



Alabama Board of  
Examiners of Assisted Living  
Administrators

**October 2008 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

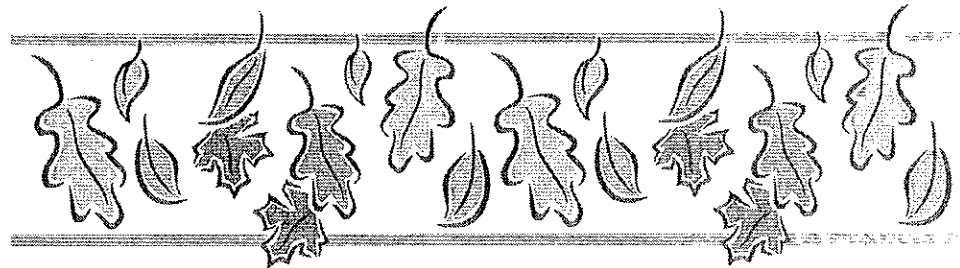
**Included in this issue:**

- 1) Newsletter Info
- 2) Upcoming Test Dates
- 3) CEU Approved Programs
- 4) BOEALA Database Form
- 5) License Renewal
- 6) BOEALA Rules Changes
- 7) Survey Results

**ATTACHED**

List of courses that have been  
pre-approved by the BOE as of  
October 17, 2008.

# BOEALA Newsletter



**Newsletter Info**

This will be the last mailed newsletter.

From now on, the newsletter will be on our website at  
[www.boeala.state.al.us](http://www.boeala.state.al.us) under "Newsletters".

I will be emailing newsletters to the licensees who fill out the email database  
info on the following page.

Look for newsletters on our website and in your inbox in the months of:  
January, April, July and October.

**UPCOMING TESTING AND TRAINING DATES**

<u>Dementia Training:</u>	<u>Section A Exams:</u>	<u>AIT &amp; Section B Exams:</u>
January 6, 2009	January 7, 2009	February 10-12, 2009
April 7, 2009	April 8, 2009	May 12-14, 2008

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 AdministratorRepresentatives

Rita VanDyke  
Green Oaks Inn  
Florence

Jimmy Law  
Noble Manor  
Troy

Mamie Mahone  
St. Martin's in the Pines  
Birmingham

Vacant Position

Vacant Position

Nursing Home AdministratorRepresentative

David Wilbanks, Chair  
Spring Terrace Assisted Living  
Sylacauga

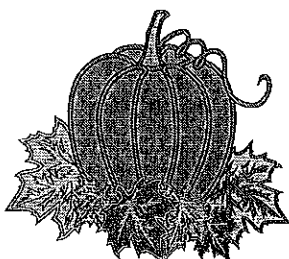
Physician Representative

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.

## BOEALA Rules Changes

The following rules were approved and will be effective November 3, 2008. Below is the rule number and a brief description of the rule.

135-x-2-.01 (p) – Added a definition for Residential Care Settings.

135-x-3-.01 – The Board will be required to meet quarterly each year and replaced Executive Secretary language with Executive Director.

135-x-4-.01 - Replacing Executive Secretary language with Executive Director.

135-x-5-.02 – GED's will be accepted if it is from a school approved and recognized by the education authorities of the state in which it is located.

135-x-5-.03 – Character reference forms must be completed from individuals employed in the health care or patient care industry.

135-X-5-.05 (4) – Cat. I licensees who wish to obtain their Cat. II license may do so after filling out another application and passing the Section A exam as long as they have taken the Section B exam within the last 12 months.

135-x-6-.01 (6) – Replacing Executive Secretary language with Executive Director.

135-x-7-.01 (4)(a) – Licensee's employed at unlicensed facilities will not be able to renew their ALA license.

135-X-8-01 (1) – Complaints do not have to be on forms provided by the BOEALA.

The following rules were approved and will be effective November 19, 2008. Below is the rule number and a brief description of the rule.

135-X-7-.02 (1, 4, 5)

(1) changing the language to read: Is addicted to or dependent upon any drug, legal or illegal (prescription or street), that impairs such licensee's ability to function as an assisted living administrator

(4) deleting language about consumer board members not being able to vote

(5) deleted language about hearing committee

## **BOEALA Annual Survey Results for 2007-2008**

Thanks to everyone who took the time to fill out the 2007-2008 Annual Licensee Survey that came in the mail with your license renewal. We got a lot of interesting comments and suggestions. At our last Board meeting on October 10, 2008, the BOEALA board reviewed the surveys and here are some answers to your suggestions.

