

Tuolumne County Emergency Medical Services Agency  
EMS System Policies and Procedures

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**Policy: Emergency Medical Technician Certification/Accreditation    #231.00**

Creation Date:    9-04-1997

Medical Director:    \_\_\_\_\_

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EMS Coordinator:    \_\_\_\_\_

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I.    **AUTHORITY**

Division 2.5, California Health and Safety Code, Sections 1797.210 and; 1797.220. Title 22, California Code of Regulations, Chapter 2 et seq.

II.   **DEFINITIONS**

- A.    "Agency" means the Tuolumne County Emergency Medical Services Agency.
- B.    "Emergency Medical Technician" "EMT-Basic" or "EMT" means a person who has successfully completed a basic EMT course which meets the requirements of Title 22, California Code of Regulations, Chapter 2, has passed all required tests, and who has been certified by the Agency Medical Director as an EMT.
- C.    "Local accreditation" or "accreditation" or "accredited to practice" means authorization by the LEMSA to practice the optional skill(s) approved by the LEMSA. Such authorization assures that the EMT has been oriented to the LEMSA and trained in the optional skill(s) necessary to achieve the treatment standard of the jurisdiction.
- D.    "Advanced Emergency Medical Technician" or "AEMT" means a person who has successfully completed an AEMT training course which meets the requirements of Title 22, California Code of Regulations, Chapter 3, has passed all required tests, and who has been certified as an AEMT.
- E.    "Emergency Medical Technician Paramedic" or "EMT-P" or "Paramedic" or "Mobile Intensive Care Paramedic" means a person who is educated and trained in all elements of pre-hospital advanced life support, who has passed all required tests, and who has been licensed by the State of California as an EMT-P.
- F.    "Optional Scope of Practice Provider Agency" or "OSA" means any agency that has entered into an agreement with the Agency to provide EMT optional scope of practice medications and/or procedures.

### III. PURPOSE

The purpose of this policy is to establish procedures for issuing EMT certification in the Tuolumne County EMS System in accordance with the requirements of Title 22, California Code of Regulations, Chapter 2.

### IV. POLICY

#### A. Initial Certification:

1. In order to be eligible for EMT certification by the Tuolumne County EMS Agency, an individual shall:
  - a. Possess a valid EMT course completion record or other documented proof of successful completion of an approved EMT course or have documentation of successful completion of an approved out-of-state EMT training course;
  - b. Apply for certification within two (2) years of the date of course completion;
  - c. Pass, by preestablished standards the written examination and skills examination approved by the State of California EMS Authority.
  - d. Be eighteen (18) years of age or older;
  - e. Complete an application and affidavit stating that the applicant is not precluded from certification as an EMT for reasons defined in Section 1798.200 of the Health and Safety Code;
  - f. Complete a live scan criminal background check by the State of California Department of Justice and the Federal Bureau of Investigation;
  - g. Pay the certification fee established by the Board of Supervisors;
  - h. Submit a copy of a current State of California Driver's License or Identification Card or Military Identification Card.
2. In order for an individual, whose California AEMT certification or Paramedic License has lapsed to be eligible for certification as an EMT the individual shall complete the requirements of subsections e, f, g, and h, of paragraph 1. above, as well as:
  - a. For lapses of more than six months, but less than twelve months, complete 36 hours of approved EMS continuing education;
  - b. For lapses of twelve months, but less than twenty-four months, complete 48 hours of approved EMS continuing education and pass the written and skill examinations required for initial EMT certification.

