Twigg, R. (Co-I) Maryland Clinical Simulation Resource Consortium (MCSRC) Equipment and Award. Investigator. $100, 625.99

DEBRIEFING THE FRONT LINES DEBRIEFING PARTNERSHIPS

2025 Present — Hennepin Healthcare, Minneapolis, Minnesota

Debriefing Services for healthcare workers in the aftermath of Annunciation School Shooting

2025 Present — Osara Health, Virtual US Headquarters

Debriefing Service Provider for health coaches
8 employees

2024 Present — Memorial Healthcare, Owasso, Michigan

Debriefing Provider Services as part of hospital based Second Victim Program
1,800 employees

2022 Present — City of Nashua Division of Public Health and Community Service, Nashua New Hampshire

Debriefing Provider Services and an addition to EAP
27 employees

PUBLICATIONS

Burgess, Adriane PhD, RNC-OB, CCE, C-ONQS, C-EFM, CPHQ, FAWHONN; **Kosmas, Tara Ryan** MSN, RN, NC-BC, CHSE, SOAR. Trauma-Responsive Perinatal Leadership. MCN, The American Journal of Maternal/Child Nursing 50(5):p 255-258, September/October 2025. | DOI: 10.1097/NMC.0000000000001120

2025 Debriefing the Front Lines: From Tragedy, Triumph Emerges, Nurse.Org
https://nurse.org/news/debriefing-the-front-lines-story/

2022 National Pediatric Cancer Foundation, Contributor Pediatric Cancer Toolkit, Exploring Emotions and Coping
https://static1.squarespace.com/static/601434b01c258c3b4d0539ba/t/693059c9c4fbd971aa1623f7/1764776393066/National+Pediatric+Toolkit+.pdf

2014 Ryan, T. Prescription for Living. *Pinnacle Magazine*. Fort Myers, FL

2013 Ryan, T. Teaching with your Mouth Shut. *Pinnacle Magazine*. Fort Myers, FL.

PRESENTATIONS AND SPEAKING ENGAGEMENTS

2026 Your Workforce Sustainability Toolkit: Is Debriefing the Underutilized Tool for Safety and Well-being, Poster, Eastern Nursing Research Society

2026 Your Workforce Sustainability Toolkit: Is Debriefing the Underutilized Tool for Safety and Well-being, Podium, Sigma Creating Healthy Work Environments

2025 Processing Trauma through Self and Community Care, Rekindled Nurse Conference Keynote Elizabethtown, PA

2025 Processing Trauma through Self and Community Care, Rekindled Nurse Conference Breakout Elizabethtown, PA

2025 Willow Valley Nursing Symposium, Recognizing our Humanness and Debriefing in Daily Work Willow Street, PA

2025 Debriefing for Sustainability in Healthcare, Debriefing Training hosted by Debriefing the Front Lines and Your BIRTH Partners, Towson MD

2025 Debriefing in Daily Work, Rekindled Nurse Peer Group, Lancaster, PA

2025 Debriefing in Daily Work, Rekindled Nurse Workshop, Manheim, PA

2025 Debriefing Den Breakouts, WeCare Nonprofit, Minneapolis, Minnesota

2025 Foster Post Traumatic Growth, Rekindled Frontlines Outreach, Asheville, NC

2025 Reimagining Debriefing: Creating a Culture that Supports Care and ADPRN Debriefing Framework for Clinicians, Maryland Patient Safety Center, Perinatal Debriefing Initiative

2024 Debriefing in Daily Work, Trauma Responsive Leadership 3 part series, March - May 2025

2024 Perinatal Debriefing Initiative, Debriefing in Daily Work Maryland Patient Safety Center

2023 Navigating Cumulative Care Taking
Trauma and Fostering Post Traumatic Growth (virtual) Nurses for Sexual and Reproductive Health (NSRH)

PRESENTATIONS AND SPEAKING ENGAGEMENTS CONTINUED

2023 Implementing Peer Support Groups, West Virginia University Medical Center

2023 Meeting Your Nervous System. Rekindled Nurse Conference, Lancaster Pennsylvania

2023 Navigating Cumulative Care Taking Trauma, Meeting Your Nervous System and Fostering Post Traumatic Growth, Debriefing the Front Lines CE Series (virtual)

2023 Debriefing Single Incident and Cumulative Care Taking Trauma, Penn State Hershey Medical Center Leadership Forum

2023 Association of Women's Health Obstetric and Neonatal Nurses AWHONN PA Chapter Nursing Entrepreneur Panel (virtual)

2023 Mental Health Begins in Nursing School, Southwest Florida College, Fort Myers Florida

2022 Kids Health Link, Creating a Psychologically Safe Space Within, Canada

2022 Experience the Power of Being Heard, Mindful Nurses, Nurses Week Retreat. (virtual)

2021 Zoom Into You + Self Compassion, Sigma Theta Tau Eta Eta Chapter (virtual)

2020 The Art of Creating a Psychologically Safe Space. Wellspan Health (virtual)

2020 Experience the Power of Being Heard: Debriefing Single Incident Trauma. Wellspan Health (virtula)

2020 Creative Self Expression to Heal Cumulative Trauma, Lake Hills Garden Club (virtual)

2019 The New Reality, Acting the Part in Psychiatric Nursing Simulation. Institute of Educators Conference, University of Maryland (poster)

2018 Burgess, A., Rhodes, B. & **Ryan, T.** The Use of Low Fidelity Simulation in the Classroom as an Effort to Bridge the Theory Practice Gap. Institute of Educators, University of Maryland School of Nursing.

2018 Stone, H. Austin, N., Burgess, A., & **Ryan, T.** OB Emergencies in EMS Presentation for the Baltimore County Fire Department EMS Academy, Pikesville, MD.

2018 Ryan, T. Meditation Immersion, **Ryan, T.** (workshop series presenter) Public Health Month, Towson University, Towson Maryland

2017 Stone, H. Austin, N., & **Ryan, T.** OB Emergencies in EMS Presentation for the Baltimore County Fire Department EMS Academy, Pikesville, MD.

2017 Kent, V., Park, H., **Ryan, T.** Current Status of Nursing Education & Accreditation in United States. Kyungpook National University, College of Nursing. South Korea

2014 How Can Educators Instill and Improve Self-efficacy in an Effort to Better Prepare Graduates for the Working World? Presented at Florida Gulf Coast University Student Engagement and Retention Conference. Estero, FL. (psoter)

INVITED EDITORIALS AND COMMENTARIES

2024 Fischer, K. (2024). U.S. Nursing shortage. In CQ Researcher. CQ Press https://doi.org/10.4135/cqresrre20240112

MEDIA FEATURES

2025	NAMI When You Need Support: Peer Support Resources for Healthcare Professionals: Debriefing the Front Lines
2024	USA Today "A Letter to My Abuser": A nurse's tragic experience resonates across the country https://www.usatoday.com/story/news/health/2023/11/05/nurse-tristin-smith- letter-systemic-abuse-goes-viral/71314871007/
2023	Cancer Today Magazine Interview. Self Care isn't the cure for burnout. Managerial support is.
2023	Colorado ABC7 Interview Violence in Nursing and the Current State of Nursing
2023	Wink News Southwest FL and Fox 4 Southwest FL Nursing in the Aftermath of Maui Wildfires
2023	National Alliance of Mental Health (NAMI) Peer Support for Healthcare Professionals (evergreen) Resource Page
2022	Berexi's 2023 Nurse Entrepreneurs to Watch in 2023
2023	Women Who Do More to Revolutionize Nursing, The Nursing Beat
2021	Inspiring Stories. Voyage Magazine. Baltimore, MD
2020	Baltimore Sun Newspaper, "Local Heroes"

PROFESSIONAL MEMBERSHIPS

2022 – Present	American Holistic Nurses Association, member
2002 – Present	Phoenix Society for Burn Survivors, member and certified peer counselor
2008 – Present	Sigma Theta Tau, Alpha Alpha Rho Chapter, Region 7

Total Program Evaluation

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

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

_____

CNE Program Coordinator

_____

Date

Debriefing in Daily Work

Debriefing in Daily work is a set of tools and trauma informed principles that can be incorporated into everyday interactions. This workshop will equip you with the tools to reimagine debriefing as not just a one and done practice but a communication tool to improve quality, safety and clinician well-being.

