



# New Mexico Board of Nursing

## CERTIFIED HEMODIALYSIS TECHNICIAN CERTIFICATION BY EXAMINATION

### 16.12.4 NMAC – Hemodialysis Technicians

#### Prerequisites

- Be a high school graduate or complete the general education development course or provide proof of higher education
- Successful completion of a board-approved Certified Hemodialysis Technician training program

***Supporting documents are part of the application and are due 30 days before the examination date. Failure to submit the application and documents by the deadline will delay an applicant's eligibility to sit for the exam. Review the following items to expedite processing your application.***

- **Online application.** The online application can be accessed from the Board of Nursing (BON) home page under *Online Services: Exam/ReExam/Endorsement Application*. Please note that the instructions apply to all applicants even though it refers to a nursing license.
- **High school diploma, GED or proof of higher education.** Higher education refers to graduation from an institution of higher learning such as a community college or university.
- **Attestation of eligibility.** This document is prepared by the nurse educator and verifies that the applicant meets eligibility requirements. It must be submitted directly to the Board of Nursing by the nurse educator.
- **International graduates** are required to submit an evaluation of their degree or diploma completed by a professional evaluation company. Those companies can be found at this link: <http://nmbon.sks.com/initial-exam.aspx>. **See Step 3.** Note: The *Commission on Graduates of Foreign Nursing Schools* only handles nursing degrees. Some applicants may be able to obtain a GED in lieu of providing an evaluation of their international degree.
- **Name verification documentation.** If the applicant's name on a supporting document does not match the name on his/her application, they must also submit to the BON a document that will link and verify them, such as a marriage certificate, divorce decree, or court order.

**Exam admission letters.** Applicants who have not received an exam admission letter two weeks before the exam date should first check their Nurse Portal account to confirm the status of their application and check the message center for the letter or other communication. If the letter is not present, they may submit a query via the message center. Applicants who receive a letter should read it carefully for date, time and instructions.

**Questions about individual exam applications.** Applicants who have questions about the status of their applications should submit them through the message center in their Nurse Portal accounts.