

Preparation for the CENP exam is a combination of knowledge and application of knowledge. The following sources are just a few of the possible references available to give an overview of nursing leadership and executive management. We also suggest you refer to current journal articles to see how that knowledge is applied. We do not list journal articles since new and updated information is regularly available.

#### **AONL Partnership Documents**

- [AONL Guiding Principles](#)
- [Becoming a High Reliability Organization http://www.ahrq.gov/qual/hroadvice/](http://www.ahrq.gov/qual/hroadvice/)
- [ANA Scope & Standards of Practice: Nursing Administration \(2009\)](#)
- [Principles and Elements of a Healthful Practice/Work Environment](#)

#### **Leadership Textbooks**

Grohar-Murray, M., Langan, J. (2011) Leadership and Management in Nursing, 4th ed. Upper Saddle River, NJ: Pearson Education, Inc.

Huber, D. (2009). Leadership and nursing care management 4th ed. Philadelphia: W.B. Saunders Company.

Marquis, B.L., Huston, C. (2009) Leadership Roles and Management Functions in Nursing, 6th ed. Philadelphia: Wolters Kluwer Health/Lippincott, Williams & Wilkins.

Porter-O'Grady, T. and Malloch, K. (2011) Quantum Leadership- Advancing Innovation, Transforming Health Care, 3rd ed. Sudbury, MA: Jones and Bartlett Learning

Roussel, L. Swansburg, R.C. (2009) Management and leadership for nurse administrators. Sudbury, Mass: Jones & Bartlett

Sullivan, E.J. & Decker, P.J. (2009) Effective leadership and management in nursing. 7th ed., Upper Saddle River, N.J. Pearson Prentice Hall A

Yoder-Wise, P.S. (2010) Leading and Managing in Nursing, 5th ed. St. Louis: Mosby

#### **References for Specific Competency Areas**

##### *Communication and Relationship Building*

Patterson, K. Grenny, J., McMillian, R. Switzler, A. (2012) Crucial Conversations: Tools for talking when stakes are high, 2nd ed., New York: McGraw. ACQ 11/2/2011

Golman D, Boyatziz, R, & McKee A. (2002). Primal Leadership: Realizing the Power of Emotional Intelligence. Boston: Harvard Business School Press.

##### *Knowledge of the Health Care Environment*

Agency for Healthcare Research and Quality <http://www.ahrq.gov/>

ANA Scope & Standards of Practice: Nursing Administration. (2009)

Center for Medicare and Medicaid Services. [cms.gov](http://cms.gov)

Committee on Quality Health Care in America, Institute of Medicine. Crossing the Quality Chasm: A New Health System for the 21st Century. Washington, DC: National Academy Press; 2001.

Schmidt, N. & Brown, J. (2009) Evidence-based practice for nurses: Appraisal and application. Sudbury. Jones and Bartlett ACQ 11/2/2011

The Future of Nursing: Leading Change, Advancing Health, Institute of Medicine, 2010.

The Joint Commission Standards and Measurements <http://www.jointcommission.org/>

### *Leadership*

Collins, J. (2001). *Good to Great in the Social Sector*. New York: Harper-Collins.

Porter-O'Grady, T. and Malloch, K. (2011) *Quantum Leadership- Advancing Innovation, Transforming Health Care*, 3rd ed. Sudbury, MA: Jones and Bartlett Learning

### *Professionalism*

Guido, G. W. (2009). *Legal and ethical issues in nursing (5th Edition)*. Upper Saddle River, NJ: Pearson Prentice Hall.

Melynk, B. & Fineout-Overholt, E. *Evidence-Based Practice in Nursing & Healthcare: A Guide to Best Practice* Lippincott Williams & Wilkins; Second edition (June 2, 2010)

### *Business Skills*

Finkler, S. and Kovener, C. (2000) *Financial Management for Nurse Managers and Executives*. Philadelphia; Saunders

Lloyd, R. (2004) *Quality Health Care: A Guide to Developing and Using Indicators*. Sudbury, MA: Jones and Bartlett Publishing.

Mathis, R. & Jackson, J. (2010) *Human Resource Management*, 13th ed. South-Western College Pub