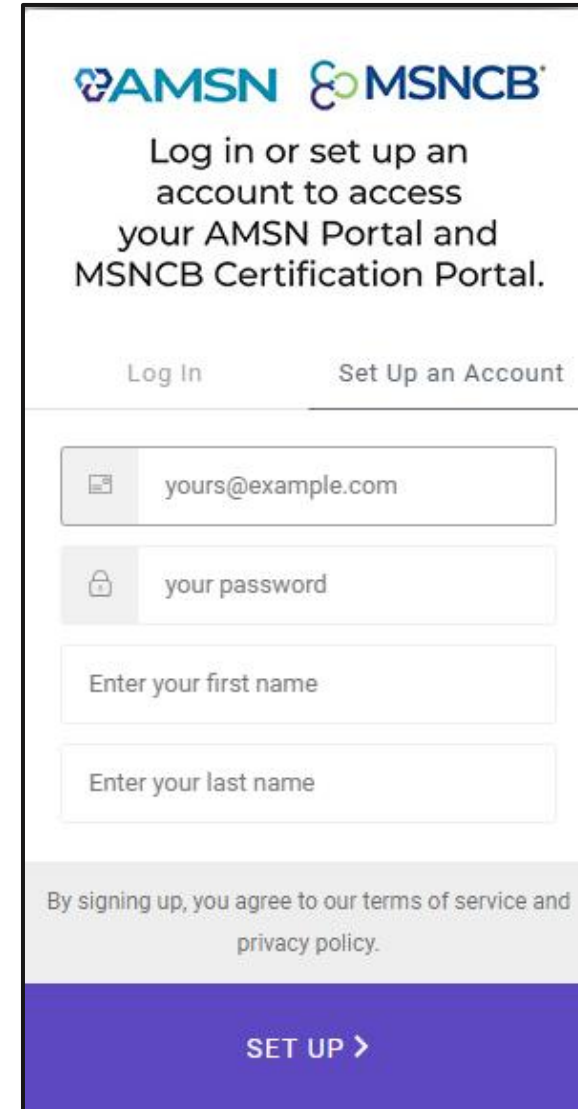


Applying for Certification

2026 Application User Guide

Step 1: MSNCB Account Creation

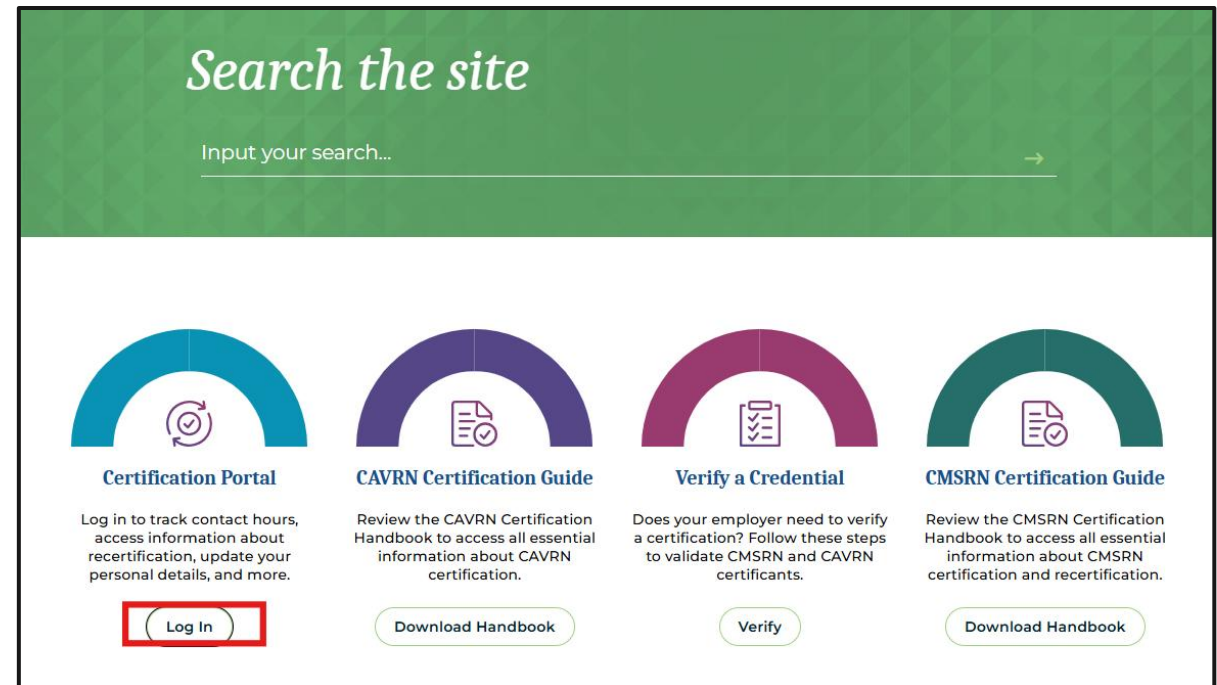
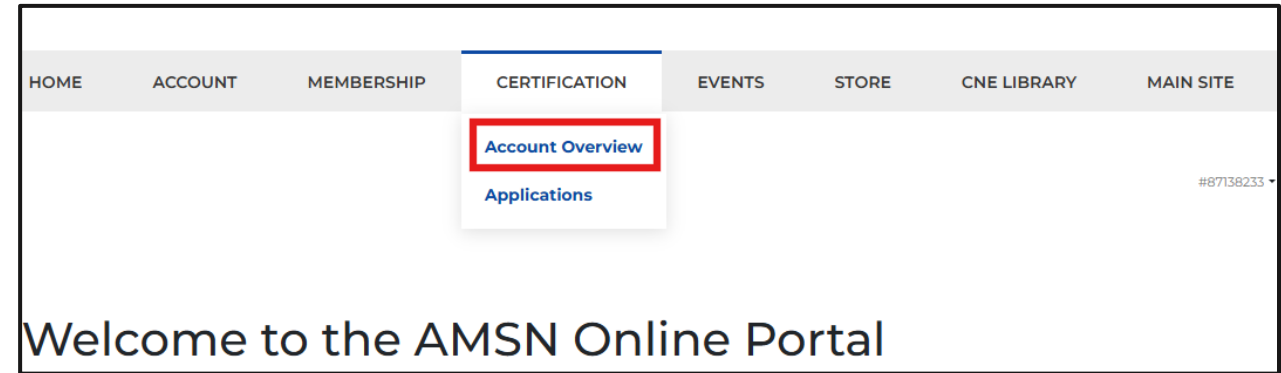
- To apply for either the CMSRN or CAVRN exam, **you will need an MSNCB account:**
 - Go to [MSNCB.org](https://www.msncb.org) and select: **Create Account**
 - On the login page, select **Set Up an Account**
- After creating your account and verifying your email, you will be asked enter your profile information.



