

**PURPOSE:** The purpose of this policy is to establish procedures for issuing Emergency Medical Responder (EMR) certification in the San Joaquin County Emergency Medical Services (EMS) system.

**AUTHORITY:** Health and Safety Code, Division 2.5, Section 1797.220; & 1798 et seq.;

**POLICY:**

I. Initial Certification:

- A. In order to be eligible for EMR certification by the San Joaquin County EMS Agency, an individual shall:
1. Submit a completed EMR application certification.
  2. Possess a valid EMR course completion record issued from a program approved by the San Joaquin County EMS Agency.
  3. Apply for certification within two years of the date of course completion.
  4. Be eighteen years of age or older.
  5. Submit copies of the following:
    - a. Valid state identification card (i.e., driver's license) or valid federal identification (i.e., military identification).
    - b. Current certification in cardiopulmonary resuscitation (CPR) for the Professional Rescuer or Healthcare Provider, issued from the American Heart Association, American Red Cross, or programs approved by the EMS Agency.
    - c. Course completion record.
  6. Submit proof of employment with an approved San Joaquin County EMR provider agency or a current San Joaquin County disaster healthcare volunteer.
  7. Complete a live scan criminal background check by the State of California Department of Justice (DOJ) for San Joaquin County EMS Agency.
    - a. Live scan results older than ninety (90) days of the date of submission of an application shall not be accepted and the live scan must be repeated at the applicant's cost.
    - b. The EMS Agency shall send a notice of non-interest to the DOJ for lapse in certification for ninety (90) days or longer.
  8. Pay the certification fee established by the Board of Supervisors. All fees are non-refundable and non-transferable.

**II. Maintaining Emergency Medical Responder Certification:**

- A. In order to maintain certification, an EMR shall:
1. Submit a completed an EMR application, no later than thirty (30) days prior to expiration of their certification.
  2. Possess current EMR certification issued by San Joaquin County EMS Agency.
  3. Obtain at least twelve (12) hours of EMS continuing education from an approved EMS continuing education provider or successfully complete a twelve-hour EMR refresher course from an approved training program.
  4. Submit the following:
    - a. Original completed EMR Skills Competency Verification form (EMS Form # 2210A).
    - b. Valid state identification card (i.e., driver's license) or valid federal identification (i.e., military identification).
    - c. Current certification in cardiopulmonary resuscitation (CPR) for the Professional Rescuer or Healthcare Provider, issued from the American Heart Association, American Red Cross, or programs approved by the EMS Agency.
  5. Submit proof of employment with an approved San Joaquin County EMR provider agency or a current San Joaquin County disaster healthcare volunteer.
  6. If not previously on file, complete a live scan criminal background check by the State of California Department of Justice for San Joaquin County EMS Agency.
    - a. Live scan results older than 90 days of the date of submission of an application shall not be accepted and the live scan must be repeated at the applicant's cost.
    - b. The EMS Agency shall send a notice of non-interest to the DOJ for lapse in certification for 90 days or longer.
  7. Pay the certification fee established by the Board of Supervisors. All fees are non-refundable and non-transferable.

**III. Certification Dates:**

- A. The effective date of EMR certification shall be the date the individual satisfactorily completes all certification requirements and has applied for certification. The certification expiration date will be the final day of the final month of the two-year period. Except in the following instances:
1. For applicants meeting the requirements for maintaining certification greater than six months prior to expiration, the effective date of certification shall be

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Medical Director

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EMS Administrator

the date the applicant satisfactorily completes all requirements and has applied for certification and the new certification expiration shall be the final day of the final month of the two year period.

**IV. Re-Certification After Lapse in Certification:**

- A. Applicants who have allowed their certification to expire beyond six months but less than twelve months shall be required to complete an additional 6 hours of EMS continuing education for a total of 18 hours of continuing education.
- B. Applicants who have allowed their certification to expire beyond twelve months but less than twenty-four months shall be required to complete an additional 12 hours of EMS continuing education for a total of 24 hours of continuing education and shall pass the written and skills examinations required for initial certification.
- C. Applicants who have allowed their certification to expire beyond twenty-four months shall complete all of the requirements of initial certification including successful completion of an approved EMR training course.

**V. Falsification of any of the certification/recertification documents may result in the denial of the application.**

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