Elevate your team's trauma-informed communication and collaboration skills, ensuring that every voice is heard and every experience is valued.

Learning Objectives:

- Explain how debriefing contributes to improved quality of care, patient safety, team communication, emotional well-being and mental health of healthcare providers.
- Discuss trauma-informed communication techniques and incorporate debriefing in daily work.
- Demonstrate the use of evidence-based tools and frameworks to guide a successful debriefing process.

Register now at (insert link when course is live)

This offering is $45 and will be provided virtually.

Debriefing the Front Lines, Inc is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 1.5 contact hours applicable for RN, LPM, or LMHT relicensure. Kansas State Board of Nursing Provider Number: LT0308-0621

Debriefing in Daily Work

Presenter: Tara Ryan Kosmas, MSN, RN, NC-BC CHSE, SOAR

Objectives:

- Explain how debriefing contributes to improved quality of care, patient safety, team communication, emotional well-being and mental health of healthcare providers.
- Discuss trauma-informed communication techniques and incorporate debriefing in daily work.
- Demonstrate the use of evidence-based tools and frameworks to guide a successful debriefing process.

Summary Of Planning (90 minutes)

Nurses face daily physical and emotional demands that often contribute to secondary traumatic stress and cumulative trauma. This course provides evidence-based debriefing strategies inclusive of quality, safety and clinician well-being. By integrating debriefing into daily work, organizations can enhance staff wellness, improve patient outcomes, and increase retention. These practices promote a culture of continuous improvement and well-being, essential for thriving in high-stress environments like healthcare.

Outline

1) Introduction
   a) Practice gap

2) Defining Trauma
   a) Perpetuating Factors

3) Foundation of Debriefing
   a) Definition
   b) Purpose/AIM
   c) Impact of quality, safety and clinician well-being

4) Recognizing Trauma Responses in Ourselves and Others
   a) Fight
   b) Flight
   c) Freeze
   d) Fawn

5) Trauma-Informed Scripts and Tools
   a) Importance of scripts in decreasing cognitive overload
   b) NLN Guide for Teaching Thinking
   c) Navigating Debriefing Dynamics
   d) ADPRN Debriefing Framework for Clinicians

6) Trauma Informed Mini-Skits (2 min each)
   a) Anger/Blame
   b) Interruption
   c) Emotional/Weepy
   d) Rushed/Limited Time

6) Systems and Restorative Justice
   a) Institutional Courage

7) Action Steps
   a) Now - Near - Far
   b) Resources (and how to access)

8) Summary

Bibliography

Barbara M. Dossey. Adapted from Carper, 1978; Munhall, 1993; White 1995 . Patterns of Knowing .

Bloom. (2014). Understanding Trauma & Stress. In Principles of a Trauma-Informed System (p. 48). https://traumatransformed.org/documents/Principles-and-Leadership-Competencies-of-Trauma-Informed-System-1-1.pdf

Calhoun, L. G. & Tedeschi, R. G. (2004). The Foundations of Post Traumatic Growth: New considerations. Psychological Inquiry. 15, 93-102.

D. Dana (2021). Anchored. How to Befriend Your Nervous System Using Polyvagal Theory

Helbig, K., & Norman, M. (2023). The Psychological Safety Playbook: Lead More Powerfully by Being More Human.

McKay, M. (2019) The Dialectical Behavior Skills Therapy Workbook, Cope Ahead Plan. 2nd Edition.

Nickson, R., & Neikirk, A. (2024). Restorative justice in healthcare settings: Better outcomes for patients and medical professionals. Alternative Law Journal. https://doi.org/10.1177/1037969x241248781

The National Child Traumatic Stress Network. (n.d.). The National Child Traumatic Stress Network. https://www.nctsn.org/

Scholz Mellum, J., (May 10, 2024) "Generational Harmony in Nursing" OJIN: The Online Journal of Issues in Nursing Vol. 29, No. 2

Trauma Informed Care Implementation Resource Center, 2023.

UCLA-Duke University. (2012). National Center for Child Traumatic Stress. The 12 Core Concepts for Understanding Traumatic Stress Response in Children and Families.

Wailling, J., Kooijman, A., Hughes, J., & O'Hara, J. K. (2022). Humanizing harm: Using a restorative approach to heal and learn from adverse events. Health Expectations, 25(4), 1192–1199. https://doi.org/10.1111/hex.13478

Well-being Debriefings for Health Care Workers: An Evidence-Based Method for Improving Well Being. (2021). Center for Palliative Care (CAPC), Facilitator Training Manual.

Debriefing the Frontlines, Inc – Department of Continuing Nursing Education

Summary of Participants' Evaluation

COURSE TITLE: *Debriefing in Daily Work*

DATE: _____

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

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

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

*****

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

In general, the below listed objectives were reflective of the overall purpose/goal of the activity. 1 2 3 4
68 participants took the course *Debriefing in Daily Work* 100% of participants rated 3-4

Overall Purpose/Goal:
To educate participants on benefits of assertive communication and how to communicate assertively and effectively.

*****

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

Objective 1: Explain how debriefing contributes to improved quality of care, patient safety, team communication, emotional well-being and mental health of healthcare providers. 1 2 3 4
Objective 2: Discuss trauma-informed communication techniques and incorporate debriefing in daily work. 1 2 3 4
Objective 3: Demonstrate the use of evidence-based tools and frameworks to guide a successful debriefing process.1 2 3 4

100% of participants rated 3-4.

*****

TEACHING EFFECTIVENESS OF EACH INDIVIDUAL FACULTY MEMBER/PRESENTER:
Tara Ryan Kosmas, MSN, RN, NC-BC, CHSE, SOAR

The presentation was organized and easy to follow. 1 2 3 4 - 100% rated 4
The teaching methods were appropriate for the subject area and content. 1 2 3 4 - 100% rated 4
The speaker demonstrated knowledge/expertise in the topic. 1 2 3 4 - 100% rated 4
The content was based on current professional/scientific information. 1 2 3 4 - 100% rated 3-4

The speaker clarified content in response to questions. 1 2 3 4 100% rated 3-4
The speaker demonstrated regard for previous knowledge and experience of the learner. 1 2 3 4 100% rated 4
The presentation level was appropriate for the background and experience of the learner. 1 2 3 4 - 100% rated 3-4
The speaker was confident speaking before an audience. 1 2 3 4 - 100% rated 3.4.
The speaker exhibited enthusiasm for the topic. 1 2 3 4 - 100% rated 3-4.

*****

FUTURE LEARNING OPPORTUNITIES THAT WOULD BE BENEFICIAL INCLUDE:

Longer Workshop: Participants suggested 2 hours or having a follow up/part 2
Additional mini skits surrounding disrespectful participants in debriefs

---

Certificate of Continuing Nursing Education

Full Name

License # Date: XX/XX/XXXX

has successfully completed

Debriefing in Daily Work

and has been awarded 1.5 contact hours

Tara Ryan Kosmas
MSN, RN, NC-BC, CHSE, SOAR
CNE Program Coordinator

Debriefing the Front Lines, Inc
Department of Continuing Nursing Education
13301 Menorah Drive Punta Gorda, FL 33955
Provider #: LT0308-0621

Effective and Assertive Communication For Nurses

Nurses face daily physical and emotional demands that often lead to stress and burn out. This course provides evidence-based communication strategies designed to help nurses express thoughts, feelings and ideas while mitigating the unique stressors of the clinical environment. Create your personalized toolkit for effective, compassionate and assertive expression that supports both your well-being and patient-centered care.

Learning objectives:

- Identify three different types of communication
- State five benefits of assertive communication
- Communicate effectively and create assertive statements with ease
- Explore how effective active listening and emotional intelligence can lower job-related stress and prevent compassion fatigue

Register now at (insert link when course is live)

This offering is FREE and will be provided virtually.

