

Texas Nurse Aide Registry
Request to Retest for Nurse Aides in Expired Status

If you are a nurse aide who is on the Texas Nurse Aide Registry in an expired status and cannot provide employment verification to update to an active status, you may request to test for recertification. Individuals requesting to test for recertification must meet the Competency Evaluation Program (CEP) eligibility requirements listed in §94.9(c)(2)-(3) of the Licensing Standards for Nurse Aides. No individual listed as unemployable on the Employee Misconduct Registry (EMR) or who has been found to have a conviction of a criminal offense listed in Texas Health and Safety Code, §250.005, will be eligible to test. Chapter 250 and a list of convictions can be found online at: <http://tlo2.tlc.state.tx.us/statutes/hs.toc.htm>.

Nurse Aide Registry staff will complete the EMR check. However, the individual requesting to test must obtain a criminal history check from the Texas Department of Public Safety (DPS). Obtain instructions about requesting a criminal history check by contacting the local DPS office or visiting the DPS website: www.txdps.state.tx.us. The Help Line for DPS criminal history checks done online is 866-220-0679. For those individuals doing fingerprints cards, contact IBT (Integrated Biometric Technology) at 888-467-2080 for assistance.

Name	
Complete Mailing Address	
Social Security No. and/or CNA No.	Area Code and Telephone No.

Signature

Date

You must submit the following items:

- Completed Form 5528-NAR – signed and dated**
- Texas Department of Public Safety criminal history check (either Fingerprint Cards with results or Name Based completed online for all last names ever used)**
- Copy of current photo ID**

Mail your request to:

Texas Department of Aging and Disability Services
Nurse Aide Registry
Mail Code E-414
P.O. Box 149030
Austin, TX 78714-9030

Your request will be processed within 10 business days of receipt.