

***** IMPORTANT UPDATES AND REMINDERS *****

*******New Requirements Beginning 7/1/2015*****.**

**CEU requirement will increase to 18 hours minimum annually.
A maximum of 9 hours of approved online continuing education may be credited towards the total 18 hours.. Call office for details.**

- Re-registration form needs to be completed in its **entirety**, or re-registration and fee will be returned unprocessed. **Please READ CAREFULLY as form has changed.**
- Send **original CEU certificates** that have been previously approved by NAB or the Louisiana Board of Nursing Facility Administrators or your re-registration and fee will be returned unprocessed.
- If you are licensed in another state and they require original CEU's, email or call mdurham@labenfa.com (225)295-8571.
- Maintain copies of your re-registration and CEU's for your records.

***** Notice *****

Late Fees:

If re-registration is postmarked after June 30, 2016, you must include \$250.00 late fee (Total \$745.00) or re-registration and fee will be returned unprocessed.

Conditional License:

A Conditional License shall be made available for an individual who meets at least one of the following criteria:

1. Administrator not actively running a facility and age 65 or older.
2. Administrator not actively running a facility in Louisiana and possessing an active license in another state.

If you meet one of these criteria, email or call this office so that we may assist you further. mdurham@labenfa.com (225)295-8571

***** Have You *****

- Filled out the re-registration completely?
- Enclosed original certificates for approved continuing education courses?
- Enclosed payment made out to "LABENFA" or Louisiana Board of NFA?