How To Register For Pearson Vue Nursing Assistant State Exams

1. You will receive an email from Pearson Vue. The email will contain a link that will allow you to create or recover your Pearson Vue account.

- You will only receive this email after you complete the full NAC training class and you have completed/submitted your clinical hours to ProCare. Your account balance with ProCare needs to be paid in full as well.

2. Click the link in the email. It will take you to the Pearson Vue website. You will be asked to select and answer 2 security questions. These will be used if you forget your login information.

3. After you answer the security questions you will be asked to create a username and password. **Do not forget your login information. Pick something you will remember.**

- The link in the email will only work one time. When you click the link, you need to answer the security questions and create a username/password. If you click the link and those items are not completed, then you will need to request a new email from Pearson Vue.

- You can request a new email by clicking the forgot password/username (recovery) link on the Pearson Vue login page. You can also use this link: https://tinyurl.com/ExamNewEmail

- If you want to log back into your Pearson Vue account, you can find the returning user login link on ProCare's "Resources" page. You can also use this link: https://tinyurl.com/ExamCNA

4. Once you have created your username/password you will be directed to fill out your personal information. This will include your date of birth, address, Social Security Number, etc. When you complete the form, you will click on the "verify" button on the bottom of the page.

- If you are using a mobile device the software may reject your Social Security Number. This is a common error. Try again using a laptop/desktop or a different mobile device. I have not had any issues using the Chrome browser on my laptop so it should work.

- You will need to email DSHS if you do not have a Social Security Number. The email address you need to contact is listed in the form right above the Social Security Number section. You will tell them you don't have a Social Security Number at this time, and you are requesting a Candidate ID number to take your NAC state exam. You will also need to include your name, date of birth, address, and phone number. They will send you a Candidate ID to use instead of a Social Security Number.

5. After you click the "verify" button in step 4 you will be taken to the Pearson Vue home page. Read this page carefully. It will start with any important notices or alerts. Underneath that section you should see something that says, "Welcome to the Washington Nursing Assistant Credential Management System". It will tell you to fill out the "Washington Nursing Assistant Registration Application". This form must be filled out and submitted before you can register for your exams.

6. Click the link for the "Washington Nursing Assistant Registration Application". It will inform you that you get up to 4 attempts to pass the exam. It will also ask if you are requesting any accommodations for a

disability. If you are requesting accommodations, then click "yes". You will need submit doctors notes or any other information they require prior to scheduling the exam. If you select "no" you can proceed to registering for the exam after you submit this form.

- At the bottom of this form you will see a button that says "save" and another that says "submit". You will need to click "submit" if you wish to proceed to scheduling your exams.

7. You will now see a link on the Pearson Vue home page that says, "click here to schedule your nurse aide exams". Click that link. You should see 4 pre-approved exams – Skills exam, written exam, oral English exam, oral Spanish exam. Everyone will do the skills exam. The other 3 are all written exams. You will only pick one of them. Most students will do the one labeled written exam, but you also have the choice to do the oral English or oral Spanish exam. Students will wear headphones if you pick one of those exams and you will receive the questions orally in English or Spanish.

- If you do not see any pre-approved exams, then you can contact Pearson Vue 888.252.8712 or you can send me a message erik@procareacademy.org

8. To register for the skills exam- Click the skills exam link. It will take you to a landing page that says it will cost $80. Click "next". You will now see a list of regional test centers that offer the skills exam. They are listed in order starting with the center closest to your home address. You can take the exam at any of these locations or you can take the skills exam at our Olympia ProCare facility. To test with ProCare you will need to enter the in-facility code 48414 into the in-facility test box and press search.

9. Navigate through the calendar and find an exam date that works for you. Click on the date when you find an open exam. It will bring up the available test start times on that date. If you click on the start time it will add that exam to your order.

10. To register for the written exam you will follow these steps again. Click "add another exam" then click the written exam you wish to take. The written exam is not available at our ProCare location, so you need to search by your address to view the closest written exam locations. Most students have been testing out of the Tacoma Community College exam center. Find the exam date that works for you and add it to your order.

11. You should now be able to checkout and pay for your exams. You will pay using a debit/credit card. After you make your payment you will receive two emails. One email will be a receipt. The other email will be the registration information (date/time/location/etc.)

12. You can always log back into your account to view your registration (https://tinyurl.com/ExamCNA). If you need to cancel or transfer, you can do that through the Pearson Vue website, or you can call Pearson Vue 888.252.8712.

