

Instructions for filling up the form and registration:

1. All applicants must have completed 18 years of age on the Date of Examination.
2. Purchase the form by paying Rs. 250/- only at the NLHMB Chennai office.
3. Please fill up the form using block letters.
4. Do not overwrite.
5. Take a photocopy of the form first and fill that up. Once you are sure that all details are correct you can fill up the printed form.
6. Ensure that at the time of submission at NLHMB office you have included the NHA Exam fees DD, NLHMB fees. Write your name and address on the reverse side of the DD.
7. By signing the form you agree to all rules and regulations.
8. If you are opting for residential candidate status you are agreeing to pay food and accommodation charges prior to appearing for the exam. Please note that non-payment will result in not being allowed to appear for the exams.
9. Only those who have paid all prescribed fees will be allowed to appear in the exams.
10. No part of the fees would be refunded once the NHA fees are sent to the NHA USA Office from NLHMB. Therefore, please do not register if you are unsure.
11. Please note that the Registration Fees of Rs.250/- is not refundable. Withdrawals with partial refund of other fees (after 25% deduction) will be allowed only if a request is made in writing by the candidate within 72 hours from the date of registration with the NLHMB office. (Sundays will not be counted for this purpose).
12. These exams are primarily Quality Assurance exams and NHA or NLHMB have no obligation towards getting the successful candidates placed in any job anywhere.
13. A pass in the NHA exam does not mean that the candidate's previous qualification is recognised. The pass indicates only the professional level of the individual candidate.
14. Please clarify any doubts you may have prior to registration.
15. Candidates have the freedom to seek clarifications directly from NHA, if they wish to do so.



National Lutheran Health and Medical Board (NLHMB)

Dear Health Professional,

Thank you for your interest in the National Healthcareer Association (NHA) Certification; it reflects your commitment to being the best in your profession. In other words it is ample evidence of your dedication to the cause of Quality.

The NHA Certificates enjoy preferred status among major health sector employers in the USA. The Certificates offer you an international stamp of Quality opening the doors of a plethora of personally and professionally rewarding career opportunities that were until now inaccessible to professionals like you.

The NHA's Head Quarters is located in the state of New Jersey in the USA. The Association has been rendering yeomen service to Health Professionals since the 1980s. Over 2,00,000 professionals have so far been certified. Currently there are 1150 NHA examination centres meeting the quality assurance and continuing education needs of thousands of health professionals in America and other countries.

The National Lutheran Health and Medical Board (NLHMB) located in Chennai, India is a dynamic organisation committed to the cause of holistic human development. NLHMB is convinced that unless there is verifiable Quality Assurance of any form of professional and technological qualification the society will not get the best possible benefit from the service provided by professionals and technologists.

NLHMB which has played a pioneering and path breaking role as an NGO and sponsor of two Universities in India constantly strives to serve the society through innovation. It is this commitment to innovation through the enabling of Quality conscious professionals and technologists at all levels in the health sector that has made NLHMB join hands with NHA to bring you this unique opportunity for personal and professional development that would give you the added edge in contributing your best towards social development.

Yours sincerely,

The NHA-NLHMB Team



National Healthcareer Association
"The Benchmark in Allied Healthcare Certification"

For further details contact:

NHA - National Headquarters

7 Ridgedale Ave., Suite 203
 Cedar Knolls, NJ 07927
 Phone: 973-605-1881
 Toll Free: 800-499-9092
 Fax: 973-644-4797
 www.nhanow.com

National Lutheran Health and Medical Board (NLHMB),

Martin Luther Bhavan,
 95, Purasawakkam High Road,
 Kilpauk, Chennai 600 010. India
 Phones: (0) 91-44-26480933, 26432454
 Fax: (0) 91-44- 26431144
 E-mail: certex@nlhmb.in
 www.nlhmb.in

List of NHA Examinations:

Clinical:

- Certified Clinical Medical Assistant, (CCMA)
- Certified Phlebotomy Technician, (CPT)
- Certified Medical Laboratory Assistant, (CMLA)
- Certified EKG Technician, (CET)
- Certified Patient Care Technician, (CPCT/PCPA/CNT)
- Certified Mental Health Technician, (CMHT)
- Certified Operating Room/Surgical Technician, (CORST)
- Certified Pharmacy Technician, (CPhT)

Administrative:

- Certified Billing & Coding Specialist, (CBCS)
- Certified Medical Administrative Assistant, (CMAA)
- Certified Medical Transcriptionist, (CMT)
- Certified Billing & Coding Specialist/Certified Medical Administrative Assistant, (CBCS/CMAA) (combo)

Instructor Certification:

- Certified Healthcare Instructor, (CHI)

To Register for an examination:

1. Fill up your name as in official school records. Name change may be expensive and time consuming later as the organizations concerned

are located in different countries.

2. Check the NHA website for NHA Examination Fees
3. Get a US \$ Demand Draft for the fees amount for the exam of your choice from a Bank with International Operations (such as ICICI, SBI, Citibank etc.) and handover the same to the NLHMB Chennai office along with other prescribed fees indicated below.
4. Choose one of the following options in the application form:
 - i. Workshops followed by exams - as Day Scholar *Fees: Rs. 4750/-.
 - ii. Workshops followed by exams - Residential *Fees: Rs. 4750/- + Food and Accommodation cost extra.
 - iii. Self study + Examination *Fees: Rs. 2750/- (*Excludes NHA Examination Fees + cost of Registration form).

Please note that total fees in all cases = NLHMB Fees as above + NHA Examination Fees.

5. Buy and fill up the attached Registration form (Rs.250/- only) and submit along with full fees before the last date to the NLHMB Chennai office. Fill up the on-line Registration Form and submit directly to NHA.

Workshops and Examinations will be held monthly starting from February 2008. The exact dates will be conveyed to you by email and regular mail. Therefore, please provide accurate information about your mailing addresses, email, phones and fax.

National Lutheran Health and Medical Board

NHA-NLHMB Partnership programmes

Registration Form:

Name in Full (As in official records - one block letter in each box - leave an empty box between names)													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Date of birth (MM/DD/YYYY)</td> <td style="width: 50%;">Educational Qualification (Title)</td> </tr> </table>												Date of birth (MM/DD/YYYY)	Educational Qualification (Title)
Date of birth (MM/DD/YYYY)	Educational Qualification (Title)												
Technical/Professional Qualification - Title (in block letters only) - Attach photocopy													
Name and address of awarding body (in block letters)													
If Government recognised give details below (include registration number, if any)													
Address for communication						Permanent address (if different)							
Phones:				Fax:				Email:					
Title of examination the candidate wishes to appear in (your qualifications must be in the same field for example: only lab technicians can apply for CMLA)													
NHA Exam fees details:													
Name of DD issuing bank:						Amount in US \$:							
DD Number and Date:													
NLHMB Fees options: (Tick against the selected option)													
Option 1: Workshop followed by exams: As Day Scholar: Rs. 4750/-													
Option 2: Workshop followed by exams: Residential: Rs.4750/- (Accommodation and food bill to be paid before appearing for the exam)													
Option 3: Self study followed by exams: Rs. 2750/-													
NLHMB Fees: Name of Bank:													
DD Number and Date:													
I declare that the details given above are accurate and correct. I agree to abide by all the rules and regulations concerning the exams. I understand that fees once paid will not be refunded once sent to NHA in the USA and agree to this condition:													
Signature and Date:													

