



Inland Counties Emergency Medical Agency

Serving San Bernardino, Inyo, and Mono Counties

Tom Lynch, EMS Administrator

Reza Vaezazizi, MD, Medical Director

DATE: June 11, 2015

TO: EMS Providers - ALS, LALS, BLS, EMS Aircraft
Hospital CEOs, ED Directors, Nurse Managers and PLNs
EMS Training Institutions and Continuing Education Providers
Inyo, Mono and San Bernardino County EMCC Members
Medical Advisory Committee (MAC) Members
Systems Advisory Committee (SAC) Members

FROM: Tom Lynch
EMS Administrator

Reza Vaezazizi, MD
Medical Director

SUBJECT: IMPLEMENTATION OF POLICIES/PROTOCOLS EFFECTIVE JULY 1, 2015

On May 19, 2015, the ICEMA Governing Board approved Resolution No. 2015-71 (attached), establishing the ICEMA Fee Schedule and set forth the fees to be charged by ICEMA, effective July 1, 2015, for its regulatory oversight of emergency medical services (EMS) and the services it provides within the Counties of San Bernardino, Inyo and Mono. The resolution includes fees related to ambulance permits/authorizations, EMS Credentialing of personnel, training program approvals, specialty care hospital designations and various other services. This resolution will replace the existing ICEMA Fee Schedule (ICEMA Reference #5090 - 2014/2015 Fee Schedule). There will be no increase in fees for FY 2015-16.

The policies/protocols listed below have been revised due to the above change and are effective July 1, 2015.

- 1020 - EMR Certification
- 1030 - EMT Certification
- 1040 - EMT-P Accreditation
- 1050 - MICN Authorization - Base Hospital, Administrative, Flight Nurse, Critical Care Transport
- 1100 - AEMT Certification
- 3020 - Continuing Education Provider Requirements
- 5090 - 2014/2015 Fee Schedule (DELETE)

If you have any questions, please contact Denice Wicker-Stiles, Assistant Administrator, at 909-388- 5831 or via e-mail at Denice.Stiles@cao.sbcounty.gov.

TL/RV/jlm

Attachments

c: File Copy

1 **WHEREAS**, it is ICEMA's desire to recover its overhead costs for providing
2 oversight to the EMS System within the Counties of Inyo, Mono and San Bernardino by
3 establishing fees; and

4
5 **WHEREAS**, ICEMA is authorized under Health and Safety Code sections
6 1797.212, 1797.213, 1798.164, and 101325, and Government Code section 6502 to recover
7 its expenses in providing oversight of ICEMA's EMS system and enforcing health care laws;

8 **NOW THEREFORE**, be it resolved that:

9
10 Commencing July 1, 2015, the fees for the Inland Counties Emergency Medical Agency,
11 State of California, shall be:

- 12
- 13 1. Transportation (annual)
 - 14 A. EMS Prehospital Provider Permit/Authorization\$2,000.00
 - 15 B. EMS Prehospital Provider Permit/Authorization -
16 Late Penalty\$315.00
 - 17 C. EMS Drug and Equipment Inspection \$400.00/unit
 - 18 2. EMS Credentialing Fees (every 2 years)
 - 19 A. Mobile Intensive Care Nurse (MICN)
20 (Administrative, Base Hospital, Critical Care Transport, Flight
21 Nurse)
 - 22 1. Authorization.....\$100.00
 - 23 2. Reauthorization\$100.00
 - 24 3. Challenge\$225.00
 - 25 B. Emergency Medical Technician - Paramedic (EMT-P)
 - 26 1. Accreditation.....\$100.00
 - 27 2. Re-verification.....\$60.00
 - 28 C. Emergency Medical Technician (EMT)/Advanced EMT (AEMT)
 1. Certification.....\$60.00

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- 2. Recertification\$60.00
- 3. EMT Skills Verification\$75.00
- D. Emergency Medical Responders (EMR)
 - 1. Certification.....\$60.00
 - 2. Recertification.....\$60.00
 - 3. Challenge\$75.00
- E. EMT-P Accreditation/ MICN Authorization Re-test.....\$75.00
- F. EMT/AEMT Credential Replacement\$20.00
- G. EMS Credential Name Change\$20.00
- 3. Training Program Approval Fees (every four years)
 - A. MICN\$400.00
 - B. EMR\$650.00
 - C. EMT/AEMT\$650.00
 - D. EMT-P\$1,500.00
 - E. Continuing Education Provider\$500.00
- 4. Hospitals
 - A. Base Hospital Application\$5,000.00
 - B. Base Hospital Designation (annual)\$5,000.00
 - C. Trauma Hospital Application\$5,000.00
 - D. Trauma Hospital Designation (annual)\$25,000.00
 - E. ST Elevation Myocardial Infarction (STEMI) Receiving
Center Application\$5,000.00
 - F. ST Elevation Myocardial Infarction (STEMI) Receiving
Center Designation (annual)\$17,445.00
 - G. Neurovascular Stroke Receiving Center Designation
Application\$5,000.00
 - H. Neurovascular Stroke Receiving Center Designation
(annual)\$19,045.00
- 5. EMS Temporary Special Events

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JULY 1, 2015

SERIES	SYSTEM POLICIES AND PROCEDURES	EFFECTIVE DATE
1000	ACCREDITATION, CERTIFICATION and AUTHORIZATION	
1020	EMR Certification REVISED	07/01/15
1030	EMT Certification REVISED	07/01/15
1040	EMT-P Accreditation REVISED	07/01/15
1050	MICN Authorization - Base Hospital, Administrative, Flight Nurse, Critical Care Transport REVISED	07/01/15
1060	Certification/Accreditation Review Policy	12/01/14
1070	EMT/AEMT Incident Investigation, Determination of Action, Notification, and Administrative Hearing Process	08/15/14
1090	Criminal History Background Checks (Live Scan)	08/15/14
1100	AEMT Certification REVISED	07/01/15
2000	DATA COLLECTION	
2010	Requirements for Patient Care Records	05/01/06
2020	ICEMA Abbreviation List	03/15/12
2030	Minimum Documentation Requirements for Transfer of Patient Care	03/15/12
2120	Instructions for the 01A/F1612 Forms	04/01/09
3000	EDUCATION	
3020	Continuing Education Provider Requirements REVISED	07/01/15
3030	EMT Continuing Education Requirements	03/15/11
4000	QUALITY IMPROVEMENT	
4010	Continuous Quality Improvement Plan	02/28/11
5000	MISCELLANEOUS SYSTEM POLICIES	
5010	Licensure Changes 911 Receiving Hospitals	01/01/10
5020	Base Hospital Selection Criteria	07/15/00
5030	Procedure for Adoption of Protocols and Policies	06/01/14
5040	Radio Communication Policy	03/15/11
5050	Medical Response to a Multi-Casualty Incident	04/01/13
5050 I/Mono Annex	Inyo and Mono Counties Medical Response to a Multi-Casualty Incident	05/01/11
5060	MCI Definitions/Key ICS Positions	01/01/10
5070	Medical Response to Hazardous Materials/Terrorism Incident	04/01/13
5080	ICEMA Ground Based Ambulance Rate Setting Policy-San Bernardino County	05/08/12
6000	SPECIALTY PROGRAM/ PROVIDER POLICIES	
6010	Paramedic Vaccination Policy	04/01/13
6030	AED Service Provider Policy - Public Safety	09/15/11
6040	Lay Rescuer AED Implementation Guidelines	09/15/11
6060	Specialty and Optional Scope Program Approval Policy	11/01/09
6070	Cardiovascular ST Elevation Myocardial Infarction Receiving Centers Criteria and Destination Policy	12/01/14

