

DELAWARE CNA RECERTIFICATION/ RENEWAL PROCESS

WEB ADDRESS: <https://decnarecert.academy.reliaslearning.com>

RELIAS SUPPORT: 1-844-735-2223

Step 1: LOG IN using either your email address or your DE CNA Certification Number. The system generated password is 'Welcome1'.
If you log in using your Delaware CNA Certification Number, please enter an email address. Go to 'MY ACCOUNT' and select 'EDIT CONTACT'



DELAWARE HEALTH AND SOCIAL SERVICES

Welcome, CNA! [Logout](#)

[My Courses](#) | [My Tokens](#) | **[My Account](#)**

[VIEW CART\(0\)](#)

[Getting Started](#) | [Accreditation Guide](#) | [FAQs](#) | [Customer Service](#) | [About Us](#)



MY ACADEMY

CNA RENEWAL REQUIREMENT

Account Information

Use this page to edit your profile and view order history. View the [Terms and Conditions](#) of Relias Academy.

YOUR LOGIN

You are Logged in as
dhcqadmintest@dhcqadmintest.com

[CHANGE PASSWORD](#)

Contact Information

Email DHCQAdminTest@DHCQAdminTest.com

Email Opt In

[EDIT CONTACT](#)

Addresses

[ADD NEW ADDRESS](#)

NAME	DEFAULT BILLING	ADDRESS	
Default Billing	<input checked="" type="checkbox"/>	CNA 1 State of Delaware 3 Mill Road Wilmington, DE 19806 US Tel: 302-421-7444	EDIT >>> DELETE >>>

Enter your email address then click 'SUBMIT'
Once you've entered an email address you will be prompted to log in again. Log in using your email address and the system generated password ('Welcome1')



DELAWARE HEALTH AND SOCIAL SERVICES

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[VIEW CART\(0\)](#)

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[Home](#) | **MY ACADEMY** | **CNA RENEWAL REQUIREMENT**

Contact Information

Email Address

Send me periodic emails and special offers

SUBMIT

CANCEL



Automatically Reports
To CE BROKER

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Relias strives to measurably improve the lives of the most vulnerable members of society and those who care for them by providing online analytics, assessments and learning across healthcare. The product of a merger between Silverchair Learning, Essential Learning, and Care2Learn, Relias delivers a breadth and depth of content unrivaled by its competitors. We provide flexible e-Learning solutions to meet your needs: Relias Academy for individuals, Relias Learning Management System for organizations, Enterprise solutions for large organizations and partnerships. Relias Learning is based in Cary, North Carolina. For more information, visit www.reliaslearning.com.

Step 2: Once you have logged back in we recommend you change your password from 'Welcome1'. Select a password that will be easy for you to remember using at least one upper case letter, one lower case letter, and one number. Click on 'MY ACCOUNT' and select 'CHANGE PASSWORD'



DELAWARE HEALTH AND SOCIAL SERVICES

Welcome, CNA! [Logout](#)

[My Courses](#) | [My Tokens](#) | **[My Account](#)**

[VIEW CART\(0\)](#)

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MY ACADEMY

CNA RENEWAL REQUIREMENT

Account Information

Use this page to edit your profile and view order history. View the [Terms and Conditions](#) of Relias Academy.

YOUR LOGIN

You are Logged in as
dhcqadmintest@dhcqadmintest.com

2

[CHANGE PASSWORD](#)

Contact Information

Email DHCQAdminTest@DHCQAdminTest.com

Email Opt In



[EDIT CONTACT](#)

Addresses

[ADD NEW ADDRESS](#)

NAME	DEFAULT BILLING	ADDRESS	
Default Billing		CNA 1 State of Delaware 3 Mill Road Wilmington, DE 19806 US Tel: 302-421-7444	EDIT >> DELETE >>

Enter the system generated password 'Welcome1' in the first box where it says CURRENT PASSWORD. Enter your new password twice. Once you've change your password you will be redirected to log in again. Please log in using your email address and new password.



DELAWARE HEALTH AND SOCIAL SERVICES

Welcome, CNA! [Logout](#)

[My Courses](#) | [My Tokens](#) | [My Account](#)

[VIEW CART\(0\)](#)

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[Home](#) | [MY ACADEMY](#) | [CNA RENEWAL REQUIREMENT](#)

Change Password

Current Password

New Password

Confirm New Password

[CHANGE PASSWORD](#) [CANCEL](#)



