

## FOR CERTIFYING ENTITIES

### CENTRAL REGISTRY HELPDESK KEYWORDS

[mlohelpdesk@emsa.ca.gov](mailto:mlohelpdesk@emsa.ca.gov)

Keyword in email Subject Line	Request
PASSWORD	Request RESET of your central registry password or paramedic accreditation password. Include your USER ID in your email
PRINTER	Having problems printing? Notify EMSA and request assistance
NEW USER	Establish a new central registry user and/or obtain a paramedic accreditation password by emailing your completed EMT2010 User Form
DELETE USER	Delete (deactivate) a central registry user and/or paramedic accreditation access by emailing your completed EMT 2010 User Form
ACCREDITATION	Request assistance with paramedic accreditation panel issues
CORRECTION	Request assistance with date corrections and/or errors in the Central Registry for EMT certification
ENFORCEMENT	Request assistance with EMT 2010 enforcement issues
PROGRAM DATABASE	Request a new user account, password reset, or technical assistance with the Training Program Database. LEMSA Administrators must request new user accounts
EMT CARDS	Request blank batch of EMT cards to be mailed to your agency – list quantity in body of email with contact information
OTHER	Request assistance with other central registry issues OR EMT 2010 regulation questions

**Please note that emails without the KEYWORD in the subject line will not be routed appropriately and may delay response time.**

**All EMT billing questions should be sent directly to the new EMT billing email address: [EMTBilling@emsa.ca.gov](mailto:EMTBilling@emsa.ca.gov)**