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Please note that along with the change to Headmaster, the process to schedule a test has changed as well. Understanding the urgency to access available testing for your staff, the association is sharing both information on scheduling as well as hosting testing.  Headmaster is scheduling testing dates and times upon request. As testing access is requested, those dates and times are added to the [main testing calendar](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fclick.icptrack.com%2Ficp%2Frelay.php%3Fr%3D109289089%26msgid%3D200041%26act%3D2FF9%26c%3D1802768%26pid%3D4346905%26destination%3Dhttps%253A%252F%252Fmi.tmutest.com%252Fcalendar%253Fseats%253D%2526city%253D%2526facility%253D%2526test_type%253D%2526type%253D%26cf%3D35024%26v%3D60605bb3435f6bf729556d5a24582cf2398a897fa28137f99905ee976126d380&data=04%7C01%7Cangie.szumlinski%40chelsearhone.com%7C1fd8e0e165e0449998fb08da1bf161f5%7C780a31273c7141dbbc3809e32ef3e62a%7C0%7C0%7C637853020805358078%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=fSQM%2BxVnCsNptmU9nvFXuEsU14bXXwIjB7SixWKOqwc%3D&reserved=0). You may view current scheduled test dates and times with open availability and add candidates, or can request the addition of testing dates or locations by notifying Headmaster directly at [michigan@hdmaster.com](mailto:michigan@hdmaster.com) or by calling (888) 401-0462.  In addition, nurse aide candidates may take their knowledge exam online separately from scheduling their hands on skills exam. The two portions of the testing are not required to be completed on the same date.  You also have the opportunity to host testing at your facility for your own staff on single or isolated test dates (Closed In Facility Test Site), or to offer testing onsite on an ongoing basis to support community needs (In Facility & Regional Test Site) if desired. Members who would like to establish testing dates onsite should complete two brief forms and submit via email to [michigan@hdmaster.com](mailto:michigan@hdmaster.com):   * [Headmaster Test Site Agreement](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fclick.icptrack.com%2Ficp%2Frelay.php%3Fr%3D109289089%26msgid%3D200041%26act%3D2FF9%26c%3D1802768%26pid%3D4346905%26destination%3Dhttps%253A%252F%252Fwww.hcam.org%252Fwp-content%252Fuploads%252Fsites%252F27%252F2022%252F04%252Fupdate-4-11-22-Headmaster-Test-Site-Agreement-1502MI.pdf%26cf%3D35024%26v%3D0918779e3c5fd8adb489d5943d6f5a5ffc569f8651846b1a04d5460deaf47d47&data=04%7C01%7Cangie.szumlinski%40chelsearhone.com%7C1fd8e0e165e0449998fb08da1bf161f5%7C780a31273c7141dbbc3809e32ef3e62a%7C0%7C0%7C637853020805358078%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=%2BJB6oJoMdPHvAmlub%2F7o1NGvitR5LQGnZoqKDmdsk88%3D&reserved=0) * [Headmaster Test Site Equipment