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6090	Fireline Paramedic	06/01/15
6100	Neurovascular Stroke Receiving Centers Criteria and Destination Policy <i>(San Bernardino County Only)</i>	12/01/14
6110	Tactical Medicine Program	06/01/15
6120	Emergency Medical Dispatch Center Requirements <i>(San Bernardino County Only)</i>	08/15/13
6130	Medical Priority Dispatch Minimum Response Assignments for Emergency Medical Dispatch (EMD) Categories	08/15/13
6140	Smoke Inhalation/CO Exposure/Suspected Cyanide Toxicity	06/01/14
6150	Trial Study Participation	03/01/15
7000	STANDARD DRUG & EQUIPMENT LISTS	
7010	BLS/LALS/ALS Standard Drug & Equipment List	06/01/15
7020	EMS Aircraft Standard Drug & Equipment List	06/01/15
7030	Controlled Substance Policy	06/01/15
7040	Medication - Standard Orders	06/01/15
8000	TRANSPORT/TRANSFERS AND DESTINATION POLICIES	
8010	Interfacility Transfer Guidelines	09/15/13
8020	Critical Care Interfacility Transport	12/01/14
8050	Transport of Patients (BLS)	02/01/92
8060	Requests for Hospital Diversion Policy <i>(San Bernardino County Only)</i>	04/01/13
8070	Aircraft Rotation Policy <i>(San Bernardino County Only)</i>	04/01/13
8090	Fort Irwin Continuation of Trauma Care	06/25/10
8110	EMS Aircraft Permit Policy	10/01/13
8120	Continuation of Care <i>(San Bernardino County Only)</i>	12/01/14
8130	Destination Policy	06/01/14
	PATIENT CARE POLICIES	
9000	GENERAL PATIENT CARE POLICIES	
9010	General Patient Care Guidelines	04/01/13
9020	Physician on Scene	04/01/13
9030	Responsibility for Patient Management Policy	04/01/13
9040	Reporting Incidents of Suspected Abuse Policy	04/01/13
9050	Organ Donor Information	04/01/13
9060	Local Medical Emergency Policy	02/01/14
9070	Applying Patient Restraints Guidelines	05/01/06
9080	Care of Minors in the Field	05/01/06
9090	Patient Refusal of Care - Adult	06/01/14
9110	Treatment of Patients with Airborne Infections & Transport Recommendations	09/15/11
9120	Nausea and Vomiting	12/01/14
10000	SKILLS	
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11020	Airway Obstruction - Adult	08/15/14
11040	Bradycardias - Adult	08/15/14
11050	Tachycardias - Adult	08/15/14
11060	Suspected Acute Myocardial Infarction (AMI)	06/01/15
11070	Cardiac Arrest - Adult	08/15/14
11080	Altered Level of Consciousness/Seizures - Adult	08/15/14
11090	Shock (Non-Traumatic)	08/15/14
11100	Burns - Adult	06/01/15
11110	Stroke Treatment - Adult	12/01/14
12000	END OF LIFE CARE	
12010	Determination Of Death on Scene	08/15/14
	Coroners Worksheet of Death - EMS Report of Death Form	09/15/12
12020	Withholding Resuscitative Measures	10/01/14
13000	ENVIRONMENTAL EMERGENCIES	
13010	Poisonings	08/15/14
13020	Heat Related Emergencies	08/15/14
13030	Cold Related Emergencies	06/01/15
14000	PEDIATRIC EMERGENCIES (LESS THAN 15 YEARS OF AGE)	
14010	Respiratory Emergencies - Pediatric	08/15/14
14020	Airway Obstruction - Pediatric	08/15/14
14030	Allergic Reactions - Pediatric	08/15/14
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14070	Burns - Pediatric	06/01/15
14080	Obstetrical Emergencies	08/15/14
14090	Newborn Care	08/15/14
15000	TRAUMA	
15010	Trauma - Adult (15 years of age and older)	06/01/15
15020	Trauma - Pediatric (Less than 15 years of age)	06/01/15
15030	Trauma Triage Criteria & Destination Policy	08/15/14
15040	Glasgow Coma Scale Operational Definitions	04/01/13
15050	Hospital Emergency Response Team (HERT) Policy	10/15/13



EMR CERTIFICATION

I. PURPOSE

To define the requirements for certification/recertification of eligible individuals, who voluntarily request certification as an Emergency Medical Responder (EMR) by the ICEMA Medical Director.

II. ELIGIBILITY

In order to be eligible to apply for certification as an EMR an individual at the time of application must:

1. Be a minimum of eighteen (18) years of age.
2. Possess a course completion record and apply for certification within six (6) months of course completion.

III. PROCEDURE

Initial Certification

An individual applying for initial certification as an EMR within the ICEMA region shall:

1. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>, that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - c. Copy of course completion record.
2. Submit the established ICEMA fee. Fees paid for certification are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.

3. The EMR shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://ICEMA.net>.
4. Comply with other requirements as may be set forth herein.

Effective Dates

The expiration date shall be two (2) years from the date of successful passage of the EMR certifying examination.

Recertification

An individual applying for recertification as an EMR within the ICEMA region shall:

1. Apply for recertification within six (6) months of successful passage of the EMR recertifying examination.
2. Meet all recertification requirements within six (6) months prior to the expiration date of the current certificate; otherwise, the expiration date shall be two (2) years from the date of successful passage of the EMR recertifying examination.
3. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>, that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - c. Copy of the certificate that qualifies the individual to apply for recertification as an EMR.
4. Submit the established ICEMA fee. Fees paid for certification are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.

Effective Dates

The expiration date shall be two (2) years from the date of successful passage of the EMR certifying examination.



EMT CERTIFICATION

I. PURPOSE

To define requirements for certification/recertification of an eligible applicant as an Emergency Medical Technician (EMT) recognized in the State of California.

II. ELIGIBILITY

To be eligible for initial certification, an applicant shall meet the following requirements:

1. Be eighteen (18) years of age or older.
2. Complete a criminal record clearance by the Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI). Refer to ICEMA Reference #1090 - Criminal History Background Checks (Live Scan) prior to application for certification.
3. Meet one of the following criteria:
 - a. Pass the National Registry of Emergency Medical Technicians (NREMT) - EMT written and skills examination, possess a current and valid NREMT - EMT card and documentation of successful completion of an initial EMT course (California or out-of-state) within the last two (2) years.
 - b. Pass the NREMT - EMT written and skills examination and possess a current and valid out-of state EMT certification card.
 - c. Possess a current and valid NREMT - EMT certification card.
 - d. Possess a current and valid California EMT - Paramedic (EMT-P) license or Advanced EMT (AEMT) or EMT-II certificate. Applicants with licenses and/or certifications under suspension are not eligible.
 - e. Possess a current and valid out-of-state or NREMT - EMT Intermediate or paramedic certification card.

NOTE: *An EMT shall only be certified by one (1) certifying entity during a certification period.*

III. PROCEDURES

Initial Certification

1. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>, that includes:
 - a. A copy of a valid government issued photo identification.
 - b. A copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - c. A copy of completed Live Scan form.
 - d. A copy of a valid NREMT - EMT card.
 - e. Confirmation the applicant is not precluded from certification for reasons defined in the California Health and Safety Code, Section 1798.200.
 - f. Disclosure of any certification or licensure action taken against any health related certification or license, i.e. EMT, Advanced EMT (AEMT), EMT-II or paramedic (EMT-P). This includes any denial of certification by a local EMS agency (LEMSA), or in the case of an EMT-P, licensure denial/action by the State EMS Authority (EMSA), active investigations and actions taken in other states.
2. Submit the established ICEMA and State EMSA fee. Fees paid for certification are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.
3. The EMT shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.
4. The EMT shall be responsible for notifying ICEMA of any and all subsequent arrests and/or convictions, during the certification period.
5. Comply with other requirements as may be set forth herein.

Effective Dates

1. Applicants meeting requirements above in Section II, Item 3.a:

The effective date of certification shall be the date the card is issued. The expiration date shall be the last day of the month two (2) years from the effective date.

2. Applicants meeting requirements above in Section II, Item 3.b - e:

The effective date of certification shall be the date the card is issued. The expiration date shall be the lesser of the following:

- a. The last day of the month two (2) years from the effective date of the initial certification, or
- b. The expiration date of the certificate or license used to establish eligibility.

Recertification

To recertify as an EMT, an applicant shall:

1. Possess a current EMT certification issued in California.
2. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>, that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of valid EMT certificate issued in California, unless certified by ICEMA.
 - c. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - d. Copy of completed skills competency verification form, EMSA-SCV (08/10).

Skills competency shall be verified by direct observation of an actual or simulated patient contact. Competency shall be verified by an applicant who is currently certified or licensed as an EMT, AEMT, EMT-P, Registered Nurse, Physician's Assistant, or Physician approved by ICEMA. Verification of skills competency shall be

valid for a maximum of two (2) years for the purpose of applying for recertification.