Debriefing the Front Lines, Inc is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for 1.0 contact hours applicable for RN, LPM, or LMHT relicensure. Kansas State Board of Nursing Provider Number: LT0308-0621

Effective & Assertive Communication For Nurses

Presenter: Tara Ryan Kosmas, MSN, RN, NC-BC CHSE, SOAR

Objectives:

Upon completion of this program participants will be able to:

- Identify three different types of communication
- State five benefits of assertive communication
- Communicate effectively and create assertive statements with ease
- Explore how effective active listening and emotional intelligence can lower job-related stress and prevent compassion fatigue.

Summary Of Planning

Nurses face daily physical and emotional demands that often lead to stress and burn out. This course provides evidence-based communication strategies designed to help nurses express thoughts, feelings and ideas while mitigating the unique stressors of the clinical environment. Debriefing the Frontlines, Inc., supports nurses nationwide who are grappling with stress management and seeking emotional regulation. Two prevalent sources of frustration for nurses are the inability to request time off and the reluctance to request additional shifts. The program, Effective & Assertive Communication For Nurses, is specifically designed to equip nurses with the skills to articulate their needs clearly and in a way that supports both well-being and patient-centered care.

Outline

1) Introduction

2) 3 Different Types of Communication
   a) Passive
   b) Assertive
   c) Aggressive

3) Five Benefits of Assertive Communication
   a) Increased Confidence & Self-Esteem
   b) Less Anxiety
   c) Less Depression
   d) Cultivate emotional intelligence
   e) Greater sense of being in control or self-advocating
   f) Improved Relationships

4) Three Common Reasons We Fail At Being Assertive
   a) Feelings of guilt related to rejecting others
   b) Nervousness/Anxiety
   c) Vulnerability

5) The Temporary Discomfort Of Being Assertive

6) Basic Structure For Forming Assertive Statements
   a) I feel "x" when you "y" in situation "z," and I would like....

7) Why Nurses Need Assertive Communication Skills

8) Preparing To Get Started Using Assertive Communication
   a) Practice forming assertive statements
   b) Practice saying them out loud to a good friend or your spouse
   c) Take time to get your thoughts together when you encounter a difficult situation

9) Confidence Building Formula To Use When Calling A Physician
   a) Introduce self with title and employer
   b) State who you are calling about
   c) Give brief and relevant historical information as needed (Patient had TLHR on date, etc)

   d) State the problem the patient is having; what you have done; and outcome.
   e) Make a recommendation
   f) Read orders back to physician
   g) Thank physician for their time

10) Summary

Bibliography

Adanza, K., Espy, L., & Worthington, S. (2019, December 12). 20 Easy-to-Use Assertive Communication Skills for Confidence and Respect. Retrieved January 20, 2020, from https://projectbliss.net/assertive-communication-skills/

Beqiri, G. (2018, November 9). Saying no: Improve assertive communication to reduce stress. Retrieved January 20, 2020, from https://virtualspeech.com/blog/assertive-communication-reduce-stress

Gillihan, S. (2018, January 18). 5 Benefits of Asserting Your Needs-and How to Start Today. Retrieved January 20, 2020, from https://www.psychologytoday.com/us/blog/think-act-be/201801/5-benefits-asserting-your-needs-and-how-start-today

Mushtaq, B. (2018, May 21). Assertiveness In Nursing. Retrieved January 20, 2020, from https://crimsonpublishers.com/cojnh/pdf/COJNH.000561.pdf

Stressed out? Be assertive. (2017, May 9). Retrieved January 20, 2020, from https://www.mayoclinic.org/healthy-lifestyle/stress-management/in-depth/assertive/art-20044644

Wignall, N. (2019, December 11). Assertiveness: A Complete Step-by-Step Guide [2020]. Retrieved January 20, 2020, from https://nickwignall.com/assertiveness/

Debriefing the Frontlines, Inc – Department of Continuing Nursing Education

Summary of Participants' Evaluation

COURSE TITLE: *Effective & Assertive Communication For Nurses*

DATE: _____

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

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

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

*****

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

In general, the below listed objectives were reflective of the overall purpose/goal of the activity. 1 2 3 4
34 participants took the course *Effective and Assertive Communication for Nurses,* 100% of participants rated 3-4

Overall Purpose/Goal:
To educate participants on benefits of assertive communication and how to communicate assertively and effectively.

*****

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

Objective 1: Identify 3 different types of communication 1 2 3 4
Objective 2: State 5 benefits of assertive communication 1 2 3 4
Objective 3: Communicate effectively and create assertive statements with ease 1 2 3 4
Objective 4: Explore how effective active listening and emotional intelligence can lower job-related stress and prevent compassion fatigue. 1 2 3 4

100% of participants rated 3-4.

*****

TEACHING EFFECTIVENESS OF EACH INDIVIDUAL FACULTY MEMBER/PRESENTER:
Tara Ryan Kosmas, MSN, RN, NC-BC, CHSE, SOAR

The presentation was organized and easy to follow. 1 2 3 4 - 100% rated 4
The teaching methods were appropriate for the subject area and content. 1 2 3 4 - 100% rated 4
The speaker demonstrated knowledge/expertise in the topic. 1 2 3 4 - 100% rated 4
The content was based on current professional/scientific information. 1 2 3 4 - 100% rated 3-4
The speaker clarified content in response to questions. 1 2 3 4 100% rated 3-4
The speaker demonstrated regard for previous knowledge and experience of the learner. 1 2 3 4 100% rated 4
The presentation level was appropriate for the background and experience of the learner. 1 2 3 4 - 100% rated 3-4
The speaker was confident speaking before an audience. 1 2 3 4 - 100% rated 3.4.
The speaker exhibited enthusiasm for the topic. 1 2 3 4 - 100% rated 3-4.

*****

FUTURE LEARNING OPPORTUNITIES THAT WOULD BE BENEFICIAL INCLUDE:

More time for questions
Longer Q&A session

Certificate of Continuing Nursing Education

Full Name

License # Date: XX/XX/XXXX

has successfully completed

Effective and Assertive Communication For Nurses

and has been awarded 1.0 contact hour

Tara Ryan Kosmas
MSN, RN, NC-BC, CHSE, SOAR
CNE Program Coordinator

Debriefing the Front Lines, Inc
Department of Continuing Nursing Education
13301 Menorah Drive Punta Gorda, FL 33955
Provider #: LT0308-0621

Attendance Roster

Title:

Presenter: Contact Hours: 1.0

Date: Provider #: XXXXXXX

CNE Provider: Debriefing the Front Lines, Inc.

CNE Program Coordinator: Tara Ryan, MSN, RN, CHSE, SOAR

Participant Name	RN or LPN	License Number	Email Address	ntact Hours Awarde

Carol Moreland [KSBN]

From: Tara Ryan Kosmas <tara@debriefingthefrontlinesinc.org>
Sent: Thursday, April 2, 2026 11:29 AM
To: Carol Moreland [KSBN]
Subject: Long Term CNE Provider Renewal Application
Attachments: 1. Long-Term-CNE-Provider-Application.pdf; 2. Debriefing the Front Lines, Inc. CNE Policies.pdf; 3. Debriefing in Daily Work - CNE Offering .docx-2.pdf; 4. Effective Assertive Communication For Nurses - CNE Offering.docx.pdf; 5. Attendance Roster - DF.xlsx - CNE Attendance Roster.pdf

EXTERNAL: This email originated from outside of the organization. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Good afternoon Carol,

Attached you will find the following documents for Debriefing the Front Lines, Inc. Long Term CNE Provider Renewal Application in prep for the April 9th deadline.

1. Long Term CNE Provider Application
   Despite the best efforts of myself and our Operations Director, it appears you cannot view each policy in entirety on the form. With this being said, I have attached it in an alternate format entitled
   Debriefing the Front Lines, Inc CNE Policies.

