

**DEPARTMENT OF HEALTH & SOCIAL SERVICES**

Medical Services Division

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[www.solanocounty.com](http://www.solanocounty.com)**POLICY MEMORANDUM 3200****Effective Date: March 31, 2010****Revised Date: July 1, 2017****Review Date: July 1, 2019****REVIEWED/APPROVED BY:**

Handwritten signature of Bryn Mumma.

**BRYN MUMMA, MD, MAS, EMS AGENCY MEDICAL DIRECTOR**

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**TED SELBY, EMS AGENCY ADMINISTRATOR****SUBJECT: EMERGENCY MEDICAL TECHNICIAN (EMT) CERTIFICATION & RECERTIFICATION****AUTHORITY:** California Code of Regulations (CCR), Title 22, Division 9, Chapter 2, Article 4, Section 100079, Article 5, Sections 100080 and 100081, and Article 6 Section 100083**I. PURPOSE/POLICY**

To outline the requirements of initial California EMT certification and California EMT recertification. Also outlines the procedure to reinstate an expired California EMT certification.

**II. INITIAL EMT CERTIFICATION**

A. To be eligible for initial California EMT certification, an individual must fulfill one of the following requirements:

1. Pass the cognitive examination and psychomotor National Registry (NR) EMT exam within two (2) years from the date of application for EMT certification and have a valid EMT course completion record or other documented proof of successful completion of any initial EMT course approved pursuant to CCR Section 100066 issued within two years of the date of application, OR

2. Pass the cognitive examination and psychomotor NR-EMT exam within two years from the date of application for EMT certification and have documentation of successful completion of an approved out-of-state initial EMT training course, within the last two years, that meets the requirements of CCR Section 100066, OR
  3. Pass the cognitive examination and psychomotor NR-EMT exam within two years from the date of application for EMT certification and have a current and valid out-of-state EMT certificate, OR
  4. Possess a current and valid National Registry EMT, Advanced EMT, or Paramedic certification, OR
  5. Possess a current and valid out-of-state Advanced EMT or Paramedic certificate, OR
  6. Possess a current and valid California Advanced EMT certificate or a current and valid California Paramedic license.
- B. In addition to meeting one of the criteria in Section II(A), to be eligible for Initial EMT certification, an individual shall:
1. Be 18 years of age or older;
  2. Complete the criminal history background check requirement (LiveScan) as specified in CCR Title 22, Division 9, Chapter 10. The certifying entity shall receive the State and Federal criminal background check results before issuing an initial certification;
  3. Submit a copy of a current and valid Basic Life Support (BLS) CPR card;
  4. Complete the Solano County EMS Agency online application;
  5. Disclose any prior and/or current certification, licensure, or accreditation actions:
    - a. Against an EMT or Advanced EMT certificate, or any denial of certification by a LEMSA, including any active investigations;
    - b. Against a Paramedic license, or any denial of licensure by the California State EMS Authority, including any active investigations;
    - c. Against any EMS-related certification or license of another state or other issuing entity, including denials and any active investigations; or
    - d. Against any health-related license.
  6. Disclose any pending or current criminal investigations.
  7. Disclose any pending criminal charges.
  8. Disclose any prior convictions.
  9. Disclose each and every certifying entity or LEMSA to which the applicant has applied for certification in the previous 12 months.