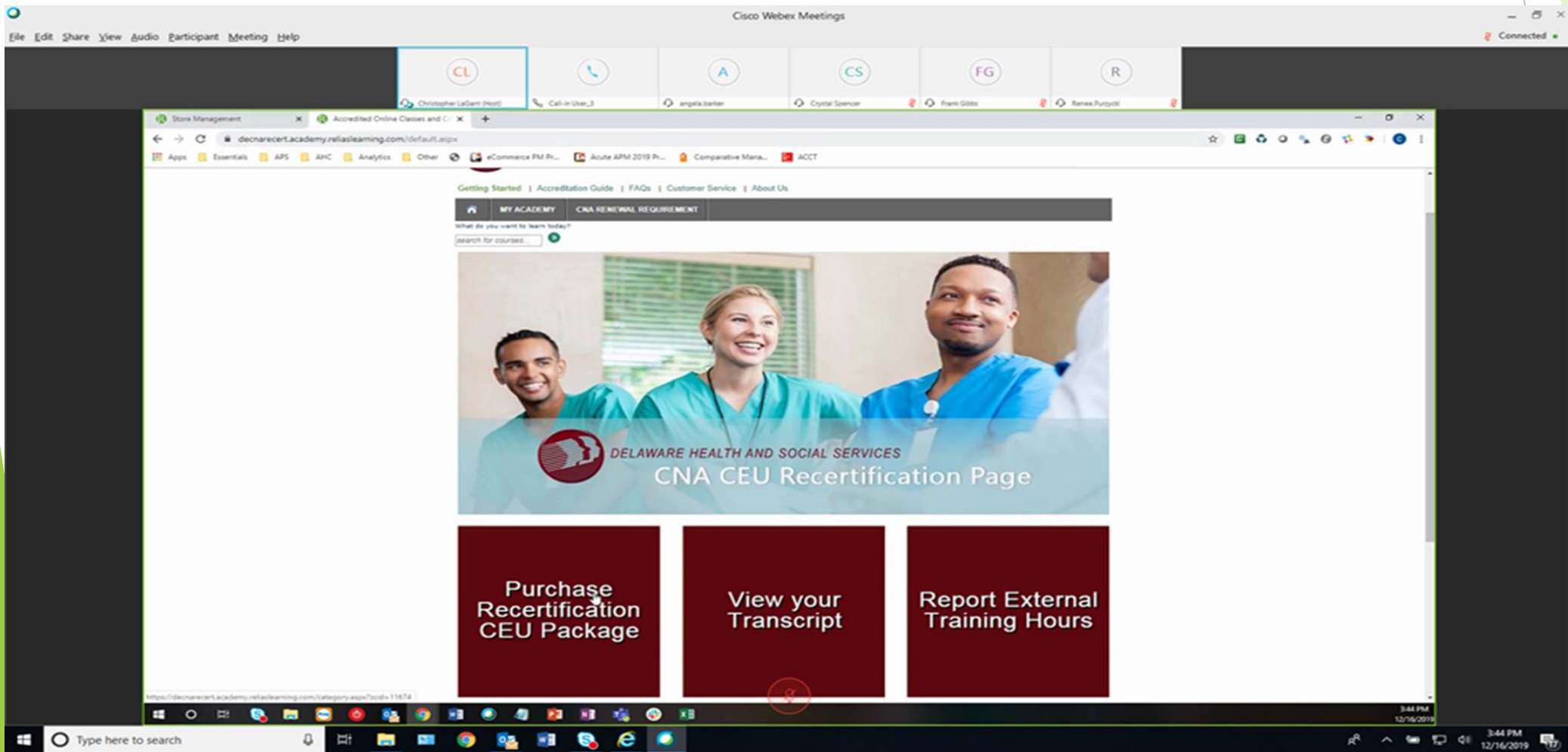
Automatically Reports
To CE BROKER

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Relias strives to measurably improve the lives of the most vulnerable members of society and those who care for them by providing online analytics, assessments and learning across healthcare. The product of a merger between Silverchair Learning, Essential Learning, and Care2Learn, Relias delivers a breadth and depth of content unrivaled by its competitors. We provide flexible e-Learning solutions to meet your needs: Relias Academy for individuals, Relias Learning Management System for organizations, Enterprise solutions for large organizations and partnerships. Relias Learning is based in Cary, North Carolina. For more information, visit www.reliaslearning.com.

Once you are logged in you will see the Delaware Health and Social Services CNA CEU Recertification Page. From this page you can view your transcript, report external training hours, and purchase the recertification CEU package. If this is your first time you need to Purchase the Recertification CEU package. Click the first maroon box.



You will see the CNA Renewal Package listed with all of the required classes, including the employment verification; this package will be placed in your cart.

The screenshot displays a Cisco Webex Meeting window. At the top, the meeting title is "Cisco Webex Meetings" and the status is "Connected". The participant bar shows several users: Christopher LaGart (Host), Call-In User_3, angela barber, Crystal Spencer, Frank Glabe, and Renee Purdy. A window titled "Viewing Christopher LaGart..." is open, showing a browser with the URL "decarecert.academy.reliaslearning.com/CNA-Renewal-Package.aspx".

The browser page is for "DELAWARE HEALTH AND SOCIAL SERVICES" and "MY ACADEMY". The main content area displays the "CNA Renewal Requirement" section, featuring the "CNA Renewal Package" for \$25.00. The package description states: "Recently your CNA license with 24 hours of continuing education and verification of 64 hours of work experience every two years." The package includes the following courses:


- 64 Hours Worked Renewal Form
- Accident Prevention and Management
- Alzheimer's Disease and Related Disorders: Activities of Daily Living
- Alzheimer's Disease and Related Disorders: Communication
- Alzheimer's Disease and Related Disorders: Family and Ethical Issues
- Adapt Management
- Building On The Job
- Care Basics: Caring for the Difficult Patient
- Communication in Dementia Care

The package also includes "Employment Verification". The price is \$25.00, and there is an "ADD TO CART" button. The website footer includes "STAFF TRAINING TOKENS" and "RELIAS ACADEMY Powered by Relias Learning".

Your shopping cart shows the CNA Renewal Package with the total amount due of \$25 which is the cost of your CNA Renewal/Re-certification. Select 'Check Out'

The screenshot shows a web browser window with a Cisco Webex Meetings overlay at the top. The browser address bar shows the URL decarecert.academy.reliaslearning.com/shoppingcart.aspx. The page title is "Viewing Christopher LaGart...". The website header includes the logo for "DELAWARE HEALTH AND SOCIAL SERVICES" and navigation links for "My Courses", "My Tokens", and "My Account". A "VIEW CART(1)" button is visible in the top right.

The main content area is titled "Shopping Cart" and contains the following table:

ITEM	QUANTITY	PRICE	TOTAL
 CNA Renewal Package Item# 301797	1	\$25.00	\$25.00

Below the table, there is a note: "*Depending on your location taxes may be added during checkout." The subtotal and total are both listed as \$25.00. There is a "CHECKOUT" button.