The screenshot shows the MSNCB account creation interface. At the top, it features the AMSN and MSNCB logos. Below the logos, the text reads: "Log in or set up an account to access your AMSN Portal and MSNCB Certification Portal." There are two buttons: "Log In" and "Set Up an Account". The "Set Up an Account" button is selected. Below the buttons are four input fields: an email field containing "yours@example.com", a password field containing "your password", a first name field containing "Enter your first name", and a last name field containing "Enter your last name". At the bottom, there is a checkbox area with the text "By signing up, you agree to our terms of service and privacy policy." and a large blue button labeled "SET UP >".

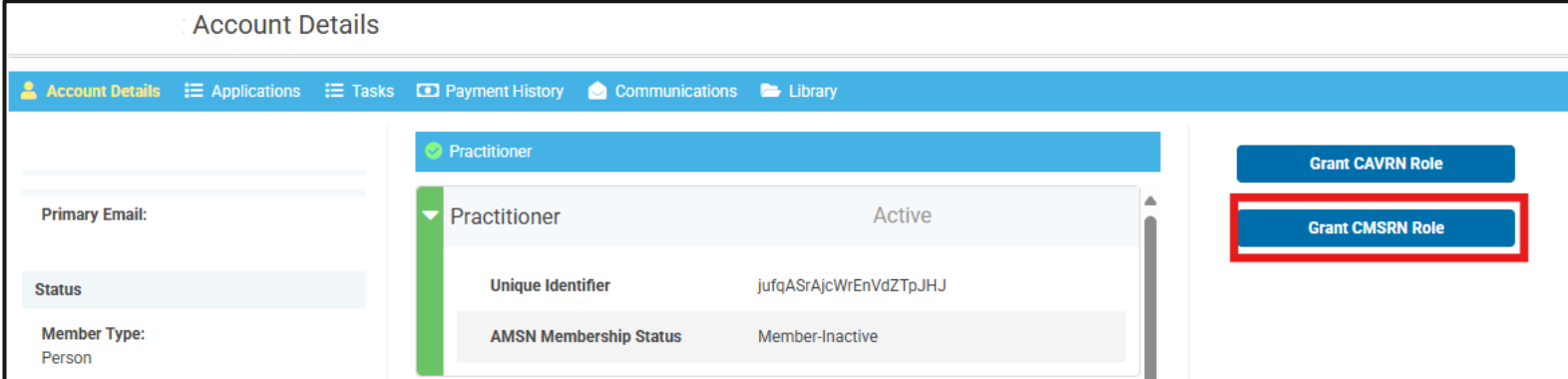
Step 1: MSNCB Account Creation Cont.

- After finishing your account set up, to start an application, navigate to:
 - **Certification** > [Account Overview](#).
- Additionally, you can also access your certification portal quicker on:
 - [MSNCB.org](#) and scrolling down to [Certification Portal](#)



Step 2: Starting an Application

- If this is your first time starting an application, you will need to grant yourself access.
 - On your Account Overview, please click either:
 - **Grant CMSRN** or **Grant CAVRN**
- Once selected, you can now start an application!



