MEDICATION AIDE CERTIFICATION
EXAM APPLICATION INSTRUCTIONS

☐ **Fingerprint Criminal Background Check**
https://tn.state.identogo.com/workflow/28TYXY (OCA code: 1705)
*The report will be sent directly to the Board of Nursing

☐ **UPLOAD DOCUMENTS with Application in PDF format:**

  ☐ **Copy of high school diploma or general equivalency diploma**
  ☐ **Copy of current nurse aide certification**
  ☐ **Letter from employer verifying at least 365 days of continuous, uninterrupted, full-time work at no more than (2) different facilities**
  ☐ **Letter of recommendation where currently employed** (can be combined with employment verification letter)
  ☐ **Declaration of Citizenship**
  https://www.tn.gov/content/dam/tn/health/healthprofboards/PH-41833.pdf
  ☐ **Copy of current unexpired TN driver's license or Passport**

Allow 6 weeks from receipt of completed application for review; applicants will be notified by email of any deficiency.

Additional information, if applicable:

  ☐ **History of Crime:** Upload the following documents online in PDF format under File Attachments:
  - Letter of explanation
  - Certified copies of the following:
    - arresting document (warrant)
    - judgment (disposition)
    - completion of judgment (receipt of payment of fines, letter of completion of probation)