13. You will also log back into your account to view your text results after you complete your exams. Don't lose your login information.

Washington Nursing Assistant Candidate experience
Activate your Credential Manager account

Candidates: Follow the steps below to activate your Credential Manager account.

1	You will receive an account activation email. Click the activation link in the email as shown in the example below:

Subject: New Account Activation Self Registration

Dear Brent Candidate,

Your user login to Washington Nursing Assistant program profile has been created.
Your new wana ID is: 48000307

To activate your account please go to
https://i7lp.integral7.com/durango/aa?aakey=hwQiWLBkCYUYpbnhvGxZ
Your account authorization code is: ioG123

Once you activate your account, you will be asked to verify your username and set your password. You will be able to access your account immediately. After you have activated your account, you will not be able to access the above link.

Please note that the account activation link will expire on Fri Mar 18 10:30:13 CDT 2016.

2	*You are directed to the Security Questions page.* Select security questions for your account and provide the responses. Then click **Save**.

Security Questions

Question #1*
[Select]

Answer*

Question #2*
[Select]

Answer*

3	On the New Registration page, you can change your username from the default assigned. Then, enter a password for your account and click **Submit**.

New Registration

Security Questions Added/Updated Successfully.
Enter a new Username and Password below.

Username   0610000200

Password

Confirm Password

4	Enter your personal information. **Please make sure the email address you enter is the same email you gave to your training program (provider).**
5	Scroll to the bottom of the page and review the End User License Agreement. Then click **Verify**. *You will be directed to your home page.*
6	**You must now complete and submit your application to take the NNAAP exam.** Follow the instructions on your home page as shown in the example below:
	Note: If you have requested an accommodation, the candidate will see the following landing page.

If no accommodation was requested, the candidate will see the following landing page and can schedule their exam by clicking on the link

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Washington Nursing Assistant Registration Application is now complete!

Congratulations! You have successfuly l completed your Nursing Assistant training program and your application.

Click here to schedule your Nurse Aide examination(s).

The Regional Test Sites and Test Schedule can be found on the Washington Nurse Aide website.

Candidate account activation

Candidates will receive an email after a roster is imported. They must first activate their accounts, and then submit their applications.

After candidates activate their accounts, they can log in with the URL below. If they forget their username or password, account recovery options are provided on the login page.

Candidate URL:

https://i7lp.integral7.com/durango/do/login?ownername=wana&usertype=admin&link_origin=logoff

Candidate will select 1 exam at a time . We will do SKILLS first

PEARSON VUE

Washington

Home

Nurse Aide Washington Exams

Pre-approved Exams

- PR: NNAAP Skills
- AW: NNAAP Written
- AO: NNAAP Oral English

My Account

▸ My Profile
▸ Preferences
▸ Exam History
▸ My Receipts

Upcoming Appointments

You do not have any appointments scheduled.

Veriy this is the correct exam. Click

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*Washington
Nurse Aides*

Exam Details

View My Authorization Information

Exam:	PR: NNAAP Skills
View Testing Policies
Price*:	USD 74.00
Language:	English

Prices listed are based on today's date and do not include local taxes which may be applicable.

Previous

Schedule this Exam

Will give you closest centers to your home address. Choose up to 3 sites at a time for availability

(If you are testing In-Facility (INF), type in INF code

Choose a center. Click

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Washington
Nurse Aides

Test Center Search

Signed In as: Alexander4 Candidate
Candidate ID: 4800000500

Exam Selection:	PR: NNAAP Skills | Language: English	Change Exam

Find Regional Test Centers (RTS) Near You

Your Address:

312 Waverly Place, Seattle, Washington, 98076, United States

Search by Address

or

Find In-Facility Test Centers (INF)

Test Center Code:

Search by Code

You can select **up to three** test centers to compare availability.

Next

	Test Center	Distance* Show km	Directions
☐ 1	NURSING ASSISTANT TRAINING INST 18336 AURORA AVENUE # 102 SHORELINE, Washington 98133 United States	8.2 mi	Get Directions
☐ 2	NAC ESSENTIAL PREP 2937 BROADWAY EVERETT, Washington 98201 United States	20.5 mi	Get Directions
☐ 3	MARTHA & MARY HEALTH CARE 19160 FRONT STREET NE POULSBO, Washington 98370 United States	20.6 mi	Get Directions

Available dates are shaded . Click on one any of the shaded dates

PEARSON VUE

Washington Nurse Aides

Signed In as: Alexander4 Candidate
Candidate ID: 4800000500

Choose Appointment

Exam Selection: PR: NNAAP Skills | Language: English   Change Exam

Test Center

WA Fake Site - RTS
211 PIONEER ROAD W.
LONG BEACH, Washington 98631
United States

Change Test Centers

Select Date Why can't I find an available appointment?

