Solano County Health & Social Services Department

Mental Health Services
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Agency Administrator

POLICY MEMORANDUM 3200

DATE: 1 July 2010

REVIEWED/APPROVED BY:

RICHARD C. LOTSCH, DO., EMS AGENCY MEDICAL DIRECTOR

RICHARD WATSON, EMS ADMINISTRATOR (ACTING)

SUBJECT: CERTIFICATION/RECERTIFICATION FOR EMT-1

AUTHORITY: CALIFORNIA HEALTH & SAFETY CODE § 1797.107, 1797.109, 1797.170, and 1797.175.

PURPOSE/POLICY:

This policy contains information and requirements for certification as an EMT in Solano County.

I. EMT CERTIFICATION STANDARDS

A. In order to be eligible for Emergency Medical Technician (EMT) certification, an individual shall meet the requirements of this policy and State regulations (California Code of Regulations, Title 22, Division 9, Chapter 2, Article 4, Section 100079) including:

1. Proof of completion of an approved EMT training program within the preceding two years.
2. Proof of passing National Registry of Emergency Medical Technicians EMT-Basic written and skills examination. (National Registry certificate and wallet card required as evidence of completion)
3. Possess a current and valid cardiopulmonary resuscitation (CPR) card.
4. Be eighteen (18) years of age or older.

5. Proof of completion of the criminal history background check requirement pursuant to California Code of Regulations, Title 22, Division 9, Chapter 10, Article 4, Section 100347 or Section 100348
6. Disclose any related certification or licensure actions.
7. Pay the established fee.

B. Individuals that meet one of the following criteria shall be eligible for initial certification upon fulfilling the requirements of subsection a 3-7 above and completing the application process:

1. Possess a current and valid National Registry EMT Basic registration certificate; or
2. Possess a current and valid out-of-state or National Registry EMT-Intermediate or Paramedic certificate; or
3. Possess a current and valid California Advanced EMT or EMT-II certificate or a current and valid California Paramedic license.

C. An individual who possesses a current and valid out-of-state EMT certificate shall be eligible for certification upon fulfilling the requirements of subsection A.2-7 above and completing the application process.

II. INITIAL EMT CERTIFICATION

To be eligible for certification in Solano County, all candidates shall meet the following requirements as specified in California Code of Regulations Title 22, Division 9, Chapter 2, Section 100079:

A. Complete and submit an approved Solano County EMT Application

B. Pay the established fees.

C. Provide proof of meeting the requirements of Section I, A, B or C above

D. Provide proof in the form of a valid government issued picture identification that the individual is eighteen (18) years of age or older.

E. Proof of completion of the criminal history background check requirement pursuant to California Code of Regulations, Title 22, Division 9, Chapter 10, Article 4, Section 100347 or Section 100348, **this process may take up to several months so time should be allowed for this step.**

1. If "grandfathered" pursuant to Title 22, Division 9, Chapter 10, Article 4, Section 100348, <u>and</u> still affiliated with the entity that applicant was 'grandfathered' under <u>and</u> that entity is currently receiving subsequent arrest notification from the California Department of Justice (DOJ), then no further action required;
2. If 'grandfathered' pursuant to Title 22, Division 9, Chapter 10, Article 4, Section 100348, <u>but</u> <u>no longer</u> affiliated with the entity that the applicant was

'grandfathered' under or that entity is not currently receiving subsequent arrest notification from DOJ, then a new criminal history background required;

3. If the background check was performed under a certifying entity other than Solano County EMS Agency, then a new criminal history background is required;
4. If the background check was performed under Solano County EMS Agency DOJ authorization number and Solano County EMS Agency is actively receiving subsequent arrest notification from DOJ, then no further action is required;
5. If no criminal history background check was performed under any of the conditions above, the applicant shall obtain a DOJ "Request for Live Scan Service" form that includes the Solano County EMS Agency assigned ORI number (available at EMS Agency office or website)

F. Disclose any related certification or licensure actions.

G. Verification that the applicant is not precluded from certification based on the provisions of California Health and Safety Code Section 1798.200 or the California Code of Regulations, Title 22, Chapter 6, Sections 100214 (c) or (d).

III. RECERTIFICATION

To be eligible for recertification in Solano County, all candidates shall meet the following requirements as specified in California Code of Regulations Title 22, Division 9, Chapter 2, Section 100080:

A. Posses a current or expired California EMT –I certificate issued by Solano County EMS Agency or another certifying entity.

B. Complete the on-line Solano County EMT application.

C. Pay the appropriate fee.

D. Submit verification of twenty-four (24) hours of Continuing Education or a twenty-four (24) hour EMT Refresher course within the two (2) year certification period.

E. Submit a completed Skill Verification Form (EMSA –SCV 07/03).

F. Submit a Department of Justice Live Scan background check and Federal Bureau of Investigations background check (if applicable). **This process may take up to several months so time should be allowed for this step.**

G. Possess a valid and current CPR card.

H. Provide a current government issued photo ID (e.g. drivers license)

I. Disclose any related certification or licensure actions.

IV. RECERTIFICATION AFTER A LAPSE OF EMT CERTIFICATION

In order to be eligible for EMT-I recertification, an individual shall meet the following requirements and all State regulations (California Code of Regulations, Title 22, Division 9, Chapter 2, Article 4, Section 100081) as follows:

A. Expired for Less than six (6) months:

1. Same items as EMT Recertification, Section III.

B. Expired for more than six (6) months, but less than twelve (12) months:

1. Same items as EMT Recertification, Section III, **and**
2. An additional twelve (12) hours of continuing education for a total of thirty-six (36) hours.

C. Expired for more than twelve (12) months but less than twenty-four (24) months:

1. Same items as EMT Recertification, Section III, **and**
2. An additional twenty-four (24) hours of continuing education for a total of forty-eight (48) hours, **and**
3. Provide proof of passing California EMS Authority EMT-I approved examination (e.g. National Registry); **and**
4. Complete a new criminal history background under Solano County EMS Agency's Department of Justice assigned ORI number

D. Expire more than twenty-four (24) months

1. Not eligible for EMT Recertification must retake initial EMT course again and meet the requirements for initial EMT certification, Section II.

V. PROCESS FOR EMT CERTIFICATION/RECERTIFICATION

Solano County EMS will verify all information provided by the candidate for validity and accuracy before issuing an EMT Certification card.

A. Candidate shall completely fill out and sign the EMT-I on-line application form.

B. Candidate shall provide a current California Drivers License, Class of License if applicable, and current BLS CPR Card.

Candidate shall pay all applicable fees by **check or money order** (Solano County Policy Memo #3) or if eligible, submit a completed exemption form as specified by the Solano County Emergency Medical Services Cooperative, Board of Directors.

1. For those candidates requesting EMT re-certification the same month as the expiration of their EMT Certification Card an additional late certification fee of twenty five dollars ($25.00) will be added.

C. Candidate shall pose for an identification photo, taken at the EMS Office which will become part of the candidate's EMS file.

D. Candidate will submit a Department of Justice Live Scan background check and Federal Bureau of Investigations background check (if applicable). **This process may take up to several months so time should be allowed for this step.**

E. EMT Certification processing may take up to two (2) weeks. Individuals must allow for that time for processing the certification.

III. EMT CARD

Upon fulfilling the requirements in this policy for certification or re-certification Solano County EMS Agency will issue an EMT certification card in accordance with State regulations.

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