



County of Santa Clara
Emergency Medical Services
Policies and Procedures

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| Policy Number: | 202 |
| Effective Date: | 08/01/2025 |
| Scheduled Review: | 06/01/2028 |

EMT COURSE COMPLETION BY CHALLENGE

I. Purpose: The purpose of this policy is to establish standardized criteria for the certification of EMT personnel by challenge that is consistent with the applicable state statutes and the EMS programs of other counties in this State.

II. Authority:

- A. California Code of Regulations Title 22, Section §100067.14

III. Policy:

A. Eligibility requirements:

1. The candidate must meet one of the following requirements to be eligible to certify by course completion challenge examination:
 - a. Currently licensed in the United States as a physician, registered nurse, vocational nurse, physician assistant, or licensed practical nurse
 - b. Successfully completed an emergency medical service training program of the Armed Forces of the United States within the preceding two (2) years, which meets the Department of Transportation EMT Course guidelines
2. Meet the eligibility requirements identified in Policy 200.

B. Examination process:

1. Applicants must pass the examination by pre-established standards developed and/or approved by the Santa Clara County EMS Agency.

C. Failure to Qualify:

1. An eligible person shall be permitted to take the EMT challenge examination one (1) time only. Failure to qualify will require an individual to complete an approved EMT course.

D. Documentation Required:

1. Completed EMS Personnel Application.
2. Proof of completion of one of the eligibility requirements listed in Section II (A)(1) or (A)(2) and (B).
3. Complete any additional training that is required meeting the Agency requirements for EMT.
4. Successfully complete the National Registry EMT-Basic Examination.
5. Current CPR card, which meets American Heart Association Guidelines at the Healthcare Provider level.
6. Pay the established fee.
7. Present two (2) current government issued photo IDs (state driver's license, state ID card, or passport).
8. Completed background check (Department of Justice (DOJ)/ Federal Bureau of Investigations (FBI) Live Scan) reportable to the EMS Agency.

E. Certification:

1. The Agency shall issue a wallet-sized certificate, valid statewide for two (2) years from the date of issue to the eligible individuals who successfully complete the application requirements.

IV. Procedure:

A. Application Submission:

1. Course completion by challenge applicants must make an appointment and submit all documents in person to the EMS Agency.

APPROVAL:

Signature on File
Nick Clay, EMS Director/Chief

Signature on File
Nicole D'Arcy MD, EMS Medical Director

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2. EMS Agency personnel will discuss certification matters with the applicant only. Those employed by Santa Clara County EMS System Stakeholders may coordinate submissions with their employers EMS Program Manager.
3. Express or on-site processing of certifications is not available. Applicants are encouraged to apply at least two months prior to expiration of certification.

V. **Special Considerations:** None.

VI. **References:**

- A. EMS Policy 106: Personnel Investigations and Discipline

VII. **Attachments:** None