



New Mexico Board of Nursing

CERTIFIED MEDICATION AIDE II CERTIFICATION BY EXAMINATION

16.12.5 NMAC – Medication Aides

Prerequisites to application for examination

- CMA must be employed full-time for one year in a board approved facility.
- Must have been a CMA for one year and have fulfilled all CMA requirements and have a current NM certificate.
- Successful completion of board-approved Certified Medication Aide training curriculum.

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*.
- **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.
- **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. Exam admission letters are required to be admitted to the exam and will be uploaded to the message center in Applicant's nurse portal account. Applicants who have not received an exam admission letter two weeks before the exam date should first check their Nurse Portal account message center. If the letter is not present, they should then submit a query via the message center. Applicants should read the letter carefully for date, time and instructions, and contact the BON immediately if they have any questions..

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.