



Nurse Executive Exam Review (Basic)

Course Description

The Nurse Executive Exam Review (Basic) is designed to provide an overview of those subjects which are included in the ANCC certification exam. Subjects include professional practice including nursing theory, research, quality improvement, process improvement, change theory and ethics. Healthcare economics is reviewed, as well as the healthcare environment. Lastly, delivery of care including regulatory, process outcome, Magnet recognition, benchmarking, charts and graphs are described. The course is a fast-paced, intense presentation and review of the exam blueprint along with preliminary study is recommended prior to attending. After attending, participants are encouraged to create a study plan individualized to meet their needs to successfully pass ANCC's certification exam.

Who is eligible to take this exam? All requirements must be completed prior to application for the examination.

- Hold a current, active RN license in a state or territory of the United States or the professional, legally recognized equivalent in another country.
- Hold a baccalaureate or higher degree in nursing.
- Held an administrative position at the nurse executive level, OR a faculty position teaching graduate students nursing administration, OR a nursing management or executive consultation position, for at least 24 months full-time equivalent in the last five years.
- Completed 30 hours of continuing education in nursing administration within the last three years. This requirement is waived if you have a master's degree in nursing administration.

Program Learning Outcomes

This program prepares the learner to:

- Describe the Nurse Executive Exam (Basic), test plan and the practice requirements to sit for the exam.
- Construct a study plan for the exam based on understanding the blueprint and domains of practice covered.
- Identify common mistakes and pitfalls that are made during studying and testing for the exam.
- Recall the core components covered in the exam through didactic supplementation and test questions.

Agenda

Sign-in begins at 7:30 am. Each day includes a one-hour lunch (on your own), as well as a morning and afternoon break of 15 minutes each. The order of lectures presented and break times may vary according to speaker preference.

Day 1, 8:00 am to 5:30 pm

0800 **Introductions and Course Overview**

0815 **Test-Taking Skills**

0900 **Professional Practice**

Written, Verbal and Non-Verbal Communication | Conflict Management | Crisis Management | Team Dynamics

0945 **Break**

1000 **Professional Practice (cont.)**

Documentation | Informatics | Teaching and Learning Principles | Adult Learner | Competency | Interviewing | Nursing Theory | Nursing Research

1200 **Lunch**

1300 **Professional Practice (cont.)**

Evidence-Based Practice | Critical Thinking | Human Resources and Labor Relations | Nursing Licensure | ADA | Corporate Compliance | HIPAA | Labor Management Relations | Unionization

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- 1500 **Break**
- 1515 **Professional Practice (cont.)**
Principles of Leadership | Change Theory | Time Management | Stress Management | Stress Reduction
- 1600 **Healthcare Environment**
Customer Service | Cultural Competence | Diversity | Organizational Climate and Culture | Organizational Structure | Corporate Governing Body | Strategic Planning | Communication
- 1730 **Adjourn**

Day 2, 8:00 am to 5:30 pm

- 0800 **Legal, Regulatory and Ethics**
Legal Terms | Ethics | Ethical Theories | Regulatory | Federal Acts
- 0945 **Break**
- 1000 **Legal, Regulatory and Ethics (cont.)**
Laws | Other Legal Issues (Sexual Harassment, Affirmative Action, COBRA) | How a Bill Becomes a Law
- 1100 **Healthcare Economics**
Fiscal Management | Budget Process | Types of Budgets | Reimbursement | Cost Containment | Materials Management | FTEs and Staffing | Nursing Care Delivery Models
- 1230 **Lunch**
- 1330 **Delivery of Care**
Healthcare Errors | Healthy People 2010 | Structure, Process and Outcome Standards | Transparency | Program Evaluation Models | Institute of Health Improvements | CMS Core Measures | Performance Improvement | Quality Improvement | Baldrige and Magnet | Outcome Criteria | Benchmarking | Charts and Graphs
- 1530 **Break**
- 1545 **Delivery of Care (cont.)**
Patient Safety | NPSG | Sentinel Events | Employee Safety | Marketing
- 1645 **Q & A Session**
- 1730 **Adjourn**

Accreditation

RN/LPN/LVN/Other: 16 Contact Hours

MED-ED, Inc. is accredited as a provider of continuing nursing education by the American Nurses Credentialing Center's Commission on Accreditation (**ANCC**).

MED-ED, Inc. is an approved provider by the following State Boards of Nursing: **Florida**/FBN 50-1286, **Iowa**/296, **California** #CEP10453.

If your profession is not listed, we suggest contacting your board to determine your continuing education requirements and ask about reciprocal approval. Many boards will approve this seminar based on the accreditation of the boards listed here.

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