

How To Register

- Step 1.** Visit the website:
www.aheconnect.com/nmi
- Step 2.** Click on the "New User" tab to create your user account.
- Step 3.** Create a Personal User Account.
- Step 4.** Log in to the system. Select "Courses" to view available courses. Make your selection and access from your personal "MY CE" area (available on the menu bar after login).

Minimum System Requirements:

- 200 MHz Pentium Processor with at least 64MB memory
- High speed Internet connection
- Windows XP or higher
- Internet browser (Internet Explorer 5.0+ preferred)
- Flash Player version 9.0 or later

Fees

\$25.00 per course
Organizational discounts of 20% are available when you enroll five of your staff in the certificate program (50 courses). Call for more information.

Contact Us

Phone: (336) 713-7713 • Email: phorton@wfubmc.edu



www.aheconnect.com/nmi

NMI
Nursing Management
Institute
Northwest AHEC
Reynolda Business Center
2400 Reynolda Road
Winston-Salem, NC 27106

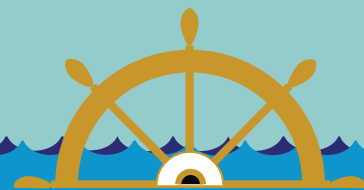
EXCELLENCE IS *Now* AFFORDABLE



Nursing Management Institute

You or your staff can afford to earn a Nursing Management Certificate Online

Navigate your professional development.
Maximize your potential as a leader.
Integrate your skills, aptitudes, and experience for improved patient care.



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Welcome to NMI

The evolving field of nurse management demands strong relationships, accurate application of sound business knowledge, and an intricate understanding of organizational structures. With the idea that today's nurse manager is much more than just a facilitator or supervisor, the Nursing Management Institute (NMI) was created to increase satisfaction and success by providing a comprehensive educational program and the unprecedented opportunity to steer one's professional career by participating in a self-directed Internet-based training program.

Nurse managers and aspiring nurse managers are invited to "take the helm" and develop their own learning plans.

NMI Educational Curriculum

Twelve two-hour online courses are offered for continuing education credit. Each Internet-based course offers instructional material combined with interactive learning opportunities. Participants may register online and access the courses in whatever sequence best matches their learning needs at times convenient for them. Continuing Nursing Credit (CNE) will be awarded for passing scores on each course post-test. A Certificate in Nursing Management will be awarded upon the successful completion of 10 courses (20 hours of credit).

Networking

Participants may choose to meet with other NMI participants within their organizations or regions. Sharing experiences, discussing management issues, and applying knowledge are ways in which online course content can be enhanced. Sample case studies for participant use are available online to assist with networking sessions.

Mentoring

If you are a **North Carolina resident**, NMI has partnered with the North Carolina Organization of Nurse Leaders (NCONL) to provide a coaching/mentorship program for new and aspiring nurse leaders. NCONL has volunteer nurse leaders who have agreed to serve as mentors, and a mentoring coordinator will match NMI participants with experienced nurse leaders. For more information, see www.nconl.org.

The NMI course, Mentoring and Being Mentored, provides **non-North Carolina residents** with resources to assist with the establishment of mentoring relationships.

Resources

The North Carolina's AHEC Digital Library of electronic resources pertinent to nursing management and leadership are available through NMI to all course participants.



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Curriculum

Applying Regulations to Practice

Includes content on licensure issues and practice, unlicensed personnel, labor standards, pre-employment, and exit interviews.

Authors: North Carolina Board of Nursing (NCBON) /Linda Thompson, MSN, MBA, RN; Donna Mooney, MBA, RN; Sandra Hartley, MSPM, SPHR; and National Council of State Boards of Nursing (NCSBN) /Vickie Sheets, JD, RN, CAE

Becoming A Systems Thinker

Includes content on using systems theory, strategic planning, and structure of organizations.

Author: Kathy Malloch, PhD, MBA, RN

Coaching for Performance Improvement

Includes content on developing specific strategies for effective performance, feedback, and behavioral change.

Author: Rebecca Knight, MBA, RN

Communicating Effectively

Includes content on change, negotiation, delegation, and conflict management.

Author: Colleen D. Hole, MHA, RN

Improving Outcomes Through Quality Management

Includes content on quality management principles, tools, risk management, and evidence-based standards of care.

Authors: Cynthia Davis, MSN, RN; Laura Harmon, BSN, RN; Beverly Essick, MSN, RN, C, LNCC; and Cynthia R. King PhD, NP, MSN, RN, FAAN

Integrating Financial Data

Includes content on basic financial concepts, planning and implementing your budget, justifying costs, and using budget worksheets.

Authors: Roey Kirk, MSM, CHE; and Deborah Grant, MSN, C

Managing for Retention

Includes content on causes of nursing shortages, turnover, recruitment and retention strategies, characteristics of magnet organizations, managing across the generations, and interventions at the local level.

Authors: Patricia D. Hayes, MSN, RN, CNAA, BC and Rebecca Knight, MBA, RN

Maximizing Group Potential

Includes content on team building, managing roles and tasks in groups, leading meetings, and building coalitions.

Author: Vicki Lachman, PhD, RN, MBE, CS, CNAA

Mentoring and Being Mentored

Includes content on transitioning to being a mentor, the role of a mentor, being mentored, and establishing contracts.

Authors: Colleen D. Hole, MHA, RN and Jo Manion, PhD, RN, CNAA, BC, FAAN

Sharing Decision Making

Includes content on shared power and authority, shared governance, building consensus, and constructing a participatory environment.

Authors: Tim Porter-O'Grady, EdD, PhD, FAAN and Linda August Vrooman, BSN, RN, CNOR

Transitioning from Staff Nurse to Manager

Includes content on leadership theory, traits, situational leadership, role transition, self appraisal, and personal learning goals.

Authors: T. Robin Bartlett, PhD, RN, BC and Charlotte Herrick, PhD, RN

Using Data for Staffing

Includes content on statistics for financial activities, using FTEs for staffing, and staffing models.

Author: Leann Strasen, RN, DPA, FACHE