Account Details

Account Details Applications Tasks Payment History Communications Library

Practitioner

Practitioner Active

Unique Identifier	jufqASrAjcWrEnVdZTpJHJ
AMSN Membership Status	Member-Inactive

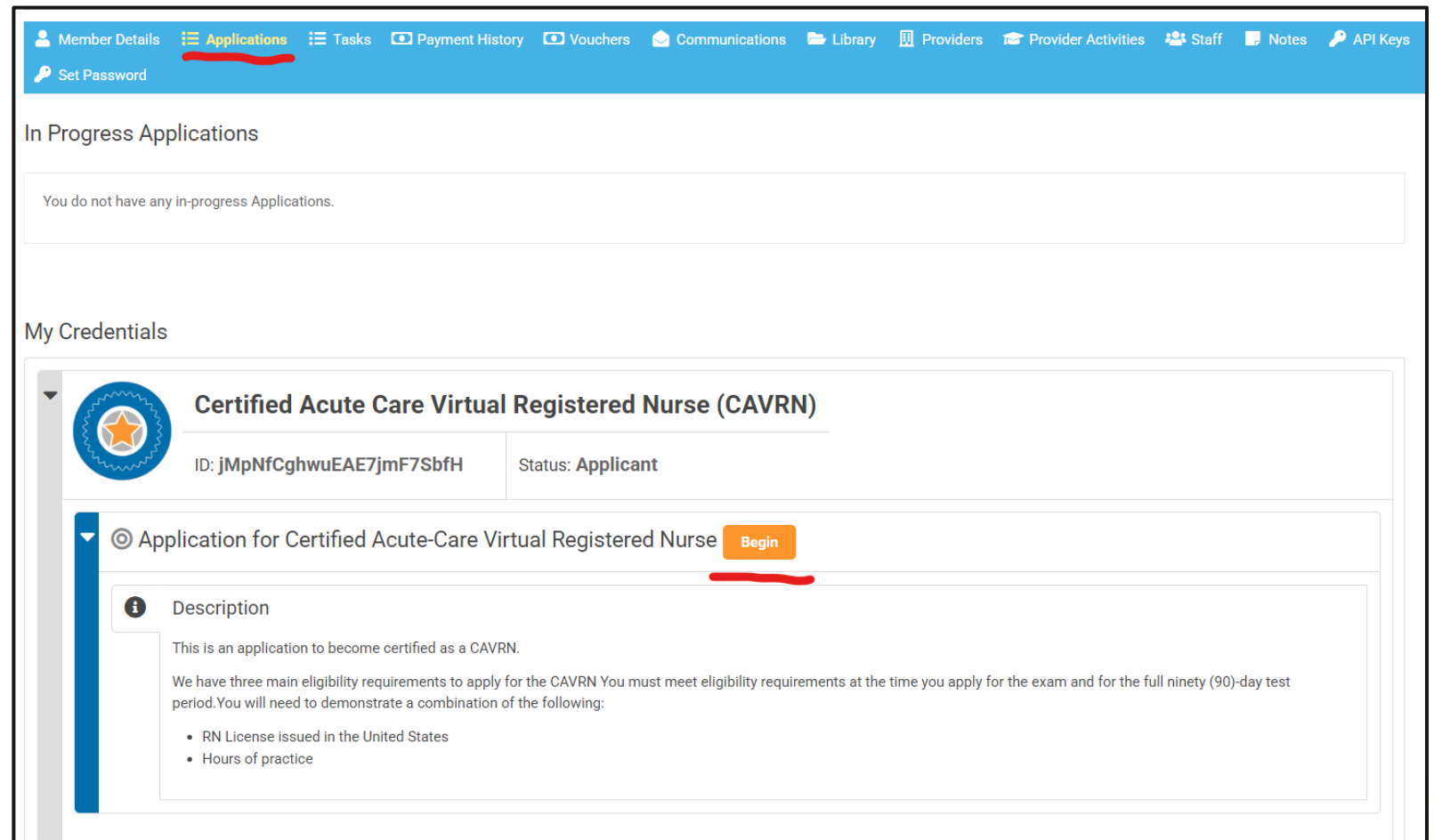
Grant CAVRN Role

Grant CMSRN Role

Step 2: Starting an Application

- Select **Applications** on the top blue bar

- Click **Begin** to start your application process



The screenshot displays the MSN CB member portal interface. At the top, a blue navigation bar contains several menu items: Member Details, **Applications** (highlighted with a red underline), Tasks, Payment History, Vouchers, Communications, Library, Providers, Provider Activities, Staff, Notes, and API Keys. Below the navigation bar, the page is divided into two main sections: "In Progress Applications" and "My Credentials".

The "In Progress Applications" section shows a message: "You do not have any in-progress Applications." Below this, the "My Credentials" section displays a card for "Certified Acute Care Virtual Registered Nurse (CAVRN)". The card includes a circular logo with a star, the ID "jMpNfCghwuEAE7jmF7SbfH", and the status "Applicant".

Underneath the credential card, there is a section for "Application for Certified Acute-Care Virtual Registered Nurse". This section features a "Begin" button (highlighted with a red underline) and a "Description" box. The description states: "This is an application to become certified as a CAVRN. We have three main eligibility requirements to apply for the CAVRN You must meet eligibility requirements at the time you apply for the exam and for the full ninety (90)-day test period. You will need to demonstrate a combination of the following:"

- RN License issued in the United States
- Hours of practice

Step 3: Completing your Requirements

- Your application process will revolve around these main steps:
 - RN License
 - Work Experience
- To fill out the requirements, please enter your RN License details and Work Experience using the **Orange** and **Blue** buttons.

Application for Certified Acute-Care Virtual Registered Nurse (02/25/2025 to 02/24/2026) Return to: [Applications](#)

Completing Application Completing Application

Requirements

You must hold a current, unexpired Nursing License 0 of 1

You must have worked 1,000 practice hours within the last two (2) years in an acute-care virtual nursing setting. Practice may be as a clinical nurse, as a manager, or as an educator. 0 of 1000

Legend

- Units Added
- Remaining
- Completed

RN License

Enter details about your nursing license in this section ([show more](#))

Nursing License Enter Details

Acute Care VRN Experience

Hours Added 0 +

You must have worked two (2) full years in a virtual acute-care setting with your RN license.

