



Alabama Board of  
Examiners of Assisted Living  
Administrators

**February 2009 Edition**

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

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Amy Findley  
Executive Director

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**Included in this issue:**

- 1) New Board Members
- 2) Upcoming Test Dates
- 3) Approved CEU Courses
- 4) License Renewal Info
- 5) Proposed Rule Changes

**ATTACHED**

List of courses that have been  
pre-approved by the BOE as of  
February 5, 2009.

# BOEALA Newsletter



## New BOEALA Board Members Appointed

As of January 14, 2009 the Governor appointed new Board Members for the BOEALA. New members are:

Cindy Lewis, Woodland Haus, Cullman

Vivian Readus, Fair Haven, Dothan

Sherry Stone, Sturgis Hall/John Knox Manor, Montgomery

Dale Law, Noble Manor, Troy

## UPCOMING TESTING AND TRAINING DATES

Dementia Training:

April 7, 2009

July 14, 2009

Section A Exams:

April 8, 2009

July 15, 2009

AIT & Section B Exams:

May 12-14, 2009

August 11-13, 2009

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

A limited number of spaces are available.

**Board of Examiners**

Assisted Living Administrator

Representatives

Rita VanDyke  
Green Oaks Inn  
Florence

Dale Law  
Noble Manor  
Troy

Vivian Readus  
Fair Haven  
Dothan

Sherry Stone  
Sturgis Hall/John Knox Manor  
Montgomery

Vacant Position

Nursing Home Administrator

Representative

Cindy Lewis  
Woodland Haus  
Cullman

Physician Representative

Vacant

Consumer Representatives

Tommy McKinnon, Vice-Chair

Baptist Health  
Montgomery

George Smith  
St. Clair Services  
Birmingham

**CEU PRE-APPROVED PROGRAMS**

Attached to this newsletter is a list of the programs that have been pre-approved by the BOE for continuing education credit.

**Therefore, please note that the BOE does not mail out listings of pre-approved programs but instead will keep a current list of pre-approved programs on our website: [www.boeala.state.al.us](http://www.boeala.state.al.us) .**

Click on the menu "Course Approval" and then you may click on a particular month and the pre-approved programs occurring during that month will be listed below. If you click on a particular month and nothing happens, that means that no programs have yet to be pre-approved for that month.

If you do not have access to the internet, feel free to call the BOE office every month or so and have a list of pre-approved programs faxed to you.

If you have questions about the pre-approval process or the website, be sure to call the BOE office.



**BOEALA Email Database**

The BOEALA has created a BOEALA Email Database. To help me get this accomplished, please fill out the form below and fax this page to (334) 271-2420 or email your information to:

Amy.Findley@boeala.alabama.gov

Name: \_\_\_\_\_

License #: \_\_\_\_\_

Email Address: \_\_\_\_\_

This will help keep everyone informed of important information.

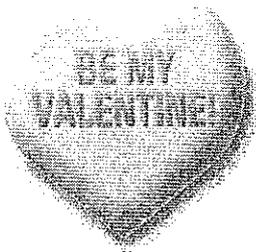
**LICENSE RENEWAL**

It is very important to keep up with the expiration date of your license and keep track of the continuing education hours you obtain throughout the year. The day and month of your expiration date will be the same every year.

When you receive your license renewal application in the mail the month prior to your expiration date, be sure you obtain all required continuing education hours by your expiration date and make sure your renewal application and fee is postmarked on or before the expiration date of your license.

If you have any questions about this process, please feel free to call the BOE office.

**You must send a copy of the facility license in which you are employed with your renewal application before it can be processed.**



## BOEALA Proposed Rules Changes

The following is a list of proposed rules changes. There will be a public hearing on Thursday, April 16 at 10:00am at the BOEALA office in Montgomery.

### 135-X-3-.01 Meetings of the Board.

(1) The Board shall hold not less than four meetings each year. The Board shall meet ~~in the conference room of the Board of Examiners' office building~~ quarterly ~~each year unless such date is a federal or state holiday~~, as posted on the Board of Examiners' website or as notified in the Alabama Administrative Monthly.

### 135-X-5-.02 Pre-Examination Requirement and Conditions Precedent.

3. The person must be a citizen of the United States ~~of America or have duly declared his/her intent of becoming a citizen of the United States of America~~; or, if not a citizen of the United States, a person who is legally present in the United States with appropriate documentation from the federal government.

(a) All applicants must submit a business license for any facility in which he/she is employed.

### 135-X-5-.03 Application for Examination.

(5) An application for examination will expire 90 days from the date approved. After the expiration date, the applicant will be required to resubmit a new application and will be responsible for all applicable fees.

### 135-X-7-.01 Licenses.

(1) A provisional Category I Assisted Living Administrator license shall be issued to Board approved applicants who pass Section A of the Category I examination. This provisional license qualifies the licensee to temporarily administer an assisted living facility, as defined in Rule No. 135-X-2-.01 (e) of these Rules and Regulations, until the provisional license expires and becomes void nine (9) months from the date issued by the Board, or the provisional license becomes void upon the denial of an initial application. A provisional Category I licensee who completes the required classroom training as set forth in Rule No. 135-X-5-.01 (2)(a) of these Rules and Regulations and passes Section B of the Category I examination, shall be issued a Category I Assisted Living Administrator license. This license shall qualify the licensee to administer an assisted living facility and must be renewed annually.

