

CNA RENEWAL FORM

Name of CNA: _____ Phone: _____ Home address: _____
CNA ID#: _____ Date of Birth: _____ E-mail address: _____

To be completed by Authorized Personnel or Human Resources Technician

The above applicant has performed **64 hours of nursing or nursing-related services under the supervision of a licensed nurse or physician for pay** for the employer specified.

Employment Information:

Name of Facility/Employer: _____
City: _____ State: _____ Zip: _____ Phone: _____

Hire Date: _____ Last Reported Date Worked: _____
Month Day Year Month Day Year

(Last Reported Date Worked must be within 24 month certification period and cannot be later than expiration date. Please check the CNA registry on the website at www.prometric.com/nurseaide/DE for the expiration date. If the CNA is still employed at your facility, the last date worked can remain blank.) Certified nurse aides with a validated complaint of resident abuse, neglect or misappropriation of resident property in their registry records are not eligible to renew their CNA certifications in the State of Delaware. For specific information regarding such negative findings, please contact the Division of Long Term Care Residents Protection at (302) 577-6666 or check on the website noted above.

*** PRIVATE DUTY DOES NOT QUALIFY UNDER STATE REGULATION ***

Check Employer Type:

- | | |
|---|---|
| <input type="checkbox"/> Assisted Living Facility | <input type="checkbox"/> Hospital |
| <input type="checkbox"/> Long Term Care Facility | <input type="checkbox"/> Licensed Home Health Care Agency |
| <input type="checkbox"/> Hospice | <input type="checkbox"/> *Other _____ |

ATTENTION: New legislation requires that for renewal, CNAs must complete 24 hours of approved continuing education including a minimum of 6 hours for dementia training and 2 hours for prevention of patient abuse training during each 24-month certification period. Starting January 1, 2012, all CNAs are required to accrue continuing education hours which must be entered onto the new CE Site (www.cnadece.org) by an approved education provider. CNAs renewing their certification between January 1, 2012 and December 31, 2013 are not required to have all 24 hours, however they may be audited to ensure that they are accruing hours as required. CNAs renewing their certification starting January 1, 2014 are required to have all 24 continuing education hours entered into the system in addition to the 64 hour work requirement.

I certify that the above applicant has performed 64 hours of nursing or nursing-related services under the supervision of a licensed nurse or physician for pay. **Please note, we do not issue certification cards. You may confirm your renewal by calling the number below or checking the registry at the following website:** www.prometric.com/nurseaide/DE.

Authorized Personnel's Name/Title: _____ Date: _____
(Please Print)

Authorized Personnel's Signature: _____ Date: _____

COMPLETE & MAIL ORIGINAL TO:
(FACSIMILIES NOT ACCEPTED)

THE DIVISION OF LONG TERM CARE RESIDENTS PROTECTION
24 NW FRONT STREET, STE 200
MILFORD, DE 19963
302-424-8600

REVISED: 11/1/11