

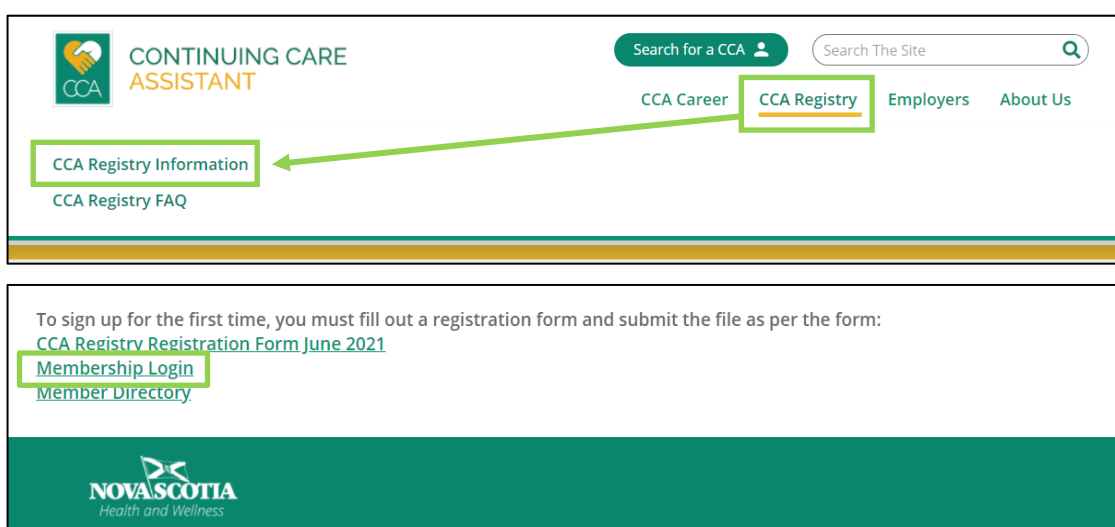
CCA REGISTRY- HOW TO:

LOG IN, RESET/CHANGE YOUR PASSWORD

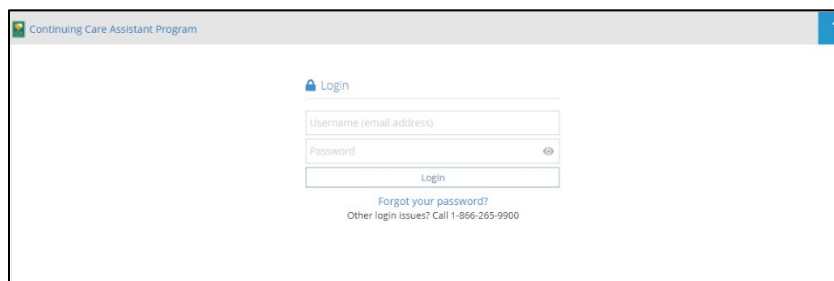
The CCA Registry has gone through a significant upgrade. You will notice that the renewal process and online environment has been updated. Please find below instructions on logging in and changing your password.

Logging into the Website

1. The CCA registry website can be located on the CCA website www.novascotiacca.ca under the CCA Registry Quick Link, CCA Registry Information: Membership Login (bottom of page)



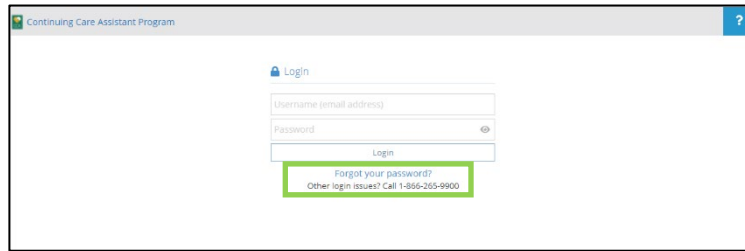
2. This will take you to the CCA Registry login portal:



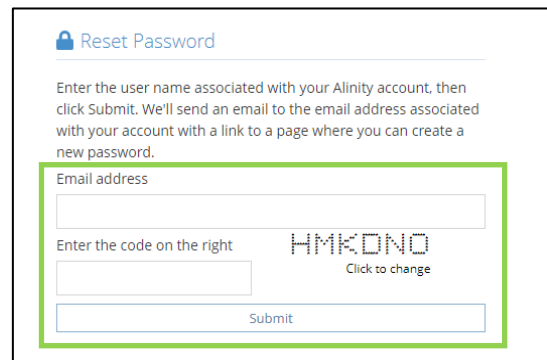
Important Update – The new version of the CCA Registry requires you to login with an email, not your CCA Registry login number. The email that you will use to login is the email you have provided to the CCA program. If you have any questions about your current email address or need to change your email address, please contact CCA Registry administration at ccaregistry@healthassociation.ns.ca or 1-866-265-9900

