



COUNTY OF VENTURA HEALTH CARE AGENCY		EMERGENCY MEDICAL SERVICES POLICIES AND PROCEDURES	
Policy Title: Emergency Medical Technician Renewal		Policy Number 302	
APPROVED: EMS Administrator:  Steven L. Carroll, Paramedic		Date: January 3, 2023	
APPROVED: Medical Director:  Daniel Shepherd, MD		Date: January 3, 2023	
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- I. PURPOSE: To identify the procedure for recertification of the Emergency Medical Technician.
- II. AUTHORITY: Health and Safety Code, Sections 1797.220, 1798. California Code of Regulations (CCR), Sections 100080 and 100081.
- III. POLICY: To maintain certification, an EMT shall participate in either continuing education courses or complete a refresher course approved by the Agency. Approved continuing education courses shall be accepted statewide.
  - A. To renew certification, an EMT shall:
    1. Possess a current EMT Certification issued in California.
    2. Meet one of the following continuing education requirements:
      - a. Successfully complete a twenty-four (24) hours refresher course from an approved EMT training program within the 24 months prior to applying for renewal, or
      - b. Obtain at least twenty-four (24) hours of continuing education (CE), within the 24 months prior to applying for renewal, from an approved CE provider program, as defined in VCEMS 1130 – Continuing Education Provider Program Approval.
    3. Complete the Ventura County EMS (VCEMS) Personnel Application. VCEMS must be notified within 30 days of any change in personal contact information.
    4. Complete the Ventura County Eligibility Statement (a statement that the individual is not precluded from certification for reasons defined in Section 1798.200 of the Health and Safety Code),
    5. A new applicant to VCEMS, or an applicant whose certification has lapsed, must complete a background investigation via “Live Scan” through the California Department of Justice and Federal Bureau of Investigation for VCEMS as the

requesting agency and a secondary notification for the State of California Emergency Medical Services Authority. Submit the second copy of the "Request for Live Scan Services" form along with EMS application for certification as proof the service has been completed.

6. Have successfully completed **both cognitive and skills testing** from a Professional Rescuer or Healthcare Provider level CPR course, which is consistent with the current American Heart Association Guidelines for CPR and Emergency Cardiovascular Care (ECC), within the previous two years,
  7. Provide a current government issued form of identification,
  8. Pay the established fee.
  9. Submit a completed skills competency verification form, EMSA-SCV (01/17). 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's Assistant, or Physician and who shall be designated by a VCEMS approved CE, EMT, Paramedic training program, or an approved VC EMS provider agency. Verification of skills competency shall be valid for a maximum of two (2) years for the purpose of applying for recertification.
    - a. Starting July 1, 2019, an EMT renewing his or her certification for the first time shall submit documentation of successful completion of the training outlined in Section 100080(a)(B)(6)(A-C) of the California Code of Regulations by an approved EMT training program or approved CE provider program, which includes training in the administration of naloxone, epinephrine, and the use of finger stick blood glucose testing by a glucometer.
- B. The individual will be issued a wallet size certificate card after renewal requirements are completed.
- C. If the EMT renewal requirements are met within six (6) months prior to the expiration date, VCEMS shall make the effective date of recertification the date immediately following the expiration date of the current certificate. The certificate will expire two (2) years from the day prior to the effective date.
- D. If the EMT renewal requirements are met greater than six (6) months prior to the expiration date, VCEMS shall make the effective date of renewal the date the certificate

was issued. The certification expiration date will be the last day of the month two (2) years from the effective date.

- 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 outlined in Section III.A 2-9a of this policy. To qualify for this exception, the individual shall
1. Submit proof of their membership in the Armed Forces of the United States, and
  2. Submit documentation of their deployment starting and ending dates.
  3. Continuing education shall be in any of the topics contained in the current National Standard Curricula for training EMS personnel.
  4. The continuing education documentation shall include verification from the individual's Commanding Officer attesting to the training attended.
- F. Reinstatement of an Expired California EMT Certificate.
1. The following requirements apply to individuals who wish to be eligible for reinstatement after their California EMT Certificates have expired:
    - a. For a lapse of less than six (6) months, the individual shall complete the requirements outlined in Section III.A 2-9a of this policy.
    - b. For a lapse of six (6) months or more, but less than twelve (12) months, the individual shall:
      1. Complete the requirements outlined in Section III.A 2-9a of this policy,
      2. Complete an additional twelve (12) hours of continuing education.
    - c. For a lapse of twelve (12) months or more, the individual shall:
      1. Complete the requirements outlined in Section III.A 2-9a of this policy,
      2. Complete an additional twenty-four (24) hours of continuing education, and
      3. Pass the NREMT cognitive and psychomotor skills certification exams within two (2) years of the date of application for EMT reinstatement, unless the individual possesses a current and valid EMT, AEMT or paramedic National Registry Certificate or a current and valid AEMT certificate or paramedic license.