



County of Santa Clara Emergency Medical Services System

EMT Accreditation

EMT ACCREDITATION (INITIAL)

This checklist is for an individual that has been hired or is currently working for a Santa Clara County EMS System Provider. In order for an online application to be accepted and processed, the following items must be submitted by the applicant via the online Credentialing Portal.

The requirements for each item contained in this checklist may be reviewed in *Santa Clara County Prehospital Care Policy #617: EMT Accreditation*.

- An EMT Accreditation application must be completed and digitally signed via the online Credentialing Portal by the Applicant. All documents listed below must be attached digitally:
 - Attach a digital copy (front and back) of two (2) government issued photo identifications: First time applicants must present two (2) non-expired forms of identification from List A, or one (1) from List A and one (1) from List B. Original documentation of these forms of identification must be presented to the EMS Agency.

LIST A	LIST B
Driver's license or ID card issued by a State or outlying possession of the United States	Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal
U.S. Military identification card or Military dependent's identification card	Certification of Birth Abroad issued by the Department of State
U.S. Passport or U.S. Passport Card	Certification of Report of Birth issued by the Department of State
Permanent Resident (Alien) Card	Social Security Account Number card

- Attach a digital copy (front and back) of current State of California EMT card.
- Upon **initial** employment with a Santa Clara County EMS System Provider, attach a digital copy of the certificate of completion for each required self-study courses listed below:
 - Incident Command System 100 (IS-100)
 - Introduction to Standardized Emergency Management System (SEMS)
 - Introduction to the National Incident Management System (NIMS IS-700)
 - Hazardous Materials First Responder Operation (FRO)
 - Weapons of Mass Destruction Awareness (US DHS Course AWR-160)
 - Successfully complete the Santa Clara County Paramedic Accreditation Examination with a score of 85% or greater.

Email correspondence will be sent to schedule the following appointments:

- In-Person Government Identification Verification.
- Personnel photograph taken by Agency Staff, if not on file.
- The EMT Accreditation processing fee of \$40.00 must be paid through the online payment system.

Online applications will be processed when all required information is complete, including receipt of background clearance from the Department of Justice and Federal Bureau of Investigation.

Livescans should ONLY be completed AFTER you have applied for a certification, or accreditation. If a livescan is needed, the EMS Agency will send you the form for completion.

On-site pick up of credential is not available.