

# ANA-Nurse Executive-Basic Certification Exam Review Course Agenda

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07:30 – 08:00 AM	Registration/Coffee
08:00 – 08:15 AM	Introduction and Course Overview
08:15 – 09:30 AM	<b><i>Delivery of Care: Part I</i></b> (Health Care Evaluation & Outcomes, and Measurement of Patient Needs/Acuity & Classifications)
09:30 – 09:45 AM	Break
09:45 – 11:30 AM	<b><i>Delivery of Care: Part II</i></b> (Work Flow Design and Performance Improvement Programs/models etc.)
11:30 – 12:30 PM	Lunch
12:30 – 2:00 PM	<b><i>Delivery of Care: Part III</i></b> ( Environment of Care & Risk Management, TJC Standards, Patient & Employee Safety)
2:30 – 2:45 PM	Break
2:45 – 4:00 PM	<b><i>Delivery of Care: Part IV</i></b> (Visioning & Planning; Management Systems, Processes & Analysis)
4:00 – 4:15 PM	Break
4:15 – 5:30 PM	<b><i>Legal and Regulatory Issues:</i></b> (Health & Public Policy; CMS, Health Care Funding & Reimbursement, Mandatory Reporting and Legal Risks & Liabilities)

End of Day One Lectures

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07:30 – 08:00 AM	Registration/Coffee
08:00 – 09:30 AM	<b><i>Ethical Issues:</i></b> (Confidentiality, HIPPA/Privacy Issues, Standards of Clinical Practice & Professional Standards & Ethics)
09:30 – 09:45 AM	Break
09:45 – 11:30 AM	<b><i>Healthcare Economics:</i></b> (Fiscal Management & Financial Outcomes, Resource Management & Principles of Nursing Workload)
11:30 – 12: 30 PM	Lunch Break
12:30 – 2:00 PM	<b><i>Healthcare Environment:</i></b> (Customer Service, Professional Practice, Team Building, Organizational Impact, etc.)
2:00 – 2:15 PM	Break
2:15 – 3:30 PM	<b><i>Professional Practice: Part I</i></b> (Communication, Nursing Research & Human Resources, including Recruitment and Retention)
3:30 – 3:45 PM	Break
3:45 – 5:00 PM	<b><i>Professional Practice: Part II</i></b> (Professional Nursing, PI, Staff Development & Principles of Leadership, Coaching & Mentoring )
5:00 – 5:30 PM	Course Evaluation/Certificates

End of Day Two Lectures