

SIERRA-SACRAMENTO VALLEY EMS AGENCY PROGRAM POLICY

REFERENCE NO. 904

SUBJECT: EMERGENCY MEDICAL RESPONDER (EMR) CERTIFICATION & RECERTIFICATION

PURPOSE:

To provide a mechanism whereby individuals may acquire certification as an Emergency Medical Responder.

AUTHORITY:

California Health and Safety Code, Division 2.5, Sections 1797.204, 1797.210 & 1797.212.

California Code of Regulations, Title 22, Division 9, Chapter 1.5.

DEFINITIONS:

- A. **Agency** means the Sierra-Sacramento Valley Emergency Medical Services Agency.
- B. **Approved Training Program** means an Agency approved Emergency Medical Responder program which is taught in compliance with the National Highway Traffic Safety Administration National Emergency Medical Services Educational Standards and Instructional Guidelines.
- C. **Candidate** means an individual who is applying for certification or recertification as an Emergency Medical Responder.
- D. **Certification** means the issuance of a card or certificate which verifies that an individual has successfully met the requirements contained in this policy.
- E. **Emergency Medical Responder (EMR)** means an individual who has successfully completed a 48-60 hour Emergency Medical Responder course which meets or exceeds the requirements of the California Code of Regulations Title 22, Division 9, chapter 1.5 and the National Highway Traffic Safety Administration National Emergency Medical Services Educational Standards/Instructional Guidelines, and has met all certification requirements.

Effective Date: 07/01/2011
Next Review Date: 01/2014
Approved:

Date last Reviewed / Revised: 06/11
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S-SV EMS Medical Director

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S-SV EMS Regional Executive Director

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- F. **First Responder** means an individual who has previously completed a First Responder course taught to the standards of the U.S. Department of Transportation's First Responder standard curriculum and has a First Responder certification and/or record of course completion.
- G. **Initial Certification** means certification of a candidate who has never held a valid Emergency Medical Responder certification with this Agency.
- H. **Recertification** means applying for a re-issuance of a certification issued by the Agency.
- I. **Lapsed Certification** means an individual whose certification has expired.

POLICY:

- A. Agency EMR certification is required for all applicable prehospital personnel working for a provider and/or in a county that requires such Agency certification.
- B. Prehospital personnel working for a provider and/or in a county that requires Agency EMR certification and who were previously certified at the First Responder level by another California LEMSA or a First Responder training program prior to the implementation of this policy, may continue to function at that level utilizing their current First Responder certification. These personnel are required to obtain Agency EMR certification upon the expiration of their current First Responder certification in order to continue to function in this capacity.
- C. Prehospital personnel working for a provider and/or in a county that does not require Agency certification may also obtain such certification, if they choose, after meeting all applicable certification/recertification requirements.
- D. The Agency shall issue an EMR certification to those candidates that meet the requirements of this policy.

PROCEDURE:

- A. All candidates for certification or recertification shall:
 - 1. Be eighteen (18) years of age or older.
 - 2. Submit a completed EMR certification / recertification application.
 - 3. Submit copies of the following:
 - a. A valid U.S. state-issued Drivers License or identification card. (initial certification only).

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- b. A course completion record, previously issued First Responder certification card, or previously issued EMR certification card as indicated in this policy.
 - c. A current CPR certification which is taught to the curriculum standards of the American Heart Association, American Red Cross or the National Safety Council at the Health Care Provider or equivalent level.
4. Complete a live scan criminal background check by the State of California Department of Justice (DOJ) for the S-SV EMS Agency if not previously completed.
 5. Pay the certification fee. All fees are non-refundable and non-transferable.
- B. For Initial Certification (New candidates):
1. Application must be submitted to the Agency within six (6) months of the date of course completion.
 2. Submit an appropriate course completion record from one of the following:
 - a. An Agency approved EMR Training Program.
 - b. A First Responder training program taught to the standards of the U.S. Department of Transportation's First Responder standard curriculum. Course completion records from a First Responder Training program will only be accepted for six (6) months from the effective date of this policy. After that time candidates must provide a course completion from an approved EMR training program in order to obtain certification.
- C. For Initial Certification (Candidates previously certified as a First Responder):
1. Application must be submitted prior to the expiration of the candidate's current First Responder certification. If the candidate's current First Responder certification is expired, all requirements listed in this policy regarding a lapsed certification must be met.
 2. Submit a copy of a current First Responder certification card.
 3. Submit proof of at least 12 hours of EMS continuing education from an approved EMS continuing education provider or completion of a 12 hour EMR refresher course from an Agency approved training program.
 4. Submit a completed Agency approved EMR Verification of Skills Form, Reference 904-A.

