



New Jersey Exam and Certification FAQ's

PSI Examination Services handles all Exam Administrations for:

- Certified Nurse Aides (CNA)
- Certified Medication Aides (CMA)
- Assisted Living Administrators (ALA)

PSI will also handle all certification (registry) services for the NJ Department of Health (NJ DOH).

Q. How do I schedule a written or oral exam?

To schedule a written or oral exam, please go to www.psiexams.com, to create an account, or call **1-800-733-9267**.

In addition, on the PSI website, you will be able to download the Candidate Information Bulletins for all examinations.

The **SKILLS** exams (CNA) - can be taken at any approved facility offering the Skills exams; however, you must be scheduled by that facility or by the NJ DOH.

Q. Do I need a valid email address to pay and schedule for my exam?

If you call **1-800-733-9267** to pay and schedule your exam, you will need to supply your social security number only. (This number is used for identification purposes only and will never be disclosed to third parties).

If you choose to pay and schedule for your exam via online at www.psiexams.com you will be asked for an email address and password as part of the standard login process.

Q. Can I take my written exam orally and in Spanish?

The written CNA examination may be taken orally in English and may also be taken orally in Spanish. This request must be documented on your application with the corresponding examination fees.

Q. What phone number do I call for all Certification-related questions?

The registry is available via the internet and available to the public. If you have specific information regarding the status of your certificate, you may call: **1-877-774-4243**

Q. Where can I take my written or oral exam?

SKILLS exams (CNA) can be taken at any approved facility offering the Skills exams; however, you must be scheduled by that facility or by the NJDHSS.

WRITTEN and ORAL exams may be taken at any of the following 10 New Jersey test site locations after a reservation has been made. There are no 'Walk-in' examinations available at any of the test sites.

BRICK
260 CHAMBERS BRIDGE ROAD, UNIT #1A
BRICK, NJ 08723

CHERRY HILL
950 KINGS HWY NORTH, SUITE 301
CHERRY HILL, NJ 08034

NORTH BRUNSWICK
THE SHOPPES AT NORTH BRUNSWICK
980 SHOPPES BLVD, 2ND FLOOR
NORTH BRUNSWICK, NJ 08902

HAMILTON SQUARE AREA
IBIS PLAZA SOUTH
3525 QUAKERBRIDGE ROAD, SUITE 1000
HAMILTON TOWNSHIP, NJ 08619

NEW BRUNSWICK - GEORGES ROAD
825 GEORGES ROAD, SUITE 2A
NORTH BRUNSWICK, NJ 08902

NEW PROVIDENCE
MURRAY HILL OFFICE CENTER
571 CENTRAL AVENUE, SUITE 117
NEW PROVIDENCE, NJ 07094

LINWOOD
222 NEW ROAD, SUITE 301
LINWOOD, NJ 08221

ROCHELLE PARK
365 W. PASSAIC ST, SUITE 180
ROCHELLE PARK, NJ 07662

PARSIPPANY
239 NEW ROAD, SUITE A-203
PARSIPPANY, NJ 07054

SECAUCUS
110-B MEADOWLANDS PARKWAY, SUITE 204
SECAUCUS, NJ 07094

Q. How do I get Recertified?

You will receive a renewal reminder approximately sixty (60) days in advance of your certification expiration date.

On the day of recertification, you **MUST** bring to the test site the following:

- \$30 recertification fee (this is the only fee accepted at the test site). PSI accepts Money Orders, Cashier's checks, Visa or Master Card. We do not accept Cash.
- Two (2) forms of identification. One must be a VALID form of government-issued identification (Driver's License, State ID, Passport) which bears your signature and has your photograph. The second ID must have your signature and preprinted legal name.
- Your Renewal Form (completed in full and signed by your current or previous employer).

Recertification will be offered on a walk-in basis at any of the 10 NJ test sites on Mondays ONLY from 10am-4pm. We also offer recertification on Wednesdays from 10am-4pm at the Hamilton Township, Rochelle Park and Cherry Hill sites ONLY. Evening hours for recertification will be offered at our Rochelle Park site on Wednesdays until 7pm and at our Parsippany site on Thursdays from 4pm-7pm.

Q. If I am an Instructor or Evaluator, how do I get trained on the new processes?

Please contact the NJ DOH for future Evaluator training dates.

Q. How do I apply to become an Instructor or Evaluator?

If you are interested in becoming an instructor or evaluator, please contact the NJ DOH Certification program at (866) 561-5914 or 800-367-6543.

Q. How do I order printed copies of the Candidate Information Bulletin?

You can print the bulletin from PSI's website at www.psiexams.com. For schools who need a quantity of bulletins please email njhro@psionline.com with the quantity needed and the complete mailing address. NOTE: Please specify which Candidate Information Bulletin you are ordering: Nurse Aide/PCA, Medication Aide/Assisted Living Administrator.