(a) Any person currently employed at an assisted living facility is authorized to apply for license renewal only if said facility that employs the licensee is licensed by the Alabama Department of Public Health. All applicants seeking a renewal license must submit the business license of the facility in which he/she is employed.

(6) Failure to secure an annual renewal of a license based on a failure to meet the continuing education requirements shall result in the expiration of the license. An expired license may not be “reactivated”. All persons holding an expired license shall be required to submit a new application and follow all procedures for licensure of a new applicant. In addition, any applicant whose license has previously expired is subject to the payment of a reapplication fee.

135-X-13-.01 Fees

(12) A reapplication fee (\$150.00)

(13) A replacement license fee (\$25.00)



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<b>Continuous / Multiple Seminars</b>			

### **Date: February 7, 2009**

#### **Sponsor: University of North Alabama**

Program: "15th Annual Shoals Cardiology Update Conference"

Location: UNA Guillot University Center, Florence, AL

Approved For: Total of 6.25 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Sheila Sisson (256) 765-5987

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

### **Date: February 9, 2009**

#### **Sponsor: Management Training Program**

Program: "Drugs in Society & in the Workplace"

Location: Management Training, Hoover, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Dr. Bill Garove (205) 979-0471

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

### **Date: February 10, 2009**

#### **Sponsor: Management Training Program**

Program: "Managing Conflicts"

Location: Management Training, Hoover, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Dr. Bill Garove (205) 979-0471  
*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: February 11, 2009**

**Sponsor: Mobile Technical Institute**

Program: "Workplace Violence"

Location: Mobile Technical Institute, Mobile, AL

Approved For: Total of 3.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Mary White (251) 478-6848

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: February 11, 2009**

**Sponsor: Management Training Program**

Program: "Employee Motivation"

Location: Management Training, Hoover, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Dr. Bill Garove (205) 979-0471

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: February 12, 2009**

**Sponsor: Mobile Technical Institute**

Program: "Organizational Communication"

Location: Mobile Technical Institute, Mobile, AL

Approved For: Total of 3.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Mary White (251) 478-6848

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: February 12, 2009**

**Sponsor: Management Training Program**

Program: "Management Styles & Performance"

Location: Management Training, Hoover, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Dr. Bill Garove (205) 979-0471

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: February 12, 2009**

**Sponsor: Institute for Natural Resources**

Program: "The Aging Brain"

Location: Embassy Suites, Montgomery, AL

Approved For: Total of 6.0 contact hours; 6.0 hours may be applied toward the Category II requirement for

cognitive impairment/dementia education  
 Contact Person: INR, (800) 937-6878  
*Please send a copy of the certificate you receive for attending the program.*

**Date: February 13, 2009**

**Sponsor: Institute for Natural Resources**

Program: "The Aging Brain"

Location: Mobile Marriott, Mobile, AL

Approved For: Total of 6.0 contact hours; 6.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: INR, (800) 937-6878

*Please send a copy of the certificate you receive for attending the program.*

**Date: February 13, 2009**

**Sponsor: Management Training Program**

Program: "Becoming a More Successful Consultant"

Location: Management Training, Hoover, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Dr. Bill Garove (205) 979-0471

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: February 17, 2009**

**Sponsor: Mobile Technical Institute**

Program: "Sexual Harassment Prevention- A Management Perspective"

Location: Mobile Technical Institute, Mobile, AL

Approved For: Total of 3.75 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Mary White (251) 478-6848

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: February 18, 2009**

**Sponsor: Assisted Living Association of Alabama**

Program: "Building a Care Plan"

Location: Elmcroft of Halcyon. Montgomery, AL

Approved For: Total of 2.0 contact hours; 1.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: ALAA (800) 826-9410

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: February 19, 2009**

**Sponsor: Mobile Technical Institute**

Program: "Consultative Selling"

Location: Mobile Technical Institute, Mobile, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for

cognitive impairment/dementia education  
 Contact Person: Mary White (251) 478-6848  
*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: February 24, 2009**

**Sponsor: Assisted Living Association of Alabama**

Program: "Building a Care Plan"  
 Location: Wynnwood Oaks, Enterprise, AL  
 Approved For: Total of 2.0 contact hours; 1.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education  
 Contact Person: ALAA (800) 826-9410  
*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: February 26, 2009**

**Sponsor: Troy University**

Program: "Alzheimer's Disease and it's Treatment"  
 Location: Troy University Dothan Campus  
 Approved For: Total of 4.0 contact hours; 4.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education  
 Contact Person: Kathy Farley (334) 983-6556  
*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: February 26-27, 2009**