◎	April 2016						May 2016						◎
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa

Show available appointments on Select one... ▼ Go

Select a date on the calendar to see available appointments.

Choose time (morning session is filled before afternoon session is available. Check afternoon if nothing listed for morning)

PEARSON VUE

Washington Nurse Aides

Signed In as: Alexander4 Candidate
Candidate ID: 4800000500

Choose Appointment

Exam Selection: PR: NNAAP Skills | Language: English   Change Exam

Test Center

WA Fake Site - RTS
211 PIONEER ROAD W.
LONG BEACH, Washington 98631
United States

Change Test Centers

Select Date Why can't I find an available appointment?

◎	April 2016						May 2016						◎
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					4	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

Show available appointments on Sunday, May 1, 2016 ▼ Go

Available Start Times: Sunday, May 1, 2016 at WA Fake Site - RTS

Morning	Afternoon
09:00 AM	None available

Review date, time and location. (First time test takers must take both written/Oral and Skills at the same testing location on the same date). If correct, choose "Add Another Exam" or if not first time test taker "Proceed to Checkout"

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Home | My Profile | My Order | Return to Testing Program website | Sign Out

Washington
Nurse Aides

My Order

Signed In as: Alexander Candidate
Candidate ID: 800000500

Description	Details	Price	Actions
Exam PR: NNAAP Skills Language: English Exam Length: 30 minutes	Appointment Sunday, May 1, 2016 Start Time: 09:00 AM CDT Change Appointment Location WA Fake Site - RTS 211 PIONEER ROAD W. LONG BEACH, Washington 98631 United States Change Test Center	74.00	Remove

Subtotal 74.00
Estimated Tax 0.00
ESTIMATED TOTAL DUE USD 74.00

Add Another Exam or **Proceed to Checkout**

You can enter voucher/promotion codes on the payment screen

Repeat process for WRITTEN

Review order. If ok, click "Proceed to Checkout"

My Order

Washington Nurse Aides — Signed In as: Alexander4 Candidate, Candidate ID: 4800000500

Description	Details	Price	Actions
Exam PR: NNAAP Skills Language: English Exam Length: 30 minutes	Appointment Sunday, May 1, 2016 Start Time: 09:00 AM CDT Change Appointment Location WA Fake Site – RTS 211 PIONEER ROAD W LONG BEACH, Washington 98631 United States Change Test Center	74.00	Remove
Exam AW: NNAAP Written Language: English Exam Length: 120 minutes	Appointment Sunday, May 1, 2016 Start Time: 07:00 AM CDT Change Appointment Location WA Fake Site – RTS 211 PIONEER ROAD W LONG BEACH, Washington 98631 United States Change Test Center	36.00	Remove

Subtotal: 110.00
Estimated Tax: 0.00
ESTIMATED TOTAL DUE: USD 110.00

Add Another Exam   or   Proceed to Checkout

central/

Comfirm Personal Information. CLICK "Next"

PEARSON VUE

Home | My Profile | My Order | Return to Testing Program website | Sign Out

Washington
Nurse Aides

Signed In as: Alexander4 Candidate
Candidate ID: 4800000500

Checkout - Step 1: Confirm Personal Information

Confirm Personal Information | Agree to Policies | Enter Payment | Submit Order | Summary

IMPORTANT: Your name must exactly match the identification that is presented at the test center or you will not be able to sit your exam. Update my information.

Name: Alexander4 Candidate

Telephone: +1 800-657-3564

Previous   Next

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Review Washington Nursing Assistant Testing Policies. Read, agree by putting √. CLICK

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Washington
Nurse Aides

Checkout - Step 2: Agree to Policies

Signed In as: Alexander4 Candidate
Candidate ID: 4800000500

| Confirm Personal Information | Agree to Policies | Enter Payment | Submit Order | Summary |

Nurse Aide Washington Policies

PR: NNAAP Skills

Admission Policy
For *NNAAP Skills, NNAAP Written:*

You must arrive 30 minutes prior to your scheduled time for BOTH the written and skills examinations. If you are late for the written examination you will not be allowed to test and your fees will not be refunded. Skills evaluation times are approximate.