- e. Proof of at least twenty-four (24) hours of continuing education hours (CEH) from an approved continuing education (CE) provider or complete a twenty-four hour refresher course from an approved EMT training program.
 - f. Confirmation the applicant is not precluded from certification for reasons defined in the California Health and Safety Code, Section 1798.200.
 - g. Disclosure of any certification or licensure action taken against any health related certificate or license, i.e., EMT, AEMT, EMT-II certificate or EMT-P license. This includes any denial of certification by a LEMSA, or in the case of an EMT-P, licensure denial/action by the EMSA, active investigations and actions taken in other states.
3. If required, complete a criminal record clearance by the Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI). Refer to ICEMA Reference #1090 - Criminal History Background Checks (Live Scan).
 4. Submit the established ICEMA and State EMSA fee. Fees paid for certification are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.

NOTE: *If the applicant is not currently an ICEMA certified EMT, the EMSA will require a new Live Scan for ICEMA and an initial State EMSA fee.*
 5. The EMT shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.
 6. The EMT shall be responsible for notifying ICEMA of any and all subsequent arrests and/or convictions, during the certification period.
 7. Comply with other requirements as may be set forth herein.

Effective Dates

1. If the EMT recertification requirements are met within six (6) months prior to the expiration date, the effective date of recertification shall be the date

immediately following the expiration date of the current certificate. The certification expiration date will be the last day of the month, two (2) years from the effective date.

2. If requirements are met more than six (6) months prior to the expiration date, the effective date of recertification shall be the date the applicant satisfactorily completes all recertification requirements and has applied for certification. The certification expiration date will be the last day of the month two (2) years from the effective date.

EMT Certification with a Lapsed California EMT, AEMT, EMT-II Certification or EMT-P License

The following requirements apply to applicants who wish to be eligible for recertification after their California EMT certificates have expired:

1. Lapse of less than six (6) months:

Complete all requirements in Items 2 - 7 under Recertification above.
2. Lapse of six (6) months or more, but less than twelve (12) months:
 - a. Complete all requirements in Items 2 - 7 under Recertification above.
 - b. Complete an additional twelve (12) hours of CE for a total of thirty-six (36) hours of training.
3. Lapse of twelve (12) months or more, but less than twenty-four (24) months:
 - a. Complete all requirements in Items 2 - 7 under Recertification above.
 - b. Complete an additional twenty-four (24) hours of ICEMA approved CE for a total of forty-eight (48) hours, *and*
 - c. Pass the NREMT - EMT written and skills examination and acquire a NREMT - EMT card.
4. Lapse of twenty-four (24) months or more:
 - a. Complete an entire EMT course, *and*
 - b. Comply with all requirements of Initial Certification as set forth in this policy.

Expiration While Deployed for Active Duty

A California certified EMT who is a member of the Armed Forces of the United States and whose certification expires while deployed on active duty, or whose certification expires less than six (6) months from the date they return from active duty deployment, with the Armed Forces of the United States, shall have six (6) months from the date they return from active duty deployment to complete requirements for recertification noted above.

In order to qualify for this exception, the applicant shall:

1. Comply with Recertification requirements listed above, except Item 1.
2. Submit proof of membership in the Armed Forces of the United States and documentation of deployment starting and ending dates.
3. Provide documentation of twenty-four (24) hours of CE. Documentation must include proof that CEHs were not obtained more than thirty (30) calendar days prior to effective date of certification prior to activation of duty or greater than six (6) months from the date of deactivation/return from duty.

NOTE: *Applicants whose active duty required the use of EMT skills, may be given CE credit for documented training that meets the requirements of Chapter 11, EMS CE Regulations (Division 9, Title 22, California Code of Regulations) while the applicant was on active duty. The documentation shall include verification from the commanding officer attesting to the classes attended.*

Effective Dates

The effective date of certification shall be the date the card is issued. The expiration date shall be the last day of the month two (2) years from the effective date.

IV. REFERENCES

Number	Name
1090	Criminal History Background Checks (Live Scan)
3030	EMT Continuing Education Requirements



EMT-P ACCREDITATION

I. PURPOSE

To define the accreditation requirements for an eligible applicant to practice as an Emergency Medical Technician - Paramedic (EMT-P) within the counties of Inyo, Mono and San Bernardino.

II. ELIGIBILITY

Possess a current California State Paramedic EMT-P License.

III. PROCEDURE

Initial EMT-P Accreditation

1. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net> that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of a valid California EMT-P license.
 - c. Copy of an EMT-P course completion certificate.
 - d. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - e. Copy (front and back) of a current American Heart Association Advanced Cardiac Life Support (ACLS) card. ACLS cards that are obtained online must have hands on skills evaluation with an approved American Heart Association instructor.
2. Submit the established ICEMA fee. Fees paid for accreditation are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.
3. Submit verification of employment or intent to employ as an EMT-P by an authorized Advance Life Support (ALS) service provider or by an EMS provider that has formally requested ALS authorization in the

ICEMA region.

4. A provisional card may be issued upon receipt of Items 1 - 3 above. The provisional EMT-P may function using the approved State Basic Scope of Practice while working with a partner who is fully accredited as an EMT-P within the ICEMA region for thirty (30) calendar days from receipt of completed application. The ICEMA Medical Director may extend this provisional status for just cause.
5. Complete an ALS provider conducted orientation (not to exceed eight (8) classroom hours) of ICEMA protocols, policies and optional scope of practice skills. This requirement is waived for EMT-P accreditation applicants who graduate from an approved EMT-P training institution in the ICEMA region.
6. Pass the ICEMA accreditation written examination with a minimum score of eighty percent (80%).
 - a. A candidate who fails to pass the ICEMA accreditation exam on the first attempt will have to pay the ICEMA approved fee and re-take the exam with a minimum passing score of eighty-five (85%).
 - b. A candidate who fails to pass the ICEMA accreditation exam on the second attempt will have to pay the established ICEMA fee, and provide documentation of eight (8) hours of remedial training in ICEMA protocols, policies/procedures given by their EMS/QI Coordinator and pass the ICEMA exam with a minimum passing score of eighty-five (85%).
 - c. If the candidate fails to pass the ICEMA accreditation exam on the third attempt, the candidate will be ineligible for accreditation for a period of six (6) months, at which time candidate must reapply and successfully complete all initial accreditation requirements.
7. Successfully complete a supervised field evaluation to consist of no less than five (5), but no more than ten (10) ALS responses. This requirement is waived for applicants who graduate from an approved EMT-P training institution in the ICEMA region, and meet **all** of the following conditions:
 - a. Course completion was within six (6) months of the date of application for accreditation.
 - b. Field internship was obtained within the ICEMA region with an ICEMA approved EMT-P preceptor.
8. The Medical Director shall evaluate any candidate who fails to complete the field evaluation and may recommend further evaluation or training as

required. Failure to complete the supervised field evaluation may constitute failure of the entire process.

9. The EMT-P shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.

Reverification

1. Possess a valid California EMT-P license and ICEMA accreditation. If ICEMA accreditation has lapsed for more than one (1) year, the applicant must comply with the initial accreditation procedures.
2. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net> that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of a valid California EMT-P license.
 - c. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - d. Copy (front and back) of a valid American Heart Association Advanced Cardiac Life Support (ACLS) card. ACLS cards that are obtained online must have hands on skills evaluation with an approved American Heart instructor.
3. Submit the established ICEMA fee. Fees paid for accreditation are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://www.ICEMA.net>.
4. Submit verification of employment or intent to employ as an EMT-P by an authorized ALS service provider or by an EMS provider that has formally requested ALS authorization by ICEMA.
5. The EMT-P shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.



MICN AUTHORIZATION - Base Hospital, Administrative, Flight Nurse, Critical Care Transport

I. PURPOSE

To define the requirements required for a Registered Nurse (RN) to obtain a Mobile Intensive Care Nurse (MICN) authorization within the ICEMA region.

II. DEFINITIONS

Advanced Life Support (ALS): Special services designed to provide definitive prehospital emergency medical care, including, but not limited to, cardiopulmonary resuscitation, cardiac monitoring, cardiac defibrillation, advanced airway management, intravenous therapy, administration of specified drugs and other medicinal preparations, and other specified techniques and procedures administered by authorized personnel under the direct supervision of a base hospital as part of a local EMS system at the scene of an emergency, during transport to an acute care hospital, during interfacility transfer, and while in the emergency department of an acute care hospital until responsibility is assumed by the emergency or other medical staff of that hospital.