**Sponsor: SARCOA**

Program: "Virtual Dementia Tour"  
 Location: Oakview Manor Healthcare, Dothan  
 Approved For: Total of 1.0 contact hours; 1.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education  
 Contact Person: Martha Anderson (800) 239-3507  
 People who have already attended this will not get credit again.  
*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: February 28, 2009**

**Sponsor: Wallace Community College**

Program: "Anemia, Diabetes & Seizures: Tools for Medication Management"  
 Location: Wallace CEWD Room 101, Dothan, AL  
 Approved For: Total of 4.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education  
 Contact Person: Connie Shepherd (334) 556-2205  
*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

Contact us: Amy Findley, Executive Director, Board of Examiners of Assisted Living Administrators

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**Date: March 6, 2009**

**Sponsor: Alzheimer's Association - North Alabama Office**

Program: "Mary Elizabeth & George Gesman Alzheimer Disease Conference"

Location: Huntsville Hospital Corporate University

Approved For: Total of 4.50 contact hours; 4.50 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Karen Motz, (256) 880-1575

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: March 20, 2009**

**Sponsor: Hill Educational Services**

Program: "Pressure Ulcers – Back to the Basics"

Location: Bessemer Civic Center, Bessemer, AL

Approved For: Total of 5.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Carol Hill (205) 647-0717

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: March 24, 2009**

**Sponsor: PESI**

Program: "Cognitive Behavioral Therapy with Persons of Faith"

Location: Birmingham, AL

Approved For: Total of 6.75 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education  
Contact Person: Eric Little (800) 844-8260  
*Please send a copy of the certificate you receive for attending the program.*

**Date: March 27, 2009**

**Sponsor: Hill Educational Services**

Program: "Pressure Ulcers – Back to the Basics"

Location: Tillman's Corner Community Center, Mobile, AL

Approved For: Total of 5.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Carol Hill (205) 647-0717

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

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<b>Continuous / Multiple Seminars</b>			

**Date: April 3, 2009**

**Sponsor: Wallace Community College**

Program: "Oh My Aching Head"

Location: Wallace CEWD Room 101, Dothan, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Connie Shepherd (334) 556-2205

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: April 23, 2009**

**Sponsor: Troy University**

Program: "Alzheimer's Disease and it's Treatment"

Location: Troy University Dothan Campus

Approved For: Total of 4.0 contact hours; 4.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Kathy Farley (334) 983-6556

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

**Date: April 25, 2009**

**Sponsor: Wallace Community College**

Program: "Overview of Cancer"

Location: Wallace CEWD Room 101, Dothan, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Connie Shepherd (334) 556-2205



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**Date: May 29, 2009**

**Sponsor: Wallace Community College**

Program: "Heart Disease: From the Womb to the Tomb"

Location: Wallace CEWD Room 101, Dothan, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Connie Shepherd (334) 556-2205

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**Date: June 26, 2009**

**Sponsor: Wallace Community College**

Program: "Legal Accountability for the Healthcare Professional"

Location: Wallace CEWD Room 101, Dothan, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Connie Shepherd (334) 556-2205

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<b>Continuous / Multiple Seminars</b>			

**Date: August 1, 2009**

**Sponsor: Wallace Community College**

Program: "Are We There Yet? The Middle Aged?"

Location: Wallace CEWD Room 101, Dothan, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Connie Shepherd (334) 556-2205

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended*

**Date: August 14, 2009**

**Sponsor: Wallace Community College**

Program: "Family Violence & The Healthcare Professional"

Location: Wallace CEWD Room 101, Dothan, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Connie Shepherd (334) 556-2205

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended*

**Date: August 29, 2009**

**Sponsor: Wallace Community College**

Program: "The Good the Bad & The Ugly: Possible Adverse Effects of Medications"

Location: Wallace CEWD Room 101, Dothan, AL

Approved For: Total of 4.0 contact hours; 0.0 hours may be applied toward the Category II requirement for

cognitive impairment/dementia education  
Contact Person: Connie Shepherd (334) 556-2205  
*The program sponsor is responsible for sending the BOE  
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**Date: September 11, 2009**

**Sponsor: Wallace Community College**

Program: "Why am I so dizzy?"

Location: Wallace CEWD Room 101, Dothan, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Connie Shepherd (334) 556-2205

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended*

Contact us: Amy Findley, Executive Director, Board of Examiners of Assisted Living Administrators  
5921 Carmichael Road, Montgomery, AL 36117

Telephone: 334-271-2418 Fax: 334-271-2420 E-mail: [amy.findley@boeala.alabama.gov](mailto:amy.findley@boeala.alabama.gov)

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# ASSISTED LIVING ADMINISTRATORS

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## Course Approval

<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>
<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>
<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>
<b>Continuous / Multiple Seminars</b>			

**Date: October 16, 2009**

**Sponsor: Wallace Community College**

Program: "Diagnostic Testing & New Medical Surgical Treatment Options"

Location: Wallace CEWD Room 101, Dothan, AL

Approved For: Total of 6.0 contact hours; 0.0 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Connie Shepherd (334) 556-2205

*The program sponsor is responsible for sending the BOE a master list of all attendees who are licensed A.L.A.s with the number of hours attended.*

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