2. Long Term CNE Provider Application Alternate Format, Debriefing the Front Lines, Inc CNE Policies

3. Example of CNE Offering: Debriefing in Daily Work

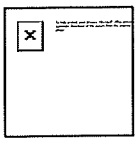
4. Example of CNE Offering: Effective Assertive Communication for Nurses

5. Attendance Roster

CNE Provider status is incredibly meaningful and important to the work of our organization. It is my hope, if anything is missed, I will have the opportunity to provide the information upon request. Thank you for everything - you are appreciated!

In gratitude,
Tara

Tara Ryan Kosmas MSN, RN, NC-BC, CHSE, SOAR
Executive Director, Debriefing the Front Lines, Inc.





"We honor and respect your boundaries surrounding personal time, well being, caretaking, rest and healing. Should you receive this communication during a time you are engaging in any of the above, please protect your energy and wait to respond until you are working and ready. Prioritize joy, not email, when and where you can."

Confidentiality: Debriefing the Front Lines Inc. believes that protection of privacy and confidentiality is essential to maintaining the trusting relationship between provider and client. Debriefing the Front Lines Inc. supports legislation, policies and standards that protect individually identifiable information. All information remains confidential.



Dr. Kehinde Elisha

Email: Nursetonursecoach@gmail.com or kennyt310@gmail.com for update

347-901-6037

LT03240922

Unable to submit online due to glitches

Good day,

Inside this document is: Submitted for 2024

1. **Check paid since 2024- In response to the email that I was delinquent (I am not)**
2. **Attempt to file again did not work (Please see the proof)**
3. **Total Program Evaluation**
4. **Continue education annual report pre-filled (Screenshot)**
5. **Psychopharmacology content thought**
6. **Certificate issued sample**

Payment and form filled in 2025- Please find the attached. Paid by Check

Proof available on request (Site cannot be reached)

Total Program Evaluation Done– NP Certification Academy, LLC. LT03240922

Area	Frequency	Resp. Person	Criteria	Findings	Actions / Recommendations
Administration	Annually	Program Director	Job descriptions are current and accurately reflect responsibilities	Job descriptions reviewed and updated to include virtual learning responsibilities	Continue annual review; incorporate technology competencies
Policies: Assess need, planning	Annually	Nurse Planner	Needs assessments and written evaluation tools are used to plan offerings	Needs assessment tool in use; results incorporated in planning	Continue current practice; expand assessment to include post-COVID learning preferences

Dr. Kehinde Elisha

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347-901-6037

LT03240922

Unable to submit online due to glitches

Review survey appropriateness & use in planning	After each activity; reviewed annually	Nurse Planner	Post-activity survey aligns with learning objectives and planning	Survey questions reviewed and aligned with ANCC criteria; feedback used in 80% of future planning	Standardize survey questions across programs

Policies: Fee Assessment	Annually	Finance Manager / Program Director	Policy reflects fairness and accessibility	Fees reviewed and aligned with operational costs and participant affordability	Recommend annual market analysis for fee benchmarking
Policies: Announcement	Per activity	Education Coordinator	Announcement includes title, objectives, contact hours, requirements	All announcements reviewed and include required KSBN components	Maintain review checklist for announcements
Policies: Offering approval process	Per offering	Nurse Planner	Policy reflects KSBN and ANCC requirements	Process reviewed; approval steps documented and followed	Formalize approval process in internal SOP manual
Policies: Awarding contact hours	Per activity	Nurse Planner	Agenda/pilot results support awarded contact hours	Pilot tests confirm content time matches awarded hours	Maintain pilot records and review periodically

Dr. Kehinde Elisha

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Policies: Verifying participation / completion	Per activity	Education Coordinator	Sign-in sheets, certificates align with KSBN requirements	All participants verified and issued certificates based on completion	Transition to electronic tracking system (Printed)
Policies: Record keeping	Annually	Program Director	Records retained per KSBN timeframes; easily retrievable	All files complete and accessible; minor gaps in documentation for 1 event	Retrain staff on documentation process
Policies: Notification of changes	As needed	Program Director	KSBN notified promptly of program/staff changes	One change reported late due to internal mis-communication	Update internal process for faster change notification
Total Program	Annually	Program Director /	Evaluation covers all	Full evaluation completed;	Develop dashboard to
Evaluation effectiveness		Nurse Planner	required components; informs future planning	results integrated in next year's plan	track outcomes over time

Application – Website submission not going through. Initially submitted (Turn over)

(Several attempts made to fill out the form for Providers renewal)

Dr. Kehinde Elisha

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KANSAS STATE BOARD OF NURSING
LANDON STATE OFFICE BUILDING
900 SW JACKSON, SUITE 1051
TOPEKA, KS 66612-1230

Continuing Education Annual Report

Name of Provider	KEHINDE H ELISHA
Provider Number (for Renewal)	LT03240922
Legal Body (if different from provider)	
Address of Provider	24100 STONE SPRINGS BLVD
	24100 Stone Springs Blvd
Telephone	3479016037
E-Mail Address	kennyt310@yahoo.com
Program Coordinator	KEHINDE H ELISHA
Reporting Year:	2025

Interactive Offerings

Total Number of Offerings	10
Total Number of offering Contact Hours: Sum of all contact hours presented	1500
Total Number of APRN Participants	20
Total Number of RN Participants	0
Total Number of LPN Participants	0
Total Number of LMHT Participants	0

Total Number of Offerings	10
Total Number of offering Contact Hours: Sum of all contact hours presented	1500
Total Number of APRN Participants	20
Total Number of RN Participants	0
Total Number of LPN Participants	0
Total Number of LMHT Participants	0

Offering Contact Hours taught by: Sum of OH taught by each category total should be the same as :Total Number of Offering Contact Hours"

Nurses	0
Others	0

Independent Study Offerings

Complete only if you offer Independent Study

Number of Independent Study topics offered:	3
Total Number of Independent Study Contact Hours: Sum of all contact hours for IS topics	6
Total Number of APRN Participants	0
Total Number of RN Participants	0
Total Number of LPN Participants	0
Total Number of LMHT Participants	0

Attestation
I realize that this application is a legal document and by pressing the Submit button you are 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 press the Submit button .
Otherwise please go back and correct any information that is necessary.

SUBMIT WILL CONTINUE YOU ON TO THE FILE UPLOAD PAGE

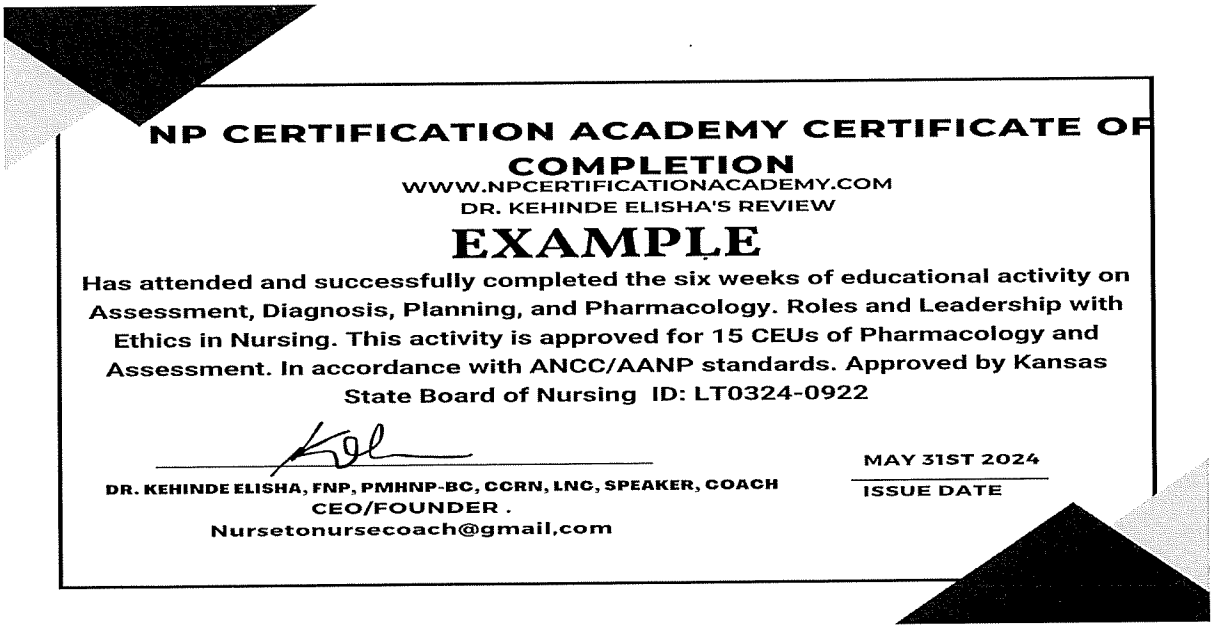
SUBMIT

Dr. Kehinde Elisha
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Application – Website submission not going through. Initially submitted (Turn over)