Mobile Intensive Care Nurse (MICN): A Registered Nurse (RN) who has been deemed qualified and authorized by the ICEMA Medical Director to provide ALS services or to issue physician directed instructions to EMS field personnel within an Emergency Medical Services (EMS) system according to ICEMA developed standardized procedures and consistent with statewide guidelines.

Mobile Intensive Care Nurse - Base Hospital (MICN-BH): An ICEMA authorized MICN who has applied for, completed and achieved all ICEMA requirements for “MICN-BH” designation and qualifies as a MICN-BH to issue physician directed instructions to EMS field personnel while working for a recognized base hospital within the ICEMA region.

Mobile Intensive Care Nurse - Administrative (MICN-A): An ICEMA authorized MICN who has applied for, completed and achieved all ICEMA requirements for “MICN-A” designation and qualifies as a MICN-A to work in an administrative/supervisory capacity for an ALS provider approved by ICEMA.

Mobile Intensive Care Nurse - Flight (MICN-F): An ICEMA authorized MICN who has received additional training related to flight operations applied for, completed and achieved all ICEMA requirements for “MICN-F” designation and qualifies to provide ALS services during flight operations aboard air ambulances and/or air rescue aircraft.

Mobile Intensive Care Nurse - Critical Care Transport (MICN-C): An ICEMA authorized MICN who has received additional training related to critical care transport and achieved all ICEMA requirements for “MICN-C” designation and qualifies to provide ALS services during critical care ground transports by approved EMS providers.

III. POLICY

1. All RNs working in a capacity that will require them to provide ALS services or to issue physician directed instructions to prehospital emergency medical care personnel within the ICEMA region shall submit a completed application and meet criteria established by the ICEMA Medical Director to provide services of a MICN in the ICEMA region.
2. All MICNs are responsible to notify ICEMA of any and all changes in name, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.
3. All MICNs are responsible to notify ICEMA immediately of termination of their employment with an approved entity and/or employment by another ICEMA approved base hospital and/or non-base hospital employer. If employment with an approved EMS provider is terminated, the MICN authorization will be rescinded unless proof of other qualifying employment is received by ICEMA within thirty (30) days.
4. MICNs may hold authorization in multiple categories but must apply and submit all required documentation and fees. MICN authorization may be added to or converted to another MICN category by meeting all requirements for authorization in that category.

IV. PROCEDURE

General Procedures for Authorization

1. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net> for each MICN category applied for that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of a valid California RN license.
 - c. Proof of completion of an ICEMA approved MICN course with a passing score of at least eighty percent (80%). (MICN-BH Initial Authorization Only)

- d. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - e. Copy (front and back) of a valid American Heart Association Advanced Cardiac Life Support (ACLS) card. ACLS cards that are obtained online must have hands on skills evaluation with an approved American Heart Association instructor.
 2. Submit the established ICEMA fee. Additional categories may be applied for without additional fee. Authorization cards issued within six (6) months of nursing license expiration is exempt from reauthorization fee. Fees paid for authorization are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.
 3. Submit verification of employment from a designated Base Hospital or authorized EMS Aircraft, Air Rescue or Critical Care Transport provider within the ICEMA region.
 4. Pass the ICEMA written examination with a minimum score of eighty percent (80%).
 - a. An applicant who fails to pass the ICEMA written examination on the first attempt with a minimum score of 80% must pay the established ICEMA fee, re-take the examination and pass with a score of at least 85%.
 - b. An applicant who fails to pass the ICEMA written examination on the second attempt must pay the established ICEMA fee, provide documentation of eight (8) hours of remedial training given by their Paramedic Liaison Nurse (PLN) or Medical Director relating to ICEMA protocols, policies or procedures and pass the ICEMA written examination with a minimum score of 85%.
 - c. An applicant who fails to pass the ICEMA written examination on the third attempt may be allowed to retest at the discretion of the ICEMA Medical Director.
 5. All authorization cards issued by ICEMA will be effective from the date all requirements are achieved and expire on the same date as the California RN License, provided all requirements continue to be met.

MICN-BH Initial Authorization

1. Submit items listed in Items 1 - 4 above (General Procedures for Authorization) within six (6) months of course completion.
2. Upon passing the ICEMA written examination, ICEMA will issue a provisional MICN card.
3. A provisional MICN-BH may function under the direct supervision of the base hospital physician, PLN or ICEMA approved designee for a maximum of six (6) months. The supervising individual must sign all MICN call forms. This timeframe may be extended upon receipt of a request in writing from either the candidate or PLN outlining any extenuating circumstances.
4. The PLN will choose three (3) recordings for review (one trauma, one medical and one other) and submit them to their partnered base hospital PLN for review.
5. When three (3) recordings have been approved as noted in Item 4 above, *ICEMA will issue a MICN card with the same expiration date as the candidate's RN license.*
6. Failure to complete the entire process within one (1) year of application date constitutes failure of the entire process. The timeframe may be extended by the ICEMA Medical Director upon receipt of a request in writing from either the candidate or PLN outlining any extenuating circumstances.

MICN-BH Continuous Authorization

1. Submit items listed in Items 1 - 3 above (General Procedures for Authorization). Upon submission of a completed application, ICEMA will issue a MICN card with the same expiration date as the candidate's RN license.

MICN-BH Authorization by Challenge Examination

1. Meet one (1) of the following eligibility requirements:
 - a. MICN in another county if approved by the ICEMA Medical Director.
 - b. An eligible RN who has been a MICN in ICEMA region who has let authorization lapse longer than six (6) months.
2. Submit items listed in Items 1 - 4 above (General Procedures for Authorization) and Items 2 - 5 above (MICN-BH Initial Authorization).

3. Failure to complete the entire process within six (6) months of application date constitutes failure of the entire process. The timeframe may be extended by the ICEMA Medical Director upon receipt of a request in writing from either the candidate or PLN outlining any extenuating circumstances.

MICN-A Authorization/Reauthorization for RNs Working in a Non-Base Hospital

Submit items listed in Items 1 - 3 above (General Procedures for Authorization).

MICN-F Initial Authorization

1. Submit items listed in Items 1 - 4 above (General Procedures for Authorization). The ICEMA Medical Director may waive requirements for testing for MICNs currently authorized in another category or otherwise qualified by knowledge and experience in the ICEMA region.
2. Complete and submit proof of additional training related to flight operations and an orientation of ICEMA protocols and policies provided by the employing EMS aircraft provider.

MICN-F Reauthorization

Submit items listed in Items 1 - 3 above (General Procedures for Authorization).

MICN-C Initial Authorization

1. Submit items listed in Items 1 - 4 above (General Procedures for Authorization). The ICEMA Medical Director may waive requirements for testing for MICNs currently authorized in another category or otherwise qualified by knowledge and experience in the ICEMA region.
2. Complete and submit proof of additional training related to critical care transport operations and an orientation (not to exceed eight (8) classroom hours) of ICEMA protocols and policies provided by the employing ALS provider agency.

MICN-C Reauthorization

Submit items listed in Items 1 - 3 above (General Procedures for Authorization).



AEMT CERTIFICATION

I. PURPOSE

To define requirements for the certification/recertification of an eligible applicant as an Advanced Emergency Medical Technician (AEMT) recognized in the State of California by the ICEMA Medical Director.

II. ELIGIBILITY

To be eligible for initial certification, an applicant shall meet the following requirements:

1. Possess a current EMT certificate in the State of California and an AEMT course completion record or other documented proof of successful completion of the topics contained in an approved AEMT training program.
2. Complete a criminal record clearance by the Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI). Refer to ICEMA Reference #1090 - Criminal History Background Checks (Live Scan).
3. Meet one of the following criteria:
 - a. Pass the National Registry of Emergency Medical Technicians (NREMT) - AEMT written and skills examination, possess a current and valid NREMT - AEMT card and documentation of successful completion of an AEMT course.
 - b. Pass the National Registry of Emergency Medical Technicians (NREMT) - AEMT written and skills examination and possess a current and valid out-of state AEMT certification card.
 - c. Possess a current and valid NREMT - AEMT card.
 - d. Possess a current and valid out-of-state or NREMT - AEMT certification or EMT-P license.
 - e. Possess a valid California license as a Physician, Registered Nurse, or a Physician Assistant and:
 - 1) Documentation that applicant's training included the required course content contained in the U.S. Department of Transportation (DOT) National EMS Education Standards.

- 2) Documentation of five (5) ALS contacts in a prehospital field internship.

