

**FOR MONTANA BOARD OF NURSING  
CE AUDIT UNIT  
PO Box 200511 (301 S Park, 4th Floor)  
Helena, MT 59620-0511  
PHONE: (406) 444-5696 FAX: (406) 841-2323  
EMAIL: [nurseaudit@mt.gov](mailto:nurseaudit@mt.gov)**

**MEDICATION AIDE II CONTINUING EDUCATION (CE) AUDIT**

**Time Period of Audit:** April 1, 2017 - March 31, 2018

**PLEASE COMPLETE THIS FORM, ATTACH COPIES OF CERTIFICATES, AND SUBMIT TO THE AUDIT UNIT.**

**Personal Information:** (Please type or print clearly)

Legal Name (Last, First, Middle)			Email Address	
Address		City	State	Zip Code
Telephone Number:	Home	Cell	Work	MT License Number

How many months were you licensed between April 1, 2017 and March 31, 2018? 12 Months Other: \_\_\_\_\_

Have you met the CE requirements of 12 contact hours? Yes No (If No, contact the CE Audit Unit – info above)

**Documentation of Continuing Education for LPNs or RNs Renewal**

***ARM 24.159.912 Medication Aide IIs must complete 12 contact hours. (The Board may prorate the contact requirement for nurses licensed less than 1 years at 1 contact hour per month licensed if requested in writing.)***

**Please ONLY list courses up to the 12 hour requirement and attach completion certificates (do not list ALL courses if you have MORE than 12 hours).**

Course Title	Approved Accrediting Organization	Contact Hours	Date Completed	Certificate Copy Enclosed?		Acceptable
				Yes	No	
				Yes	No	
				Yes	No	
				Yes	No	
				Yes	No	
				Yes	No	
				Yes	No	
				Yes	No	
				Yes	No	
				Yes	No	

**MEDICATION AIDE II CE TOTAL MUST EQUAL 12 CONTACT HOURS if you were licensed the full 12 months or a pro-rated amount for the period licensed (one CE per month of being licensed).**

***I certify all of the information contained in this document is true and correct.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Submit copies of Certificates for all programs listed here to the Board of Nursing – CE Audit Unit for auditing purposes. Retain all original certifications and documentation of continuing education for at least two renewal cycles (2 years).**