

MEMORANDUM

Nurse Aide I Certification in North Carolina

To: NN310 and N330 Students

From: Anita Tesh, PhD, CEA-II, CNE, ANEF, RN
Assistant Dean, Undergraduate Division and Undergraduate Program

Re: Nurse Aide I Certification in North Carolina

Congratulations! If you have completed both NURS 310 and NURS 330, you have finished the course work and clinical practice equivalent to a state-approved Nurse Aide I training program. This is the first step in the Nurse Aide I and Nurse Aide II certification processes. Although certification as a Nurse Aide is not required for future coursework in our program, many students find gaining certification and working part time as a Nurse Aide to very beneficial.

In order to complete the Nurse Aide I application you must register for testing (both cognitive and practical) at one of many North Carolina locations. Testing is performed by an outside vendor, Pearson Vue, as a part of the National Nurse Aide Assessment Program (NNAAP). The cost of testing can be found at <https://www.ncnar.org/index1.jsp>.

In order to qualify for Nurse Aide II certification in North Carolina, a separate application to a different North Carolina agency is necessary. Completion of NURS 311 will result in eligibility for NA II certification. You will be given instructions next semester on the NA II application process. You must have a valid Nurse Aide I certificate on file with NC to apply for the NA II.

PearsonVue and the North Carolina Department of Health and Human Services have created a NEW SELF-SERVICE ONLINE REGISTRATION and EXAM SCHEDULING site for Nurse Aide I Candidates. To register and apply please go directly to www.pearsonvue.com/nc/nurseaides/. Those seeking additional information can go to www.pearsonvue.com. Once at the site you will have a choice of seven essential PDF documents, plus a link to an online verification listing for newly listed individuals.

1. Download Candidate Handbook
2. NCNA On-line Application and Schedules Update
3. Regional Test Sites and Test Schedule
4. Download a Nurse Aide Practice Exam
5. Whom to Contact
6. Instructions for Regional Test Site Scheduling
7. Instructions for In-Facility Test Site Scheduling

Required information needed **PRIOR** to starting the registration process:

- Payment in the form of a Credit Card, pre-paid credit card or Pearson VUE electronic voucher. Vouchers are available from the Pearson VUE Voucher Store. Visa, Master Card and American Express are accepted.
- Your valid email address
- Your valid phone number
- The NAME and SOCIAL SECURITY NUMBER provided on this application MUST match the IDs presented at the test center.
- Training program code (**19008**)
- Training completion date (**December 15, 2019**)
- **Eligibility Route to select (N.C State-Approved Student Nurse Training Candidate)**
- Regional test sites and date (see Regional Test Sites link for choices)

1. The Candidate Handbook should be downloaded to get essential information about all aspects of the application and testing process and is a “must read”.
2. **PRIOR** to you completing the registration process, approval will be loaded by the School of Nursing into the Pearson Credential Manager system. This will be done following the receipt of N364 grades. **You cannot submit an application to take the NNAAP exam until a roster is submitted.** Once approved, you will receive an email notification to complete the registration and scheduling process. It can take up to 2 days before you receive an email notification from Pearsonvue. After receiving the email notification, **you must then activate your account** and then submit your application. The email will contain step-by-step instructions which will lead you through the rest of the examination reservation process.
3. **AFTER** activating your account you can access the online application through the <https://i7lp.integral7.com/ncna> link. You must make an on-line reservation at least 12 days prior to the test date. If you forget your username or password, account recovery options are provided on the login page.
4. Regional testing sites and schedules tell you where and when testing is available. Score reports will no longer be given at regional test sites. Pass/Fail score reports are available for view on-line within 24 hours of testing. Details on failing scores are not available on-line.
5. Practice exam materials are helpful for your review and preparation.

If you have questions about the **registration and scheduling process**, please contact a Pearson Vue support representative at (888) 723-6773. Hours of Operations: Mon-Fri (8am-11pm), Sat (8am-5pm) and Sun (10am-4pm) (Eastern Time Zone).

After successfully completing both the written and skills portions of the NNAAP competency evaluation, your name will be submitted to the nc State Nurse Aide I Registry for listing. It generally takes two (2) to five (5) days for your name to be listed on the registry. Online verification of listing for newly listed individuals can be obtained from the automated verification system at https://www.ncnar.org/verify_listings1.jsp.