- 1) Difficult to file a complaint with the current form.—Effective November 3, you will no longer need a form to file a complaint. All you will have to do is write a letter to the BOEALA.
- 2) If you have a Cat. I license and want to change to a Cat. II, you should not have to go through the entire training again.—Effective November 3, if you have completed the AIT training and passed the Section B exam within the previous 12 months, all you will have to do is take the Section A exam to obtain your Cat. II license.
- 3) Administrator licenses need to be renewed every 2 years.—The Board’s opinion is that the renewal cycle should remain as is; on an annual basis. Licensees are encouraged to obtain CEUs on a continuous basis thus allowing licensees to get the newest/updated training provided.
- 4) Would like to see an offset for the number of CEUs needed based on experience.—The Board’s opinion is that since the industry is continuously experience change, it is necessary for everyone to obtain the required number of CEUs based on licensure requirements.
- 5) Would like for the BOEALA to waive the 30 day time frame for CEU approval.—30 days are needed in order to process the CEU request as well as licensees need adequate time to check the BOEALA website for CEU approval.
- 6) Licensees should be allowed to get unlimited CEUs online.—The Board voted to keep the online CEUs as is; Cat. I may obtain 6 hours online, Cat. II may obtain 9 hours online.





Alabama  
Board of Examiners of

# ASSISTED LIVING ADMINISTRATORS

5921 Carmichael Road, Montgomery, AL 36117

home

board

board  
meetings

board  
minutes

course  
approval

qualifications

classroom  
training/  
test dates

rules &  
regulations

fee schedule

forms &  
applications

licensee  
search

links

contact us

disciplinary  
action

newsletter

## 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: November 5, 2008**

**Sponsor: Mobile Technical Institute**

Program: "Conflict Management Essentials"

Location: Mobile Technical Institute

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: November 10, 2008**

**Sponsor: Southern Manor & Hartselle Geropsych**

Program: "Understanding Dementia, Depression &  
Delirium in the Elderly"

Location: Southern Manor Assisted Living

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: Tammy Trapp, (256) 332-0038

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

**Date: November 11, 2008**

**Sponsor: Management Training Program**

Program: "Leadership & Power"

Location: Management Training Program - 1945 Hoover  
Court, Birmingham, AL

Approved For: Total of 6.0 contact hours; 0.00 hours

may be applied toward the Category II requirement for  
cognitive impairment/dementia education

Contact Person: Bill Garove, PhD (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: November 13, 2008**

**Sponsor: Management Training Program**

Program: "Lessons in Servant & Transformative Leadership "

Location: Management Training Program - 1945 Hoover Court, Birmingham, AL

Approved For: Total of 6.0 contact hours; 0.00 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Bill Garove, PhD (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: November 14, 2008**

**Sponsor: Management Training Program**

Program: "Conflict Management"

Location: Management Training Program - 1945 Hoover Court, Birmingham, AL

Approved For: Total of 6.0 contact hours; 0.00 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Bill Garove, PhD (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: November 14, 2008**

**Sponsor: Alzheimer's Association**

Program: "Alzheimer's Disease and Caregiver Conference"

Location: Brookdale Place at Jones Farm, Huntsville, AL

Approved For: Total of 4.0 contact hours; 3.0 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.*

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)

[Home](#) | [Alabama Directory](#) | [Media](#) | [Online Services](#) | [Alabama.gov](#) | [Statements/Policies Translation](#) | [Alerts](#) | [Survey/Comments](#) | [Feeds](#) | [Governor](#)



Alabama  
Board of Examiners of

# ASSISTED LIVING ADMINISTRATORS

5921 Carmichael Road, Montgomery, AL 36117

home

board

board  
meetings

board  
minutes

course  
approval

qualifications

classroom  
training/  
test dates

rules &  
regulations

fee schedule

forms &  
applications

licensee  
search

links

contact us

disciplinary  
action

newsletter

## 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: December 1, 2008**

**Sponsor: Management Training Program**

Program: "Delegation & Empowerment"

Location: Management Training Program - 1945 Hoover Court, Birmingham, AL

Approved For: Total of 6.0 contact hours; 0.00 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Bill Garove, PhD (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: December 2, 2008**

**Sponsor: Management Training Program**

Program: "Personality Types & Leadership Styles"

Location: Management Training Program - 1945 Hoover Court, Birmingham, AL

Approved For: Total of 6.0 contact hours; 0.00 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Bill Garove, PhD (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: December 3, 2008**

**Sponsor: Management Training Program**

Program: "Employee Motivation"

Location: Management Training Program - 1945 Hoover Court, Birmingham, AL

Approved For: Total of 6.0 contact hours; 0.00 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Bill Garove, PhD (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: December 5, 2008**

**Sponsor: Mobile Technical Institute**

Program: "Foundations of Supervision"

Location: Mobile Technical Institute

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: December 11, 2008**

**Sponsor: M4A Ombudsman Program**

Program: "Purpose through Compassion: Creative Caregiving"

Location: Pelham Civic Complex, Pelham, AL

Approved For: Total of 6.5 contact hours; 4.5 hours may be applied toward the Category II requirement for cognitive impairment/dementia education

Contact Person: Jodi Beth Posey, (205) 670-5770 ext. 109

*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)

[Home](#) | [Alabama Directory](#) | [Media](#) | [Online Services](#) | [Alabama.gov](#) | [Statements/Policies](#)  
[Translation](#) | [Alerts](#) | [Survey/Comments](#) | [Feeds](#) | [Governor](#)