Sample Certificate and CE O2erings in Psychopharmacology document

(https://docs.google.com/presentation/d/1raj7f9fRtxXYAzrE8kFAnl-ME8zFJ0U/edit?usp=sharing&ouid=115024391446202759454&rtpof=true&sd=true)



NP CERTIFICATION ACADEMY CERTIFICATE OF COMPLETION

WWW.NPCERTIFICATIONACADEMY.COM

DR. KEHINDE ELISHA'S REVIEW

EXAMPLE

Has attended and successfully completed the six weeks of educational activity on Assessment, Diagnosis, Planning, and Pharmacology. Roles and Leadership with Ethics in Nursing. This activity is approved for 15 CEUs of Pharmacology and Assessment. In accordance with ANCC/AANP standards. Approved by Kansas State Board of Nursing ID: LT0324-0922

DR. KEHINDE ELISHA, FNP, PMHNP-BC, CCRN, LNC, SPEAKER, COACH
CEO/FOUNDER .
Nursetonursecoach@gmail.com

MAY 31ST 2024
ISSUE DATE

Supporting documentation

Advanced Psychopharmacology for Mental Health Professionals
CE Provider: Dr. Kehinde Elisha
Contact: nursetonursecoach@gmail.com
Cost: $0–$10
Duration: 3 Weeks / 150 Contact Hours / 15 CEUs

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Format: Online Live or Hybrid
Offerings: Up to 10 times per year

a. **Summary of the Planning**
This intensive 3-week course was designed to provide mental health professionals, especially nurses and nurse coaches, with thorough knowledge of psychopharmacology, focusing on clinical applications and safe medication management. Planning involved collaboration with expert clinicians and educators to meet continuing education standards and deliver high-impact, accessible training at a low cost.

b. Offering Announcement or Brochure ADVANCED PSYCHOPHARMACOLOGY FOR NURSE COACHES & MENTAL HEALTH

PROFESSIONALS Cost:
$0–$10
Contact: nursetonursecoach@gmail.com
Format: Online Live / Hybrid
Duration: 3 Weeks (150 Hours, 15 CEUs)
Next Sessions: Rolling admission, up to 10 per year **Course**
Overview:
This course equips clinicians with foundational and advanced psychopharmacology knowledge, emphasizing clinical relevance, ethical considerations, and interdisciplinary collaboration.

c. Title and Objectives
Title: Advanced Psychopharmacology for Mental Health Professionals **Learning Objectives:**
Participants will be able to:
1. Explain mechanisms of action and pharmacokinetics of psychotropic medications.
2. Identify indications, side effects, and interactions of major psychotropic drug classes.
3. Integrate medication knowledge into patient assessment and treatment planning.
4. Apply ethical and legal principles in psychopharmacology practice.
5. Collaborate effectively with prescribers and treatment teams.

d. Offering Agenda (3-Week Outline)
Week Topics & Activities **Approximate Hours**

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Foundations of neurobiology, neurotransmitters, pharmacokinetics/pharmacodynamics

Week - Overview of psychotropic drug classes

1: Antidepressants (SSRIs, SNRIs, MAOIs, TCAs) 50
Case studies and clinical application
Interactive Q&A and quizzes
Anxiolytics and hypnotics (benzodiazepines, buspirone)
Antipsychotic medications: typical and atypical

Week - Mood stabilizers: lithium, anticonvulsants 50

2: Side effects and patient monitoring
Role plays and case analyses
Psychopharmacology in special populations: children, elderly, pregnancy

Week - Medication adherence, ethics, and legal considerations 50

3: Black box warnings and safety alerts
Collaborative care and communication
Final case studies and comprehensive assessment

e. Bibliography

1. Stahl, S.M. (2021). *Stahl's Essential Psychopharmacology* (5th ed.).
2. Preston, J.D., O'Neal, J.H., & Talaga, M.C. (2021). *Handbook of Clinical Psychopharmacology for Therapists*.
3. American Psychiatric Association Practice Guidelines.
4. UpToDate & Medscape Clinical Resources.

f. Summary of Participants' Evaluations

Overall satisfaction: 4.8/5
Instructor effectiveness: 4.9/5
Content relevance: 4.8/5
Practical application highly praised
98% participants recommend the course

g. Instructor Education and Experience

Dr. Kehinde Elisha – Lead Instructor & CE Provider

Dr. Kehinde Elisha
Email: Nursetonursecoach@gmail.com **or** kennyt310@gmail.com **for update**
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MSN, PMHNP – Board Certified Psychiatric Nurse Practitioner **4+ years of clinical and teaching experience in mental health** and psychopharmacology
Published researcher and frequent speaker in psychiatric education forums

h. Documentation to Verify Completion Certificate of Completion issued upon:

Attendance of 85% or more of live sessions
Passing final assessment (minimum 80%)
Submission of course evaluation

Certificate includes participant name, course title, CEUs awarded (15), and is signed by Dr. Kehinde Elisha.

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

Renewal or Initial

Name of Provider: **Citizen's Medical Center** **LT 0298-0616**

Name of Program Coordinator: **Ashley Lambert, CNO / Jenny Niblock, CSO**

Date Received: **4/7/26**

Date to CNE Committee: **June 2026**

_____ **Approved**

_____ **Not Approved:** _____

Date Notified: _____

Information Required	Received	NA
1. 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	
2. The name and address of the organization on the application	X	
3. 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
4. The name, education and experience of the program coordinator responsible for CNE – include resume	Jenny Niblock, APRN / Ashley Lambert, RN	
A. Be a licensed professional nurse	X	
B. Have three years of clinical experience	X	
C. Have one year of experience in developing and implementing nursing education	X	
D. Have a baccalaureate degree (unless held this position for the provider at least five years immediately prior to January 1, 1977)	X	
Policies & Procedures:		
5. Written policies and procedures, including at least the following areas:		
A. Assessing the need and planning for CNE activities	X	
B. Fee assessment	X	
C. 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	X	

	relicensure. Kansas State Board of Nursing provider number: "		
	D. 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	
6.	For long term providers, the policies and procedures for the approval process shall include the following:		
	A. A summary of the planning	X	
	B. The behavioral objectives	X	
	C. The content, which shall meet the definition of CNE in KSA 65-1117	X	
	D. The instructor's education and experience, documenting knowledge and expertise in the content area	No instructors listed	
	E. 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	Not really addressed	
	F. An offering evaluation that includes each participant's assessment of the following:		
	1. The achievement of each objective		
	2. The expertise of each individual presenter		
7.	An approved provider may award any of the following:		
	A. Contact hours as documented on an offering agenda for the actual time attending, including partial credit for one or more contact hours	X	
	B. Credit for fractions of hours over 30 mins to be computed towards a contact hour		X
	C. Instructor credit, which shall be twice the length of the first-time presentation of an approved offering, excluding an standardized, prepared curriculum		X
	D. Independent study credit that is based on the time required to complete the offering, as documented by the provider's pilot test results		X
	E. Clinical hours		X
	Documentation of Attendance		
8.	Each provider shall maintain documentation to verify that each participant attended the offering. The provider shall require each participant to sign a daily roster, which shall contain the following information:		
	A. The provider's name, address, provider number, and coordinator	X	
	B. The date and title of the offering, and the presenter or presenters	X	
	C. The participant's name and license number and the number of contact hours awarded	X	
9.	Each provider shall maintain documentation to verify completion of each independent study offering, if applicable. To verify completion of an independent		