Below the cart, there are sections for "How do I access my courses?" and "What discounts are available for my purchase?". A "STAFF TRAINING TOKENS" logo is also present.

The footer includes logos for payment methods (Visa, Mastercard, American Express, Discover, Authorize.Net) and a note: "Automatically Reports To CE BROKER". Copyright information for Relias Learning LLC is also visible.

If you did not log in initially before you selected your package, you must log in now. Please log in using your email address or your Delaware CNA Certification Number. You will need to go back to steps one and two, and proceed with changing your password. If you are logging in with your Delaware CNA Certification Number, you will need to enter an email address.

The screenshot shows a web browser window displaying the member sign-in page for Delaware Health and Social Services. The page header includes the logo and navigation links for 'My Courses', 'My Tokens', and 'My Account'. Below the header, there are navigation tabs for 'MY ACADEMY' and 'CNA RENEWAL REQUIREMENT'. A search bar is present with the text 'What do you want to learn today?'. The main content area is titled 'Member Sign-In Page' and features two columns: 'Login' and 'Create a New Account'. The 'Login' section has input fields for 'E-mail' (containing 'clagan@nylaslearning.co') and 'Password', with a 'LOGIN' button below. The 'Create a New Account' section has a 'REGISTER' button and a link to 'Click Here to Create your free Account'. A '100% SATISFACTION GUARANTEED' badge is visible on the left. The footer contains logos for Visa, Mastercard, American Express, Discover, and Authorize.net, along with a note about automatic reporting to CE BROKER. The Windows taskbar at the bottom shows the time as 3:46 PM on 12/16/2019.

Now you must enter your payment information.

The screenshot shows a Zoom meeting window with a browser displaying the 'Secure Checkout' page for Delaware Health and Social Services. The browser address bar shows 'decarecert.academy.zelllearning.com/Checkout.aspx'. The page header includes 'DELAWARE HEALTH AND SOCIAL SERVICES' and a navigation menu with 'MY ACADEMY' and 'CNA RENEWAL REQUIREMENT'. The main content area is titled 'Secure Checkout' and shows the current step as '2: Order & Payment'. Below this, there is a table of order information and a payment information section.

ORDER INFORMATION

QTY	ITEM	PRICE	TOTAL
1	CNA Renewal Package Item# 301797	\$25.00	\$25.00
SUBTOTAL			\$25.00
Total			\$25.00

PAYMENT INFORMATION

Payment Method: Credit Card

Billing Address: John Smith, 1030 Syc Dr, Mountville, NC 27560, US, Tel: 9196080642, EMail: JAS@dhss

Card Number: [input field]

Expiration Date: --Month-- / --Year--

Security Code: [input field]

Gift Card Number: [input field] APPLY

Once you enter your registration information, you should not have to enter it again. Proceed with secure checkout.

The screenshot shows a Cisco Webex Meetings window with a browser displaying the 'Secure Checkout' page for Delaware Health and Social Services. The browser address bar shows the URL: <https://decarecert.academy.reliaslearning.com/EditAddress.aspx>. The page header includes the logo for Delaware Health and Social Services and navigation links such as 'My Courses', 'My Tokens', and 'My Account'. The main content area is titled 'Secure Checkout' and shows the 'Billing Address' section. The form fields are as follows:

- Address Name: Default Billing (default)
- First Name: Test
- Last Name: User
- Company Name: DHCQ
- Street 1: Mill Road
- Street 2:
- City: Wilmington
- State: DE
- Postal Code: 19008
- Country: UNITED STATES
- Phone Number: 302-421-7444

A 'PROCEED TO NEXT STEP' button is visible below the form. At the bottom of the browser window, a notification asks: 'Do you want Auto-Complete to remember web form entries? Learn about Auto-Complete'. The Windows taskbar at the bottom shows the time as 4:09 PM on 12/16/2019.

Click 'Submit Order'

DELaware HEALTH AND SOCIAL SERVICES

Welcome, Test! Logout
My Courses | My Tokens | My Account
VIEW CART(1)

Getting Started | Accreditation Guide | FAQs | Customer Service | About Us

MY ACADEMY | CNA RENEWAL REQUIREMENT

Secure Checkout

1: Your Address 2: Order & Payment

Please review your order and provide payment information to complete your purchase.

QTY	ITEM	PRICE	TOTAL
1	CNA Renewal Package Item # 301797	\$25.00	\$25.00
			SUBTOTAL \$25.00
			DISCOUNT -\$25.00
			Total \$0.00

SUBMIT ORDER

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Relias strives to measurably improve the lives of the most vulnerable members of society and those who care for them by providing online analytics, assessments and learning across healthcare. The product of a merger between Silverchair Learning, Essential Learning, and Care2Learn, Relias delivers a breadth and depth of content unrivaled by its competitors. We provide Revolve e Learning solutions to meet your needs. Relias Academy for individuals. Relias Learning Management System for organizations. Enterprise

Do you want AutoComplete to remember web form entries? Learn about AutoComplete Yes No

You will now see a receipt for your purchase. You should also receive an email confirmation of this purchase. You may print this page for your records if you chose.

The screenshot shows a web browser window displaying a receipt from Delaware Health and Social Services. The browser's address bar shows the URL: <https://decnarecert.academy.relaslearning.com/OrderReceipt.aspx>. The page header includes the logo and name 'DELAWARE HEALTH AND SOCIAL SERVICES' and navigation links for 'My Courses', 'My Tokens', and 'My Account'. A 'VIEW CART(1)' button is also visible.

