

SAN LUIS OBISPO COUNTY EMERGENCY MEDICAL SERVICES AGENCY
PREHOSPITAL POLICY

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SUBJECT: EMERGENCY MEDICAL TECHNICIAN (EMT) RECERTIFICATION

PURPOSE

To establish the process whereby an individual is eligible for recertification as an Emergency Medical Technician (EMT) in San Luis Obispo County.

AUTHORITY

- A. Health and Safety Code Division 2.5, Section 1797.210 and 1798.200.
- B. California Code of Regulations, Title 22, Division 9, Section 100080-100081.
- C. California Penal Code, Section 11105.

DEFINITIONS

- A. Certificate: The document issued to an individual denoting competence in the named area of prehospital service.
- B. Emergency Medical Technician (EMT): An individual trained in prehospital and Basic Life Support (BLS) skills who possesses a valid Emergency Medical Technician (EMT) Certificate as prescribed by local and state regulations.
- C. Emergency Medical Services Agency (EMS Agency): The agency having primary responsibility for administration of emergency medical services in San Luis Obispo County.

POLICY

- A. In order to be eligible for recertification as an EMT by the EMS Agency, an individual must :
 - 1. Possess a current EMT certificate issued in California.
 - 2. Possess valid government -issued photo identification.

3. Successfully complete a twenty-four (24) hour refresher course from an approved EMT training program, or obtain at least twenty-four (24) hours of continuing education (CEH) from approved CE providers, as required in California Code of Regulations, Title 22, Chapter 11.
 4. Possess current certification as a Cardiopulmonary Resuscitation (CPR) Provider.
 5. Submit a completed skills competency verification form pursuant to California Code of Regulations, Title 22, Section 100080(f).
 6. Complete a criminal record clearance.
 7. Sign an affidavit denying preclusion from certification.
 8. Disclose any certification or licensure actions as specified in the California Code of Regulations, Title 22, Division 9, Section 100079 (8) (A – D).
 9. Pay established state certification fee.
 10. Pay the established local application fee; this fee is not refundable.
- B. In order to be eligible for recertification after a lapse in certification, the following criteria must be met:
1. An individual whose certification has a lapse of less than six months shall comply with the criteria in Policy Section A.
 2. An individual whose certification has a lapse of six months or more, but less than twelve months, shall comply with the criteria in Policy Section A and complete an additional twelve (12) hours of continuing education (CEH) for a total of thirty- six (36) CEH.
 3. An individual whose certification has a lapse of twelve months or more, but less than 24 months, shall comply with the criteria in Policy Section A and complete an additional twenty-four (24) hours of continuing education (CEH) for a total of 48 CEH and pass the certification examination pursuant to California Code of Regulations, Title 22, Section 100079.
 4. An individual whose certification has a lapse of greater than twenty-four (24) months shall comply with requirements for EMT certification as outlined in San Luis Obispo County Emergency Medical Services Agency Prehospital Policy #301.1 EMT Certification.
- D. The EMS Agency shall issue an EMT certificate to eligible individuals who apply and successfully complete all recertification requirements.
1. If the EMT recertification requirements are met within six (6) months prior to the expiration date, the effective date of certification shall be the date immediately following the expiration date of the current certificate. The certification expiration date will be the final day of the final month of the two (2) year period.

2. If the EMT recertification requirements are met more than six (6) months prior to the expiration date, the effective date of certification shall be the date the individual satisfactorily completes all certification requirements and has applied for recertification. The certification expiration date shall not exceed two (2) years and shall be the final day of the final month of the two (2) year period.
- E. Certification as an EMT shall be statewide and for a maximum of two years or such other time period as specified in the current state regulations.
- F. A candidate for EMT recertification whose check is returned for insufficient funds may be subject to disciplinary action as outlined in EMS Agency policy #129 *Fee Collection*.
- G. All information on the EMS Agency EMT application is subject to verification. A candidate who supplies information found to be fraudulent may be subject to disciplinary action as outlined in EMS Agency policy #309 *EMS Personnel Investigation and Disciplinary Process*.
- H. An EMT shall notify the EMS Agency in writing within thirty (30) calendar days of any change in mailing address.
- I. If at any time during the certification period, through the CQI process the employer or EMS Agency Medical Director determines that an EMT needs additional training, observation or testing, the employer, the EMS Agency Medical Director or his or her designee¹, may create a specific and targeted program of remediation based upon the identified need of the EMT as outlined in EMS Agency policy #309 *EMS Personnel Investigation and Disciplinary Process*. If there is disagreement between the EMT, the employer and/or the EMS Agency Medical Director, the decision of the EMS Agency Medical Director shall prevail.
- J. Any exception to recertification requirements must be approved by the EMS Agency Medical Director.
- K. Changes in state regulations shall supersede information in this policy upon codification.

PROCEDURE

- A. A candidate for EMT recertification must pay established fees and submit a completed EMS Agency application to the EMS Agency along with documentation establishing eligibility for certification as follows:

¹ California Health & Safety Code, Section 1797.202(c) provides that the Medical Director of the local EMS Agency "may assign to administrative staff of the local EMS agency for completion under the supervision of the medical director, any administrative functions of his or her duties which do not require his or her professional judgment as medical director." Therefore, the Medical Director of the EMS Agency may assign his or her duties and authorities under this *EMS Personnel Investigation and Discipline Process Policy* to administrative staff of the EMS Agency

1. Current government-issued photo identification proving that the individual is eighteen (18) years of age or older.
 2. Proof of successful completion of an EMT refresher course and/or CEH as outlined in Policy Sections A and B.
 3. A completed skills competency verification form pursuant to California Code of Regulations, Title 22, Section 100080(f).
 4. Proof of current certification as a Cardiopulmonary Resuscitation (CPR) Provider according to the professional rescuers standards of the American Heart Association, American Red Cross or other course provider approved by the EMS Agency Medical Director.
 5. Proof of criminal record clearance from the California Department of Motor Vehicles by presenting either a
 - a) driving record printout from the DMV dated not more than seven days from the date of application, or
 - b) a letter from the employer stating that the applicant has no misdemeanor moving violations on record and that the employer participates in the DMV pull notice program.
- B. If a candidate has not previously completed a criminal record clearance from the California Department of Justice and the FBI, proof of a criminal record clearance must be submitted to the EMS Agency, either by:
1. Requesting that a criminal record clearance from the California DOJ and the FBI be sent to the EMS Agency and the California EMS Authority, or
 2. Presenting a letter from an employer stating that the applicant has no criminal violations and that the employer participates in California DOJ criminal record clearance with subsequent arrest notifications.