10. Pay the established fees set forth in Solano County EMS Policy 3000.

### **III. EMT RECERTIFICATION**

- A. In order to recertify as an EMT, the EMT shall:
  1. Possess a current EMT Certification in California
  2. Meet one of the following continuing education (CE) requirements:
    - a. Successfully complete a 24 hour refresher course from an approved EMT training program within the 24 months prior to applying for renewal, OR
    - b. Obtain at least 24 hours of CEs within the 24 months prior to applying for renewal, from an approved CE provider in accordance with the provisions contained in CCR Title 22, Division 9, Chapter 11.
      - i. CEs may be used to renew multiple licensure/certification types as long as they are earned within the licensure/certification cycle being renewed and were not used in a previous cycle.
  3. Complete an application form and all other processes outlined in Section II(B)(1 – 10) of this policy.
  4. Complete the criminal history background check (Live Scan) requirements as specified in CCR Title 22, Division 9, Chapter 10 when changing certifying entities. The certifying entity shall receive the State and Federal criminal background check results before issuing a certification.
    - a. The recertifying EMT is not required to perform a second Live Scan if one was done as a part of their previous initial EMT certification process.
  5. Submit a completed skills competency verification form, EMSA-SCV (01/17). Skills competency shall be verified by direct observation of an actual or simulated patient contact. Skills competency shall be verified by an individual who is currently certified or licensed as an EMT, AEMT, Paramedic, Registered Nurse, Physician's Assistant, or Physician and who shall be designated by an EMS approved training program (EMT training program, AEMT training program, Paramedic training program or CE provider), or an EMS service provider. EMS service providers include, but are not limited to, public safety agencies, private ambulance providers and other EMS providers. Verification of skills competency shall be valid for a maximum of two years for the purpose of applying for recertification.
  6. If an EMT is also obtaining initial accreditation or recertifying accreditation for the items listed in Solano County EMS Policy 6300, EMT Scope of Practice, Section III, documentation of training of the items listed in that section must also be submitted.

7. Starting 24 months after the effective date of this policy, any EMT renewing for the first time, following implementation, shall submit documentation of successful completion by an approved EMT training program or approved CE provider in the following training:
  - a. The use and administration of naloxone (Narcan) or other opioid antagonist that meets the standards and requirements of CCR Title 22, Division 9, Article 3, Section 100075(c).
  - b. The use and administration of epinephrine by auto-injector that meets the standards and requirements of CCR Title 22, Division 9, Article 3, Section 100075(d).
  - c. The use of a glucometer that meets the standards and requirements of CCR Title 22, Division 9, Article 3, Section 100075(e).
8. If an individual possesses a current California issued Paramedic license or California Advanced EMT certificate then the individual need not provide proof of Sections III(7)(a – c) of this policy.
- B. If the EMT renewal requirements are met within six months prior to the current certification expiration date, the Solano County EMS Agency shall make the effective date of renewal the date immediately following the expiration date of the current certificate. The certification will expire the last day of the month two years from the day prior to the effective date.
- C. If the EMT renewal requirements are met greater than six months prior to the expiration date, the Solano County EMS Agency shall make the effective date of renewal the day the certificate is issued. The certification expiration date will be the last day of the month two years from the effective date.
- D. A California certified EMT who is a member of the Armed Forces of the United States and whose certification expires while deployed on active duty, or whose certification expires less than six (6) months from the date they return from active duty deployment, with the Armed Forces of the United States shall have six (6) months from the date they return from active duty deployment to complete the requirements of Section III(2 – 5) of this policy and Section III(7) after July 1, 2019. In order to qualify for this exception, the individual shall:
  1. Submit proof of their membership in the Armed Forces of the United States; and
  2. Submit documentation of their deployment starting and ending dates.
  3. Continuing education credit may be given for documented training that meets the requirements of CCR Title 22, Division 9, Chapter 11 while the individual was deployed on active duty.
  4. The continuing education documentation shall include verification from the individual's Commanding Officer attesting to the training attended.

**IV. REINSTATEMENT OF AN EXPIRED EMT CERTIFICATE**

The following requirements apply to individuals who wish to be eligible for reinstatement after their California EMT certificate has expired:

- A. For a lapse of less than six months, the individual shall meet the requirements outlined in Section III of this policy.
- B. For a lapse of greater than six months but not less than 12 months, the individual shall meet the requirements outlined in Section III of this policy plus an additional 12 hours of CEs.
- C. For a lapse of greater than 12 months, the individual shall meet the requirements outlined in Section III of this policy plus an additional 24 hours of CEs.
  1. The individual also must retake and pass the cognitive and psychomotor NR-EMT exams unless the individual possesses a current and valid NR-EMT, NR-AEMT, or NR-EMTP certificate or a current and valid California Advanced EMT certificate or California Paramedic License.

**V. GENERAL INFORMATION**

- A. The EMT shall be responsible for notifying Solano County EMS of her/his proper and current mailing address and shall notify the certifying entity in writing within 30 calendar days of any and all changes of the mailing address giving both the old and the new address and EMT certification number.
- B. An EMT shall only be certified by one certifying entity during a certification period.
- C. If recertifying within the same month of expiration or applying for reinstatement, the EMT will be charged a late fee in accordance with Solano County EMS Policy 3000.