The main content area is titled 'DHCQ Customer Receipt' and contains the following information:

Thank you for your order. Please print this receipt for your reference. Visit <https://decnarecert.academy.relaslearning.com/MyCourses.aspx> to open your online course(s).

Order Information
Order Number: 325438
Order Date: 12/16/2019 3:09:56 PM
Account Number: 371311
Promotion Code: DHCQAdminTest
Payment Method:

Customer Service
E-Mail: relasacademy@relas.com
Phone: 800-729-9198 x1 (8:00am-8:00pm est)
Falls
1010 Sync Street
Morrisville, North Carolina 27560

Billing Address
Test User
DHCQ
3 Mill Road
Wilmington, DE 19808
US
Tel: 302-421-7444

Qty	SKU	Item	Description	Price	Ext.
1	#201797	CNA Renewal Package		\$25.00	\$25.00
				Sub Total	\$25.00
				Discount Amount	(\$25.00)
				Total	\$0.00

Additional Instructions
Click here to give us feedback on your ordering experience.

At the bottom of the page, there is a notification: 'Do you want AutoComplete to remember web form entries? Learn about AutoComplete' with 'Yes' and 'No' buttons.

Once your purchase is complete, go to the 'My Courses' tab and select your courses. You will see your courses listed as below. You can begin your lessons by selecting one course at a time. Each course requires you to complete a post-test. Remember you are required to complete 24-hours of learning in order to qualify for renewal/recertification.

The screenshot shows a web browser window displaying the 'My Courses' page for Delaware Health and Social Services. The page header includes the logo and navigation links like 'My Courses', 'My Tokens', 'Transcript', and 'Training Alerts'. Below the header, there is a section for 'View Completed Courses and Print Certificates from Transcript Page'. The main content area is divided into two sections: 'IN PROGRESS COURSES' and 'CNA RE-CERTIFICATION'. Each section contains a table of courses with columns for Title, Hours, and Available Until, and an 'ENTER COURSE' button for each entry.

IN PROGRESS COURSES			
Title	Hours	Available Until	
Anger Management	0.50		ENTER COURSE
Anger Management	0.50		ENTER COURSE
Hours Worked Validation	0.00		ENTER COURSE

CNA RE-CERTIFICATION			
Title	Hours	Available Until	
Accident Prevention and Management	0.75		ENTER COURSE
Alzheimer's Disease and Related Disorders: Activities of Daily Living	1.00		ENTER COURSE
Alzheimer's Disease and Related Disorders: Communication	1.00		ENTER COURSE
Alzheimer's Disease and Related Disorders: Family and Ethical Issues	1.00		ENTER COURSE
Anger Management	0.50		ENTER COURSE
Bullying On The Job	0.50		ENTER COURSE
Care Basics: Bathing the Difficult Patient	1.00		ENTER COURSE
Communication in Dementia Care	0.00		ENTER COURSE

Once you have completed all of your courses you must select the course marked '64 Hours Worked Renewal Form'

The screenshot shows a web browser window displaying a list of courses. The browser's address bar shows the URL <https://decarecert.academy.reliaslearning.com/MyCourses.aspx>. The page title is "Viewing Renee.Purzycki's we...". The browser tabs include "Cisco Webex Meetings", "My Courses", and "Shared Web Browser".

Course Title	Hours	Available Until	Action
Infection Control: The Basics	0.25		ENTER COURSE
Life Skills Series: Managing Time in Your Busy Life	1.00		ENTER COURSE
Observation, Reporting, and Documentation	1.00		ENTER COURSE
Person-Centered Care and Culture Change	1.00		ENTER COURSE
Preventing and Responding to Elopement	1.00		ENTER COURSE
Preventing, Recognizing, and Reporting Abuse	0.75		ENTER COURSE
Protecting Resident Rights in Nursing Facilities	1.00		ENTER COURSE
Safe Eating	0.75		ENTER COURSE
Safe Transfers	0.25		ENTER COURSE
Safe Use of Mechanical Lifts	1.00		ENTER COURSE
Sexuality and Dementia	1.00		ENTER COURSE
Understanding Alzheimer's Disease and Dementia	1.00		ENTER COURSE
Understanding Falls	0.50		ENTER COURSE
Weighing and Measuring Residents	0.50		ENTER COURSE
Workplace Violence	0.50		ENTER COURSE
CNA RENEWAL PACKAGE			
Title	Hours	Available Until	
64 Hours Worked Renewal Form	0.00	12/16/2020	ENTER COURSE
Accident Prevention and Management	0.75		ENTER COURSE
Alzheimer's Disease and Related Disorders: Activities of Daily Living	1.00		ENTER COURSE
Alzheimer's Disease and Related Disorders: Communication	1.00		ENTER COURSE
Alzheimer's Disease and Related Disorders: Family and Ethical Issues	1.00		ENTER COURSE
Anger Management	0.50		ENTER COURSE
Bullying On The Job	0.50		ENTER COURSE
Care Basics: Bathing the Difficult Patient	1.00		ENTER COURSE
Communication in Dementia Care	1.00		ENTER COURSE
Delirium, Dementia, and Depression	0.00		ENTER COURSE

The "64 Hours Worked Renewal Form" course is highlighted in blue. The browser's taskbar at the bottom shows the Windows logo, a search bar, and various application icons. The system tray in the bottom right corner displays the time as 4:12 PM on 12/16/2019.

Once you get to this screen click the green 'Start' button. Be sure to read carefully the statements which you are about to attest to.

