

ALABAMA BOARD OF NURSING  
ADMINISTRATIVE CODE

CHAPTER 610-X-10  
CONTINUING EDUCATION FOR LICENSURE

610-X-10-.07      Reporting Requirements And Audit.

(1) A registered nurse and licensed practical nurse shall:

(a) Provide a signed statement of affirmation, under penalty, of the degree of compliance with all continuing education requirements for license renewal including, but not limited to, compliance with:

1. Earning the required number of contact hours of Board-approved or Board-recognized continuing education activities.
2. The designated earning period.
3. Content and acceptable activities.
4. Not repeating the continuing education activity during the earning period for continuing education credit.
5. Any other requirements in these rules.

(b) Maintain individual continuing education records for four years following the year in which the contact hours were earned including, but not limited to, certificates, transcripts, or other documentation of attendance at continuing education activities to substantiate earned contact hours.

(c) Submit documented evidence of meeting continuing education requirements at time of renewal.

(d) Submit to the Board, by electronically uploading to the individual's CE record, documentation of continuing education credit hours earned from Board-recognized providers that do not have an assigned ABNP number.

(2) Notice of Continuing Education Audit shall include:

(a) A notice of audit letter mailed thirty days prior to the first day of renewal to the address of record of the registered nurse or licensed practical nurse.

1. An electronic notice of CE renewal audit identified on the licensee individual profile.

(3) A registered nurse or licensed practical nurse who fails to comply with reporting requirements, requirements of the audit, requests for documents, or submitting false inaccurate, or incomplete evidence of meeting continuing education requirements may be subject to disciplinary action by the board.

(4) A registered nurse or licensed practical nurse who fails to provide evidence of meeting continuing education requirements for license renewal shall not have the license renewed.

(5) Board-Approved Continuing Education Providers:

(a) A provider's compliance may be evaluated by participant evaluations, provider evaluation, random on-site visits, or an audit of the provider's reports and records by the Board or its designee.

(b) Audits of providers may be conducted upon written complaint by any individual for failure of a provider to meet criteria for approval. The provider shall submit requested documents within 30 days of the date a written request is mailed. Failure to comply may result in sanctions by the Board.

(c) A self-evaluation report of compliance with standards shall be submitted to the Board according to Board guidelines as part of the application for continued approval.

**Author:** Alabama Board of Nursing

**Statutory Authority:** Code of Ala. 1975, §§34-21-2, 34-21-23 (f)

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