

203-O

Demystifying the Continuing Nursing Education Application Process

Jean A. Proehl, RN, MN, CEN, CPEN, CCRN, FAEN; Jean.A.Proehl@Hitchcock.org



Upon completion of this course, the participant will be able to:

1. Discuss the components of a CNE application;
2. Construct behavioral objectives according to Bloom's taxonomy; and
3. Identify strategies for getting the speakers to do most of the work.

Prior to this session, participants are encouraged to download a copy of ENA's *Continuing Nursing Education Guidelines* from

<http://www.ena.org/coursesandeducation/education/CNE/Pages/Default.aspx>

- I. Components of the CNE Application
 - A. General application
 - B. Activity modules
 - C. Biographical Data Conflict of interest
 - D. Evaluation tool
 - E. Certificate
 - F. Marketing material
- II. Behavioral Objectives
 - A. Bloom's Taxonomy
 - B. Constructing accurate (useful) objectives
- III. Pulling it All Together
 - A. Timeline and deadlines
 - B. Information from speakers and committee members
 1. Forms
 2. Working with speakers to get the information
 - C. Editing and finalizing all of the material
 - D. Application fees

Resources:

Emergency Nurses Association. (n.d.). *Bloom's taxonomy*. Retrieved January 7, 2010, from <http://www.ena.org/coursesandeducation/education/CNE/Pages/Default.aspx>

Emergency Nurses Association. (2010). *Continuing nursing education guidelines*. Retrieved January 7, 2010, from <http://www.ena.org/coursesandeducation/education/CNE/Pages/Default.aspx>

Miller, C. (n.d.). *O is for objective Tutorial—Article*. Retrieved January 7, 2010, from <http://www.ena.org/coursesandeducation/education/CNE/Pages/Default.aspx>



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