The screenshot shows a web browser window with the URL <https://decarecert.training.reliaslearning.com/Learning/CourseViewer.aspx?Id=682040089&ReturnUrl=%3Fid%3D682040089>. The page title is "64 Hours Worked Renewal Form" with "0 hours" and a "+ More Properties" link. Below the title is "CNA-Renewal".

The page is divided into several sections:

- Lessons and Exams:** Contains two items, each with a green "Start" button:
 - Read This -
 - Final Exam -
- Evaluation and Certificates:** Contains two buttons: "Complete Evaluation" and "Print Certificate".
- My Licenses & Certifications:** A pink message box states: "You do not currently have any license or certificate information stored. If you would like to receive CE credit, please [enter your license or certificate information](#)."
- Available Certificates:** A message box states: "This course has no certificates."

The browser's taskbar at the bottom shows a "Cisco Webex Meetings" window and a system tray with the time 4:13 PM and date 12/16/2019.

Please read carefully; click 'Next' when you are ready to continue.

Viewing Renee.Purzycki's we...

https://decarecert.training.reliaslearning.com/Learning/CourseViewerLesson.aspx?CourseEnrollme...

Cisco Webex Meetings | Relias - Delaware DHSS Div... | Shared Web Browser

← Back to Content List

Exit Next

By completing the Course Evaluation form below, I certify that I am (or I was) employed with the following organization/facility during my 24 month certification period, I worked a minimum of 64 hours as a CNA performing nursing related services for pay under the supervision of a registered nurse or physician, and that I have completed 24 hours of Continuing Education in my 24 month certification period.

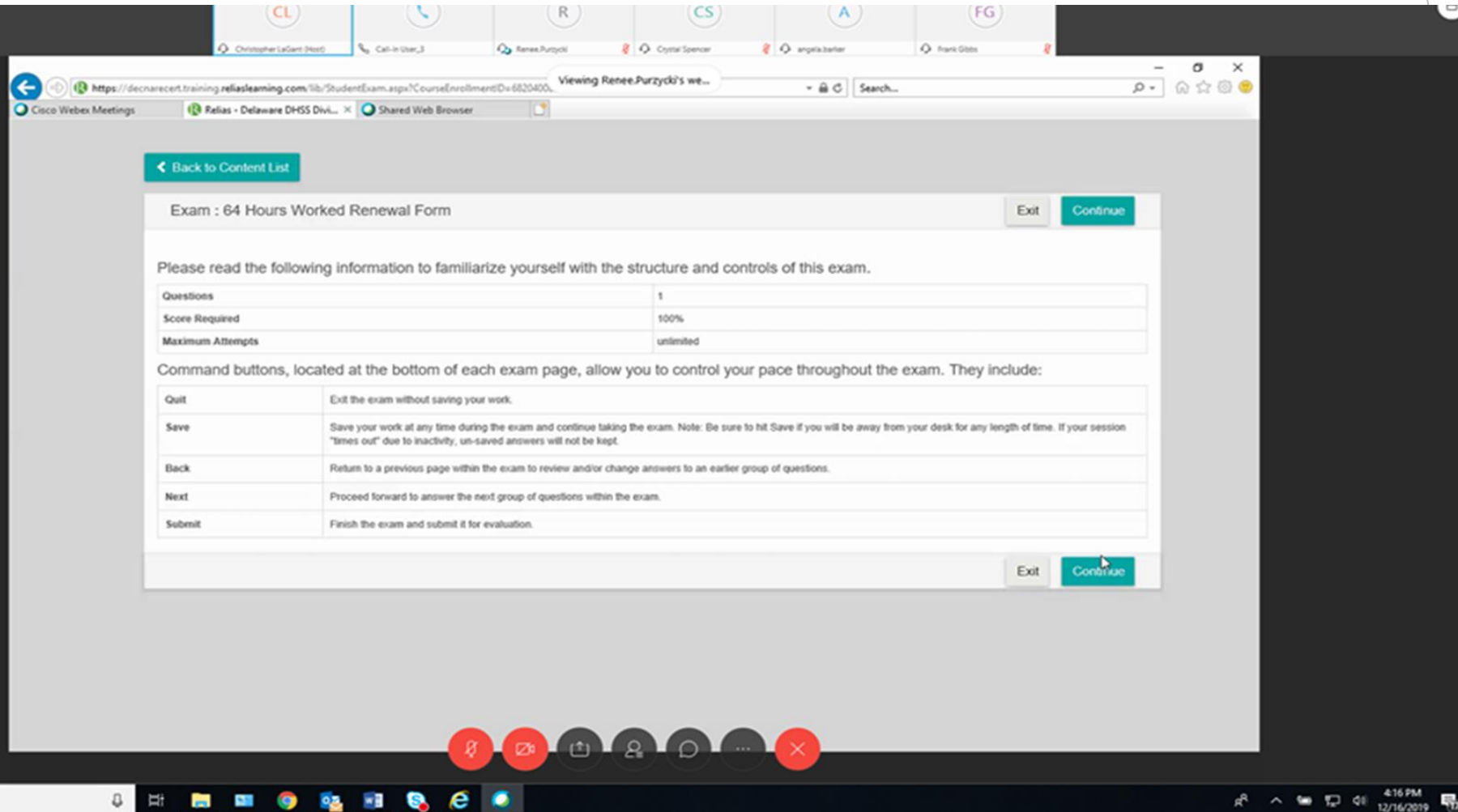
EMPLOYMENT VERIFICATION STATEMENT

Eligibility Requirements:

