

Policy

EMTs will utilize an existing E# in all circumstances except for revocation or denial of EMT certification.

- An EMT may renew their certification with the same certifying entity or change certifying entities and will maintain their E#.
- Renewal and Reinstatement requirements will populate in the registry checklist according to the expiration date of the EMT certification.
- A new EMT certification E# will be issued for initial EMT certification or if an EMT is permitted to reapply following a revocation or denial of their certification.

Business Rules: EMT Certification Lapse > 24 months

1. After selecting Reinstatement, Registry users will use drop down box and select Obtained By: Lapsed >24 months under the following conditions:
 - A. The EMT certification has lapsed greater than 24 months.
 - B. The EMT certification was not previously revoked or denied.
 - C. The EMT meets all of the initial certification requirements which include:
 - a. Proof of passing the NREMT written and skills examinations.
 - b. Proof of successful completion of a basic EMT training program or proof of current NREMT EMT, AEMT, or Paramedic Registration card
 - c. Live scan information received and cleared
 - d. Application complete and signed
 - e. Fee of \$75 collected
 - D. All requirement fields must be checked off by LEMSA or Certifying Entity.
 - E. The existing EMT E # will be reactivated; a new E number will not be issued.
 - F. All Certifying Entities will have access to the Reinstatement >24 months tab.

Procedure for using EMT Lapsed > 24 Months

Beginning in **license edit**, search for an EMT

The screenshot shows a web-based search interface for licensees. At the top, there are two tabs: "Person" (selected) and "Facility". Below the tabs, there are several input fields and dropdown menus arranged in a grid-like fashion. The fields include: Profession (dropdown menu with "Certifying Entity" selected), License Type (dropdown menu with "EMT" selected), License Number (text input), License Status (dropdown menu with "<All Status>" selected), First Name (text input with "clare" and a clear 'x' button), Middle Name (text input), Last Name (text input), Address Line1 (text input), Address Line2 (text input), City (text input), State (dropdown menu with "----" selected), Zip Code (text input), SSN (text input), Address Type (dropdown menu with "General" selected), and Licensee Only (checkbox). At the bottom left, there is a link that says "Licensee - Person Advanced". At the bottom, there are two buttons: "Search" and "Clear".

Prerequisites Details ▲		
Full Name	Relationship	Status
Los Angeles County EMS Agency	Certified By	Active

Requirements Details ▲		
Name	Status	Date
Certified By	Completed	06/09/2009
LiveScan Information Received and OK	Unchecked	

Effect

Employers for L
Employer Name
No Data

Background Ch
CORI Status
Letter of Verification

Click the Details button in Requirements mini panel

Applicant > Check List Requirements

Summary			
Name	Address	Licen	
CLARE G BAJAMUNDI	7920 TETOTOM PARKWAY ANTELOPE CA 95843	EM	

Requirements		
	Requirement	Status
<input checked="" type="checkbox"/>	<u>Certified By</u>	Completed
<input checked="" type="checkbox"/>	<u>LiveScan Information Received and OK</u>	Unchecked
<input checked="" type="checkbox"/>	<u>Application Complete and Signed</u>	Unchecked
<input checked="" type="checkbox"/>	<u>\$75 Fee Collected</u>	Unchecked
<input checked="" type="checkbox"/>	<u>NREMT Exam Taken and Passed</u>	Unchecked
<input type="checkbox"/>	<u>EMT Training Program Completion</u>	Unchecked
<input checked="" type="checkbox"/>	<u>Current NREMT EMT/AEMT/P Registration</u>	Unchecked

Requirement Status Change i ?	
Completed ▼	
Save	

Check all the requirements boxes except EMT training program completed, and select "Complete" from the dropdown and click save

Check the requirements box "EMT training program completed", and select "Not Applicable" from the dropdown and click save

NOTE: The last 2 check boxes are AND/OR requirements.

Either:

1) EMT Training Program Completion and complete current NREMT EMT/AEMP/P exams

OR 2) Current NREMT EMT/AEMP/P Registration card.

Requirements			
	Requirement	Status	Date
<input type="checkbox"/>	<u>Certified By</u>	Completed	06/09/2009
<input type="checkbox"/>	<u>LiveScan Information Received and OK</u>	Completed	09/24/2014
<input type="checkbox"/>	<u>Application Complete and Signed</u>	Completed	09/24/2014
<input type="checkbox"/>	<u>\$75 Fee Collected</u>	Completed	09/24/2014
<input type="checkbox"/>	<u>NREMT Exam Taken and Passed</u>	Completed	09/24/2014
<input type="checkbox"/>	<u>EMT Training Program Completion</u>	Not Applicable	09/24/2014
<input type="checkbox"/>	<u>Current NREMT EMT/AEMT/P Registration</u>	Completed	09/24/2014
Make Complete			

Click the Make Complete tab, then click the “back” button (not shown)

Applicant

Person	Facility
Search	Search All Related
Clear	

Search Results							
Name / License Type	SSN/FEIN	Applicant Number	Obtained By	Subtype	Application Date	Hold/Alert	Application Status
BAJAMUNDI, CLARE G EMT	██████████	166943	Lapsed > 24 Months		09/24/2014		Complete
Approve Check Fields Deny Delete Remove							

Click the approve button

Summary

Name	Address
CLARE G BAJAMUNDI	7920 TETOTOM PARKWAY ANTELOPE CA 95843

License Activation

Issue Date

Expiration Date

Enter the correct date in the Expiration Date field and click save

The EMT certificate is approved and reinstated with the "old" E003513 number

Message

The EMT License has been approved for CLARE G BAJAMUNDI. no. E003513

OK

License Status changes from "Expired"(in 2nd screen shot) to "Active"(in last screen shot)

Licensee

Person Facility

Search Results Page 1 of 1

Name / License Type	Address	Subtype	License Number	Hold/Alert	License Status
BAJAMUNDI, CLARE G	Unknown NA 00000				
EMT	7920 TETOTOM PARKWAY ANTELOPE CA 95843		E003513		Active
Robertson, Clara F	Unknown NA 00000				