

## **Continuing Education Simplified:**

The Georgia Board of Nursing Home Administrators has partnered with CE Broker, a continuing education tracking system with over 13 years of experience, to help licensees track progress to ease the license renewal process.

### **How it all works:**

We chose to work with CE Broker because they provide visual tools that make reaching CE compliance easy! All you have to do is create an account of your choice: a free Basic Account, a Professional Account or a Concierge Account. To find out which account is right for you, visit [the CE Broker website](#). Once you have determined which account you would like, you may register using your Georgia Board of Nursing Home Administrator's license number.

With a CE Broker account, you can verify that you've met all of your CE requirements. If you haven't, you can use the Course Search to find courses that meet your specific needs. Then you can view your Course History (where all of your reported courses will be chronologically displayed) to ensure you have reached CE compliance. You will know because the compliance status in your account will show "Complete" and you can rest assured that you'll pass an audit.

For convenience, CE Broker features various options for file uploads, including a photo-upload feature via the free CE Broker [iTunes](#) and [Google Play](#) mobile apps.

### **What if I have questions?**

The CE Broker support center is available Monday through Friday 8am-8pm EST at (877) 434-6323.

For questions regarding the Board's partnership with CE Broker, Inc. please contact the Board by e-mail, [ExamBoards-Healthcare@sos.state.ga.us](mailto:ExamBoards-Healthcare@sos.state.ga.us), or by fax to 866-888-7127.

You may also write the Board:

**Georgia Board of Nursing Home Administrators  
237 Coliseum Drive  
Macon, GA 31217-3858**