- Pursuant to 16 Del. C., 3220, §2.3.4.2 A CNA must perform at least 64 hours of nursing related services for pay under the supervision of a registered nurse.
- The State of Delaware requires CNAs to have been in a paid position working for a minimum of 64 hours within the last certification period, performing nursing-related services under the supervision of a registered nurse or physician for one of the following licensed facilities:
 - Assisted Living,
 - Skilled Nursing Facility,
 - Hospital, Licensed Home Health Care Agency (with a nurse),
 - Hospice.
- **Private duty and other health care settings without a supervising licensed nurse or physician do not qualify under state regulations for renewal.**
- In addition to the employment requirement, 24-hours of Division approved continuing education (CEUs) must be completed through RELIAS.
- For the purposes of this CNA renewal, CEUs will **only** be accepted from the RELIAS online learning portal through your employer or the State of Delaware. Nursing students who are currently enrolled in a nursing program will be given credit for nursing courses if they have earned a grade of 'C' or better; transcripts must be submitted to the Division of Health Care Quality. Please call 302-421-7410 for instructions.
- If you have completed RELIAS training through your employer, you must contact RELIAS Support to request shared viewer rights for verification by the Division of Health Care Quality.
- Pursuant to 16 Del.C. 3220, §5.1.12 A CNA may be disciplined for committing fraud, misrepresentation or deceit in taking the CNA test or in obtaining certification.

4:14 PM 12/16/2019

Click 'Continue' when you are ready to proceed.



[← Back to Content List](#)

Exam : 64 Hours Worked Renewal Form Exit Continue

Please read the following information to familiarize yourself with the structure and controls of this exam.

Questions	1
Score Required	100%
Maximum Attempts	unlimited

Command buttons, located at the bottom of each exam page, allow you to control your pace throughout the exam. They include:

Quit	Exit the exam without saving your work.
Save	Save your work at any time during the exam and continue taking the exam. Note: Be sure to hit Save if you will be away from your desk for any length of time. If your session "times out" due to inactivity, un-saved answers will not be kept.
Back	Return to a previous page within the exam to review and/or change answers to an earlier group of questions.
Next	Proceed forward to answer the next group of questions within the exam.
Submit	Finish the exam and submit it for evaluation.

Exit Continue

You must answer 'YES'; click 'Submit' when you are ready to continue.

The screenshot shows a web browser window with a Cisco Webex Meetings overlay. The browser address bar displays the URL: <https://deciarecert.training.reliaslearning.com/lib/StudentExam.aspx?CourseEnrollmentID=6820400...>. The page content includes a "Back to Content List" button, a title "Exam : 64 Hours Worked Renewal Form", and a question: "1. I have read the eligibility requirements, and I am ready to attest to my hours worked and CEs completed. I have my Employer, my Supervisor's name, title, and contact telephone number ready to document at the next step." Below the question are two radio button options: "Yes" and "No". At the bottom of the form are three buttons: "Quit", "Save", and "Submit". The Webex overlay at the top shows a toolbar with icons for chat, call, and other participants, and a bottom toolbar with icons for mute, video, chat, and other meeting controls.

From this screen you may print a Certificate of Completion. Click 'Continue' when you are ready to proceed.

The screenshot shows a web browser window with the URL <https://decanrecert.training.reliaslearning.com/lib/StudentExam.aspx?CourseEnrollmentId=6620400...>. The page title is "Exam : 64 Hours Worked Renewal Form". At the top left, there is a button labeled "Back to Content List". At the top right, there are "Exit" and "Continue" buttons. A light blue banner contains the text: "Congratulations! You have successfully passed the exam. If you need a continuing education certificate, please click Continue to complete the course evaluation and print your certificate." Below this, the exam score is shown as "Exam Score: 100%" and "Score Required: 100%". A statement reads: "1. I have read the eligibility requirements, and I am ready to attest to my hours worked and CEs completed. I have my Employer, my Supervisor's name, title, and contact telephone number ready to document at the next step." Below this statement, there are two rows of text: "Learner Response: Yes" and "Correct Answer: Yes". At the bottom right of the page, there are "Exit" and "Continue" buttons. The browser's taskbar at the bottom shows several open tabs and a system tray with the time 4:17 PM and date 12/16/2019.

Now you are ready to enter your employment information; this step replaces the renewal form.

The screenshot shows a web browser window with the URL <https://decdarecert.training.reliaslearning.com/lib/Survey.aspx?CourseEnrollmentID=682040089>. The page title is "Viewing Renee.Purzycki's we...". The browser tabs include "Cisco Webex Meetings", "Relias - Delaware DHSS Div...", and "Shared Web Browser".

At the top left of the survey page, there is a link: [← Back to Content List](#). The main heading is "Evaluation: 64 Hours Worked Renewal Form" with an "Exit" button on the right.

1. EMPLOYMENT VERIFICATION STATEMENT

By e-signing below I certify that I am (or I was) employed with the following organization/facility during my 24 month certification period, and worked a minimum of 64 hours as a CNA performing nursing related services for pay under the supervision of a registered nurse or physician.

Eligibility Requirements:

- Pursuant to 16 Del. C., 3220, §2.3.4.2 A CNA must perform at least 64 hours of nursing related services for pay under the supervision of a registered nurse.
- The State of Delaware requires CNAs to have been in a paid position working for a minimum of 64 hours within the last certification period, performing nursing-related services under the supervision of a registered nurse or physician for one of the following licensed facilities:
 - Assisted Living,
 - Skilled Nursing Facility,
 - Hospital, Licensed Home Health Care Agency (with a nurse),
 - Hospice.
- Private duty and other health care settings without a supervising licensed nurse or physician do not qualify under state regulations for renewal.
- In addition to the employment requirement, 24-hours of Division approved continuing education (CEUs) must be completed or reported through Relias.
- For the purposes of this CNA renewal, CEUs will **only** be accepted from the Relias online learning portal through your employer or the State of Delaware. Nursing students who are currently enrolled in a nursing program will be given credit for nursing courses if they have earned a grade of 'C' or better; transcripts must be submitted to the Division of Health Care Quality. Please call 302-421-7410 for instructions.
- If you have completed Relias training through your employer, you must contact Relias Support to request that your transcript be transferred to this site for verification by the Division of Health Care Quality.

