Board of Nursing

**HHA Emergency Rule-Making 9-21-2022**

**Instructions**

Employers send the list of your eligible employees to the Board of Nursing. There should be a separate list for Maryland CNAs and one for DC licensed CNAs who have been hired to work in the home settings in the District of Columbia.

Include the following information on each list:

* 1. List Title – MD. Licensed CNA or DC Licensed CNA
  2. Name
  3. MD. License number – must be active

Email that list to: [specialapplications.bon@dc.gov](mailto:specialapplications.bon@dc.gov)

**For MD CNA**

1. MD CNA applicant must submit completed application by October 14, 2022 for a Temporary HHA license, which will expire January 13, 2023. online. The Temporary license Online licensing website: <https://doh.force.com/dchealthrenewals/s/portal-page>
   1. Complete “Licensure by Endorsement” application.
   2. Upload completed “*HHA Attestation-Endorsement - Emergency Rule-Making 9-21-2022*” form that has been completed by your DC employer, along with other required documents.
   3. The criminal background check and COVID-19 vaccination must be satisfied prior to issuance of the HHA temporary license.
2. After 500 hours of caring for persons in the home setting has been obtained, the applicant must upload the HHA Endorsement Attestation form that has been completed by the DC employer. This is the same attestation form that is normally used for HHA endorsement and can be found on the Board of Nursing’s webpage: <https://dchealth.dc.gov/node/323082>
3. After the form is uploaded to the HHA’s application, the employer may send another document titled *Temp. HHA– Completed 500 Hours*. Include the following information on the list:
   1. Name of HHA
   2. DC Temp License number
   3. Date completed the 500 hours

Email that list to: [specialapplications.bon@dc.gov](mailto:specialapplications.bon@dc.gov)

**For DC CNA**

1. DC CNA applicant must submit completed application by September 30, 2022 for a Permanent HHA license.
   1. Complete “Licensure by Examination” once in the application select “YES” to “Waiver of Examination” include DC CNA license number
      1. DC CNA must upload “*HHA Attestation – Waiver of Examination – Emergency Rule-Making 9-21-2022*”
   2. The criminal background check and COVID-19 vaccination must be satisfied prior to issuance of the HHA license.