study offering, the provider shall maintain documentation that includes the following:		
A. The provider's name, address, provider number, and coordinator		X
B. The participant's name and license number, and the number of contact hours awarded		X
C. The title of the offering		X
D. The date on which the offering was completed		X
E. Either the completion of a posttest or a return demonstration		X
Certificate of Attendance/CE Transcript		
10. 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	
11. Each certificate and each CE transcript shall be complete before distribution to the participant	X	
12. Each certificate and each CE transcript shall contain the following information:		
A. The provider's name, address and provider number	X	
B. The title of the offering	X	
C. The date or dates of attendance or completion	X	
D. The number of contact hours awarded and, if applicable, the designation of any independent study or instructor contact hours awarded	X	
E. The signature of the individual responsible for the providership	X	
F. The name and license number of the participant	X – not clear that lic# is on the form	
Recordkeeping & Storage		
13. For each offering, the approved provider shall retain the following for two years:		
A. A summary of the planning	X	
B. A copy of the offering announcement or brochure	X	
C. The title and objectives	X	
D. The offering agenda or, for independent study, pilot test results	X	
E. A bibliography	X	
F. A summary of the participants' evaluations	X	
G. Each instructor's education and experiences	X	
H. Documentation to verify completion of the offering	X	
14. The record storage system used shall ensure confidentiality and easy retrieval of records by authorized individuals	X	
Program Evaluation Plan		

15. For long-term providers, a copy of the total program evaluation plan	X	

12/2018

Two Proposed Offerings	
The provider shall submit two proposed offerings, including the following:	
16. Offering #1 ACLS-Full Course	X
A. A summary of planning	x
B. A copy of the offering announcement or brochure	
C. The title and behavioral objectives	x
D. The offering agenda or, for independent study, pilot test results	x
E. Each instructor's education and experience	TPE says all instructors will be qualified per KSBN regs
F. A current bibliography	
G. The offering evaluation form	
17, Offering #2: PALS – recert course	X
A. A summary of planning	x
B. A copy of the offering announcement or brochure	
C. The title and behavioral objectives	x
D. The offering agenda or, for independent study, pilot test results	x
E. Each instructor's education and experience	TPE says all instructors will be qualified per KSBN regs
F. A current bibliography	
G. The offering evaluation form	

12/2018, Rev 6/2025

LONG-TERM CNE PROVIDER APPLICATION

COVER PAGE

Initial Application: ○ **Renewal:** ◉

Name of Provider: Citizens Medical Center, Inc.

Provider Number (For Renewal): LT0298-0616

Legal Body (If different from provider):

Address of Provider: 100 E. College Dr; Colby, KS 67701

Telephone: 785-462-7511

Email: education@cmciks.com

Program Coordinator (RN): Jenny Niblock, CSO/Ashley Lambert, CNO

Date (mm/dd/yyyy): 04/07/2026

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).

Continuing Education Needs are assessed annually via surveys completed by class participants and/or associates.

The advisory group, comprised of most listed on our Program Management Organizational Chart (CSO, CNO/Education Manager, Nursing Administrative Assistant, and with the addition of our in-house instructors as needed) review the surveys, evaluate needs and discuss any need for changes.

We ensure the CNE subjects presented meet the definition/criteria of CNE in KSA 65-1117(a) by referring to rules and regulations set forth by KSBN anytime a new subject is considered.

Process for Fee Assesment

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.

Our fee assessment operates on a "break even" basis, matching our income to our costs as close as possible. The advisory group discusses the need for changes of fees due to cost increase of materials, time, etc. in conjunction with the annual needs assessment review.

If insufficient fund checks arise, we will simply communicate with the participant accordingly and request new payment in a different form.

We don't collect funds until the day of class at the earliest. Participants have the option of paying at the time of class or receiving an invoice. They also have the option for us to directly invoice their institution if the necessary information is provided.

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).

All of our CNE announcements are published via our hospital website 'Calendar' and our internal Education google calendar. Information pertaining to each offering is included in the Google Registration Forms (attached).

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 following 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 via resume'
5. A 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 thhe presenter is completed.

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 calculation of hours is based off each full hour taught. We do not offer any CNE applicable courses that are less than 3 hours in length at this time. We do not offer partial credit nor do we allow late arrivals or early departures of participants. We do not offer independent study.

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)

Our CNE rosters of attendance contain the following information: Provider name and number, Event Name, Date, Name of Presenter, Contact Person(s) & Phone Number, and Presenting Agency Name. It also includes the statement that we are an approved CNE Provider by KSBN and states how many contact hours the course is approved for and applicable for APRN, RN, LPN relicensure.

Participants are to sign in with their name, title, license number, email and signature as listed on their license.

Independent Study = N/A

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)

All Education records including instructor resumes, required course objectives, completed rosters, sign-in sheets and copies of CNE certificates issued are stored electronically and confidentially on a limited access PC drive for a minimum of 10 years.

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)

Policies are reviewed on an annual basis and will be submitted with any changes as stated on the Total Program Evaluation annual form.

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)

Our CNE rosters of attendance contain the following information: Provider name and number, Event Name, Date, Name of Presenter, Contact Person(s) & Phone Number, and Presenting Agency Name. It also includes the statement that we are an approved CNE Provider by KSBN and states how many contact hours the course is approved for and applicable for APRN, RN, LPN relicensure.

Participants are to sign in with their name, title, license number, email and signature as listed on their license.

Independent Study = N/A

Total Program Evaluation

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

Total program evaluations are completed annually based on the outcome of the Evaluation Summary + Action Plan and returned Needs Assessment questionnaires.

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: Lyndsay James, Nursing Administrative Asst
J Mayfield DOK, APRN, CSO

Date: 4/7/2026

Needs Assessment Questionnaire

In order to better meet your needs and interests, we would appreciate a few minutes of your time to complete the following survey.

[Check one] RN _____ LPN_____ OTHER_____

1. What is your current place of employment?

Hospital
Physician's office
Nursing Home
School of Nursing
Other _____
Not currently employed.

2. In what area do you specialize?

Community Health
Critical Care
Geriatrics
Medical/Surgery
(3) Obstetrics
Pediatrics
Psychiatry/Mental Health
Other _____

3. How do you most often hear about continuing nursing education (CNE) offerings?

Through information posted on bulletin boards at work
Through brochures received at home
Other _____
Through advertisements in professional newsletters and journals
Through friends/colleagues

4. For your most recent re-licensure period, approximately how many hours of CNE were obtained through programs held within your work organization?

5. For your most recent re-licensure period, approximately how many hours of CNE were obtained through independent study?

6. For your most recent re-licensure period, approximately how many hours of CNE were obtained through college credit?

7. When attending programs do you prefer one that is:

8. Does your schedule best allow attendance of programs that are:

9. What do you like most about our continuing education programs?

10. What do you like least about our continuing education programs?

ASHLEY LAMBERT

REGISTERED NURSE

Alambert_15@yahoo.com

785-657-7598

Rexford, KS 67753



PROFESSIONAL SUMMARY

Efficient and conscientious with strong leadership and organizational skills, resulting in streamlined operations and improved patient care. Demonstrates solid work ethic with focus on accuracy and timely completion of tasks. Possesses expertise in team management, patient care coordination, and compliance with healthcare regulations. Well-prepared to excel as Nursing Manager, bringing wealth of relevant skills and knowledge.

EXPERIENCE

Citizens Health - Chief Nursing Officer *6/8/2025 to present*

Citizens Health - Acute Care Nursing Manager

Colby, KS • 10/2019 - 6/2025

- Established strong relationships with physicians and other healthcare providers to facilitate seamless delivery of care.
- Successfully implemented new electronic medical record system across the organization.
- Collaborated with interdisciplinary team members to improve efficiency of patient care services.
- Demonstrated ability to effectively resolve conflicts among staff members while maintaining a professional demeanor.
- Created and implemented policies and procedures that improved patient care quality and safety standards.
- Established positive relationships with staff, patients, and families to ensure quality care and satisfaction.
- Established work schedules and assignments for staff, accorded to workload, space, and equipment availability.
- Conducted recruitment, hiring, and training of personnel.

