

HOW TO BECOME CERTIFIED AFTER THE COVID/19 WAIVER HAS BEEN WITHDRAWN OR TERMINATED

(h) Unlicensed health professionals under this section seeking certification may, at any time, but not later than 120 days following the lifting of the declaration of emergency, submit a training exception request and sit for the competency examination pursuant to OAC 310:677-1-3(c).

After the emergency waiver has been withdrawn or terminated, or schools and testing entities have been authorized to open, trainees will then be able to turn in an Emergency Waiver Training Exception. Those trainees who want to become certified in the area they were trained should send the Emergency Waiver Training Exception and copies of the documents they and their instructor signed to verify their training to the Nurse Aide Registry.

Please **do not** send in training exceptions **before testing entities or schools have opened**. The Registry cannot send out a testing letter until we know the testing entities and schools have opened and we can enter a date to test that does not go out further than 120 days or 120 days after the emergency waiver has been lifted.

The Nurse Aide Registry will then send the trainee a letter to test. The trainee can then contact any testing entity to schedule their testing. ***They have up to 120 days after the emergency waiver has been withdrawn or terminated to complete their testing.*** They will get 3 chances to pass the test. Please be aware that each time they test, there will be a fee for the test. If they do not pass, they will have to retrain with a traditional training program.

Please include the following:

- **LTC ONLY** – Skills Performance Checklist, Affirmation of 16 hours of Training, and 10 hours of Alzheimer’s disease training
- **CMA ONLY** (Must first have LTC, HHA, or DDCA) – Medication Skills Performance Checklist (Signed & Dated) and Medication Pass Worksheet
- **HHA, DDCA, ADC, and RCA** – Skills Performance Checklist (Signed & Dated) and documentation of any additional training (i.e. Alzheimer’s disease Training, Oklahoma Core Curriculum, etc.)
- A **Non-Refundable** \$15.00 processing fee for HHA, DDCA, ADCA, RCA, and CMA **OAC 310:677-1-3(f)(3)**