First time logging in – Use the Forgot your Password Option

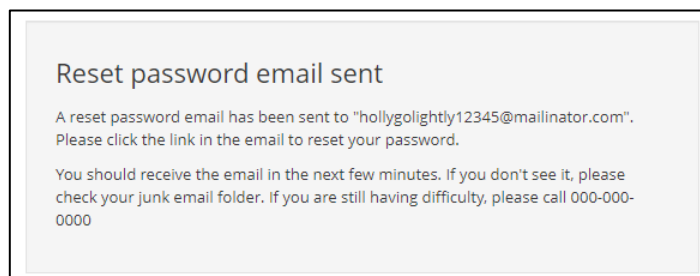
1. If you are logging in for the first time or do not know your CCA Registry password, click on the Forgot your password? button



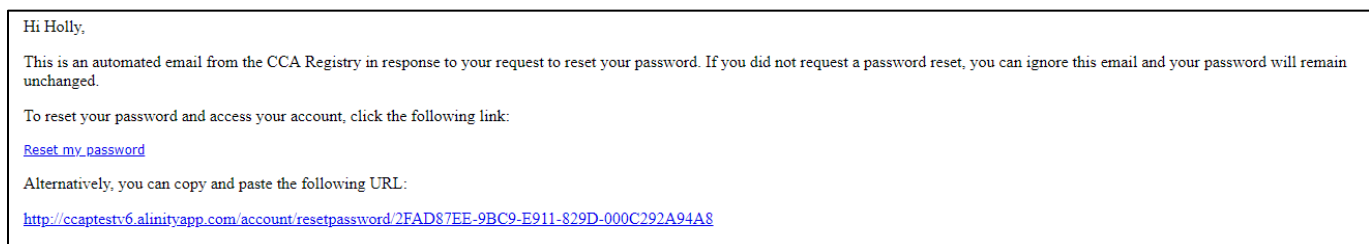
2. This will navigate you to the Reset Password screen, enter your email here and enter the code displayed to the right and click submit.



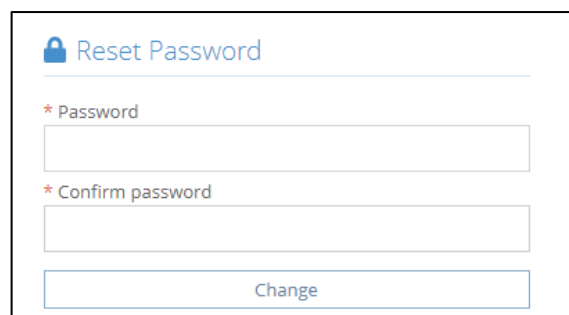
3. This will trigger a reset your password email to be sent to your email address.



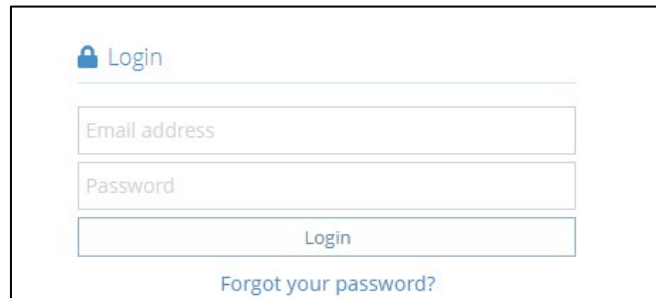
4. You will receive the following email: Click on the Reset my password link



