

NC BOARD OF NURSING PRESENTATION REQUEST FORM

Please complete form and return to Paulette Hampton, MA – Education & Practice Coordinator – fax.919-781-9461 – Paulette@ncbon.com

REQUESTER CONTACT INFORMATION

Organization Name	
Contact Person Name/Title	
Email	
Office Phone	
Cell Phone	
Fax	

DATE/TIME INFORMATION

Desired Date and Time	
Street Address	
Building Name	
Room Number	
Parking Instructions	
Other specific information re location	

ATTENDEES AND LOGISTICS

Number of Attendees

Minimum of 30 licensed nurses required (APRN, RN, LPN). Five business days prior to the presentation, the NCBON may cancel said presentation if the adequate number of participants are unable to attend.

How many participants do you expect? _____

In what format would you like the requested workshop to be held? **At this time, we are providing webinars only.**

n/a In-person (presenter comes to requesting facility to provide workshop) or

Via webinar (presenter provides live interactive workshop via AdobeConnect webinar). Once the date/time has been confirmed with the presenter, you will be emailed a test link to AdobeConnect webinar so your facility's IT support can ensure connection capability. Please have IT support available on day of webinar to assist your facility with possible technical issues.

We wish to request the following be available to the presenter on the day of the presentation:

- Laptop (please load PPT to laptop once emailed)
- Access to Internet (if possible)
- LCD Projector
- Microphone
- Podium
- Speaker stool or chair
- Copying and distributing handout materials for attendees (these will be sent via email)

If you are unable to provide one of the above items, please indicate said item(s) below:

ADDITIONAL NOTES

PRESENTATION TITLE/DESCRIPTION

CHECK PRESENTATION(S) YOU WISH TO REQUEST

- Continuing Competence - 1 CH – 1 hour**
Presentation is for all nurses with an active license in NC and is an overview of continuing competency requirements.
- Legal Scope of Practice - 2 CHs – 2 hours**
Defines and contrasts each scope, explains delegation and accountability of nurse with unlicensed assistive personnel, and provides examples of exceeding scope. Also available via webcast on www.ncbon.com – [Nursing Education](#)>Continuing Education>Board Sponsored Offerings-Online Courses.
- Delegation: Responsibilities of the Nurse - 1 CH – 1 hour**
Provides information about delegation that would enhance the nurse’s knowledge, skills, and application of delegation principles to ensure the provision of safe competent nursing care.
- Understanding the Scope of Practice and Role of the LPN - 1 CH – 1 hour**
Assists RNs, LPNs, and employers of nurses in understanding the LPN scope of practice.
- Nursing Regulation in NC - 1 CH– 1 hour**
Describes Board authority, composition, vision, function, activities, strategic initiatives, and resources.
- Introduction to Just Culture and NCBON Complaint Evaluation Tool - 1.5 CHs - 1 hour and 30 minutes**
Provides information about Just Culture concepts, role of nursing regulation in practice errors, instructions in use of NCBON CET, consultation with NCBON about practice errors, and mandatory reporting. Suggested for audience NOT familiar with Just Culture.
- Introduction to the NCBON Complaint Evaluation Tool - 1 CH – 1 hour**
Provides brief information about Just Culture concepts and instructions for use of the NC Board of Nursing’s Complaint Evaluation Tool, consultation with the NCBON, and mandatory reporting. Suggested for nurses in leadership positions already familiar with Just Culture.

APPROVED PROVIDER

The North Carolina Board of Nursing is approved as a provider of nursing continuing professional development by the North Carolina Nurses Association, an accredited approver by the American Nurses Credentialing Center’s Commission on Accreditation.

NCBON CNE CONTACT HOUR ACTIVITY DISCLOSURE STATEMENT

The following disclosure applies to NCBON continuing nursing education activities listed above: Participants must attend the entire session(s) in order to be awarded CNE contact hours. Verification of participation will be noted by signature. No influential financial relationships have been disclosed by planners or presenters which would influence the planning of the activity. If any arise, an announcement will be made at the beginning of the session. No commercial support has influenced the planning of the educational objectives and content of the activity. Any commercial support will be used for events that are not CNE related. There is no endorsement of any product by NCNA or ANCC associated with the session(s). No session(s) relates to products governed by the Food and Drug Administration. If it did, appropriate and off-label use will be shared.

NC Board of Nursing presentation request form

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HONORARIA

An honoraria of \$100.00 per workshop is accepted but remains discretionary.
Please make checks payable to the North Carolina Board of Nursing – PO Box 2129 – Raleigh, NC 27602

ADVERTISING EVENT

Please note, if you wish to advertise this event, you must provide a copy of the advertisement to the NC Board of Nursing Approved Provider Unit Coordinator, Paulette Hampton, (paulette@ncbon.com), for approval before sending out said advertisement. The following NCNA language must be provided in the advertisement. The language must stand alone and be written exactly as follows:

The North Carolina Board of Nursing is an approved provider of nursing continuing professional development by the North Carolina Nurses Association, an accredited approver by the American Nurses Credentialing Center's Commission on Accreditation.

OBTAINING CONTACT HOUR CERTIFICATES

- Once the workshop has been completed, please have those who attended the workshop in its entirety complete the roster I will email you (printed name, signature, and email address). Make more copies of roster if needed.
- Email the completed roster to me at paulette@ncbon.com.
- I will then email the evaluation link to those who have completed the roster to the email address indicated.
- When the participant completes the evaluation, they are automatically emailed the contact hour certificate. If they do not receive the certificate, please ask them to check their spam or junk mail.

QUESTIONS?

Please contact Paulette Hampton, MA - Education & Practice Coordinator at paulette@ncbon.com.