

SILVER CROSS EMERGENCY MEDICAL SERVICES SYSTEM**TITLE: EMT RELICENSURE****POLICY: IDPH CODE 515.590**

It will be the responsibility of the individual EMT and/or their System provider agency to ensure efficient and effective monitoring of CE hours during this 4-year relicensure period. Requirements for EMT license renewals are delineated in the Rules and Regulations set forth by the IDPH (Illinois Department of Public Health).

- I. The EMS MD or designee will process the EMT's relicensure with the IDPH upon documentation of the following:
 - A. A minimum of 60 hours of Continuing Education is required for the 4-year relicensure period. Refer to "Standards for EMT Continuing Education". Proof of CE hours will be submitted in an approved format per System policy 200-8. **All SCEMSS mandatory Moodle CE must be current per policy 200-20.** Visit the System website at www.silvercrosssems.com System Moodle CE Page.
 - B. A current BLS provider CPR card in compliance with AHA guidelines must be maintained with the System office.
 - C. A completed Child Support and Felony Conviction Statement must be made on-line at <https://emslic.dph.illinois.gov/GLSuiteWeb/clients/ildohems/private/OnlineServices.aspx> using the PIN provided by IDPH and last 4 of your SS# along with a renewal fee of \$20 paid to IDPH on-line via credit/debit card.
- II. Always KEEP IDENTICAL COPIES OF EVERYTHING FOR YOUR OWN RECORDS FOR A MINIMUM OF 4 YEARS.
- III. If the EMS MD has appropriate evidence that an EMT's skills performance has not been adequately demonstrated, the EMT will be required to complete a written exam with a minimum score of 80% to pass. An EMT may request to retake the exam in its entirety within 14 days of the original test date. It is the EMT's responsibility to make the necessary arrangements. Should an EMT fail a second attempt, a review must be completed by the EMS MD to make a determination on the EMT's status.
- IV. An EMT who fails to meet all requirements in section I above will not be recommended for relicensure unless one of the following applies:
 - A. The EMT has successfully completed a state approved Intermediate or Paramedic Education Program and has met all requirements for licensure at the A-EMT/EMT-I or Paramedic level.
 - B. The EMT submits a written request for an extension to the EMS MD or designee, who files by form to the IDPH for a final ruling. If the request is granted, the EMT will have until the end of the extension period to meet all requirements for relicensure.
- VI. Any EMT, whose license has expired, **within 60 days** after license expiration, may submit all relicensure material as required in this Part and a fee of \$50.00 made payable to the Illinois Department of Public Health, in the form of a certified check, organizational check, or money order. If all material is in order and there is no disciplinary action pending against the EMT, the System will submit a transaction card to the IDPH.

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- VII. Any EMT whose license has expired for a period of **more than 60 days but less than 36 months** may apply for “**REINSTATEMENT**” with their EMS System. This reinstatement will include submission of all relicensure material as required in this policy, plus a fee of \$45.00 made payable to the Illinois Department of Public Health in the form of a certified check or money order, and in addition to the items listed below. If all material is in order and there is no disciplinary action pending against the EMT, the System will approve and sign the EMT’s IDPH License Reinstatement Application form and forward to IDPH. The applicant would still need to successfully complete the IDPH licensing exam for the level of EMS license sought to be reinstated after all System requirements are met.
- A. The EMT will be required to produce a valid CPR card and 60 hours of CE
 - B. Pay for and submit a State of Illinois background check via ISP.
 - C. 16 hours of ED clinical time with an approved Silver Cross ED preceptor
 - D. EMTs will take and pass with a >80% score:
 - 1. 100-200 question EMT course final written exam
 - 2. A 50-question SMO (most recent) exam
 - 3. A skills evaluation exam scored on NREMT-P guidelines
- VIII. Any EMT whose license has expired for a period of **more than 36 months** will be required to complete a new education program, pass the test, and file for new licensure.
- IX. At any time prior to the expiration of the current license, an EMT may downgrade to EMR status for the remainder of the license period in writing and attached to the individuals actual printed hard copy of their IDPH license as the license is relinquished. EMS Personnel who have downgraded to EMR may not revert to EMT. Once licensed as an EMR the individual would follow all System and State EMR policy and renewal requirements.

EFFECTIVE DATE: 01-01-94

REVISED DATE: 02-01-21

**SILVER CROSS EMERGENCY MEDICAL SERVICES SYSTEM
STANDARDS FOR EMT CONTINUING EDUCATION**

I. RELICENSURE REQUIREMENTS SUMMARY:

ALL MANDATORY SYSTEM CME MUST BE CURRENT FOR SYSTEM TO RENEW LICENSE.

1. 60 Hours of CE (The 60 required hours may include hours from the list below)
2. Current CPR Certification
3. IDPH on-line: Child support and felony conviction statement plus \$20 renewal fee

Submit to System: Items 1 & 2 / Complete w/IDPH ONLINE: item 3.

II. STANDARDS FOR ACCEPTABLE CONTINUING EDUCATION:

Continuing education classes, seminars, clinical time, workshops or other types of programs will have an assigned IDPH approved site code to be submitted as acceptable CE hours. This includes CE hours obtained by attending Fire Department or Agency education. Refer to www.silvercrosssems.com or policy 200-16 “Continuing Education Acceptance & Validation Standards” on IDPH site codes.

Continuing Education Recommendations	(Documentation) & [Hours]	*Over 4 Years*
1. BLS SCEMSS Moodle CE Monthly PowerPoint and Quiz (2.5 hours/month).....		60 hours
2. CPR certification: AHA BLS Provider Card		3 hours
3. Audit EMT Class or B topics of I or P Class (Instructor signature required).....		UNLIMITED
4. Agency EMS Education including Hazmat (IDPH approved w/site codes listed).....		60 hours
5. Initial: PHTLS, ITLS, CPR Instructor etc. (Card + Course Schedule) hr/hr.....		16 hours (max)
6. Renewal: PHTLS, ITLS, CPR Instructor etc. (Card + Course Schedule) hr/hr		8 hours (max)
7. ATLS, Wilderness EMS, TEMS (Cert) EMS Hrs only.....		hour for hour
8. Emergency Vehicle Operators course/EMD course (Cert + Course Schedule)		12 hours (max)
9. Clinical Preceptor/Evaluator (signed CE Sheet) hour for hour.....		15 hours (max)
10. Emergency Preparedness event/exercise/training (signed CE Sheet) hr/hr		12 hours (max)
11. Health Related College Courses [1 college credit hour = 8 CE hours].....		UNLIMITED
12. EMS related Conferences and/or Seminars (Certificate).....		hour for hour
13. Online: EmCert.com, Eminent.com, ems-ce.com, MedicEd.com, CAPCE.org (Certificate)		15 hours (max)
May include: Webinars and online offerings with subject matter found in the EMS Education Standards [e.g. sponsored by a governmental agency (infectious diseases, emergency preparedness) legal experts (documentation HIPAA) organizations or commercial offerings]		
14. IDPH Approved Locally Offered CE (Certificate or CE sheet w/hrs +site codes listed)		hour for hour

Certificates must include EMS Personnel’s name, CE topic, hours awarded, site code or CAPCE, etc. Repetition of a specific class session within a twelve-month period will not be accepted for credit. Drug box inventory and ambulance inventory do not qualify for CE hours or credit.

INDEPENDENT EMTs are limited to 2-14 for CE and must submit CE and CPR to the IDPH Regional Coordinator NOT A SYSTEM.