

## ECRN LICENSE RENEWAL SUMMARY

ECRN license renewal is a 2-part process (CE through the System and fee through IDPH). Every ECRN at Saint Joes and Silver Cross is part of Silver Cross EMS System and should review ECRN renewal on the System website [www.silvercrossems.com](http://www.silvercrossems.com) ECRN page.

**PART 1 (SYSTEM CE REQUIREMENT)** is the verification and authorization of the required 32 hours of CE through the Silver Cross EMS System. The System verifies your CE, and then authorizes IDPH to renew your ECRN license.

☼ **The System requires 2 items to satisfy the 32 CE hour requirement: a copy of your current ACLS card worth 4 CE hours plus an additional 28 CE hours completed on the System's Mandatory CE program called MOODLE.** The System's website contains more Moodle information and the link directly to the Moodle site [moodle.silvercrossems.com](http://moodle.silvercrossems.com). The System will log into your Moodle account to verify that you've completed the required CE as outlined below:

- Moodle presentations must be viewed prior to completing the quizzes.
- Quizzes will only be counted for credit if scored with an 80% or above.
- ECRNs must complete quizzes marked ALS or Paramedic/RN. (EMT/BLS quizzes do not count).
- EVERY ECRN must complete the April 2016 Moodle marked "ALS SMO UPDATE" to ensure they are aware of the SMO updates in the Region for proper radio communication. This was the last SMO update and the next update should be in or around April of 2021.
- The ECRN may then choose any other monthly Moodle topics to complete the remaining required 28 hours of Moodle CE. You can do more than 28 hours but not less.

☼ Submit an email to [mzanelli@silvercross.org](mailto:mzanelli@silvercross.org) Marilyn Zanelli, Operations Coordinator at SCEMSS stating that you've successfully completed the required CE (once you have) and include a picture or copy of your current ACLS card (worth 4 hours of CE)

**PART 2 (IDPH FEE REQUIREMENT)** is done directly with IDPH online at their website to pay the State of Illinois license renewal fee and answer their child support/felony conviction questions.

☼ Approximately 60 days prior to your ECRN license expiration, IDPH should mail you a "Renewal Notice" form. This form is mailed to the last address you had on file with them. Always ensure your address, email, and name are correctly reported to IDPH. If you do not receive this form, you may use the State License Number and PIN listed on the letter emailed to you from the System. Once you have this information, visit the IDPH website at [www.idph.state.il.us/ems](http://www.idph.state.il.us/ems) to answer the child support and felony conviction questions and pay your \$20 renewal fee.

☼ **Make sure you update your address and email with IDPH when you pay your fee online. Report name changes following the information on the System's website. Because it costs nothing to report your name change, do so prior to your renewal so your license prints with your correct name. IDPH charges \$10 for corrected licenses.**

**NOTE:** Only once both parts 1 & 2 are logged as complete with IDPH, will your license renew. Keep your email and home address up-to-date with the System, as that is how we will communicate with you regarding your license renewal. If you need assistance with renewals after reviewing the information above and on our website, contact Marilyn at [mzanelli@silvercross.org](mailto:mzanelli@silvercross.org) or 815-300-2900.