- c. For lapses greater than twenty-four months, the individual shall complete an entire EMT course and all requirements for initial certification.
- 3. An individual who possesses a current and valid out-of-state EMT or EMT Basic certificate shall be eligible for certification upon fulfilling the requirements of subsections e, f, g, and h, of paragraph 1. above.
- B. An individual currently licensed in the State of California as a Paramedic or currently certified in California as an EMT-II is deemed to be certified as an EMT, except when the license or certification is under suspension.
- C. Maintaining EMT Certification:
  - 1. In order to maintain certification, an EMT shall:
    - a. Possess a current EMT certification issued in California.
    - b. Obtain at least twenty-four hours of continuing education from an approved EMS continuing education provider or successfully complete a twenty-four-hour EMT refresher course from an approved EMT training program. At least 12 hours of the continuing education must be instructor based.
    - c. Complete an application and an affidavit stating that the applicant is not precluded from certification as an EMT for reasons defined in Section 1798.200 of the Health and Safety Code.
    - d. Complete a live scan criminal background check by the State of California Department of Justice and the Federal Bureau of Investigation . This requirement does not apply for applicants with a current and valid EMT certification issued by the Tuolumne County EMS Agency.
    - e. Pay the certification fee established by the Board of Supervisors.
    - f. Submit a copy of a current State of California Driver's License or Identification Card or Military Identification Card.
    - g. Submit a completed skills competency verification form, EMSA-SCV (01/17).
- D. Skills competency shall be verified by direct observation of an actual or simulated patient contact. Skills competency shall be verified by an individual who is currently certified or licensed as an EMT, AEMT, Paramedic, Registered Nurse, Physician Assistant, or Physician who shall be designated by an EMS approved training program or continuing education provider or an EMS service provider. The skills requiring verification of competency are:
  - 1. Patient examination, trauma patient.
  - 2. Patient examination, medical patient.

3. Airway emergencies.
4. Breathing emergencies.
5. Automated external defibrillation.
6. Circulation emergencies.
7. Neurological emergencies.
8. Soft tissue injuries.
9. Musculoskeletal injuries.
10. Obstetrical emergencies.

E. The effective date of EMT certification shall be the date the individual satisfactorily completes all certification requirements and has applied for certification. The certification expiration date will be the final day of the final month of the two-year period. Certification as an EMT-I shall be for a maximum of two years except in the following cases:

1. A person applies for certification based on the possession of a current and valid out-of-state EMT, AEMT or Paramedic certification or current and valid National Registry EMT-Basic, AEMT, EMT Intermediate or Paramedic certification. In such cases, the expiration date shall be the same expiration date as that of the out-of-state or National Registry certification.
2. For applicants meeting maintenance of certification requirements within six months prior to the expiration date, the effective date of the certification will be the expiration date of the current EMT certificate. The certification expiration date will be the final day of the final month of the two-year period.
3. For applicants meeting maintenance of certification requirements greater than six months prior to the expiration date, the effective date of certification will be the date the applicant satisfactorily completes all certification requirements and has applied for certification. The certification expiration date shall be the final day of the final month of the two-year period.

F. Re-certification After Lapse in Certification

1. Applicants who have allowed their certification to expire beyond six months, but less than twelve months shall be required to complete an additional twelve hours of EMS continuing education for a total of 36 hours of continuing education. At least 18 hours of the continuing education must be instructor based.
2. Applicants who have allowed their certification to expire beyond twelve months but less than twenty-four months shall be required to complete an additional twenty-four hours of EMS continuing education for a total of 48 hours of EMS continuing education. At

least 24 hours of the continuing education must be instructor based and shall pass the written and skills examinations required for initial certification.

3. Applicants who have allowed their certification to expire beyond twenty-four months shall complete all of the requirements for initial certification including the successful completion an approved EMT Course.

G. Abandonment of Application:

An application shall be considered abandoned, if the requirements for certification have not completed and submitted to the EMS Agency within 90 days of the Livescan form or notice of incomplete application has been mailed to the applicant. The EMS Agency may allow for one, thirty (30) day extension of the initial 90-day period, under extreme circumstances. Once an application has been deemed abandoned applicants must reapply, meet the aforementioned requirements and pay any applicable fees prior to issuance of a certification.

H. Local EMT Accreditation

Local EMT accreditation is required for authorization to practice the optional skill(s) approved by the LEMSAs. Accredited EMTs may only practice optional skill(s) while responding with an approved Optional Scope of Practice Provider Agency.

1. In order to be eligible for EMT accreditation by the Tuolumne County EMS Agency, an individual shall:
  - a. Possess a valid California EMT Certification;
  - b. Successfully complete all optional EMT scope of practice training modules;
  - c. Pass, by pre-established standards the written examination and skills examination approved by the Agency Medical Director;
  - d. Complete an application
  - e. Pay the accreditation fee established by the Board of Supervisors;

I. Maintaining EMT Accreditation:

1. In order to maintain accreditation, an EMT shall:
  - a. Possess a current EMT certification issued in California.
  - b. Obtain at least two hours of continuing education for each optional EMT scope of practice item allowed by the Agency from an approved EMS continuing education provider. These continuing education hours may also be used for EMT re-certification.

- c. Pay the accreditation fee established by the Board of Supervisors.