You will be required to bring two (2) original forms of current, not expired, official signature-bearing identification one of which must be photo-bearing. Your name on your identification must be the same as the name you used on the application to register.

No personal items may be taken into the testing room. This includes all bags, books not authorized by the sponsor and notes. Phones, pagers, or any other electronic devices are not permitted to be used and must be turned off during testing. There is no place for storage of personal belongings at the test center.

Please refer to the Washington Nurse Aide handbook for additional details and information.

Reschedule Policy
Fees are non-refundable and non-transferable. If you wish to reschedule your exam, you must contact Pearson VUE at least nine (9) calendar days before your scheduled examination date. You are permitted one (1) time to re-schedule your examination without penalty. Your fee will be transferred to your new examination date. Rescheduling less than nine (9) calendar days prior to your scheduled examination will result in forfeiting your exam fees.

Cancellation Policy
Fees are non-refundable and non-transferable. If you wish to re-schedule your exam, you must contact Pearson VUE at least nine (9) calendar days before your scheduled examination date. You are permitted one (1) time to re-schedule your examination without penalty. Your fee will be transferred to your new

☐ I have read and agree to the Nurse Aide Washington policies listed above.

Previous   Next

Then choose "NEXT"

Choose payment type (Voucher or Credit Card)

Checkout - Step 3: Enter Payment

Confirm Personal   Agree to Policies   Enter Payment   Submit Order   Summary
Information

Order Total

Subtotal: 110.00

ESTIMATED TOTAL DUE: USD 110.00

☐ Add Voucher or Promo Code   What is this?

Voucher/Promotion Code: [   ]   [Apply]

Required information is marked with an asterisk (*).

Card Details

We accept the following cards: AMERICAN EXPRESS   MasterCard   VISA

*Card Type: [Select one... ▼]

*Card Number: [   ]
(Do not include hyphens or spaces)

*Expiration Date: [04 ▼]   [2016 ▼]

If choosing Credit Card complete Card Details and Billing Information. Click "Next"

Billing Address

This address must match the address that appears on the account.

*Country: [United States ▼]

*Address 1:   [312 Waverly Place]

Address 2:   [   ]

Address 3:   [   ]

*City: [Seattle]

*State: [Washington ▼]

* Zip/Postal Code: [98076]

*Telephone: + [1]   [800-657-3564]
Country Codes

Your card will not be charged until you submit your order on the next page.

[Previous]   [Next]

Review payment information; click "next"

PEARSON VUE

Washington
Nurse Aides

Checkout - Step 3: Enter Payment

Signed In as: Alexander4 Candidate
Candidate ID: 4800000500

| Confirm Personal Information | Agree to Policies | Enter Payment | Submit Order | Summary |

Order Total

Subtotal:	110.00		
Estimated Tax:	0.00		
Promotion Code:	-110.00	Washington Nurse Aide UAT	Remove
ESTIMATED TOTAL DUE:	**USD 0.00**		

Required information is marked with an asterisk (*).

Previous

Next

Review, click "Submit Order"

PEARSON

PEARSON VUE

Home | My Profile | My Order | Return to Testing Program website | Sign Out

Washington
Nurse Aides

Signed in as: Alexandard Candidate
Candidate ID: 4800000588

Checkout - Step 4: Submit Order

Confirm Personal Information | Agree to Policies | Enter Payment | Submit Order | Summary

Your order is NOT complete until you click the "Submit Order" button.

Confirm Order Details

Description	Details	Price
Exam PR: NNAAP Skills Language: English Exam Length: 30 minutes	**Appointment** Sunday, May 1, 2016 Start Time: 09:00 AM CDT **Location** WA Fake Site - RTS 211 PIONEER ROAD W LONG BEACH, Washington 98631 United States	74.00
Exam AW: NNAAP Written Language: English Exam Length: 120 minutes	**Appointment** Sunday, May 1, 2016 Start Time: 07:00 AM CDT **Location** WA Fake Site - RTS 211 PIONEER ROAD W LONG BEACH, Washington 98631 United States	36.00

Payment Details

Exams for

Name: Alexandard Candidate

Candidate ID: 4800000588

Order Total

Subtotal:	110.00	
Tax:	0.00	
Promotion Code:	-110.00	Washington Nurse Aide VAT
TOTAL DUE:	USD 0.00	
	USD 0.00	

Previous | Cancel Order | Submit Order

You can now print the summary by choosing "PRINT SUMMARY"