Pursuant to 16 Del.C. 3220, §5.1.12 A CNA may be disciplined for committing fraud, misrepresentation or deceit in taking the CNA test or in obtaining certification.

Please enter the organization/facility name and address where you completed your 64 hours of work over your past 24 hour certification period and date of hire:

At the bottom of the page, there is a red "X" icon and a red "E" icon, likely representing a warning or error message.

Please enter the name of your employer, the address, and your date of hire in the first box. If you work for a corporation (i.e. Genesis Healthcare, Onix, LLC, Five Star) please enter your employer and the actual location where you (i.e. Genesis, Silver Lake, Cadia Silverside, Forwood Manor). If you no longer work for the employer where you completed your 64 hours please enter your date of hire AND the date you left; this information will be verified by DHCQ. In the second box please re-enter your date of hire using the two digit month, two digit day, and four digit year format.

The screenshot shows a web browser window with the URL <https://dcnarecert.training.reliaslearning.com/lib/Survey.aspx?CourseEnrollmentID=682040089>. The page content includes the following text:

- Private duty and other health care settings without a supervising licensed nurse or physician do not qualify under state regulations for renewal.
- In addition to the employment requirement, 24-hours of Division approved continuing education (CEUs) must be completed or reported through Relias.
- For the purposes of this CNA renewal, CEUs will **only** be accepted from the Relias online learning portal through your employer or the State of Delaware. Nursing students who are currently enrolled in a nursing program will be given credit for nursing courses if they have earned a grade of 'C' or better; transcripts must be submitted to the Division of Health Care Quality. Please call 302-421-7410 for instructions.
- If you have completed Relias training through your employer, you must contact Relias Support to request that your transcript be transferred to this site for verification by the Division of Health Care Quality.

Pursuant to 16 Del.C. 3220, §5.1.12 A CNA may be disciplined for committing fraud, misrepresentation or deceit in taking the CNA test or in obtaining certification.

Please enter the organization/facility name and address where you completed your 64 hours of work over your past 24 hour certification period and date of hire:

1. [Empty text input box]

2. Please enter your date of hire: (MM/DD/YYYY)

[Empty date input box]

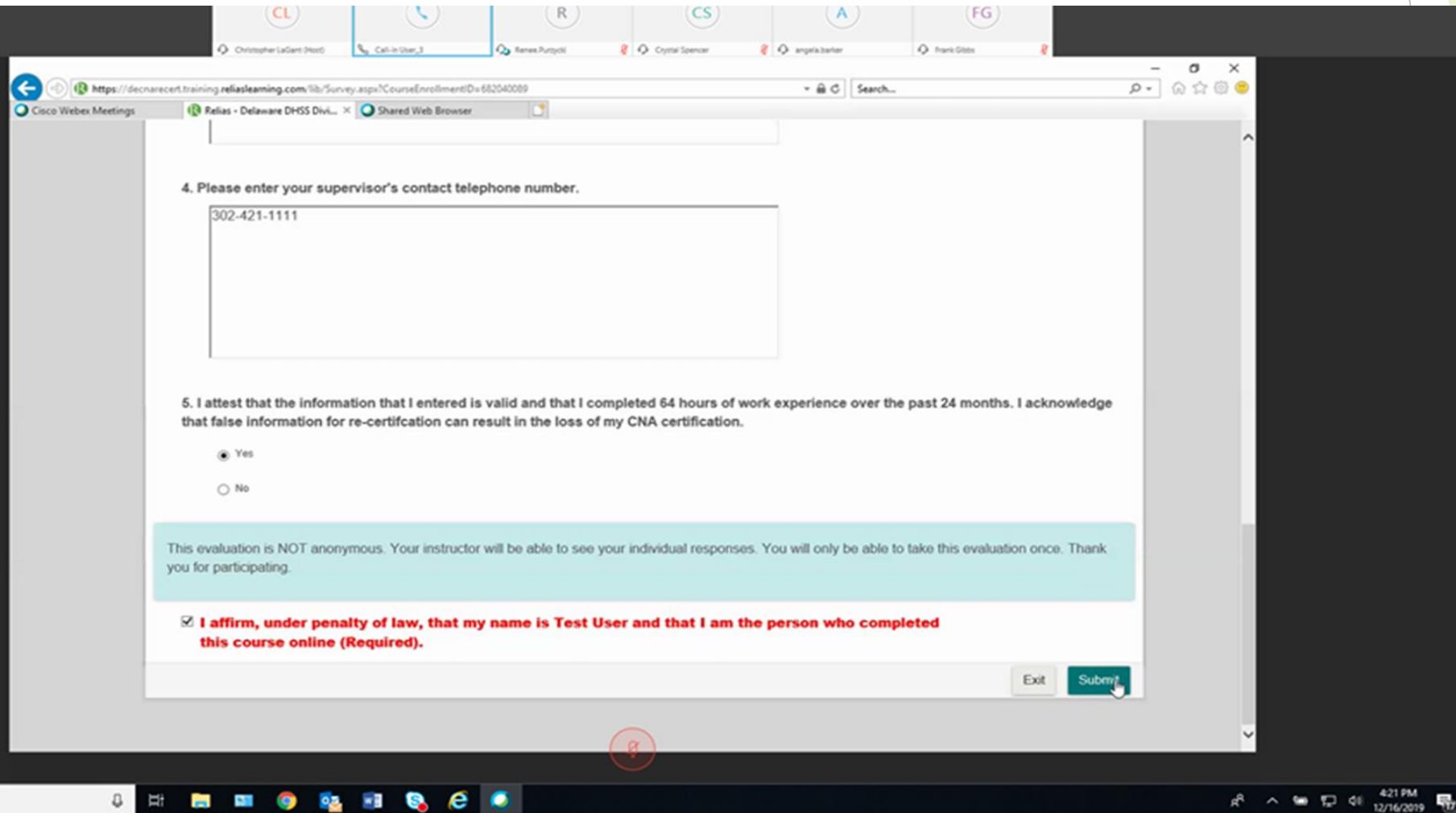
The browser window also shows several tabs: Cisco Webex Meetings, Relias - Delaware DHSS Div..., and Shared Web Browser. The taskbar at the bottom of the screen shows the Windows logo, a search bar, and various application icons. The system tray in the bottom right corner displays the time as 4:17 PM and the date as 12/16/2019.

