

Chapter: COUNTY OF SAN DIEGO EMERGENCY MEDICAL SERVICES
Key Words: Policy/Procedure/Protocol

SUBJECT: EMT Certification/Renewal

POLICY NO: B-352

PAGE: 1 of 4

DATE: July 1, 2018

AUTHORITY: Health and Safety Code, Division 2.5, Sections 1797.170, 1797.175, and 1797.210.

I. PURPOSE

To establish the requirements for Emergency Medical Technician (EMT) certification/renewal with the County of San Diego EMS (CoSD EMS)

II. POLICY

A. To be eligible for certification as an EMT in San Diego County, the candidate must meet the following criteria:

1. Initial Certification:

- a. Must be 18 years of age or older
- b. Must hold a current and valid National Registry of EMTs EMT certificate
- c. Must possess a current Cardiopulmonary Resuscitation (CPR) Card (Health Care Provider/Professional Rescuer/BLS Provider or equivalent)
- d. Must submit to a California Department of Justice Live Scan and Federal Bureau of Investigation criminal background check (separate from any agency requirement)
- e. Complete a statement that the individual is not precluded from certification for reasons defined in Section 1798.200 of Division 2.5 of the Health and Safety Code
- f. Must complete application and submit required fees
- g. May hold one or more of the following:
 1. An EMT Course Completion Record from an approved EMT course issued within the last two years
 2. An out-of-state AEMT or Paramedic certificate/licensure
 3. A current California AEMT or Paramedic certificate/licensure

2. Renewal:

- a. Hold a current EMT Certificate in the State of California
- b. Successfully complete an approved 24-hour refresher course within the two years prior to application for renewal **OR**

Chapter: COUNTY OF SAN DIEGO EMERGENCY MEDICAL SERVICES

Key Words: Policy/Procedure/Protocol

SUBJECT: EMT Certification/Renewal

POLICY NO: B-352

PAGE: 2 of 4

DATE: July 1, 2018

- c. Complete 24 hours of approved continuing education (CE) within two years prior to application for renewal
 - d. Present a current CPR Card (Health Care Provider/Professional Rescuer/BLS Provider or equivalent)
 - e. Submit a California Department of Justice Live Scan and Federal Bureau of Investigation criminal background check if not yet completed for County of San Diego Emergency Medical Services
 - f. Submit a complete and valid skills competency verification form
 - g. Submit enhanced EMT skills training documentation, if complete prior to July 1, 2019
3. Lapse in Certification/Reinstatement:
- a. For a lapse for six months or less, the individual shall comply with the original requirements for renewal.
 - b. For a lapse of six months to 12 months, the individual shall comply with the original requirements for renewal and complete a total of 36 hours of CE (may be a combination of refresher course and CE).
 - c. For a lapse more than 12 month, the individual shall comply with the original requirements for renewal AND complete 48 hours of CE (may be a combination of refresher course and CE) AND present a current NREMT (EMT, AEMT, or Paramedic) certificate. A current California AEMT or Paramedic certificate/license may be substituted for the NREMT requirement. Reinstatement applicants must also supply an updated California Department of Justice Live Scan and Federal Bureau of Investigation criminal background check.

B. Notification Responsibilities

The EMT shall be responsible for notifying CoSD EMS of his/her proper and current mailing and residential address and shall notify CoSD EMS in writing within 30 calendar days of any and all changes of the mailing and residential address, giving both the old and the new address, and California Emergency Medical Services Authority (EMSA) EMT central registry number.

Chapter: COUNTY OF SAN DIEGO EMERGENCY MEDICAL SERVICES
Key Words: Policy/Procedure/Protocol

SUBJECT: EMT Certification/Renewal

POLICY NO: B-352

PAGE: 3 of 4

DATE: July 1, 2018

- C.** An application for certification or renewal shall be denied without prejudice and does not require an administrative hearing when an applicant does not meet the requirements for certification or renewal including, but not limited to:
1. Failure to pass certification or recertification examination
 2. Lack of sufficient continuing education or documentation of a completed refresher course
 3. Failure to furnish additional information or documents requested by the certifying entity
 4. Failure to pay any required fees
- D.** The denial shall be in effect until all requirements for certification or renewal are met. If a certificate expires before renewal requirements are met, the certificate shall be deemed a lapsed certificate and subject to the provision pertaining to lapsed certificates. An individual who is a member of the reserves and is deployed for active duty with a branch of the Armed Forces of the United States, whose California EMT certificate expires during the time the individual is on active duty, or less than six months from the date the individual is deactivated/released from active duty, may be given an extension of the expiration date of the individual's EMT certificate for up to six months from the date of the individual's EMT certificate upon compliance with the following provisions:
1. Provide documentation from the respective branch of the Armed Forces of the United States verifying the individual's dates of activation and deactivation/release from duty.
 2. If there is no lapse in certification, the requirements for renewal must be met. If there is a lapse, the requirements of a lapsed certification must be met.
 3. Provide documentation showing that the CE activities submitted for the certification renewal period were taken no earlier than 30 calendar days prior to the effective date of the individual's EMT certificate that was valid when the individual was activated for duty and no later than six months from the date of deactivation/release from duty.
 4. For an individual whose active duty requires the use of EMT skills, credit may be given for documented training that meets the requirements of Chapter 11 of the

Chapter: COUNTY OF SAN DIEGO EMERGENCY MEDICAL SERVICES

Key Words: Policy/Procedure/Protocol

SUBJECT: EMT Certification/Renewal

POLICY NO: B-352

PAGE: 4 of 4

DATE: July 1, 2018

California Code of Regulations, Title 22, Division 9 while the individual was on active duty. The documentation shall include verification from the individual's Commanding Officer attesting to the classes attended.