

The reciprocity process allows for an aide who is certified on a Nurse Aide Registry in one state to transfer the certification to another state.

1. A nurse aide, **certified in another state**, who wishes to transfer the certification to Louisiana shall complete a reciprocity form using the directions below. A reciprocity form needs to be completed by the registry in, each state, where you are currently certified. The reciprocity form and the list of state registries is available at <http://www.dhh.la.gov/cnads>.
  - a. Print the reciprocity form and complete the top part, in its entirety. **If transferring from a state which uses online verification; mail this form, a legible copy (clear enough to be read on the card) of your social security card and official Louisiana identification (ID card, driver's license, etc.) to the Louisiana Nurse Aide Registry at DHH – Health Standards, P. O. Box 3767, Baton Rouge, La. 70821.**
  - b. Print the reciprocity form and complete the top part, in its entirety. **If transferring from a state that does not use online verification, mail this form to each state where you are currently certified and have them complete the bottom part of the form. The should be mailed to the Louisiana Nurse Aide Registry at DHH – Health Standards, P. O. Box 3767, Baton Rouge, La. 70821.**
2. A nurse aide certified in Louisiana, **who wishes to transfer the certification to another state**, must Contact the Nurse Aide Registry in that state to obtain the policy and procedure(s) the state uses to grant reciprocity.

If you have any questions or any problem downloading a copy of the reciprocity form, you may call the registry at (225) 342-0138.