

MEDICATION TECHNICIAN CERTIFICATION CHECKLIST

ENCLOSE:

- Completed certification cover sheet with required signatures
- Completed original Appendix C with required signatures.
- Completed copy of Medication Technician Certification Form with required signatures.
- Copy of student's CNA Certificate or printoff verification from State Registry.
- Student's color picture. Please do not cut the picture prior to submitting. Face area must be no larger than 1" x 1".
- \$20 certification fee. Checks will be accepted from schools and nursing facilities only. Students paying individually must send money orders or cash.

The certification package includes a numerically-issued certificate, and laminated ID card. Student's names are placed on a permanent register maintained by MANHA and forwarded to DHSS for placement on the state register.

All records and forms should be copied and retained by the training facility. Students are entitled to copies of their individual records.

Mail all information to:
MANHA
915 Southwest Blvd. Ste J
Jefferson City, MO 65109