Missouri Employer form 1402 Guidelines:

A. Have your employees renew their NA certification online using their TMU login for faster renewal service. You can then choose to reimburse them or not for the cost of the renewal
   OR
B. Choose to pay for your employee's renewals in bulk.
   1. Check the MO TMU registry https://mo.tmutest.com/ to be sure the employees are listed on the Missouri NA registry and are within their renewal time frame
   2. Call D&SDT – HEADMASTER (888-401-0465) to receive the MO 1402 EMP form and verbal instructions with tips and hints for a successful submission of the form
   3. Submit the 1402 form with ONLY active employee names that are eligible for renewal and are within their 60-day renewal window
   4. You will be invoiced for every candidate listed on your form. You will be obligated to pay for any candidates listed on the form that are determined to be ineligible for renewal