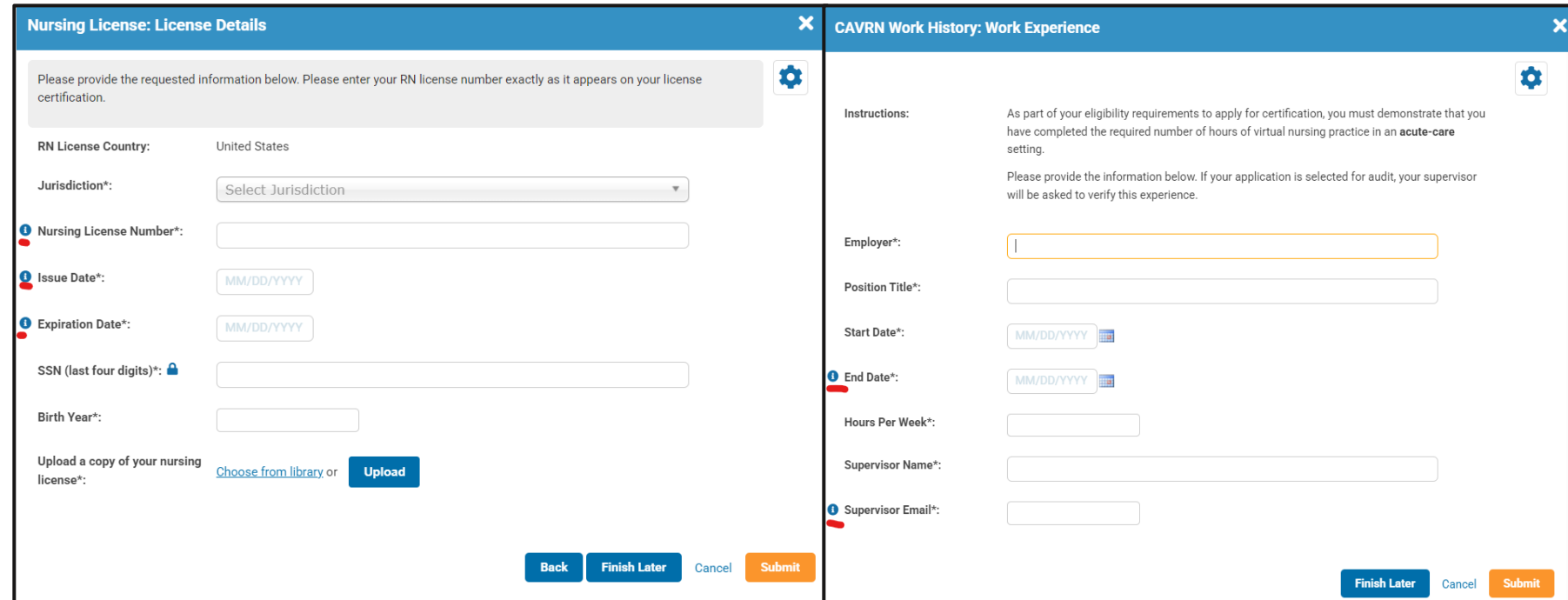
To demonstrate that you have enough work experience, please add positions relevant to this credential. You will enter details about your employer and employment, including your start and end dates. The system will calculate the number of hours to count towards requirements based on how many hours per week you worked during that period.

[\(show less\)](#) Add Position

Step 3: RN License and Work Experience

- Please fill out each form completely and make sure to hover over the blue bubbles left of the required field if you need additional information

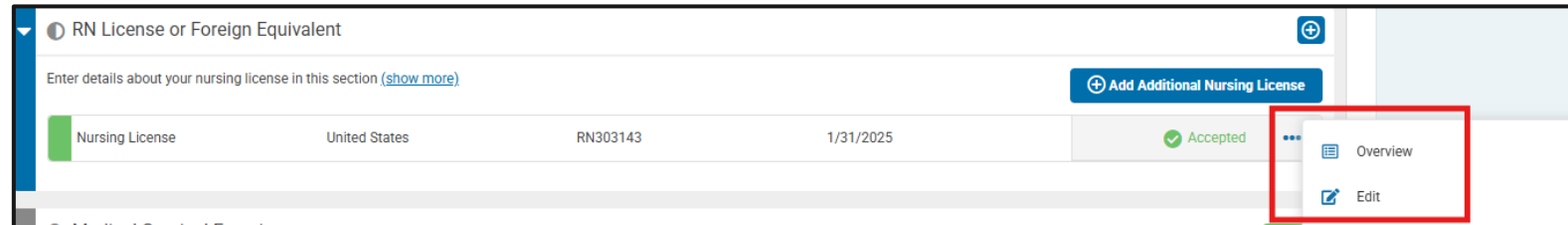
- If your state no longer supplies RN licenses?
 - You can use the site [Nursys.com](https://www.nursys.com), a free national database of RN licenses, to find your license and download the report from there for supporting documentation.
 - Using your RN information from Nursys in your application will make the RN verification process smoother!



