



Alabama Board of  
Examiners of Assisted Living  
Administrators

**December 2011 Edition**

Alabama Board of Examiners of  
Assisted Living Administrators  
5921 Carmichael Road  
Montgomery, AL 36117

(334) 271-2418 Phone  
(334) 271-2420 Fax

Amy Findley  
Executive Director

[Amy.Findley@boeala.alabama.gov](mailto:Amy.Findley@boeala.alabama.gov)

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# BOEALA *Newsletter*

## Online Renewals:

Don't forget you can renew your license online:

- 1) Assisted Living Admin License Renewal
- 2) NHA License Renewal for ALA License
- 3) NHA Initial Application for ALA License
- 4) Initial Application for ALA License
- 5) Emergency Permit Application

There is a convenience fee to use the online forms.

Go to [www.boeala.state.al.us](http://www.boeala.state.al.us) and click on "Online Forms and Apps"

## UPCOMING TESTING AND TRAINING DATES

<u>Dementia Training:</u>	<u>Section A Exams:</u>	<u>AIT &amp; Section B Exams:</u>
January 3, 2012	January 4, 2012	February 15-17, 2012
April 17, 2012	April 18, 2012	May 23-15, 2012
July 2, 2012	July 3, 2012	August 15-17, 2012
October 1, 2012	October 2, 2012	November 14-16, 2012

All applications must be postmarked 30 days prior to the Section A Exam.

Call the BOEALA office if you have questions.



**Board of Examiners**

Assisted Living Administrator

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**CEUs:**

Be sure to check out the BOEALA website for approved CEU courses.

[www.boeala.state.al.us](http://www.boeala.state.al.us) then click on "Course Approvals"

**ONLINE COURSES:**

[www.easyceu.com](http://www.easyceu.com)  
[www.nabweb.org](http://www.nabweb.org)  
[www.care2learn.com](http://www.care2learn.com)

Category I administrators may obtain a maximum of 6 hours online.  
Category II administrators may obtain a maximum of 9 hours online.

**Please Remember.....:**

- 1) When renewing online, fax a copy of your facility's ADPH license to (334) 271-2420 before the expiration date of your license
- 2) **Be sure you include the new Alabama Immigration Law Affidavit Form. An acceptable list of items to have notarized is on the back of the form.**
- 3) All fees paid to the BOEALA are non-refundable
- 4) ALL meetings of the BOEALA are open to the public
- 5) **If taking online courses for dementia credit.....BE SURE the course outline mentions the words dementia or Alzheimer's.**
- 6) Anything that has a NAB Approval number does not have to be submitted to the BOEALA for prior approval.
- 7) **Notify the BOEALA within 15 days of employment changes. Notify the BOEALA immediately in address or phone number changes.**

**NEW Office Hours:**  
**8:00am—1:00pm**  
**Tuesday—Friday**