

Monterey County EMS System Policy



Policy Number: 2060
Effective Date: 7/1/2023
Review Date: 6/30/2026

EMT CERTIFICATION (INITIAL)

I. PURPOSE

To specify the requirements and procedure for initial Emergency Medical Technician (EMT) certification in Monterey County.

II. POLICY

- A. To initially certify as an EMT, an applicant must satisfy all relevant State regulations and Monterey County EMS requirements. If this policy should be superseded by changes in State regulations, then the EMS Agency practice will be adjusted accordingly, until this policy can be revised and disseminated.
- B. The application for EMT certification is considered “received” by the EMS Agency once EMS Agency staff have reviewed the application and supporting documents and determined the application packet is complete.
- C. To perform EMT procedures under the basic EMT scope of practice requires the individual to obtain an EMT certificate from a Local EMS Agency (LEMSA) or other approved certifying entity. Completion of the National Registry exam and receiving a National Registry EMT card does not, by itself, provide certification to function as an EMT.
- D. EMT accreditation and affiliation with a Monterey County EMS service provider organization is required to perform procedures authorized by the Monterey County EMT Scope of Practice while functioning as an EMT for the Monterey County EMS service provider organization as part of the Monterey County EMS system.


III. PROCEDURE

- A. Applicants for EMT certification in Monterey County shall submit all of the following documents to the Monterey County EMS Agency through the method posted on the EMS Agency website:
 - 1. Government issued photo ID to confirm that the applicant is 18 years of age or older.
 - 2. Copy of a current CPR/AED card that is AHA equivalent to the Healthcare Provider or BLS level of training and includes skills demonstration.
 - 3. Completed Monterey County EMS Application for EMT Certification.
 - 4. Copy of a current National Registry Emergency Medical Technician (NREMT) Certificate Card.
 - 5. Copy of the National Registry certificate with date of issue.
 - 6. Completed Department of Justice Live Scan application.

- a. All DOJ Live Scan issues need to be adjudicated and resolved prior to certification.
 - b. The application will not be processed until the Live Scan results have been received by the EMS Agency.
 7. Copy of an EMT Basic Course Completion Certificate from an approved EMT Basic Course provider. To apply for EMT certification, the EMT Basic Course Completion Certificate is valid for two (2) years from the course completion date.
 8. Written disclosure of any prior and/or current certification, licensure, or accreditation actions, including actions:
 - a. Against an EMT or Advanced EMT certificate, or any denial of certification by a LEMSA, including active investigations.
 - b. Against a Paramedic license, or any denial of licensure by the State EMS Authority, including any active investigations.
 - c. Against any EMS-related certification or license of another state or other issuing entity, including denials and any active investigations.
 - d. Against any medical or healthcare-related license.
 - e. A written explanation (with appropriate documentation) of any affirmative affidavit response is required and shall accompany the application.
 9. Written disclosure of any pending or current criminal investigation, pending criminal charges, or any prior felony and/or misdemeanor convictions.
 10. Written disclosure of each certifying entity or LEMSA to which the applicant has applied for certification in the previous twelve (12) months.
 11. A money order or cashier's check for \$75 issued to the California EMS Authority.
 12. A current and valid out-of-state EMT certificate and documentation of passing the cognitive and psychomotor exam within the previous two (2) years as required in Title 22 if the EMT wishes to transfer from another state.
- B. All of the necessary documents must be received by the EMS Agency within the relevant time limits specified above. An application will not be processed until all of the necessary documents are received and accepted. Illegible photocopies will not be accepted. The EMS Agency may return an incomplete or abandoned application by U.S. Postal Service to the applicant's last known address.
- C. The EMS Agency will perform a medical license or certification check through the National Practitioner Data Bank on all applicants. EMT certification will not be provided until this records check has been completed and any actions reported through the NPDB have been reviewed and addressed.
- D. The EMS Agency will electronically issue a forty-five (45) day temporary wallet-sized certificate to eligible applicants. The certificate will contain the following information:
1. The name of the individual certified.

2. The assigned EMT California Central Registry certification number.
 3. The date the certification is effective
 4. The date certification expires.
 5. The status of the EMT certification (i.e., active, probation, denied, suspended, expire, etc.).
 6. The name and location of the EMT certifying authority (Monterey County EMS Agency).
 7. The name and signature of the individual (EMS Medical Director) authorized to certify, or facsimile of same.
 8. A statement that the individual named on the card has fulfilled the requirements for certification as an EMT in California.
- E. The EMS Agency will print the regular EMT certificate (card), which will be sent to the applicant's mailing address by USPS.
- F. Under normal circumstances, the certificate will be issued within thirty (30) days after the applicant has satisfied the certification requirements, has no issues reported through the National Practitioner Data Bank, and has resolved any outstanding Live Scan issues.
- G. The effective date of EMT certification shall be the date the EMS Agency verifies that the applicant has satisfactorily completed all certification requirements.
- H. Certification as an EMT shall be no more than two (2) years from the effective date of issuance. The certification expiration date will be the last day of the month two (2) years from the effective date of initial certification.

END OF POLICY


John Beuerle, M.D.
EMS Medical Director


Teresa Rios
EMS Bureau Chief