List](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fclick.icptrack.com%2Ficp%2Frelay.php%3Fr%3D109289089%26msgid%3D200041%26act%3D2FF9%26c%3D1802768%26pid%3D4346905%26destination%3Dhttps%253A%252F%252Fwww.hcam.org%252Fwp-content%252Fuploads%252Fsites%252F27%252F2022%252F04%252Fupdate-4-11-22-Headmaster-Test-Site-Equipment-List-1503MI.pdf%26cf%3D35024%26v%3D64fdc1819afee3196330bbf0cc31028365bd554ea07aa670cf1fa76a4806e3e7&data=04%7C01%7Cangie.szumlinski%40chelsearhone.com%7C1fd8e0e165e0449998fb08da1bf161f5%7C780a31273c7141dbbc3809e32ef3e62a%7C0%7C0%7C637853020805358078%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=ZQhCBjpCNtgIbo7bktH2plzSKXKypivwvNZ7prMSPkk%3D&reserved=0)   ﻿Headmaster will schedule RN test proctors to proctor nurse aide candidate exam dates, or you may elect to have an RN on staff be approved and assigned to proctor. Onsite RNs are considered a contract employee of Headmaster for the specified time frames they proctor exams. The association recommends reviewing the Testing Services Agreement below to determine if this option is a good fit for your facility.  Interested RN staff may apply by completing the following steps:   * [Submit Resume & License](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fclick.icptrack.com%2Ficp%2Frelay.php%3Fr%3D109289089%26msgid%3D200041%26act%3D2FF9%26c%3D1802768%26pid%3D4346905%26destination%3Dhttps%253A%252F%252Fdocs.google.com%252Fforms%252Fd%252Fe%252F1FAIpQLSdGvc9ReV_NiMyk-1zebeIAUVObdmuWLgPDCPXwxrwWxGteYA%252Fviewform%26cf%3D35024%26v%3D5c28d9ed81b7fd5f868294a5fb6c34eacf3257d32d520cb2510e5a52061c5a0c&data=04%7C01%7Cangie.szumlinski%40chelsearhone.com%7C1fd8e0e165e0449998fb08da1bf161f5%7C780a31273c7141dbbc3809e32ef3e62a%7C0%7C0%7C637853020805358078%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=MaRgAw4eiIo07HZQB2R0Uifvcet7EXt623e7YA2evfE%3D&reserved=0) * [Sign and Submit RN Testing Services Agreement](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fclick.icptrack.com%2Ficp%2Frelay.php%3Fr%3D109289089%26msgid%3D200041%26act%3D2FF9%26c%3D1802768%26pid%3D4346905%26destination%3Dhttps%253A%252F%252Fwww.pdffiller.com%252Fen%252Flink_to_fill%252F906102974.htm%26cf%3D35024%26v%3D06d593a03145c00d4a4e571a81257a15eeec124356b21ac6c7143e608d85f27b&data=04%7C01%7Cangie.szumlinski%40chelsearhone.com%7C1fd8e0e165e0449998fb08da1bf161f5%7C780a31273c7141dbbc3809e32ef3e62a%7C0%7C0%7C637853020805358078%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=aJzfiAOtTpyP7aKRK%2BCmk%2BAxBMUqmzw1rsgnnRQXMnk%3D&reserved=0)   Contact Cathy Sunlin at [CathySunlin@HCAM.org](mailto:CathySunlin@HCAM.org) with any questions. | |  | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 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|  | |  | | --- | | FOLLOW US |  |  | | --- | | [Facebook](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fclick.icptrack.com%2Ficp%2Frelay.php%3Fr%3D109289089%26msgid%3D200041%26act%3D2FF9%26c%3D1802768%26pid%3D4346905%26destination%3Dhttps%253A%252F%252Fwww.facebook.com%252FHealth-Care-Association-of-Michigan-173766252792202%252F%26cf%3D35024%26v%3D35432a6567a41ae0e2cc17b78a055e7af57f3023ca5335c56e0c51f44532f93a&data=04%7C01%7Cangie.szumlinski%40chelsearhone.com%7C1fd8e0e165e0449998fb08da1bf161f5%7C780a31273c7141dbbc3809e32ef3e62a%7C0%7C0%7C637853020805358078%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=VN1L5VJYSonVMuH%2FGOAhTuECvY%2BjfLh7%2FFc3ed5e2iI%3D&reserved=0)[Twitter](