Citizens Health - Registered Nurse/ Nurse Supervisor/Labor and Delivery Nurse

Colby, KS • 04/2014 - 10/2019

- Managed multiple tasks while providing timely, high quality patient care.
- Utilized critical thinking skills to assess changes in patient conditions, recognize complications and intervene appropriately.
- Demonstrated strong communication skills to collaborate with interdisciplinary team members to ensure optimal patient outcomes.
- Provided direct patient care, including assessment and evaluation of health status, development of individualized plans of care and implementation of nursing interventions.
- Prioritized workloads based on changing clinical situations.

Galichia Medication Group - MA/LPN/Clinical Office Manager

Wichita, KS • 11/2008 - 04/2014

- Collaborated with physicians and other healthcare professionals to deliver quality care.
- Maintained patient charts and medical records in EMR software.
- Educated patients and families on treatment plans and medications.
- Answered patient calls and determined proper course of care.
- Organized associate schedules to ensure efficient coverage with all Providers

REFERENCES

References available upon request

EDUCATION

Wichita State University
KS • 05/2018

***Bachelors of Science*:** Nursing

Pratt Community College
KS • 12/2014

***Associate Degree*:** Nursing (RN)

Wichita Area Technical
KS • 12/2013

***Practical Nursing*:** LPN

SKILLS

- Professional
- Excellent communication
- Compassionate care
- Quality improvement
- Ethical practice
- Attention to detail
- Clinical supervision
- Task delegation
- Teamwork and collaboration
- Staff development
- Multitasking and organization
- Time management
- Problem-solving
- Electronic charting expertise
- Policy development
- Student nurse management
- Adaptability and flexibility

CERTIFICATIONS

- BLS
- TNCC
- PALS
- ACLS
- OB didactic
- KHA Leadership Institute- 2024

Please circle all topics of interest:

ACLS Medications
Adolescent Crises
Aging
Allergies
Arthritis
Asthma
Attention Deficit Disorder
Blood Disorders
Breast Feeding
Burns
Cancer
Cardiac Rehabilitation
Case Management
Chemotherapy
Chest Injuries
Child Abuse
Cirrhosis
Co-dependency
Conflict Resolution (patient, resident, or family)
Communicable Diseases
Compassion
Complications of Pregnancy
COPD
Cor Pulmonale
Cultural Differences
Dementia Care
Depression
Dermatologic Problems
Diabetes
Discharge Planning
Drug Update
Dysrhythmias (Basic)
Eating Disorders
EKG Interpretation
Elderly Abuse
Epidurals for Pain Control
Epilepsy
Epilepsy
Ethical Issues
Fluid / Electrolytes
Future of Healthcare
Geriatrics
G.I. Bleeding
Grief
Growth and Development
Guardianship
GYN Problems
Humor in Healthcare
Hypertension
ID of High Risk Infant
Illegal Drug Use
Immunizations
Inflammatory Bowel Disease
Diabetic Ketoacidosis
Laparoscopic Surgical Procedures
Legal Perspectives
Neuro Disorders
Nursing Care Plans
Nursing Diagnosis
Organ/Tissue Donation
Orthopedic Infections
Osteoporosis
Ostomy
Pacemaker
Panic Lab Levels
Patient Teaching
Pediatrics
Pelvic Inflammatory Disease
Peptic Ulcer Disease
Pericarditis
Peripheral Vascular Surgery
Physical Assessment
Premature Labor
Pulmonary Edema
Pneumonia
Pulmonary Embolism
Renal Disorders
Respiratory Distress Syndrome
Reyes Syndrome
Seizures
Self-esteem in Children
Self-image
Septic Shock
Sexual Transmitted Diseases
Shock
Sleep Disorders
Spinal Injuries
Spirituality
Sports Injuries
Stabilization/Transport of Neonate
Stress
Stroke
Substance Abuse
Sudden Infant Death Syndrome
Suicide
Thyroid Disorders
Total Parenteral Nutrition
Toxemia
Trauma
Urinary Tract Infection
Urologic Disorders
Utilization Review
Valvular Heart Disease
Wellness
Other

Citizens Medical Center, Inc.
KSBN Providership Total Program Evaluation Summary/Action Plan

CATEGORY/SECTION	CRITERIA	DATE/OUTCOME	ACTION PLAN	
A. Administration				
Organization	1. Organizational structure of CNE is identified with the parent organization.			
Philosophy, Goals and Objectives	1. The CNE unit functions within the parent mission philosophy and meets CE goals and objectives.			
	2. The CNE unit promotes compliance with CE Rules and Regulations of the KSBN.			
Coordinator	1. Program Coordinator's job description complies with KSBN coordinator criteria.			
Advisory Component	1. The CNE unit works collaboratively with clinical educators and nursing staff to provide CNE.			
	2. Nursing Educator/Consultant participates in identifying CNE offerings presented.			
B. Program Management				
Policies and Procedures	There are policies and procedures to facilitate the CNE program: • CNE Attendance Rosters, CNE certificates, Independent Study CNE evaluation and CNE Instructor Credit • Marketing Materials • CNE Instructor Criteria • CNE Record Management • Contracting for CNE by Outside Groups • Independent Study for CNE • Duplicate certificates • Payments of Tuition fees for CNE offering • Refunds of Registration fees • Policy statements			

Records	1. Records are maintained for each CNE offering that include: *syllabus *bibliography *copy of handout *vita *original roster/KSBN roster *independent study pilot results *evaluation results			
	2. Storage of CNE records by major nursing categories allows for easy retrieval of information.			
	3. Confidentiality of sign-in rosters is monitored.			
Instructors	1. The faculty are academically and clinically prepared in their area of responsibility.			
	2. Facility utilized adult education principles and exhibits effective teaching skills.			
	3. Faculty are providing appropriate content for CNE approval.			
Needs Assessment	1. Nursing staff have input into topics for CNE offerings.			
	2. Participants have input into topics for CNE offerings.			
Offering Design	1. Offerings are planned by faculty representing the topic content area, learner and management.			
	2. Faculty take an active part in planning, implementing, and evaluating the offering.			
	3. Objectives are stated in behavioral terms that define the expected outcomes for the learner.			
	4. Objectives are consistent with time allotted for the offering.			

	5. Objectives are consistent with knowledge base of target audience.			
	6. Content reflects current or advanced nursing practice in the topic area.			
	7. Content satisfies the stated behavioral objectives for participant.			
	8. Content is appropriate for the time allotted for offering.			
	9. There is a tool provided to the participant for evaluation of the following: *Teaching effectiveness *Content			
	10. The marketing tool includes: *offering description *objectives *target population *faculty *fee *KSBN provider statement and number *number of contact hours awarded *policy statements			
Learner	1. Participants are satisfied with topic areas presented.			
	2. Participants are provided an opportunity to interact with the faculty.			
C. TPEP Analysis	1. The TPEP continues to be appropriate and effective in meeting the needs of the KSBN and CMCI.			

CMCI
Continuing Education

Sign-In Sheet

Event Name:		Approved Provider:	Citizens Medical Center, Inc.
Date:		Contact Person:	Jenny Niblock, APRN/Ashley Lambert, BSN, RN 785-462-7511
Presenter:		Presenting Agency:	Citizens Medical Center, Inc. 100 E College, Colby KS 67701

NURSING, RT, OTHER

CMCI is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering is approved for ____ contact hours applicable for APRN, RN, or LPN relicensure.
Kansas State Board of Nursing provider number: LT0298-0616

Name	Title	License # (required)	Email (required)	Signature

CERTIFICATE OF ATTENDANCE

This certifies that:

Participant Name

License #

has completed:

_____

on _____ at Citizens Medical Center, Inc.

and is awarded ___ contact hours.