In the third box please enter your Supervisor's name and title. If the Staffing Coordinator or Human Resources Personnel usually verify employment, please enter that person's name and title. In the fourth box enter the individual's telephone number.

The screenshot shows a web browser window with the following content:

- Address bar: <https://decarecent.training.reliaslearning.com/lib/Survey.aspx?CourseEnrollmentID=682040089>
- Page Title: Viewing Renee.Purzycki's we...
- Form Fields:
 - Field 1: Empty text box for supervisor name and title.
 - Field 2: Empty text box for supervisor's contact telephone number.
- Question 4: "4. Please enter your supervisor's contact telephone number." (The number "302-421-1111" is visible in the input field above).
- Question 5: "5. I attest that the information that I entered is valid and that I completed 64 hours of work experience over the past 24 months. I acknowledge that false information for re-certification can result in the loss of my CNA certification." with radio buttons for "Yes" and "No".
- Disclaimer: "This evaluation is NOT anonymous. Your instructor will be able to see your individual responses. You will only be able to take this evaluation once. Thank you for participating." (highlighted in light blue).
- Required Statement: " I affirm, under penalty of law, that my name is Test User and that I am the person who completed this course online (Required)."
- Buttons: "Exit" and "Submit" at the bottom right.

You must answer 'YES' to statement #5, and then check the box for the affirmation statement. Click 'Submit' when you are ready to proceed.



The screenshot shows a web browser window with the URL <https://decanarecert.training.reliaslearning.com/lib/Survey.aspx?CourseEnrollmentID=682040089>. The browser tabs include "Cisco Webex Meetings", "Relias - Delaware DHSS Divi...", and "Shared Web Browser".

4. Please enter your supervisor's contact telephone number.

302-421-1111

5. I attest that the information that I entered is valid and that I completed 64 hours of work experience over the past 24 months. I acknowledge that false information for re-certification can result in the loss of my CNA certification.

Yes
 No

This evaluation is NOT anonymous. Your instructor will be able to see your individual responses. You will only be able to take this evaluation once. Thank you for participating.

I affirm, under penalty of law, that my name is Test User and that I am the person who completed this course online (Required).

Exit Submit

The Windows taskbar at the bottom shows the search bar with "Type here to search", several application icons, and the system tray with the time "4:21 PM" and date "12/16/2019".

Once you get to this screen you have the option to print, email, or download the Certificate of Completion.

The screenshot shows a web browser window with the URL <https://decanrecert.training.reliaslearning.com/Learning/ChooseCertificate.aspx?UserID=130874376>. The page title is "Viewing Renee.Purzycki's we...". The browser tabs include "Cisco Webex Meetings", "Relias - Delaware DHSS Divi...", and "Shared Web Browser".

The main content area is titled "Print Certificate" and includes a "Back" button. It contains the following sections:

- Certificate Information**: A link to "Manage License(s)/Certification(s)". Below it, a message states: "You do not currently have any license/certification information stored. If you would like to print a certificate for CE credit, please click [here](#) to enter your license/certification information."
- Certificate(s) ***: A text input field with the placeholder "Click here to select which certificate(s) to print."
- Note**: "The certificate will appear in a pop-up window. Please disable any popup blockers before proceeding or hold down the CTRL key while clicking the Print Certificate button to bypass any blockers."
- Learner Information**: A message "Please verify that all information is correct." followed by form fields for:
 - Name ***: "Test User"
 - Mailing Address ***: (empty)
 - City ***: (empty)
 - State/Province ***: (empty)
- Action Buttons**: Four buttons are stacked vertically: "Print Certificate", "Email Certificate", "Download Certificate", and "Cancel".

The bottom of the image shows a Windows taskbar with the search bar, taskbar icons, and system tray showing the time as 4:22 PM on 12/16/2019.

This is the last step. One you have completed all of your courses and submitted your Employment information you are done; DHCQ will be notified electronically and will verify all information. Please allow up to 48 hours for your certification renewal to be processed.

Viewing Renee.Purzycki's we...

64 Hours Worked Renewal Form 0 hours + More Properties

CNA-Renewal

Lessons and Exams

✔ Congratulations! You've completed your course.

Review Read This -

Start Final Exam -

✔ If you would like to print a certificate, please continue to the section below.

Evaluation and Certificates

Complete Evaluation Print Certificate

My Licenses & Certifications

You do not currently have any license or certificate information stored.

If you would like to receive CE credit, please [enter your license or certificate information](#).

Available Certificates

This course has no certificates.

Type here to search 4:23 PM 12/16/2019