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| --- | --- | --- | --- | --- | --- |
| **Activity Title (as written on CNE Coversheet):** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Activity Number:** | **\_\_\_\_\_\_\_\_\_\_** | **Contact Hours:** | **\_\_\_\_\_\_\_** |
| **Did the participants register in Children’s University for this event?** | **\_\_\_\_\_ YES \_\_\_\_\_ NO** | **Location (if non-campus-indicate city and state): \_\_\_\_\_\_\_\_** |
| **Date:** |  | **Start Time:** |  | **Finish Time:** |  |
| **Since the submission of the continuing education application, has the date, time, or location changed? \_\_\_Yes \_\_\_\_No** |
| **Person Submitting Attendance form & phone number:** |  |

###### I VERIFY THAT THE INDIVIDUALS WHO SIGNED BELOW ATTENDED AND COMPLETED THE ACTIVITIES FOR THE NUMBER OF CONTACT HOURS

###### Coordinator’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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|  | **SIGNATURE****(as shown on payroll)** | **PRINT LEGIBLY****(as shown on payroll)** | **Children’s Employee ID** | **NON-AL License** **&/or** **NON-Children’s** **RN/LPN license #** | **Title** | **Unit** | **Session Number (TIME)** | **Session Number (TIME)** | **Session Number (TIME)** | **Session Number****(TIME)** | **Session Number (TIME)** | **Session Number (TIME)** |
| **1.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **2.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **3.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **4.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **5.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **6.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **7.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **8.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **9.** |  |  |  |  |  |  |  |  |  |  |  |  |
| **10.** |  |  |  |  |  |  |  |  |  |  |  |  |

**\*\*\*\*\*WRITE LEGIBLY OR YOUR ATTENDANCE WILL NOT BE RECORDED IN THE COMPUTER DATABASE\*\*\*\*\***