

CENTRAL CALIFORNIA
EMERGENCY MEDICAL SERVICES
A Division of the Fresno County Department of Public Health

Manual	Emergency Medical Services Administrative Policies and Procedures	Policy Number 114 Page 1 of 3
Subject	Emergency Medical Technician (EMT) Recertification	
References	California Code of Regulations, Title 22, Division 9, Chapter 2 Division 2.5 of the California Health and Safety Code	Effective: 04/15/86

I. POLICY

The Central California EMS Agency shall recertify an EMT who has successfully completed all recertification requirements.

II. PROCEDURE

A. In order to be eligible for recertification, an individual must:

1. Possess a current EMT Certification in California; and
2. Possess a current Basic Cardiac Life Support (BLS) CPR certification by the standards of the American Heart Association (BLS Provider), or American Red Cross (BLS for Healthcare Providers), or the equivalent; and

NOTE: It is the responsibility of the applicant to ensure that the CPR certification meets the Healthcare Provider standards of the American Heart Association. The CPR card will be denied if it is unclear as to what level of CPR training was provided.

Online internet courses will not be accepted.

3. Within 24 months prior to applying for renewal, successfully complete an approved twenty-four (24) hour EMT refresher course or obtain twenty-four (24) hours of continuing education hours from an approved continuing education provider; and
4. Submit a completed skills competency verification form (see attached).
5. Complete the criminal history background check (Live Scan). If the applicant has already completed a Live Scan background check for the CCEMSA and it is on file with the CCEMSA, then a Live Scan background check is not required for recertification. Live Scan forms must be obtained from the CCEMSA or the CCEMSA website in order for Live Scan processing.

B. Starting July 1, 2019, an EMT renewing his or her certification for the first time shall submit documentation of successful completion of the following training by an approved EMT training program or approved CE provider that meets the requirements of California Code of Regulations Section 10075 (c), (d), and (e).

Approved By EMS Director	Daniel J. Lynch (Signature on File at EMS Agency)	Revision
EMS Medical Director	Jim Andrews, M.D. (Signature on File at EMS Agency)	07/01/2017

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1. The use and administration of naloxone.
 2. The use and administration of epinephrine by auto-injector.
 3. The use of a glucometer.
 4. If an individual possesses a current California-issued paramedic license or California Advanced EMT certificate, then the individual need not comply with subsections 1-3 above.
- C. The effective date of recertification shall be the date the individual satisfactorily completes all recertification requirements and has applied for recertification. If the EMT recertification requirements are met within six (6) months prior to the current certification expiration date, the EMT Certifying entity shall make the effective date of recertification the date immediately following the expiration date of the current certificate. The certification will expire two (2) years from the day prior to the effective date.
- D. Lapse in certification:
1. Certification lapse of less than six months - the individual shall obtain at least twenty-four (24) hours of continuing education hours from an approved continuing education provider or successfully complete a twenty-four hour refresher course from an approved EMT training program and submit a completed skills competency verification form (see attachment).
 2. Certification lapse of six months or more, but less than twelve months, - the individual shall obtain an additional twelve (12) hours of continuing education for a total of 36 hours of training from an approved continuing education provider and submit a completed skills competency verification form (see attached).
 3. Certification lapse of twelve months or more, - the individual shall obtain an additional twenty-four (24) hours of continuing education for a total of 48 hours of training and the individual shall pass the National Registry written and skills exam.
- NOTE: Certification lapse of more than 12 months may require a new Live Scan submission.
- E. 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.
- In order to qualify for this exception, the individual shall submit proof of their membership in the Armed Forces of the United States and documentation of their employment starting and ending dates. Continuing education credit may be given for documented training that meets the requirements while the individual was deployed on active duty. The documentation shall include verification from the individual's Commanding Officer attesting to the training attended.
- F. The EMS Agency shall issue a wallet-sized certificate to eligible persons who successfully complete all criteria for recertification. That certificate shall contain the information specified in Policy #112.
- G. Continuing Education
1. Continuing education shall be in accordance with California Code of Regulations, Title 22, Division 9, Chapter 11 – Continuing Education, which includes, in part, the following:
 - a) In order to acquire acceptable continuing education credit, prehospital personnel shall attend classes and courses that are provided by Continuing Education (CE) Providers

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approved either by the Central California EMS Agency, another Local EMS Agency or the California State EMS Authority.

- b) At least fifty percent of the required CE hours must be in a format that is instructor-based, which means that instructor resources are readily available to the student to answer questions, provide feedback, provide clarification and address concerns (e.g., on-line CE courses where an instructor is available to the student). This provision shall not include precepting or reading magazine articles for CE credit. The Central California EMS Agency shall determine whether a CE course, class or activity is instructor-based.
- c) Continuing Education Records:
 - 1) In order for CE to satisfy the requirements for renewal of a lapsed certificate or license, CE shall be valid for a maximum of two years prior to the date of submission of a completed application for certificate or license renewal.
 - 2) The CE certificate or documentation of successful completion must contain the name of participant, certificate or license number, class title, CE provider name and address, date of course, class, or activity and signature of program director or class instructor. A digitally reproduced signature of the program director or class instructor is acceptable for media based/serial production CE courses. In addition, the following statements shall be printed on the certificate of completion with the appropriate information filled in:

“This course has been approved for (number) hours of continuing education by an approved California EMS CE Provider and was (check one) ____ instructor-based, ____ non-instructor based”. “This document must be retained for a period of four years”

“California EMS CE Provider # _____ - _____”
 - 3) CE certificates and CE provider attendance rosters may be audited for cause by the certifying or licensing authority or as part of the certifying or licensing authority’s continuing education verification process.