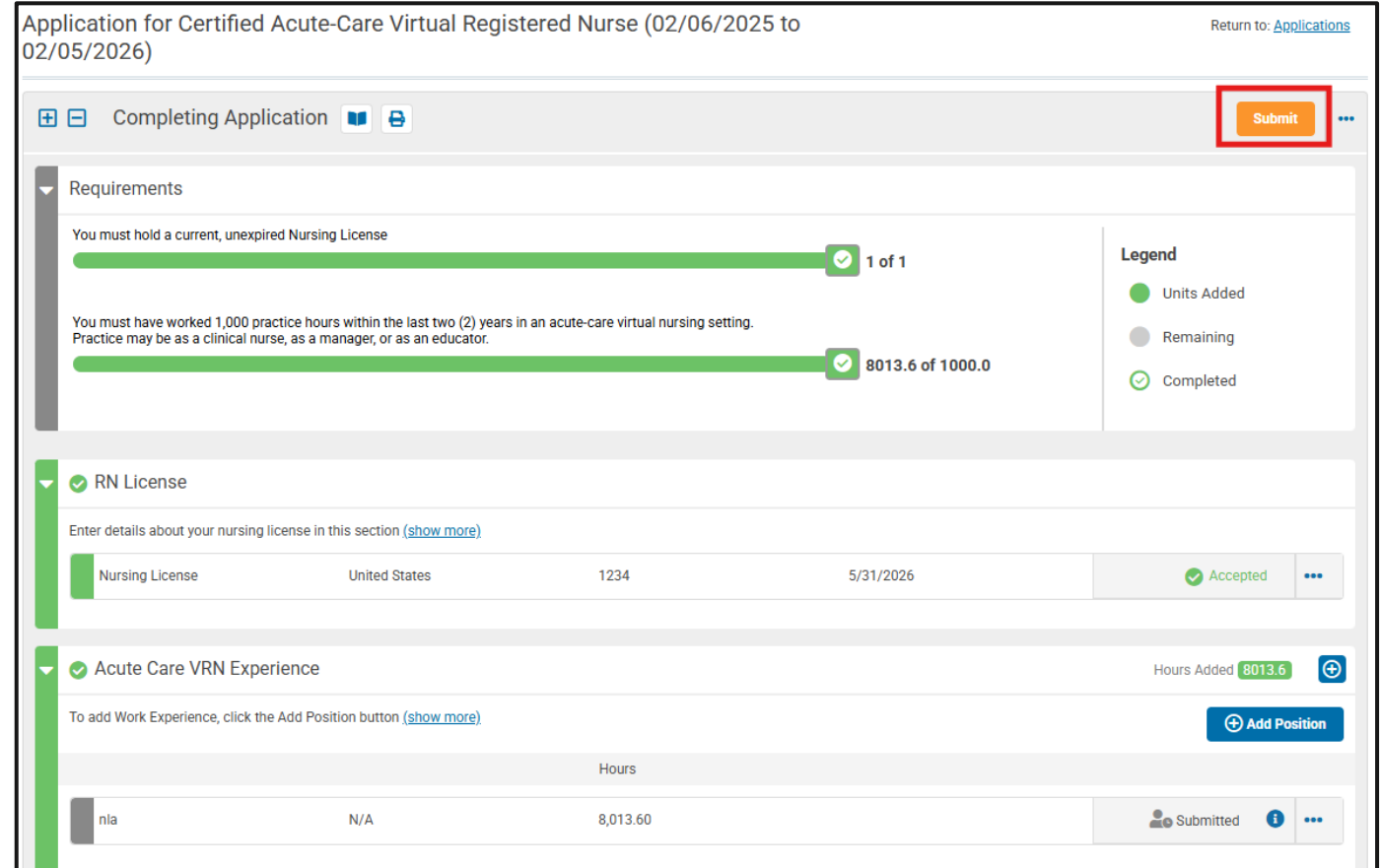
The screenshot displays two side-by-side form panels. The left panel, titled 'Nursing License: License Details', contains a header with a gear icon and a note: 'Please provide the requested information below. Please enter your RN license number exactly as it appears on your license certification.' Below this are several fields: 'RN License Country' (United States), 'Jurisdiction*' (a dropdown menu), 'Nursing License Number*' (with a blue information bubble), 'Issue Date*' (MM/DD/YYYY), 'Expiration Date*' (MM/DD/YYYY), 'SSN (last four digits)*' (with a lock icon), 'Birth Year*', and 'Upload a copy of your nursing license*' (with a 'Choose from library or' link and an 'Upload' button). The right panel, titled 'CAVRN Work History: Work Experience', contains a header with a gear icon and 'Instructions' regarding eligibility requirements and audit verification. Below are fields for 'Employer*', 'Position Title*', 'Start Date*' (MM/DD/YYYY with a calendar icon), 'End Date*' (MM/DD/YYYY with a calendar icon), 'Hours Per Week*', 'Supervisor Name*', and 'Supervisor Email*'. Both panels have 'Back', 'Finish Later', 'Cancel', and 'Submit' buttons at the bottom.

Step 4: Application Submission

- Once you have completed all requirements, please **Submit** the application.
 - **Please note: You can only submit the application once the progress bars underneath Requirements are marked green and checked.**
 - If you need to edit any entries, click the **3 blue dots** next to each entry and select **edit**
- After submission, you can move forward and pay the associated fees.
- All applications are approved in 1-2 business days, and you should receive an email confirmation
 - If you do not receive an email, please check back into your application to see if it was marked approved.



