



**Pearson VUE**  
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November 4, 2017

To All North Carolina Medication Aide Programs and Instructors:

This letter is to inform you of upcoming changes in the Medication Aide examination process in North Carolina. Pearson VUE and the North Carolina Department of Health and Human Services (DHSH) are excited to announce that effective **December 13, 2017**, all North Carolina Medication Aides, eligible to test, will be able to register online and schedule their own examination.

It is necessary to move data from the current registration system to the new system. Therefore there will be a black out period between **December 6 and December 12, 2017** where there will be no testing. The last date we will be accepting paper applications is **November 21, 2017**. These dates are currently listed on the North Carolina Medication Aide website.

With the new system, training programs (instructors) will be required to log into the system to validate (upload) student training completion information. Candidates will receive an email confirmation alerting them to register on line.

Online Application Registration and Scheduling will work using the same method including and website links as the Nurse Aide program. This includes both for instructors and candidates. I have enclosed documentation outlining the process for both instructors and candidate.

All students will need the following two (2) things before accessing the new system:

1. A valid email address. If they don't have one now, it can be obtained free of charge from various sources such as Gmail, Yahoo, MSN, etc.
2. A credit card. This can be a pre-paid card, debit card, or other single use card.

Please share this information with your students so they have time to get what is needed. We will be having training sessions for those who are not familiar with the upload process. I will forward this information at a later date.

Please review the manuals. Please review the contact information on the last page of the manual if you have any questions on the processes and procedures.

Regards,

A handwritten signature in blue ink that reads 'Alison Brock-Carelli'.

Program Manager  
Health Services