



County of Santa Clara  
Emergency Medical Services  
Policies and Procedures

Policy Number:	205
Effective Date:	08/01/2025
Scheduled Review:	06/01/2028

## PARAMEDIC ACCREDITATION

**I. Purpose:** This policy outlines the accreditation process for California-licensed paramedics to practice in Santa Clara County, including a required orientation and testing on local EMS policies and protocols.

**II. Authority:** California Code of Regulations Title 22, Section §100094.02

**III. Policy:**

A. Eligibility

1. To be eligible for Paramedic Accreditation in Santa Clara County, applicants must:
  - a. Hold a current and unexpired Paramedic Licensure in the State of California.
  - b. Disclose any pending investigations, licensure censures, or required performance improvement plans at the time of application.
  - c. Have affiliation with an approved Santa Clara County paramedic provider agency.
  - d. Successfully complete training in any local optional scope of practice.

**IV. Procedure:**

A. Application Process: Paramedic accreditation applicants must:

1. Submit a completed Paramedic Accreditation application.
2. Pay applicable fees.
3. Review the designated local training material and policies identified by the EMS Agency as part of the orientation to the local EMS system. This information is posted to the EMS Agency website and available through each paramedic provider's EMS Program Manager.
4. Successfully pass the Paramedic Accreditation Examination which is a component of the Local System Orientation Examination. The exam may be completed up to six (6) months prior to application. The required minimum passing score is 85%.
5. Attest to the completion of the local EMS System orientation within the Paramedic Accreditation Application as identified in Section III, C.
6. Receive approval from the paramedic's employer to accredit as a paramedic. An electronic confirmation will be sent to the EMS Program Manager upon submission of the application.

B. Accreditation Process:

1. The EMS Agency will notify the individual applying for accreditation of the decision whether to grant accreditation within thirty (30) calendar days of submission of a complete application.
2. Accreditation is valid for the same period as the applicant's California Paramedic License.
3. Applicants may not apply for accreditation more than three (3) times within any twelve (12) month period. Applicants must compete the online learning module as directed by the EMS Agency.
  - a. The EMS Medical Director may authorize additional examinations based on specific case-by-case situations. The decision of the EMS Medical Director is final.

C. Maintenance of Continuous Paramedic Accreditation:

1. For a Paramedic to maintain continuous Paramedic Accreditation, the paramedic may not have any lapse in their State of California Paramedic License in addition to the following:
2. Complete and submit a Paramedic Accreditation (Renewal) Application within five (5) months prior the expiration of the current accreditation and after the paramedic has renewed their California Paramedic License.
3. Successfully complete the annual EMS Update and any other required training deemed appropriate by the EMS Medical Director.

APPROVAL:

Signature on File  
Nick Clay, EMS Director/Chief

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

**PARAMEDIC ACCREDITATION**

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4. An individual may not function as a paramedic after the due date of the EMS Update if the training has not been completed. However, with a department/company's approval and the EMS Medical Directors concurrence, a paramedic's accreditation may be temporary suspended until the required training is completed for a period no greater than sixty (60) days after the due date if the individual is not working as a paramedic (injuries, leave of absence, etc.). Failure to complete the EMS Update within sixty days will result in loss of Paramedic Accreditation, requiring the paramedic to reapply for Paramedic Accreditation meeting all requirements of this policy.
- D. Loss of Accreditation:
1. Accreditation may be discontinued for the following reasons:
    - a. Failure to complete the annual EMS Update and any other required training deemed appropriate by the EMS Medical Director in the required timelines.
    - b. Withdrawal of sponsorship by an approved Santa Clara County paramedic provider agency.
    - c. Loss, suspension, or other censure of individual's State of California Paramedic Licensure.
    - d. As determined by the EMS Medical Director related to failure to meet minimum local requirements or those of the system-wide EMS Quality Improvement Plan pursuant to Section 100096.01 (Title 22, Division 9: Prehospital Emergency Medical Services).
    - e. An individual that has had their accreditation discontinued is required to complete the Paramedic Accreditation process that is identified in this policy.

**V. Special Considerations:**

- A. EMS Agency personnel will discuss accreditation matters with the applicant only consistent with Title 22 Regulations and privacy and confidentiality laws. Those employed by Santa Clara County EMS System provider agencies may coordinate submissions with their employers EMS Program Manager.
- B. Express or on-site processing of accreditation is not available. Applicants should apply at least five (5) months prior to expiration.

**VI. References:**

- A. California Code of Regulations Title 22, Section §100096.01

**VII. Attachments:** None