RN License or Foreign Equivalent					
Enter details about your nursing license in this section (show more)					
+ Add Additional Nursing License					
Nursing License	United States	RN303143	1/31/2025	Accepted	⋮ Overview Edit



Application for Certified Acute-Care Virtual Registered Nurse (02/06/2025 to 02/05/2026) [Return to: Applications](#)

[+ -](#) Completing Application [📄](#) [📄](#) [Submit](#) ⋮

Requirements

You must hold a current, unexpired Nursing License 1 of 1

You must have worked 1,000 practice hours within the last two (2) years in an acute-care virtual nursing setting. Practice may be as a clinical nurse, as a manager, or as an educator. 8013.6 of 1000.0

Legend

- Units Added
- Remaining
- ✓ Completed

RN License

Enter details about your nursing license in this section ([show more](#))

Nursing License	United States	1234	5/31/2026	Accepted	⋮
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Acute Care VRN Experience Hours Added **8013.6** [+](#)

To add Work Experience, click the Add Position button ([show more](#)) [+ Add Position](#)

Hours			
nia	N/A	8,013.60	Submitted i ⋮

CertAssure

- Facility does not participate in FailSafe? Enroll using CertAssure!
- In the event an applicant fails their first exam attempt, CertAssure offers applicants to register for their retake with waived fees.
 - Applicants can pay a one-time fee (discounted for AMSN members) to test with confidence knowing their retake will have no additional fees.
 - When submitting your application, select **Yes** on CertAssure to enroll.
 - CertAssure fee will be added to your initial exam application fee and are non-refundable.



CertAssure

	AMSN Member Fee	Standard Fee
Initial Examination	\$267	\$394
CertAssure Enrollment	\$100	\$200

AMSN Membership & CMSRN Studying Tools

- Discounts on Exam Fees
 - Becoming an AMSN member grants a significant discount for both the initial exam attempt and retake!
 - Applying with CertAssure?
 - Receive a discount on CertAssure fees!

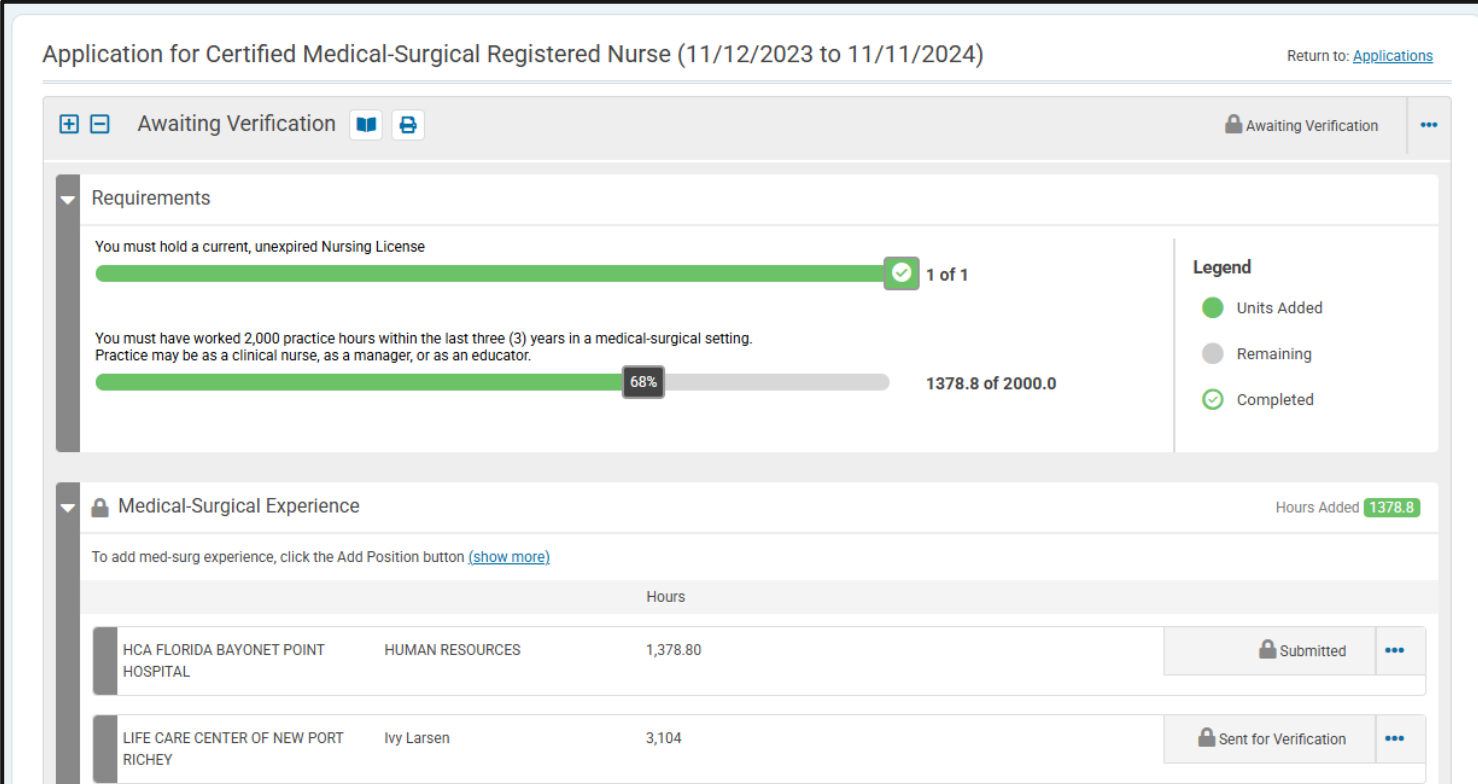
	AMSN Member Fee	Standard Fee
Initial Exam	\$267	\$394
First-time Retake Exam	\$189	\$315

- For Exam Resources
 - AMSN offers three main studying tools for the CMSRN which can be found on the Online Library:
 - [Certification Review Course](#) (self-paced overview of exam concepts)
 - [Practice Exam](#) (with 150 questions)
 - [Core Curriculum 6th Edition](#) (full detailed concepts of exam material)

- Learn more about AMSN's [member benefits](#) and [become a member](#) today!