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fclick.icptrack.com%2Ficp%2Frelay.php%3Fr%3D109289089%26msgid%3D200041%26act%3D2FF9%26c%3D1802768%26pid%3D4346905%26destination%3Dhttps%253A%252F%252Ftwitter.com%252FQualityCareHCAM%26cf%3D35024%26v%3D12f02dadccbd68795c49950c4cd499a32d0c436c84426f40589a7285b325af91&data=04%7C01%7Cangie.szumlinski%40chelsearhone.com%7C1fd8e0e165e0449998fb08da1bf161f5%7C780a31273c7141dbbc3809e32ef3e62a%7C0%7C0%7C637853020805358078%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=0K8AM0mDJuuH9oK0lQpLdyLoKcTHARBlDaevHOA7m5k%3D&reserved=0)[Instagram](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fclick.icptrack.com%2Ficp%2Frelay.php%3Fr%3D109289089%26msgid%3D200041%26act%3D2FF9%26c%3D1802768%26pid%3D4346905%26destination%3Dhttps%253A%252F%252Fwww.instagram.com%252Fqualitycare_hcam%252F%26cf%3D35024%26v%3Dbbf62465d344007745479b993c6baae09f2e3dd419e1193125b259823fd42b1f&data=04%7C01%7Cangie.szumlinski%40chelsearhone.com%7C1fd8e0e165e0449998fb08da1bf161f5%7C780a31273c7141dbbc3809e32ef3e62a%7C0%7C0%7C637853020805358078%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=ZG%2BxkIyPzlm3rs0Mdylj5FBFVJM%2FMaJsIdwLXMLd1mU%3D&reserved=0)[LinkedIn](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fclick.icptrack.com%2Ficp%2Frelay.php%3Fr%3D109289089%26msgid%3D200041%26act%3D2FF9%26c%3D1802768%26pid%3D4346905%26destination%3Dhttps%253A%252F%252Fwww.linkedin.com%252Fcompany%252Fhealth-care-association-of-michigan%252F%26cf%3D35024%26v%3Dccd7ce121f92d9a041f5e94b8c2a9ba63d60533c4ba518d9bb24dff88a219655&data=04%7C01%7Cangie.szumlinski%40chelsearhone.com%7C1fd8e0e165e0449998fb08da1bf161f5%7C780a31273c7141dbbc3809e32ef3e62a%7C0%7C0%7C637853020805358078%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=Bzeczdwc%2Fwjygzq54QPu8NCh%2Be9ALCq7OvjGCVnFi2A%3D&reserved=0)[Website](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fclick.icptrack.com%2Ficp%2Frelay.php%3Fr%3D109289089%26msgid%3D200041%26act%3D2FF9%26c%3D1802768%26pid%3D4346905%26destination%3Dhttps%253A%252F%252Fwww.hcam.org%26cf%3D35024%26v%3D3b8c6dfce14e93e2fa71ab78080d5f3eec0bf6a122df8b2c70a921a8120ce57c&data=04%7C01%7Cangie.szumlinski%40chelsearhone.com%7C1fd8e0e165e0449998fb08da1bf161f5%7C780a31273c7141dbbc3809e32ef3e62a%7C0%7C0%7C637853020805358078%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=zcPlApl8eXMOr91u%2FNbnsZlWAKYMQNp6NFiUfRSE3kw%3D&reserved=0)[Email Address](mailto:info@hcam.org)[YouTube](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fclick.icptrack.com%2Ficp%2Frelay.php%3Fr%3D109289089%26msgid%3D200041%26act%3D2FF9%26c%3D1802768%26pid%3D4346905%26destination%3Dhttps%253A%252F%252Fwww.youtube.com%252Fchannel%252FUCNunZuJBQ7ABd-y5X09Xrnw%26cf%3D35024%26v%3D868cbafa41ae95fb08ce076381bf7fa1efdd8072e363a5ca2e96761b92215dde&data=04%7C01%7Cangie.szumlinski%40chelsearhone.com%7C1fd8e0e165e0449998fb08da1bf161f5%7C780a31273c7141dbbc3809e32ef3e62a%7C0%7C0%7C637853020805358078%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=ZVf2fGe%2Ff8NBNHvVzDj9CF75aJA47UsmJHTsT4ovVNg%3D&reserved=0) |  |  | | --- | | Health Care Association of Michigan, 7413 Westshire Dr., Lansing, MI 48917 | |  | | | |