

Chapter 18
Personnel Licensure Renewal Requirements

Section 1. Purpose & Applicability.

(a) This Chapter establishes the continuing medical education (CME) requirements to renew a license under Chapter 16 of these Rules.

(b) This Chapter applies to licensed Emergency Medical Responders (EMRs), Emergency Medical Technicians (EMTs), Advanced Emergency Medical Technicians (AEMTs), Intermediate Emergency Medical Technicians (IEMTs), and Paramedics.

Section 2. Continuing Medical Education Required.

(a) A licensee is not eligible for the renewal of a license under Chapter 16 of these Rules unless the licensee:

(i) Possesses valid and current cardiopulmonary resuscitation (CPR) certification from a national organization approved by the Division;

(ii) Possesses, if the licensee is an IEMT or paramedic, valid and current Advanced Cardiac Life Support (ACLS) certification from a national organization approved by the Division; and

(iii) Either:

(A) Has completed the required hours of CME course work specific to the licensee's level of licensure, as established under this Chapter; or

(B) Is currently certified by the National Registry of Emergency Medical Technicians (NREMT) at the licensee's level of licensure.

(b) As part of a licensee's renewal application required under Chapter 16 of these Rules, the licensee shall provide documentary proof of eligibility pursuant to the requirements of this Chapter. Documentary proof of eligibility includes:

(i) Valid certificates of course work completion or attendance rosters, which indicate the topic of instruction, date of completion, location where instruction occurred, time of instruction, the name and signature of the instructor or teacher, and CME credit hours awarded; or

(ii) Official transcripts from a college or university; or

(iii) A valid certification card issued by the NREMT.

Section 3. Continuing Medical Education Standards and Conditions.

- (a) CME course work may take the form of:
 - (i) Live and in-person lecture style instruction; or
 - (ii) Distributed Continuing Medical Education (DCME), which is any educational activity in which the licensee is unable to interact in person or in real time with an instructor, including education through websites and digital media.
- (b) A licensee may receive credit for the completion of CME course work only if the Division has accredited the CME course work.
- (c) Credit for the completion of CME course work is calculated according to the following conditions:
 - (i) An “hour” of CME course work means sixty (60) minutes of attendance or participation.
 - (ii) Credit is awarded in increments according to the nearest quarter of an hour.
 - (iii) If a licensee provides the live and in-person instruction for CME course work, the licensee may receive credit for each hour of instruction. If the licensee provided instruction in tandem or as part of a group, the credit received is divided by the total number of fellow instructors.
 - (iv) A licensee may receive credit for the completion of DCME for no more than one half of the total required hours of CME course work specific to the licensee’s level of licensure.
 - (v) A licensee may not receive credit for substantially-identical CME course work unless the CME course work occurred at least twelve months apart.

Section 4. Continuing Medical Education Accreditation.

- (a) CME course work is deemed to have been accredited by the Division if one of the following conditions is satisfied:
 - (i) The CME course work is provided by the Division or at a national, state or regional conference pre-approved by the Division;

(ii) The CME course work is DCME, and the DCME has been accredited through the Commission on Accreditation for Pre-Hospital Continuing Education (CAPCE); or

(iii) The CME course work is live and in-person lecture style instruction and provided by a qualified instructor in the subject matter at, as part of the organization's regular training program or schedule, a licensed ambulance service, authorized fire service, approved EMS educational program, or hospital.

(b) A provider of CME course work may apply for accreditation by the Division no less than 30 days prior to the date of instruction in the form and manner established by the Division. At a minimum, the application must demonstrate that:

(i) The course work constitutes an organized program of learning, including a workshop or symposium, which contributes directly to the professional competency of a licensee;

(ii) The course work pertains to subjects which directly relate to the EMS profession;

(iii) The purpose of the course work is the education of medical professionals, including EMS personnel;

(iv) The course work is conducted or taught by EMS personnel, although it may also be conducted or taught in part by individuals who have special education, training, and experience by reason of which they should be considered subject matter; and

(v) The activity is accompanied by a paper, manual, or written outline which substantively pertains to the subject matter of the program.

Section 5. Discretionary Authority of the Division.

(a) The Division may grant a waiver of the requirements under this Chapter if the Division finds that a waiver would be in the best interest of the public.

(b) The Division may remove a deemed status or accreditation if it determines that the provider of CME course work provided fraudulent documentation or failed to provide proper or adequate instruction.

(c) The Division may require additional CME course work, as well as establish a required timeframe to complete the CME course work, of all licensees or of licensees belonging to a particular geographic area, if the Division finds the additional CME course work necessary to:

(i) Enhance the capacity of the comprehensive EMS and trauma system; or

(ii) Respond to an emergency scenario, including a declared emergency, a public health emergency, or other scenario when the appropriate practices and procedures to respond to the emergency may require additional health and safety training.

Section 6. CME Requirements for an EMR.

(a) During the term of his or her license, an EMR shall complete twenty (20) hours of CME course work, according to the following increments in the following subjects:

- (i) Two (2) hours of CME course work regarding airway management;
- (ii) Two (2) hours of CME course work regarding the management of pediatric patients;
- (iii) Five (5) hours of CME course work regarding the management of trauma patients;
- (iv) Five (5) hours of CME course work regarding the management of medical patients; and
- (v) Six (6) hours of CME course work in electives of the EMR's choice.

Section 7. CME Requirements for an EMT.

(a) During the term of his or her license, an EMT shall complete forty-two (42) hours of CME course work, according to the following increments in the following subjects:

- (i) Six (6) hours of CME course work regarding airway management;
- (ii) Six (6) hours of CME course work regarding the management of pediatric patients;
- (iii) Ten (10) hours of CME course work regarding the management of the trauma patients;
- (iv) Ten (10) hours in of CME course work regarding management of medical patients; and
- (v) Ten (10) hours of CME course work in electives of the EMT's choice.

Section 8. CME Requirements for an AEMT.

(a) During the term of his or her license, an AEMT shall complete fifty-four (54) hours of CME course work, according to the following increments in the following subjects:

- (i) Eight (8) hours of CME course work regarding airway management;
- (ii) Eight (8) hours of CME course work regarding the management of pediatric patients;
- (iii) Twelve (12) hours of CME course work regarding the management of trauma patients;
- (iv) Twelve (12) hours of CME course work regarding the management of medical patients; and
- (v) Fourteen (14) hours of CME course work in electives of the AEMT's choice.

Section 9. CME Requirements for an IEMT.

(a) During the term of his or her license, an IEMT shall complete sixty (60) hours of CME course work, according to the following increments in the following subjects:

- (i) Six (6) hours of CME course work regarding airway management;
- (ii) Six (6) hours of CME course work regarding the management of pediatric patients;
- (iii) Sixteen (16) hours of CME course work regarding the management of trauma patients;
- (iv) Sixteen (16) hours of CME course work regarding the management of medical patients; and
- (v) Sixteen (16) hours of CME course work in electives of the IEMT's choice.

Section 10. CME Requirements for a Paramedic.

(a) During the term of his or her license, a paramedic shall complete sixty (60) hours of CME course work, according to the following increments in the following subjects:

- (i) Six (6) hours of CME course work regarding airway management;

- (ii) Six (6) hours of CME course work regarding the management of pediatric patients;
- (iii) Sixteen (16) hours of CME course work regarding the management of trauma patients;
- (iv) Sixteen (16) hours of CME course work regarding the management of medical patients; and
- (v) Sixteen (16) hours of CME course work in electives of the paramedic's choice.