Selected for Audit?

- 10% of applications are randomly selected for audit
- After being selected, your supervisor listed in your work history should have received an automated email asking to verify your work experience
- They will need to complete the emailed questions for your work verification to be complete
 - If they have not received this email, please contact us at msncb@msncb.org and we can send you and your supervisor the questions that need to be answered!



Application for Certified Medical-Surgical Registered Nurse (11/12/2023 to 11/11/2024) Return to: [Applications](#)

Awaiting Verification 🔒 Awaiting Verification

Requirements

You must hold a current, unexpired Nursing License 1 of 1

You must have worked 2,000 practice hours within the last three (3) years in a medical-surgical setting. Practice may be as a clinical nurse, as a manager, or as an educator. 68% 1378.8 of 2000.0

Legend

- Units Added
- Remaining
- ✓ Completed

Medical-Surgical Experience Hours Added 1378.8

To add med-surg experience, click the Add Position button ([show more](#))

Hours		
HCA FLORIDA BAYONET POINT HOSPITAL	HUMAN RESOURCES	1,378.80
LIFE CARE CENTER OF NEW PORT RICHEY	Ivy Larsen	3,104

Schedule Your Exam

- Once you are authorized to test, you can schedule your exam directly on the application
- Clicking **Manage Exam** will present options to either:
 - Manage Exam via Pearson
 - Request Extension

Application for Certified Medical-Surgical Registered Nurse (01/28/2024 to 01/27/2025) Return to: [Applications](#)

Eligible to Test Awaiting Testing

Requirements

You must hold a current, unexpired Nursing License 1 of 1

You must have worked 2,000 practice hours within the last three (3) years in a medical-surgical setting. Practice may be as a clinical nurse, as a manager, or as an educator. 4672.8 of 2000.0

Legend

- Units Added
- Remaining
- Completed

Examination

	Exam Eligibility End Date	Exam Date	Results	
CMSRN Exam	2/8/2025			Manage Exam

FailSafe Program

[Answer FailSafe](#)

CMSRN Exam: Awaiting Exam Results

Exam Code: CMSRN

FailSafe Employer:

Exam Eligibility Start Date: 11/10/2024

Exam Eligibility End Date: 2/8/2025

Exam Appointment: [Schedule Exam Appointment](#)

[Close](#) [Request Extension](#)

Need to Register for Retake?

- All applications **only** have two attempts
 - If you have failed the first attempt, your second exam attempt will be offered at a discounted fee
 - If you *do* fail the second exam attempt, you will need to reapply using a new application
- Select **Register for Retake** in order to schedule another exam
 - If your RN license has expired, click the **3 blue dots** next to the entry and select **Edit** to change the dates

Application for Certified Medical-Surgical Registered Nurse (01/25/2025 to 01/24/2026) Return to: [Applications](#)

[+](#) [-](#) Register for Retake [📖](#) [📄](#) Register for Retake [⋮](#)

Requirements

You must hold a current, unexpired Nursing License

✔ 1 of 1

Legend

- Units Added
- Remaining
- ✔ Completed

Examination

	Exam Eligibility End Date	Exam Date	Results	
■ CMSRN Exam	5/7/2025	Feb 12 2025 1:00 PM - 4:30 PM (Central Time (US and Canada))	Fail	⊘ Not Passed ⋮

RN License or Foreign Equivalent [+](#)

