Certified Nursing Assistant (CNA1) by Endorsement Application Steps

Eligibility

Applicants must:

- Must have completed a Training Program that meets federal OBRA training requirements, hold an active CNA in another state, and have 400 work hours in the last two years, or
- Has military experience and provides:
  - A Joint Services transcript that documents training as an aeronautical medic, combat medic 68W, or medical training as a naval corpsman; and
  - A DD214 that documents service in the U.S. Air Force, Army, Coast Guard, Marines, or Navy within two years of application.

Step 1: Create A Login for the Online Portal, if You Do Not Already Have a Login

Visit https://www.oregon.gov/osbn Use a computer, the website does not display on phones/tablets.
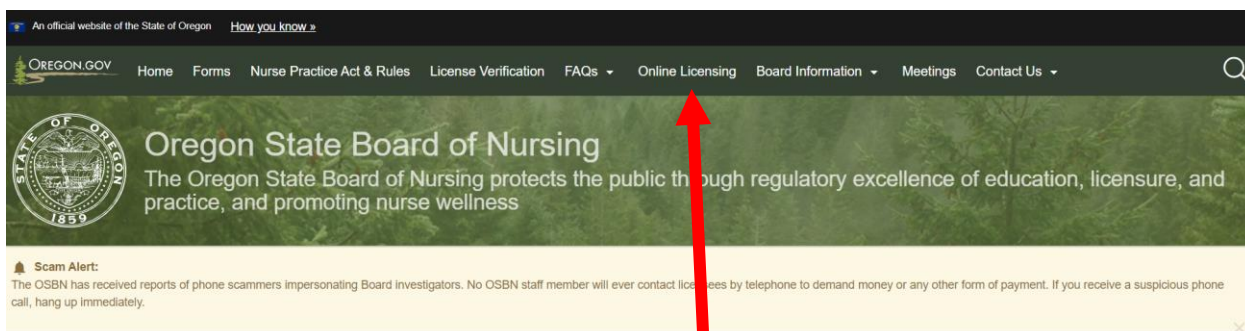
Click here to start

OSBN Nurse Portal

⚠ If this is the first time you are logging into the OSBN Licensing portal since October 10, 2022, you must create a new user account. Click "Create an Account" and agree to the terms and conditions. When you are asked if you have had an account before, click "yes" if you currently hold or have previously held an Oregon license. Follow the directions to create an account. If you are a current or former licensee, you will need to search for your name and verify your identity with your year of birth and last four digits of your SSN. Use your personal email address to establish your account; emails sent to your work or school email may be blocked by the institution.

☆ All applicants for a new license type or reactivation of a license must provide fingerprints for a state and federal criminal history record check after they submit an application. **Click for information on Fingerprint Requirements.**

Create a new account

Don't have an account?

Create an account to apply for a license or maintain your existing license.

Create an Account

Didn't receive the verification email after registering?

Note: Registration link in the verification email is only valid for 24 hours. If you have exceeded this time, please restart the registration process.

1. Check your Spam, Junk, Trash, Deleted

Already have an account?

Authorized User Sign In

Email Address (required)

Password (required)

- Enter your full legal name as shown on your government issued ID.
- Make sure your Social Security number and date of birth are correct.
- Incorrect identification information will prevent you from scheduling or taking the exam and can delay certification.
- Before you can log in for the first time, **you must validate your email address!**
- You will receive a validation email at the address you registered with.
- Please be sure to check your inbox and spam folders to ensure you see the verification email.
- Click on the link in the message to validate your email address.

Step 2: Log Into the OSBN Online Portal

OSBN Nurse Portal

❗ **If this is the first time you are logging into the OSBN Licensing portal since October 10, 2022, you must create a new user account.** Click "Create an Account" and agree to the terms and conditions. When you are asked if you have had an account before, click "yes" if you currently hold or have previously held an Oregon license. Follow the directions to create an account. If you are a current or former licensee, you will need to search for your name and verify your identity with your year of birth and last four digits of your SSN. Use your personal email address to establish your account; emails sent to your work or school email may be blocked by the institution.

☆ All applicants for a new license type or reactivation of a license must provide fingerprints for a state and federal criminal history record check <u>after</u> they submit an application. **Click for information on Fingerprint Requirements.**

Create a new account

Don't have an account?

Create an account to apply for a license or maintain your existing license.

Create an Account

Didn't receive the verification email after registering?

Note: Registration link in the verification email is only valid for 24 hours. If you have exceeded this time, please restart the registration process.

1. Check your Spam, Junk, Trash, Deleted Items, or Archive folder.
2. Resend the verification email.

   Resend Verification Email

3. If you are still not getting the verification email read our more Detailed FAQs or

Already have an account?

Authorized User Sign In

Email Address (required)

Password (required)

Forgot your password?

Sign in using our secure server 🔒

Step 3: Select and Submit Application

Associated cost: $60

☆ All applicants for a new license type or reactivation of a license must provide fingerprints for a state and federal criminal history record check <u>after</u> they submit an application. **Click for information on Fingerprint Requirements.**

Welcome to the Oregon State Board of Nursing Nurse Portal Dashboard. You may use this portal to submit an application, check the status of an application, renew a license, update your name or address, and use the Message Center to communicate with Board staff.

Your Licenses with OSBN   **Apply for License**

License Number	License Type	License Granted Date	License Expiration Date	License Status
No licenses found				

License data provided by the OSBN State Board of Nursing

CNA by RN/LPN

CNA Endorsement

CNA Exam - CNA 1 Training Program

CNA Exam - Military Training

Carefully fill in each of the required sections, errors will delay application processing.

Background Questions

- Answer disclosure questions truthfully.
- If you are not sure about disclosing something, please disclose. OSBN will make a determination.
- If you answer yes to a disclosure question, provide a detailed explanation. This can reduce the need for follow-up questions from OSBN staff and speed up your application timeline.
- Use the tool at the bottom of the page to upload supporting documentation.

Training Verification

Please enter the training course information that you completed to originally obtain your CNA.

If OSBN staff cannot verify your training certificate internally, they will request documentation through the Message Center in your application profile. If documentation is requested, you can upload the certificate as part of your application or you can email to: OSBN.CNACertificates@osbn.oregon.gov

Step 4: Fingerprint Directions

Associated cost $70.50
The state of Oregon contracts with Fieldprint Inc. to collect digital fingerprint images from applicants for the background check. Fieldprint Inc has collection sites in every state. Applicants may have their fingerprints imaged by **appointment only** at any Fieldprint site across the country. Use this link http://www.fieldprintoregon.com to register, enter the code: **FPORBoardNursingDAS**

Please do not submit fingerprints before you submit your application.

HINT: Check for messages in the Message Center while your application is in process to ensure you are responsive to OSBN staff if there are any issues during your application review.