



New Mexico Board of Nursing

MEDICATION AIDE CERTIFICATION BY EXAMINATION

*For a comprehensive review of requirements for certification refer to
16.12.5 NMAC – Medication Aides*

Prerequisites

- Be a minimum of 18 years of age.
- Be a high school or post-secondary school graduate or hold a GED.
- Have a minimum of six months health care experience working at a board approved agency within the last year.
- Successfully complete a board-approved program for the preparation of medication aides.
- Hold current CPR certification.
- Submit an application and pay the fee.

Online application. All applicants must create an account in the Nurse Portal where they will submit an online application. The Nurse Portal can be accessed from the Board of Nursing (BON) home page under *Online Services: Exam/ReExam/Endorsement Application* or <https://nmbn.boardsofnursing.org/nmbn>. There is not a separate portal for certificate applicants; all applicants must create an account in the Nurse Portal.

Required documents. Failure to submit supporting documents will delay an applicant's eligibility to sit for the exam. Review the following items to expedite processing your application.

- **Current CPR card.** If a CPR card has a line for the holder's signature, the applicant must be sure to submit a signed copy. Unsigned card copies will not meet the requirement.
- **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. An official transcript may be submitted in lieu of a high school diploma. Applicants who graduated from Albuquerque Public Schools and no longer have a diploma can contact APS District Imaging And Archives about obtaining a replacement: (505) 848-8836.
- **International graduates** are required to submit an evaluation completed by a board-approved evaluation company to confirm that their degree is equivalent to a US degree. Approved evaluation companies can be found at the link <http://nmbon.sks.com/initial-exam.aspx> in the **Internationally Educated Nurses** section. All of the companies with the exception of *Commission on Graduates of Foreign Nursing Schools* also evaluate secondary school degrees. Applicants may choose 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 their 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.
- **Other documents.** Unless specifically requested, applicants should **not** submit other documents such as copies of driver's licenses, resumes, CMA and other course certificates, skills checklists, CNA certificates.
- **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.



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