_____

Authorized Signature

Citizens Medical Center, Inc.
100 E College Dr, Colby KS 67701
Kansas Provider No. LT0298-0616

Operations Committee 372

ACLS Registration

Citizens Health
100 E College Drive
Colby KS 67701
education@cmciks.com

Sign in to Google to save your progress. Learn more

* Indicates required question

Email *

Advanced Cardiovascular Life Support (ACLS)
$100 - 2 day course

ACLS is an advanced course that builds on the foundation of lifesaving BLS skills, emphasizing the importance of continuous, high-quality CPR, and high-performance team dynamics.

Instructor-led, hands-on class format reinforces skills proficiency.

The ACLS Instructor-led course teaches the importance of preventing cardiac arrest, high-performance teams, early and continuous high-quality CPR, systems of care, recognition and intervention of cardiopulmonary arrest, post-cardiac arrest care, acute dysrhythmias, stroke, and acute coronary syndromes (ACS).

The student is responsible for obtaining the most current edition of the ACLS provider manual. The student is required to complete an online pre-course assessment and provide the certificate when presenting for class.

Emphasis on preventing cardiac arrest, early and continuous high-quality CPR, integration of BLS into ACLS and importance of high-performing teams
Hands-on team dynamics classroom activities
Video-based course with real world scenarios. Includes realistic, clinical scenarios that encourage active participation – delivered through actual patient videos and lifelike simulations
Hands-on class format to reinforce skills proficiency
Online Exam to be completed during classroom hours.

CMCI is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering is approved for 10 contact hours applicable for APRN, RN, or LPN relicensure.
Kansas State Board of Nursing provider number: LT0298-0616

Name *

Phone Number *

PALS-Recert Registration

Citizens Health
100 E College Drive
Colby KS 67701
education@cmciks.com

Sign in to Google to save your progress. Learn more

* Indicates required question

Email *

Pediatric Advanced Life Support (PALS) Recertification
$75 - 1/2 day course

The PALS Provider Course aims to improve outcomes for pediatric patients by preparing healthcare providers to effectively recognize and intervene in patients with respiratory emergencies, shock, and cardiopulmonary arrest by using high-performance team dynamics and high-quality individual skills. The course includes a series of case scenario practices with simulations that reinforce important concepts.

The student is responsible for obtaining the most current edition of the PALS provider manual. The student is required to complete an online pre-course assessment and videowork, and provide the certificate when presenting for class.

Includes realistic, clinical scenarios that encourage active participation – delivered through actual pediatric patient videos and lifelike simulations
Comprehensive and includes our systematic approach to assess and treat pediatric patients in emergency situations
Hands-on class format to reinforce skills proficiency
Co-branded with the American Academy of Pediatrics (AAP)

CMCI is approved as a provider of CNE by the Kansas State Board of Nursing. This course offering is approved for 3 contact hours applicable for APRN, RN, or LPN relicensure.
Kansas State Board of Nursing provider number: LT0298-0616

Name *

Phone Number *

Organization *

Date

Preferred Date of Course *
Date

Current Expiration Date *

Preferred Payment Method *

Invoice my Institution

I will bring cash/check at time of class

A copy of your responses will be emailed to the address you provided.

Never submit passwords through Google Forms.

Course Evaluation

HeartCode® ACLS Instructor-Led Hands-On Skills Session
ACLS Update Course With Video Prework
ACLS Update Course Card and BLS Card With Video Prework
ACLS Update Course

American Heart Association.

Date _____ Instructor(s) _____

Training Center _____ Location _____

1. Overall, I was satisfied with this offering.*
- ○ Strongly agree
- ○ Agree
- ○ Neutral
- ○ Disagree
- ○ Strongly disagree

2. The offering was scientifically rigorous, and the clinical content was evidence based.*
- ○ Strongly agree
- ○ Agree
- ○ Neutral
- ○ Disagree
- ○ Strongly disagree

3. The content appropriately represented the data on the subject and was not biased toward specific products or services.*
- ○ Strongly agree
- ○ Agree
- ○ Neutral
- ○ Disagree
- ○ Strongly disagree

4. Learning objectives: After participating in this activity, I will be better able to*

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Apply the BLS, Primary, and Secondary Assessments sequence for a systematic evaluation of adult patients	○	○	○	○	○
Recognize and perform early management of bradycardias and tachycardias that may result in cardiac arrest or complicate resuscitation outcome	○	○	○	○	○
Model effective communication as a member or leader of a high-performance team	○	○	○	○	○
Recognize the impact of team dynamics on overall team performance	○	○	○	○	○
Recognize and perform early management of respiratory arrest.	○	○	○	○	○

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	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Recognize cardiac arrest and perform prompt, high-quality BLS and optimized management of cardiac arrest until termination of resuscitation or transfer of care, including post–cardiac arrest care	O	O	O	O	O
Evaluate resuscitative efforts during a cardiac arrest through continuous assessment of CPR quality, monitoring the patient's response, and delivering real-time feedback to the team	O	O	O	O	O

5. My research or practice will be impacted or changed as a result of something I learned in this offering.*

- O True
- O False

6. Please rate the instructors for this course: *

	Excellent	Above average	Average	Below average	Poor	N/A
Instructor Name:	O	O	O	O	O	O
Instructor Name:	O	O	O	O	O	O
Instructor Name:	O	O	O	O	O	O
Instructor Name:	O	O	O	O	O	O

7. What action related to advanced cardiovascular life support will you now take that you would not have done before participating in this activity?*

_____

_____

_____

8. Please rate the following: *

	Excellent	Above average	Average	Below average	Poor	N/A
Quality and usefulness of course information	O	O	O	O	O	O
Effectiveness of content delivery	O	O	O	O	O	O
Appropriateness of course assessment activities	O	O	O	O	O	O

Course Evaluation

PALS Course with Video Prework
PALS Course card with BLS Card
PALS Course

American Heart Association.

Date _____ Instructor(s) _____

Training Center _____ Location _____

1. Overall, I was satisfied with this offering.*
- ○ Strongly agree
- ○ Agree
- ○ Neutral
- ○ Disagree
- ○ Strongly disagree

2. The offering was scientifically rigorous, and the clinical content was evidence based.*
- ○ Strongly agree
- ○ Agree
- ○ Neutral
- ○ Disagree
- ○ Strongly disagree

3. The content appropriately represented the data on the subject and was not biased toward specific products or services.*
- ○ Strongly agree
- ○ Agree
- ○ Neutral
- ○ Disagree
- ○ Strongly disagree

4. Learning objectives: After participating in this activity, I will be better able to*

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Perform high-quality CPR per American Heart Association basic life support recommendations	○	○	○	○	○
Perform your role as a high-performance team member	○	○	○	○	○
Differentiate between patients who require immediate intervention and those who don't	○	○	○	○	○
Differentiate between respiratory distress and failure	○	○	○	○	○
Perform early interventions for respiratory distress and failure	○	○	○	○	○
Differentiate between compensated and hypotensive shock	○	○	○	○	○
Perform early interventions for the treatment of shock	○	○	○	○	○

 © 2025 American Heart Association

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Differentiate between unstable and stable patients with dysrhythmias	O	O	O	O	O
Demonstrate treatment of dysrhythmias	O	O	O	O	O
Implement postarrest management	O	O	O	O	O

5. My research or practice will be impacted or changed as a result of something I learned in this offering.*

- O True
- O False

6. Please rate the instructors for this course: *

	Excellent	Above average	Average	Below average	Poor	N/A
Instructor Name:	O	O	O	O	O	O
Instructor Name:	O	O	O	O	O	O
Instructor Name:	O	O	O	O	O	O
Instructor Name:	O	O	O	O	O	O

7. What action related to pediatric advanced life support will you now take that you would not have done before participating in this activity?*

_____

_____

_____

8. Please rate the following: *

	Excellent	Above average	Average	Below average	Poor	N/A
Quality and usefulness of course information	O	O	O	O	O	O
Effectiveness of content delivery	O	O	O	O	O	O
Appropriateness of course assessment activities	O	O	O	O	O	O