



County of Santa Clara Emergency Medical Services System

EMT Recertification

EMERGENCY MEDICAL TECHNICIAN RECERTIFICATION

This checklist is for EMT Recertification for any individual that is currently certified in the State of California as an EMT. In order for an application to be accepted and processed, the following items must be submitted by the applicant.

The requirements for each item contained in this checklist may be reviewed in *Santa Clara County Prehospital Care Policy # 201: EMT Certification*.

Limited photocopy services are available at the EMS Agency. The cost for on-site photocopying services is; \$4.75 for the first page and any additional pages \$.10 each.

- Santa Clara County Prehospital Care Policy 901: Personnel Application Form* - completed and signed (front and back) by the applicant
- Photocopy both (front and back) of two (2) government issued photo identifications:
 - Original documents must be provided for visualization in person.
 - State Driver's License
 - State Identification Card
 - United States Passport
 - United States Military Identification Card
 - United States Resident Alien Identification Card
- Photocopy (front and back) of current State of California EMT Certification Card
- Photocopy (both front and back) of current CPR card, which meets the American Heart Association Guidelines at the Healthcare Provider Level or BLS or Provider Level:
 - American Heart Association
 - American Red Cross
 - American Health and Safety Institute
- Completed California Department of Justice (DOJ) /Federal Bureau of Investigations (FBI) Request for Live Scan Service Form, reportable to Santa Clara County EMS Agency and EMS Authority – **Only required if:**
 - LiveScan is **not** on file with Santa Clara County EMS agency, **or** if
 - Transferring from another EMS Agency, **or** if
 - A lapse in certification of greater than one (1) year
- Photocopy (front and back) of twenty-four (24) hours of Prehospital Care Continuing Education Course Verification Records (CEs)

Was there a lapse in certification?

- No – skip to EMT Skills Verification below
- Yes – complete the following:
 - Less than six (6) months – No additional CEs are required.
 - Six (6) to twelve (12) months
 - Photocopy of twelve (12) additional CEs are required
 - Twelve (12) to (24) months
 - Photocopy of twenty-four (24) additional CEs are required
 - Complete the National Registry of Emergency Medical Technicians written and skills examination. Photocopy of document required
 - Greater than twenty-four (24) months
 - Complete an entire EMT Basic course and apply as Initial EMT Certification
- State of California EMT Skills Verification Form
 - All skills must be completed and signed by an approved EMT Training Center or Authorized Santa Clara County Prehospital Care Provider Agency Representative
 - Original document required for submission
- State EMT Certification Fee of \$37.00 must be paid by credit card only, no cash or checks accepted
 - If you are not certified by the Santa Clara County EMS Agency the State EMT Certification fee will be \$75.00
- County EMT Certification Fee of \$75.00 must be paid by credit card only, no cash or checks accepted

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. Temporary certificates will be issued via email to the applicant within 14 days of determination that all requirements have been met. On-site pick up of credential is not available.