5. Enter your new password and click change



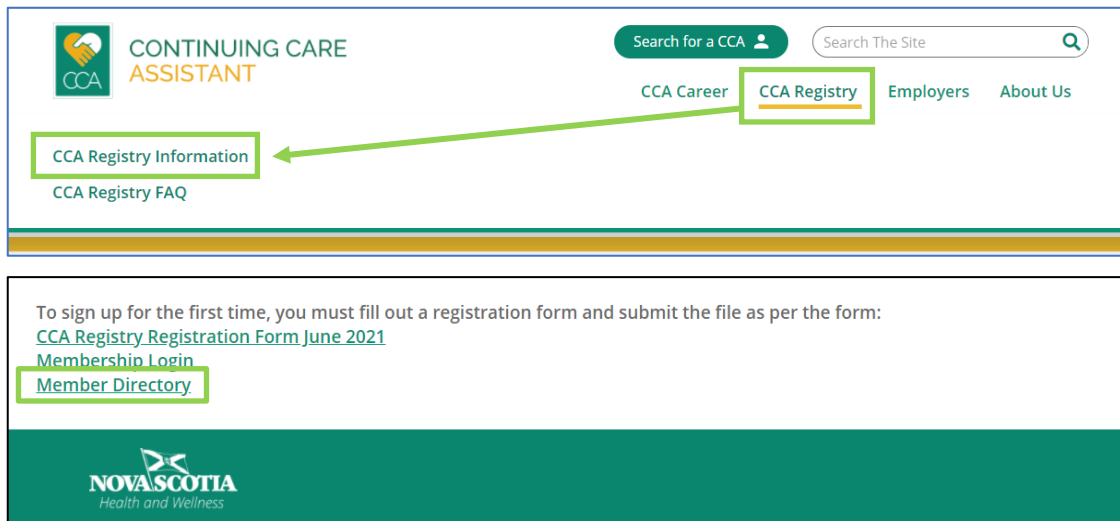
6. Your password has now been updated. Login to your account using your email and new password



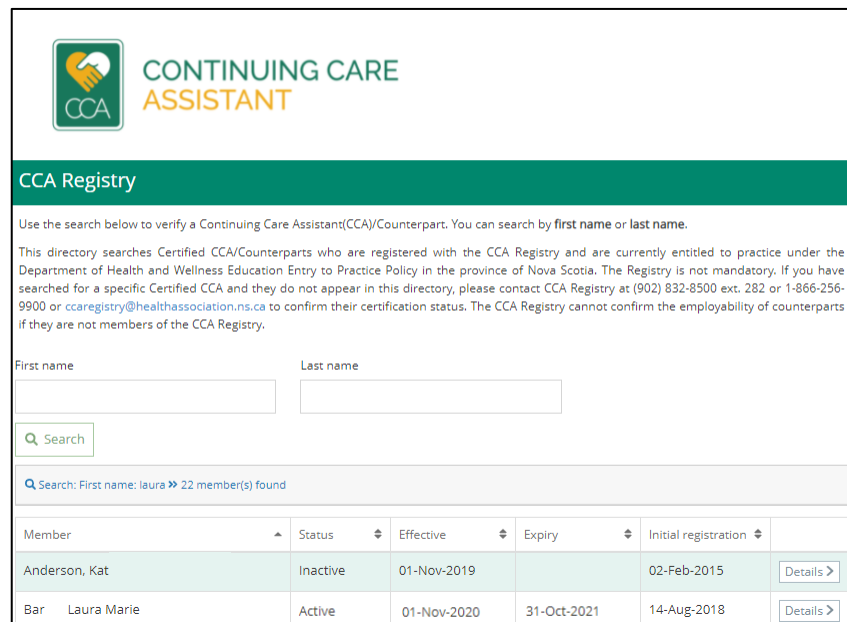
UTILIZE THE CCA REGISTRY MEMBER DIRECTORY

The CCA Registry online member directory can be used to confirm membership for members and employers.

1. The CCA registry website can be located on the CCA website www.novascotiacc.ca under the CCA Registry Quick Link, CCA Registry Information: Member Directory (bottom of page)



2. Here you can search for a member using their first or last name, by selecting details you can view the members credentials.



CCA Registry

Use the search below to verify a Continuing Care Assistant(CCA)/Counterpart. You can search by **first name** or **last name**.

This directory searches Certified CCA/Counterparts who are registered with the CCA Registry and are currently entitled to practice under the Department of Health and Wellness Education Entry to Practice Policy in the province of Nova Scotia. The Registry is not mandatory. If you have searched for a specific Certified CCA and they do not appear in this directory, please contact CCA Registry at (902) 832-8500 ext. 282 or 1-866-256-9900 or ccaregistry@healthassociation.ns.ca to confirm their certification status. The CCA Registry cannot confirm the employability of counterparts if they are not members of the CCA Registry.

First name: Last name:

Search: First name: laura » 22 member(s) found

Member	Status	Effective	Expiry	Initial registration	
Anderson, Kat	Inactive	01-Nov-2019		02-Feb-2015	<input type="button" value="Details >"/>
Bar Laura Marie	Active	01-Nov-2020	31-Oct-2021	14-Aug-2018	<input type="button" value="Details >"/>