NOTE: *An applicant currently licensed in California as an EMT-P is deemed to be certified as an AEMT with no further testing required EXCEPT when the EMT-P license is under suspension. In the case of an EMT-P license under suspension, the EMT-P shall apply to ICEMA for AEMT initial certification.*

III. PROCEDURES

Initial Certification

1. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>, that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of valid EMT certification card issued in California.
 - c. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - d. Copy of completed Live Scan form.
 - e. Copy of valid NREMT - AEMT card.
 - f. Confirmation the applicant is not precluded from certification for reasons defined in the California Health and Safety Code, Section 1798.200
 - g. Disclosure of any certification or licensure action taken against any health related certification/license (EMT, AEMT, EMT-II or EMT-P). This includes any denial of certification by a local EMS agency (LEMSA), or in the case of an EMT-P, licensure denial/action by the State EMS Authority (EMSA), active investigations and actions taken in other states.
2. Submit the established ICEMA and EMSA fee. Fees paid for certification are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.

NOTE: *If the applicant is not currently an ICEMA certified EMT, the State EMSA will require a new Live Scan for ICEMA and an initial State EMSA fee.*

3. The AEMT shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.
4. The AEMT shall be responsible for notifying ICEMA of any and all subsequent arrests and/or convictions, during the certification period.
5. Comply with other reasonable requirements, as may be established by ICEMA.

Effective Dates

The effective date of certification shall be the date the card is issued. The expiration date shall be the last day of the month two (2) years from the effective date.

Recertification

To recertify as an AEMT, an applicant shall:

1. Possess a current AEMT certification issued in California.
2. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>, that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of valid AEMT certification card issued in California, unless certified by ICEMA.
 - c. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - d. Copy of completed AEMT skills competency verification form, EMSA-AEMT.

Skills competency shall be verified by direct observation of an actual or simulated patient contact. Skills competency shall be verified by an applicant who is currently certified or licensed as an AEMT,

EMT-P, Registered Nurse, Physician Assistant, or Physician and who shall be designated as part of a skills competency verification process approved by ICEMA.

- e. Proof of at least thirty-six (36) hours of continuing education (CE) hours from an approved CE provider.
 - f. Confirmation the applicant is not precluded from certification for reasons defined in the California Health and Safety Code, Section 1798.200.
 - g. Disclosure of any certification or licensure action taken against any health related certification/license (EMT, AEMT, EMT-II or EMT-P). This includes any denial of certification by a local EMS agency (LEMSA), or in the case of an EMT-P, licensure denial/action by the State EMS Authority (EMSA), active investigations and actions taken in other states.
3. Submit the established ICEMA and State EMSA fee. Fees paid for certification are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.

NOTE: *If the applicant is not currently an ICEMA certified EMT, the EMSA will require a new Live Scan for ICEMA and an initial State EMSA fee.*

4. The AEMT shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.
5. The AEMT shall be responsible for notifying ICEMA of any and all subsequent arrests and/or convictions, during the certification period.
6. Comply with other requirements as may be set forth herein.

Effective Dates

If the AEMT recertification requirements are met within six (6) months prior to the expiration date, the effective date of certification shall be the date immediately following the expiration date of the current certificate. The certification expiration date will be the final day of the final month of the two (2) year period.

If the AEMT recertification requirements are met greater than six (6) months prior to the expiration date, the effective date of certification shall be the date the card is issued. The expiration date shall be the last day of the month two (2) years from the

effective date.

Expiration While Deployed for Active Duty

An applicant who is deployed for active duty with a branch of the Armed Forces of the United States, whose AEMT certificate expires during the time the applicant is on active duty or less than six (6) months from the date the applicant is deactivated/released from active duty, may be given an extension of the expiration date of his/her AEMT certificate for up to six (6) months from the date of the applicant's deactivation/release from active duty in order to meet the renewal requirements for his/her AEMT certificate upon compliance with the following provisions:

1. Provide documentation from the respective branch of the Armed Forces of the United States verifying the applicant's dates of activation and deactivation/release from active duty.
2. If there is no lapse in certification, meet the requirements of "Recertification" section of this policy. If there is a lapse in certification, meet the requirements listed in the "Recertification After Lapse in Certification" section of this policy.
3. Provide documentation showing that the CE activities submitted for the certification renewal period were taken not earlier than thirty (30) days prior to the effective date of the applicant's AEMT certificate that was valid when he/she was activated for duty and not later than six (6) months from the date of deactivation/release from active duty.

For an applicant whose active duty required him/her to use his/her AEMT skills, credit may be given for documented training that meets the requirements contained in ICEMA Reference #3030 - EMT Continuing Education Requirements while the applicant was on active duty. The documentation shall include verification from the applicant's Commanding Officer attesting to the classes attended.

Recertification After Lapse in Certification

The following requirements shall apply to an applicant whose AEMT certification has lapsed to be eligible for recertification:

1. Lapse of less than six (6) months:

Complete all requirements in Items 2 - 6 under AEMT Recertification above.
2. Lapse of six (6) months or more, but less than twelve (12) months:

- a. Complete all requirements in Items 2 - 6 under AEMT Recertification above.
 - b. Complete an additional twelve (12) hours of continuing education for a total of forty-eight (48) hours of training.
3. Lapse of twelve (12) months or more, but less than twenty-four (24) months:
- a. Complete all requirements in Items 2 - 6 under AEMT Recertification above.
 - b. Complete an additional twenty-four (24) hours of continuing education for a total of sixty (60) hours of training.
 - c. Pass the NREMT - AEMT certifying exam.
4. Lapse of twenty-four (24) months or more:
- a. Complete an entire AEMT course, *and*
 - b. Comply with all requirements of Initial Certification as set forth in this policy.

Effective Dates

The effective date of certification shall be the date the card is issued. The expiration date shall be the last day of the month two (2) years from the effective date.

IV. REFERENCES

<u>Number</u>	<u>Name</u>
1090	Criminal History Background Checks (Live Scan)
3030	EMT Continuing Education Requirements



CONTINUING EDUCATION PROVIDER REQUIREMENTS

I. PURPOSE

To define the requirements for approval of continuing education (CE) providers within the ICEMA region.

II. AUTHORITY

California Code of Regulations, Title 22, Division 9, Chapter 11 EMS Continuing Education

III. DEFINITIONS

Emergency Medical Services (EMS) Continuing Education (CE) Provider: An individual or organization approved by the requirements of Title 22, Division 9, Chapter 11, to conduct continuing education courses, classes activities or experiences and to issue earned continuing education hours to EMS personnel for the purpose of maintaining certification/licensure or re-establishing lapsed certification or licensure.

Continuing Education: A course, class, activity or experience designed to be educational in nature, with learning objectives and performance evaluations for the purpose of providing EMS personnel with reinforcement of basic EMS training as well as knowledge to enhance individual and system proficiency in the practice of prehospital emergency medical care.

Clinical Director: A person currently licensed as a physician, registered nurse, physician assistant or paramedic. The clinical director shall have had two (2) years of academic, administrative or clinical experience in Emergency Medicine or EMS care within the last five (5) years. The clinical director shall be responsible for monitoring all clinical and field activities approved for CE credit, approving instructors and monitoring the overall quality of the EMS content of the program.

Program Director: A person qualified by education and experience in methods, materials and evaluation of instruction, which shall be documented by at least forty (40) hours in teaching methodology. The program director will administer the CE program, ensure adherence to all state regulations, local policies, approve course content and assign course hours to any sponsored CE program per State regulations and ICEMA policy.

Instructor: A person approved by the program director and clinical director as qualified to teach the topics assigned or have evidence of specialized training which may include, but is not limited to, a certificate of training or an advanced degree in a given subject area, or have at least one (1) year of experience within the last two (2) years in the specialized area in which they are teaching or be knowledgeable, skillful and current in the subject matter of the course, class or activity.

IV. PROCEDURE

1. To become an approved CE provider, an organization or individual shall submit an application packet at least sixty (60) days prior to the date of the first educational activity. The application packet shall include:
 - a. Name and address of the applicant;
 - b. Name of the program director, program clinical director, and contact person, if other than the program director or clinical director;
 - c. Type of organization requesting approval;
 - d. Program director and clinical director resumes including copies of all licenses/certifications; and,
 - e. Established ICEMA fee. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.
2. The applicant will be notified in writing within fourteen (14) working days that their request was received and informed if any information is missing.
3. Notice of approval or disapproval of the application will be made in writing to the applicant within sixty (60) calendar days of receipt of the completed application.
4. If the application is approved, an EMS CE provider number will be issued and valid for four (4) years.
5. If an application is disapproved and the organization or individual elects to submit a new application, the application packet must include all items listed in "1" above.