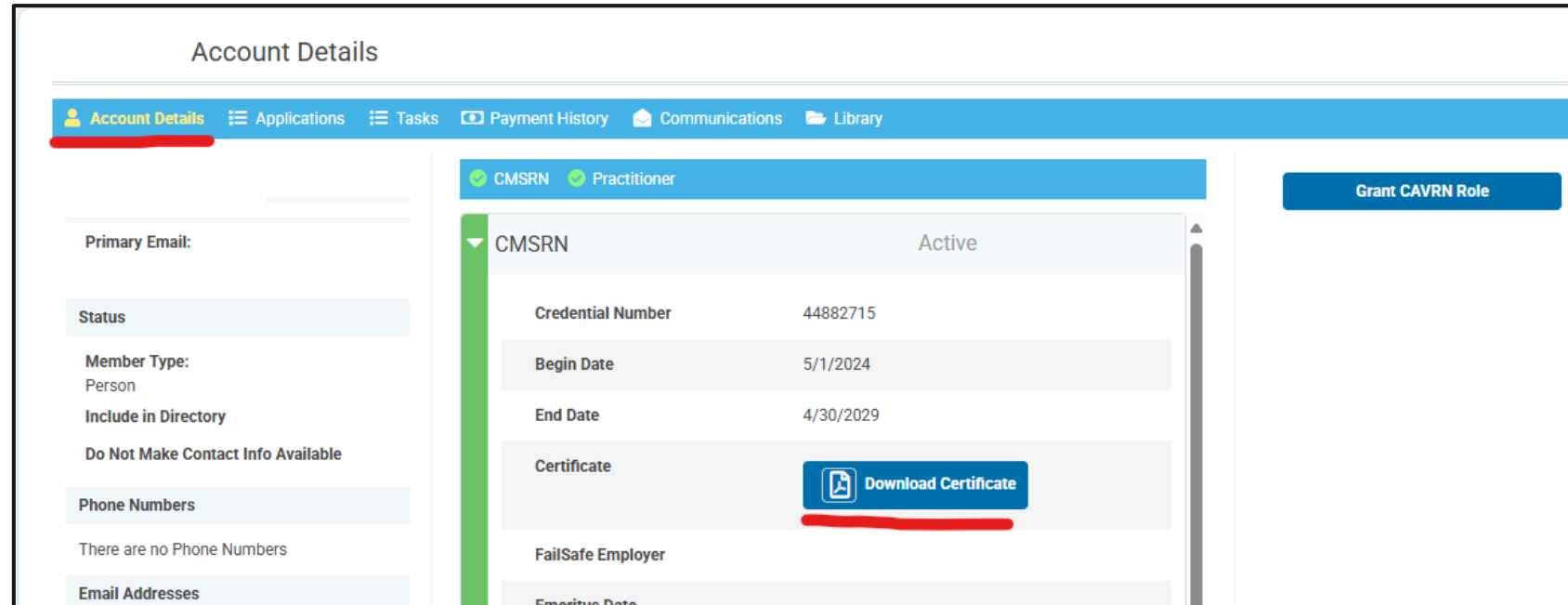
Enter details about your nursing license in this section ([show more](#)) [+](#) Add Additional Nursing License

■ Nursing License	United States	RN303143	1/31/2025	✔ Accepted ⋮
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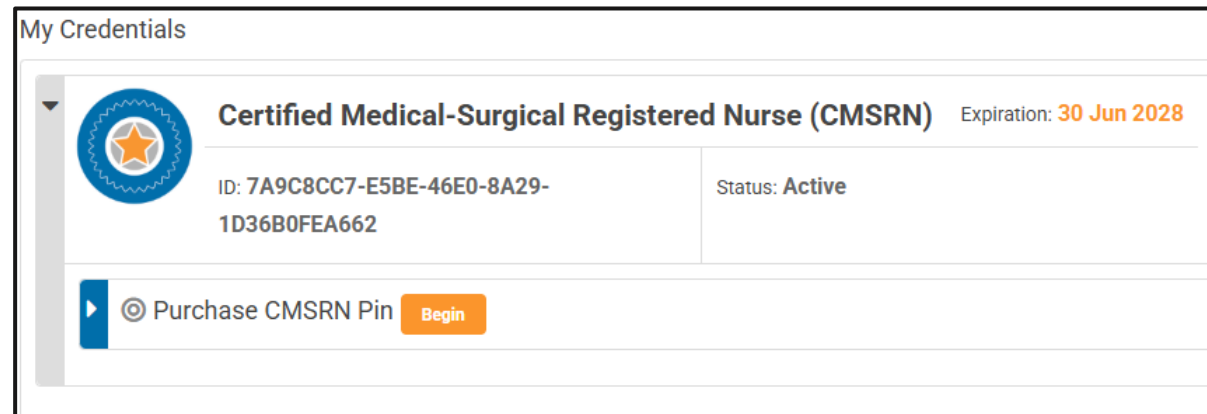
[📄](#) Overview [✎](#) Edit

You Are Now Certified!

- Once you have passed your exam, you can find the downloadable certificate!
 - You can find it on **Account Details**
 - You may need to click the **CMSRN** drop down to see the blue button
 - If you would like to receive your digital badge, please email us at msncb@msncb.org requesting one
- If you would like to purchase a CMSRN pin, you can do so under **Applications** and click **Begin** a pin application
 - You may need to click **My Credentials** to see the application.



The screenshot shows the 'Account Details' page. The navigation bar includes 'Account Details' (highlighted with a red underline), 'Applications', 'Tasks', 'Payment History', 'Communications', and 'Library'. On the left, there are sections for 'Primary Email', 'Status', 'Member Type: Person', 'Include in Directory', 'Do Not Make Contact Info Available', 'Phone Numbers', and 'Email Addresses'. The main content area shows a dropdown menu for 'CMSRN' (highlighted with a green bar) set to 'Active'. Below this, a table lists 'Credential Number: 44882715', 'Begin Date: 5/1/2024', and 'End Date: 4/30/2029'. A 'Certificate' section contains a blue button labeled 'Download Certificate' (highlighted with a red underline). A 'Grant CAVRN Role' button is visible on the right.



The screenshot shows the 'My Credentials' page. It features a circular badge with a star. The text reads 'Certified Medical-Surgical Registered Nurse (CMSRN)' with an expiration date of '30 Jun 2028'. Below this, the ID is '7A9C8CC7-E5BE-46E0-8A29-1D36B0FEA662' and the status is 'Active'. At the bottom, there is a blue button with a play icon and the text 'Purchase CMSRN Pin', followed by an orange 'Begin' button.