California Department of Public Health

CNA and HHA Renewal Reminder Notice

Dear Applicant,

Our records show that **you are now eligible to renew your certification**. To prevent any interruption in your employment, please submit your renewal application through the CDPH Online Submission Portal (https://cna-hha-chtapplications.powerappsportals.us/) as soon as possible.

Renewal Requirements:

Certified Nurse Assistant (CNA)

- Complete **48 hours** of in-service hours or CDPH approved Continuing Education Units (CEUs) during your two-year certification period (minimum **12 hours per year**).
- Up to **24 hours** may be completed online through CDPH-approved providers.
- Your employer must verify In-Service hours on the **CDPH 283A form** (https://www.cdph.ca.gov/CDPH%20Document%20Library/ControlledForms/cdph283a.pdf)
- You must work **at least one day** in a facility providing direct patient care under supervision of licensed healthcare professional for compensation during the certification period.

Home Health Aide (HHA)

- Complete **24 hours** of in-service hours or CEUs during your two-year certification period (minimum **12 hours per year**).
- Your employer must verify in-service hours on the **CDPH 283A form** (https://www.cdph.ca.gov/CDPH%20Document%20Library/ControlledForms/cdph283a.pdf)

How to Submit Your Renewal Online

1. Visit the online submission portal (https://cna-hha-chtapplications.powerappsportals.us/)
2. Select "**CNA Renewal Application"** or "**HHA Renewal Application**"
3. Log in or create an account.
4. Select **Renew** next to your **CNA or HHA certificate (Dual-certificate holders must select "Renew" for both their CNA and HHA certificates).**
5. Follow the on-screen prompts and upload the required documents.
6. **CNA Renewal Applicants only:** If training or work requirements are not met, the system will automatically redirect you to the **Reactivation** process.

CDPH provides equal access for all applicants, including individuals with disabilities. If you are unable to submit your application electronically and require an ADA accommodation to use a paper application, please email OnlineCNA@cdph.ca.gov with the subject "**Application Accommodation Request**" CDPH will respond promptly.

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