V. MAINTAINING RECORDS

1. All records will be maintained by the CE provider for four (4) years, and shall include:

- a. Complete outlines for each course given including a brief overview, instructional objectives, comprehensive topical outline, method of evaluation and a record of participant performance.
 - b. Record of time, place, date and CE hours granted for each course.
 - c. A resume and copies of licenses/certifications for all instructors.
2. An ICEMA approved CE roster:
- a. Signed by course participants to include name and license/certification/accreditation number of each participant. Signing for another individual is strictly prohibited and subject to actions against certification or licensure.
 - b. A line should be drawn through any empty lines after the last attendee has signed the roster.
 - c. Copies of class rosters shall be sent to ICEMA within fifteen (15) days of class completion. These rosters shall be considered final and revisions will not be accepted.
 - d. A record of all CE certificates issued.
3. CE providers will notify ICEMA within thirty (30) calendar days of any changes in name, address, and telephone number of the program director, clinical director or contact person.
4. All records shall be made available to ICEMA upon request.
5. The Clinical Director shall submit a complete list of courses with the number of individuals attending each course on a monthly basis to ICEMA on the ICEMA approved form. The form shall be submitted to ICEMA by the 10th of every month for the previous month. If no classes were taught, submit form with “No Classes This Month”
6. It is the responsibility of the CE provider to submit an application for renewal with the established ICEMA fee at least sixty (60) calendar days prior to the expiration date in order to maintain continuous approval.
7. All CE provider requirements required by State legislation must be met and maintained.

IV. POLICY

1. When two (2) or more CE providers cosponsor a course, only one (1) approved provider number may be used for that course, class or activity. The CE provider assumes the responsibility for all applicable provisions of Chapter 11 EMS Continuing Education.
2. The State EMS Authority shall be the agency responsible for approving CE providers for statewide public safety agencies and CE providers whose headquarters are located out-of-state if not approved by the Continuing Education Coordinating Board for Emergency Medical Services (CECBEMS) or approved by the EMS offices of other states or courses in physical, social or behavioral sciences offered by accredited colleges and universities.
3. An approved CE provider may sponsor an organization or individual located within California that wishes to provide a single activity or course. The CE provider shall be responsible for ensuring the course meets all requirements and shall serve as the CE provider of record. The CE provider shall review the request to ensure that the course/activity complies with the minimum requirements.



2014/2015 FEE SCHEDULE

PURPOSE

To establish the ICEMA fee schedule for 2014 - 2015.

FEE SCHEDULE

ADMINISTRATION

1. Transportation (annual)
 - A. EMS Prehospital Provider Permit/Authorization\$2,000.00
 - B. EMS Prehospital Provider Permit/Authorization -
Late Penalty\$315.00
 - C. EMS Drug and Equipment Inspection \$400.00/unit
2. EMS Certification/Authorization Fees (bi-annual)
 - A. Mobile Intensive Care Nurse (MICN)
 1. Authorization\$100.00
 2. Reauthorization\$100.00
 3. Challenge\$225.00
 - B. Flight Nurse (FN)
 1. Authorization\$60.00
 2. Reauthorization\$60.00
 - C. Emergency Medical Technician - Paramedic (EMT-P)
 1. Accreditation\$100.00
 2. Re-verification\$60.00
 3. Failure to Complete EMT-P Continuing Education -
Penalty Fee (per course)\$100.00

D.	Emergency Medical Technician (EMT)	
1.	Certification	\$60.00
2.	Recertification	\$60.00
3.	EMT Skills Verification.....	\$75.00
E.	Emergency Medical Services Dispatcher (EMSD)	
1.	Certification	\$45.00
2.	Recertification	\$45.00
3.	Challenge	\$60.00
F.	Emergency Medical Responders (EMR)	
1.	Certification	\$60.00
2.	Recertification	\$60.00
3.	Challenge	\$75.00
G.	Accreditation/Authorization Re-test	\$75.00
H.	Certification/Accreditation/Authorization Card Replacement	\$20.00
I.	Certification/Accreditation/Authorization Card Name Change	\$20.00
3.	Training Program Approval Fees (every four years)	
A.	MICN	\$400.00
B.	EMR.....	\$650.00
C.	EMT	\$650.00
D.	EMT-P	\$1,500.00
E.	Continuing Education Provider	\$500.00

4.	Hospitals	
	A.	Base Hospital Application Fee.....\$5,000.00
	B.	Base Hospital Re-designation Fee (bi-annual)\$5,000.00
	C.	Trauma Hospital Application Fee\$5,000.00
	D.	Trauma Hospital Re-designation Fee (annual)\$25,000.00
	E.	ST Elevation Myocardial Infarction (STEMI) Receiving Center Designation Application Fee\$5,000.00
	F.	ST Elevation Myocardial Infarction (STEMI) Receiving Center Designation Fee (annual)\$17,445.00
	G.	Neurovascular Stroke Receiving Center Designation Application Fee.....\$5,000.00
	H.	Neurovascular Stroke Receiving Center Designation Fee (annual)\$19,045.00
5.	EMS Temporary Special Events	
	A.	Minor Event Application\$125.00
	B.	Major Event Application\$375.00
6.	Protocol Manual	
	A.	With Binder\$40.00
	B.	Inserts Only\$25.00
	C.	CD\$10.00
7.	Equipment Rental	
	A.	Standard Equipment \$10.00/item
	B.	Deluxe Equipment \$25.00/item
8.	Statistical Research\$100.00/hour

This rate schedule shall take effect July 1, 2014.



EMR FIRST RESPONDER CERTIFICATION REQUIREMENTS

I. PURPOSE

To define the requirements for ~~the~~ certification/recertification of eligible individuals, who voluntarily request certification; as an First Responder Emergency Medical Responder (EMR) recognized in the State of California by the ICEMA Medical Director. ~~by the Medical Director of the local EMS Agency as a First Responder.~~

II. ELIGIBILITY

In order to be eligible to apply for certification as an EMR ~~First Responder~~, an individual at the time of application must:

1. Be a minimum of eighteen (18) years of age.
2. Possess a Provide documentation of successful completion of an approved course within six (6) months prior to application for certification and possess a course completion record and apply for certification within six (6) months of course completion. ~~from same.~~
3. ~~Pass by pre-established standards a competency based written and skills examination approved by this local EMS Agency.~~
4. ~~Fee as set by ICEMA. The fee is not refundable or transferable.~~

III. PROCEDURE

Initial Certification

An individual applying for initial certification as an First Responder EMR ~~EMR~~ within the ICEMA ~~the~~ region shall:

1. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>, that includes: ~~Apply for certification within six (6) months of successful passage of the written and skills examination.~~
 - a. Copy of a valid government issued photo identification.
 - b. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or

equivalent. Online course is acceptable with written documentation of skills portion.

- c. Copy of course completion record.
2. Submit the established ICEMA fee. Fees paid for certification are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>. Submit a completed application with the appropriate fee (cash, money order or provider checks only). Fees paid for certification are not refundable or transferable.
3. The EMR shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://ICEMA.net>. Submit a current 1" x 1¼" driver's license style photograph. If the photo is submitted by mail, it will be necessary that it be accompanied by a photocopy of the applicant's driver's license for verification purposes.
4. Comply with other requirements as may be set forth herein. Submit a signed copy (front and back) of the individual's current American Heart Association BLS Level C or American Red Cross Professional Reseuer CPR card.

Effective Dates

The expiration date shall be two (2) years from the date of successful passage of the ~~First Responder~~EMR certifying examination.

Recertification

An individual applying for recertification as a ~~First Responder~~an EMR within the ~~is~~ICEMA region shall:

1. Apply for recertification within six (6) months of successful passage of the EMR recertifying examination. ~~written and skills examination.~~
2. Meet all recertification requirements within six (6) months prior to the expiration date of the current certificate; otherwise, the expiration date shall be two (2) years from the date of successful passage of the ~~First Responder~~EMR recertifying examination.

3. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>, that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - c. Copy of the certificate that qualifies the individual to apply for recertification as an EMR.
4. Submit a photocopy of the front and back of the certificate that qualifies the individual to apply for recertification as a First Responder. Submit the established ICEMA fee. Fees paid for certification are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.
5. Submit a current 1 x 1¼" driver's license style photograph. If the photo is submitted by mail, it will be necessary that it be accompanied by a photocopy of the applicant's driver's license for verification purposes. Submit a signed copy (front and back) of the individual's current American Heart Association BLS for Healthcare Provider or equivalent. Level C or American Red Cross Professional Rescuer CPR card.

Effective Dates

The expiration date shall be two (2) years from the date of successful passage of the EMR certifying examination.



EMT CERTIFICATION

I. PURPOSE

To define requirements for certification/recertification of an eligible applicant as an Emergency Medical Technician (EMT) recognized in the State of California.

II. ELIGIBILITY

To be eligible for initial certification, an applicant shall meet the following requirements:

1. Be eighteen (18) years of age or older.
2. Complete a criminal record clearance by the Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI). Refer to ICEMA Reference #1090 - Criminal History Background Checks (Live Scan) prior to application for certification.
3. Meet one of the following criteria:
 - a. Pass the National Registry of Emergency Medical Technicians (NREMT) - EMT written and skills examination, possess a current and valid NREMT - EMT card and documentation of successful completion of an initial EMT course (California or out-of-state) within the last two (2) years.
 - b. Pass the NREMT - EMT written and skills examination and possess a current and valid out-of state EMT certification card.
 - c. Possess a current and valid NREMT - EMT certification card.
 - d. Possess a current and valid California EMT - Paramedic (EMT-P) license or Advanced EMT (AEMT) or EMT-II certificate. Applicants with licenses and/or certifications under suspension are not eligible.
 - e. Possess a current and valid out-of-state or NREMT - EMT Intermediate or paramedic certification card.

NOTE: *An EMT shall only be certified by one (1) certifying entity during a certification period.*

III. PROCEDURES

Initial Certification

1. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>, that includes:
 - a. A copy of a valid government issued photo identification.
 - b. A copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - c. A copy of completed Live Scan form.
 - d. A copy of a valid NREMT - EMT card.
 - e. Confirmation the applicant is not precluded from certification for reasons defined in the California Health and Safety Code, Section 1798.200.
 - f. Disclosure of any certification or licensure action taken against any health related certification or license, i.e. EMT, Advanced EMT (AEMT), EMT-II or paramedic (EMT-P). This includes any denial of certification by a local EMS agency (LEMSA), or in the case of an EMT-P, licensure denial/action by the State EMS Authority (EMSA), active investigations and actions taken in other states.
2. Submit the established ICEMA and State EMSA fee. Fees paid for certification are not refundable or transferable. [ICEMA fees are published on the ICEMA website at http://ICEMA.net.](http://www.ICEMA.net)
3. The EMT shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.
4. The EMT shall be responsible for notifying ICEMA of any and all subsequent arrests and/or convictions, during the certification period.
5. Comply with other requirements as may be set forth herein.

Effective Dates

1. Applicants meeting requirements above in Section II, Item 3.a:

The effective date of certification shall be the date the card is issued. The expiration date shall be the last day of the month two (2) years from the effective date.

2. Applicants meeting requirements above in Section II, Item 3.b - e:

The effective date of certification shall be the date the card is issued. The expiration date shall be the lesser of the following:

- a. The last day of the month two (2) years from the effective date of the initial certification, or
- b. The expiration date of the certificate or license used to establish eligibility.

Recertification

To recertify as an EMT, an applicant shall:

1. Possess a current EMT certification issued in California.
2. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>, that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of valid EMT certificate issued in California, unless certified by ICEMA.
 - c. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - d. Copy of completed skills competency verification form, EMSA-SCV (08/10).

Skills competency shall be verified by direct observation of an actual or simulated patient contact. Competency shall be verified by an applicant who is currently certified or licensed as an EMT, AEMT, EMT-P, Registered Nurse, Physician's Assistant, or Physician approved by ICEMA. Verification of skills competency shall be

valid for a maximum of two (2) years for the purpose of applying for recertification.

- e. Proof of at least twenty-four (24) hours of continuing education hours (CEH) from an approved continuing education (CE) provider or complete a twenty-four hour refresher course from an approved EMT training program.
 - f. Confirmation the applicant is not precluded from certification for reasons defined in the California Health and Safety Code, Section 1798.200.
 - g. Disclosure of any certification or licensure action taken against any health related certificate or license, i.e., EMT, AEMT, EMT-II certificate or EMT-P license. This includes any denial of certification by a LEMSA, or in the case of an EMT-P, licensure denial/action by the EMSA, active investigations and actions taken in other states.
3. If required, complete a criminal record clearance by the Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI). Refer to ICEMA Reference #1090 - Criminal History Background Checks (Live Scan).
 4. Submit the established ICEMA and State EMSA fee. Fees paid for certification are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.

NOTE: *If the applicant is not currently an ICEMA certified EMT, the EMSA will require a new Live Scan for ICEMA and an initial State EMSA fee.*

5. The EMT shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.
6. The EMT shall be responsible for notifying ICEMA of any and all subsequent arrests and/or convictions, during the certification period.
7. Comply with other requirements as may be set forth herein.

Effective Dates

1. If the EMT recertification requirements are met within six (6) months prior to the expiration date, the effective date of recertification shall be the date

immediately following the expiration date of the current certificate. The certification expiration date will be the last day of the month, two (2) years from the effective date.

2. If requirements are met more than six (6) months prior to the expiration date, the effective date of recertification shall be the date the applicant satisfactorily completes all recertification requirements and has applied for certification. The certification expiration date will be the last day of the month two (2) years from the effective date.

EMT Certification with a Lapsed California EMT, AEMT, EMT-II Certification or EMT-P License

The following requirements apply to applicants who wish to be eligible for recertification after their California EMT certificates have expired:

1. Lapse of less than six (6) months:

Complete all requirements in Items 2 - 7 under Recertification above.
2. Lapse of six (6) months or more, but less than twelve (12) months:
 - a. Complete all requirements in Items 2 - 7 under Recertification above.
 - b. Complete an additional twelve (12) hours of CE for a total of thirty-six (36) hours of training.
3. Lapse of twelve (12) months or more, but less than twenty-four (24) months:
 - a. Complete all requirements in Items 2 - 7 under Recertification above.
 - b. Complete an additional twenty-four (24) hours of ICEMA approved CE for a total of forty-eight (48) hours, *and*
 - c. Pass the NREMT - EMT written and skills examination and acquire a NREMT - EMT card.
4. Lapse of twenty-four (24) months or more:
 - a. Complete an entire EMT course, *and*
 - b. Comply with all requirements of Initial Certification as set forth in this policy.

Expiration While Deployed for Active Duty

A California certified EMT who is a member of the Armed Forces of the United States and whose certification expires while deployed on active duty, or whose certification expires less than six (6) months from the date they return from active duty deployment, with the Armed Forces of the United States, shall have six (6) months from the date they return from active duty deployment to complete requirements for recertification noted above.

In order to qualify for this exception, the applicant shall:

1. Comply with Recertification requirements listed above, except Item 1.
2. Submit proof of membership in the Armed Forces of the United States and documentation of deployment starting and ending dates.
3. Provide documentation of twenty-four (24) hours of CE. Documentation must include proof that CEHs were not obtained more than thirty (30) calendar days prior to effective date of certification prior to activation of duty or greater than six (6) months from the date of deactivation/return from duty.

NOTE: *Applicants whose active duty required the use of EMT skills, may be given CE credit for documented training that meets the requirements of Chapter 11, EMS CE Regulations (Division 9, Title 22, California Code of Regulations) while the applicant was on active duty. The documentation shall include verification from the commanding officer attesting to the classes attended.*

Effective Dates

The effective date of certification shall be the date the card is issued. The expiration date shall be the last day of the month two (2) years from the effective date.

IV. REFERENCES

Number	Name
1090	Criminal History Background Checks (Live Scan)
3030	EMT Continuing Education Requirements
5090	ICEMA Fee Schedule



EMT-P ACCREDITATION

I. PURPOSE

To define the accreditation requirements for an eligible applicant to practice as an Emergency Medical Technician - Paramedic (EMT-P) within the counties of Inyo, Mono and San Bernardino.

II. ELIGIBILITY

Possess a current California State Paramedic EMT-P License.

