

Trustee Education Certification Program Enrollment Form

For participation in 2017, enrollment forms must be submitted to the NHA by March 31, 2017.

The following Nebraska hospital trustee would like to enroll in the 2017 Nebraska Hospital Association Research and Educational Foundation Hospital Trustee Community Accountability Education Certification Program:

Name _____

Position held on the board _____

Hospital/Health System Name _____

Address, City, State, ZIP _____

Telephone Number _____ Fax Number _____

Trustee e-mail address: _____

Hospital contact e-mail address: _____

Please answer the following questions:

1. The NHAREF Trustee Education Certification Program is an annual program that must be completed by Dec. 31, 2017. Do you plan to complete the certification program by this date?

☐ Yes ☐ No

2. Please indicate which best describes your status as a trustee:

**There are no
fees involved.**

☐ **First-Time Hospital Trustee Education Certification Program participant**

Hospital trustees/board members **seeking trustee education certification for the first time in this program** are required to complete **12 hours** of approved education to meet the requirements for the Trustee Education Certification Program. Up to 8 of these hours may be from a trustee orientation program completed during a previous year. How many additional hours do you anticipate needing to complete in 2017 to comply with the required 12 hours of trustee educational credits this year? Number of remaining hours _____. (Retain a timed agenda from each program attended for documentation.)

☐ **Second-Year Certified Hospital Trustee Education Certification Program participant**

If this is your second year of becoming certified in the Hospital Trustee Education Certification program, trustees are required to complete **8 hours** of continuing board education. Every two years, at least four of these hours must be at a face-to-face program. (Retain a timed agenda from each program attended for documentation.)

☐ **Third or More-Year Certified Hospital Trustee Education Certification Program participant**

If this is your third year (or more) of becoming certified in the Hospital Trustee Education Certification program, trustees are required to complete **8 hours** of continuing board education, but they **may count committee time as part of these hours**. Qualifying committee meetings include hospital committees or another organization/community committee where they are representing the hospital or serving due to their role as a hospital trustee. Every two years at least four of these hours must be at a face-to-face program. (Retain a timed agenda from each program and board meeting attended for documentation.)

NHA Board-Certified Hospital

- ☐ My hospital would like to become a NHA Board-Certified Hospital (Separate documentation required at end of year for this certification. This separate from individual trustee certification.)

Please return this form by March 31, 2017 to:

klarson@nebraskahospitals.org | Fax: (402) 742-8191 | www.nebraskahospitals.org