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D. For Recertification:

1. Submit a copy of a current EMR certification issued by the Agency.
2. Submit proof of at least 12 hours of EMS continuing education from an approved EMS continuing education provider or completion of a 12 hour EMR refresher course from an Agency approved training program.
3. Submit a completed Agency approved EMR Verification of Skills Form, Reference 904-A.

E. Upon successful completion of all certification requirements, the candidate will be issued certification for a maximum period of two (2) years. The certification expiration date will be the final day of the final month of the two (2) year period.

1. If the EMR applies for recertification within six (6) months prior to the expiration date of their current certificate, their new effective date of certification shall be the day after their current certification expires.
2. If the EMR applies for recertification more than six (6) months before their current certification expires, they will be issued a new beginning certification date effective the day that they meet the recertification requirements.
3. If the EMR with a lapsed certification applies for recertification, they will be issued a new beginning certification date effective the day that they meet the recertification requirements.

F. An individual with a lapsed certification may be certified/recertified as an EMR as follows:

1. Lapse of a previously issued First Responder certification:
 - a. Candidates with a lapsed First Responder certification are only eligible for certification as an EMR within six (6) months of the effective date of this policy.
 - b. The previously issued First Responder certification must have an expiration date within six (6) months from the time that the candidate is applying for EMR certification.
 - c. All other certification requirements listed under the 'For Initial Certification (Candidates previously certified as a First Responder)' section of this policy must be met.

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2. Lapse of an Agency issued EMR certification:
 - a. For a lapse of less than six months, the candidate shall comply with all items listed in the 'Recertification' section of this policy.
 - b. For a lapse of six months or more, but less than twelve months, the candidate shall comply with all items listed in the 'Recertification' section of this policy and provide proof of an additional six hours of continuing education.
 - c. Candidates that are expired greater than twelve months are not eligible for EMR recertification.
 3. Candidates with a lapsed certification who successfully complete the process outlined in this section of the policy will be issued an EMR certification effective the day that they meet the recertification requirements. The certification expiration date will be the final day of the final month of the two (2) year period.
- G. EMR certification may be denied, or an EMR certification may be suspended or revoked if the candidate meets any of the following:
1. Has committed any sexually related offense specified under Section 290 of the Penal Code
 2. Been convicted of murder, attempted murder, or murder for hire
 3. Been convicted of two or more felonies
 4. Is on parole or probation for a felony
 5. Been convicted and released from incarceration during the preceding fifteen years of the crime of manslaughter or involuntary manslaughter
 6. Been convicted and released from incarceration during the preceding ten years from any offense punishable as a felony
 7. Been convicted of two misdemeanors within the preceding five years for any offense relating to the use, sale, possession, or transportation of narcotics or addictive or dangerous drugs
 8. Been convicted of two misdemeanors within the preceding five years for any offense relating to force, violence, threat, or intimidation
 9. Been convicted within the preceding five years of any theft related misdemeanor

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10. Has committed any act within the preceding seven years involving fraud or intentional dishonesty for personal gain

APPLICATION PROCESSING

- A. A completed and signed application and all required supporting documentation must be submitted to the S-SV EMS Agency prior to processing. Incomplete applications will not be processed.
 1. Incomplete applications will be maintained by the S-SV EMS Agency for 60 days awaiting required supporting documentation. All applications not completed within 60 days will be destroyed.
- B. The S-SV EMS Agency will process completed applications within 10 business days.