To exit click "Return Home"

PEARSON VUE

Washington
Nurse Aides

Checkout - Step 5: Summary

Signed in as: Alexander4 Candidate
Candidate ID: 4800000500

Confirm Personal | Agree to Policies | Enter Payment | Submit Order | Summary
Information

An email confirmation has been sent to: alex@gmail.com

Print Summary

Exam Details

Description	Details	Order Information	Price
Exam PR: NNAAP Skills Language: English Exam Length: 30 minutes	Appointment Sunday, May 1, 2016 Start Time: 09:00 AM CDT Location WA Fake Site - RTS Get Directions	Order Number/Invoice 0029-9404-9736 Registration ID 298498095 Status Scheduled	74.00
Exam AW: NNAAP Written Language: English Exam Length: 120 minutes	Appointment Sunday, May 1, 2016 Start Time: 07:00 AM CDT Location WA Fake Site - RTS Get Directions	Order Number/Invoice 0029-9404-9736 Registration ID 298498096 Status Scheduled	36.80

Print Summary

Return Home

A confirmation notice will be sent to your email account (see below)

Click sign off in upper right hand corner

This e-mail contains important information about the event(s) you scheduled, the location and the rules. Please ensure these details are correct. If any information is not correct, please contact Pearson VUE immediately.

Appointment Details

Order Number: 0029-9000-9733

Exam:	AW - NNAAP Written - English (ENU)
Candidate:	Alexander4 Candidate
Candidate ID:	4800000500
Registration ID:	288888000
Date:	01 May 2016
Time:	07:00 AM (Time shown is test center local time.)
Appointment Length:	120 Minutes
Test Center Location (Directions shown below):	WA FAKE SITE - RTS
	111 PIONEER ROAD W
	LONG BEACH, WASHINGTON 98631
	UNITED STATES

Exam:	PR - NNAAP Skills - English (ENU)
Candidate:	Alexander4 Candidate
Candidate ID:	4800000500
Registration ID:	288488095
Date:	01 May 2016
Time:	09:00 AM (Time shown is test center local time.)
Appointment Length:	60 Minutes
Test Center Location (Directions shown below):	WA FAKE SITE - RTS
	111 PIONEER ROAD W
	LONG BEACH, WASHINGTON 98631
	UNITED STATES

Admission Policy

For NNAAP Skills, NNAAP Written:

You must arrive 30 minutes prior to your scheduled time for BOTH the written and skills examinations. If you are late for the written examination you will not be allowed to test and your fees will not be refunded. Skills evaluation times are approximate.

You will be required to bring two (2) original forms of current, not expired, official signature-bearing identification, one of which must be photo-bearing. Your name on your identification must be the same as the name you used on the application to register.

No personal items may be taken into the testing room. This includes all bags, books not authorized by the sponsor and notes. Phones, pagers, or any other electronic devices are not permitted to be used and must be turned off during testing. There is no place for storage of personal belongings at the test center.

Please refer to the Washington Nurse Aide handbook for additional details and information.

Reschedule Policy

Fees are non-refundable and non-transferable. If you wish to reschedule your exam, you must contact Pearson VUE at least nine (9) calendar days before your scheduled examination date. You are permitted one (1) time to re-schedule your examination without penalty. Your fee will be transferred to your new examination date. Rescheduling less than nine (9) calendar days prior to your scheduled examination will result in forfeiting your exam fees.

Cancellation Policy

Fees are non-refundable and non-transferable. If you wish to re-schedule your exam, you must contact Pearson VUE at least nine (9) calendar days before your scheduled examination date. You are permitted one (1) time to re-schedule your examination without penalty. Your fee will be transferred to your new examination date. Rescheduling less than nine (9) calendar days prior to your scheduled examination will result in forfeiting your exam fees.

Additional Information

Since unexpected situations occur, Pearson VUE will consider excusing an absence. Please refer to the Washington Nurse Aide candidate handbook for absence policy.

NOTE: First time test takers MUST schedule to test BOTH the Written (or Oral) Examination and Skills Evaluation for the same day AND at the same location.

Pearson VUE will not be held responsible for expenses incurred beyond the cost of the exam, including but not limited to travel expense and lost wages on the day of the exam.

Directions to Test Center

Center: WA FAKE SITE - RTS

This is a FAKE Site. NO TESTING WILL TAKE PLACE AT THIS SITE.

http://www.pearsonvue.com/legal/privacy/