III. PROCEDURE

Initial EMT-P Accreditation

1. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net> that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of a valid California EMT-P license.
 - c. Copy of an EMT-P course completion certificate.
 - d. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - e. Copy (front and back) of a current American Heart Association Advanced Cardiac Life Support (ACLS) card. ACLS cards that are obtained online must have hands on skills evaluation with an approved American Heart Association instructor.
2. Submit the ~~appropriate~~established ICEMA fee. Fees paid for accreditation are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.
3. Submit verification of employment or intent to employ as an EMT-P by an authorized Advance Life Support (ALS) service provider or by an EMS provider that has formally requested ALS authorization in the

ICEMA region.

4. A provisional card may be issued upon receipt of Items 1 - 3 above. The provisional EMT-P may function using the approved State Basic Scope of Practice while working with a partner who is fully accredited as an EMT-P within the ICEMA region for thirty (30) calendar days from receipt of completed application. The ICEMA Medical Director may extend this provisional status for just cause.
5. Complete an ALS provider conducted orientation (not to exceed eight (8) classroom hours) of ICEMA protocols, policies and optional scope of practice skills. This requirement is waived for EMT-P accreditation applicants who graduate from an approved EMT-P training institution in the ICEMA region.
6. Pass the ICEMA accreditation written examination with a minimum score of eighty percent (80%).
 - a. A candidate who fails to pass the ICEMA accreditation exam on the first attempt will have to pay the ICEMA approved fee and re-take the exam with a minimum passing score of eighty-five (85%).
 - b. A candidate who fails to pass the ICEMA accreditation exam on the second attempt will have to pay the established ICEMA ~~approved~~ fee, and provide documentation of eight (8) hours of remedial training in ICEMA protocols, policies/procedures given by their EMS/QI Coordinator and pass the ICEMA exam with a minimum passing score of eighty-five (85%).
 - c. If the candidate fails to pass the ICEMA accreditation exam on the third attempt, the candidate will be ineligible for accreditation for a period of six (6) months, at which time candidate must reapply and successfully complete all initial accreditation requirements.
7. Successfully complete a supervised field evaluation to consist of no less than five (5), but no more than ten (10) ALS responses. This requirement is waived for applicants who graduate from an approved EMT-P training institution in the ICEMA region, and meet **all** of the following conditions:
 - a. Course completion was within six (6) months of the date of application for accreditation.
 - b. Field internship was obtained within the ICEMA region with an ICEMA approved EMT-P preceptor.
8. The Medical Director shall evaluate any candidate who fails to complete the field evaluation and may recommend further evaluation or training as

required. Failure to complete the supervised field evaluation may constitute failure of the entire process.

9. The EMT-P shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.

Reverification

1. Possess a valid California EMT-P license and ICEMA accreditation. If ICEMA accreditation has lapsed for more than one (1) year, the applicant must comply with the initial accreditation procedures.
2. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net> that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of a valid California EMT-P license.
 - c. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - d. Copy (front and back) of a valid American Heart Association Advanced Cardiac Life Support (ACLS) card. ACLS cards that are obtained online must have hands on skills evaluation with an approved American Heart instructor.
3. Submit the ~~appropriate-established~~ ICEMA fee. Fees paid for accreditation are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.
4. Submit verification of employment or intent to employ as an EMT-P by an authorized ALS service provider or by an EMS provider that has formally requested ALS authorization by ICEMA.
5. The EMT-P shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.

<u>Number</u>	<u>Name</u>
5090	ICEMA Fee Schedule



MICN AUTHORIZATION - Base Hospital, Administrative, Flight Nurse, Critical Care Transport

I. PURPOSE

To define the requirements required for a Registered Nurse (RN) to obtain a Mobile Intensive Care Nurse (MICN) authorization within the ICEMA region.

II. DEFINITIONS

Advanced Life Support (ALS): Special services designed to provide definitive prehospital emergency medical care, including, but not limited to, cardiopulmonary resuscitation, cardiac monitoring, cardiac defibrillation, advanced airway management, intravenous therapy, administration of specified drugs and other medicinal preparations, and other specified techniques and procedures administered by authorized personnel under the direct supervision of a base hospital as part of a local EMS system at the scene of an emergency, during transport to an acute care hospital, during interfacility transfer, and while in the emergency department of an acute care hospital until responsibility is assumed by the emergency or other medical staff of that hospital.

Mobile Intensive Care Nurse (MICN): A Registered Nurse (RN) who has been deemed qualified and authorized by the ICEMA Medical Director to provide ALS services or to issue physician directed instructions to EMS field personnel within an Emergency Medical Services (EMS) system according to ICEMA developed standardized procedures and consistent with statewide guidelines.

Mobile Intensive Care Nurse - Base Hospital (MICN-BH): An ICEMA authorized MICN who has applied for, completed and achieved all ICEMA requirements for “MICN-BH” designation and qualifies as a MICN-BH to issue physician directed instructions to EMS field personnel while working for a recognized base hospital within the ICEMA region.

Mobile Intensive Care Nurse - Administrative (MICN-A): An ICEMA authorized MICN who has applied for, completed and achieved all ICEMA requirements for “MICN-A” designation and qualifies as a MICN-A to work in an administrative/supervisory capacity for an ALS provider approved by ICEMA.

Mobile Intensive Care Nurse - Flight (MICN-F): An ICEMA authorized MICN who has received additional training related to flight operations applied for, completed and achieved all ICEMA requirements for “MICN-F” designation and qualifies to provide ALS services during flight operations aboard air ambulances and/or air rescue aircraft.

Mobile Intensive Care Nurse - Critical Care Transport (MICN-C): An ICEMA authorized MICN who has received additional training related to critical care transport and achieved all ICEMA requirements for “MICN-C” designation and qualifies to provide ALS services during critical care ground transports by approved EMS providers.

III. POLICY

1. All RNs working in a capacity that will require them to provide ALS services or to issue physician directed instructions to prehospital emergency medical care personnel within the ICEMA region shall submit a completed application and meet criteria established by the ICEMA Medical Director to provide services of a MICN in the ICEMA region.
2. All MICNs are responsible to notify ICEMA of any and all changes in name, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.
3. All MICNs are responsible to notify ICEMA immediately of termination of their employment with an approved entity and/or employment by another ICEMA approved base hospital and/or non-base hospital employer. If employment with an approved EMS provider is terminated, the MICN authorization will be rescinded unless proof of other qualifying employment is received by ICEMA within thirty (30) days.
4. MICNs may hold authorization in multiple categories but must apply and submit all required documentation and fees. MICN authorization may be added to or converted to another MICN category by meeting all requirements for authorization in that category.

IV. PROCEDURE

General Procedures for Authorization

1. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net> for each MICN category applied for that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of a valid California RN license.
 - c. Proof of completion of an ICEMA approved MICN course with a passing score of at least eighty percent (80%). (MICN-BH Initial Authorization Only)

- d. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - e. Copy (front and back) of a valid American Heart Association Advanced Cardiac Life Support (ACLS) card. ACLS cards that are obtained online must have hands on skills evaluation with an approved American Heart Association instructor.
2. Submit the established ICEMA fee. Additional categories may be applied for without additional fee. Authorization cards issued within six (6) months of nursing license expiration is exempt from reauthorization fee. Fees paid for authorization are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.
 3. Submit verification of employment from a designated Base Hospital or authorized EMS Aircraft, Air Rescue or Critical Care Transport provider within the ICEMA region.
 4. Pass the ICEMA written examination with a minimum score of eighty percent (80%).
 - a. An applicant who fails to pass the ICEMA written examination on the first attempt with a minimum score of 80% must pay the established ICEMA ~~approved~~-fee, re-take the examination and pass with a score of at least 85%.
 - b. An applicant who fails to pass the ICEMA written examination on the second attempt must pay the established ICEMA ~~approved~~-fee, provide documentation of eight (8) hours of remedial training given by their Paramedic Liaison Nurse (PLN) or Medical Director relating to ICEMA protocols, policies or procedures and pass the ICEMA written examination with a minimum score of 85%.
 - c. An applicant who fails to pass the ICEMA written examination on the third attempt may be allowed to retest at the discretion of the ICEMA Medical Director.
 5. All authorization cards issued by ICEMA will be effective from the date all requirements are achieved and expire on the same date as the California RN License, provided all requirements continue to be met.

MICN-BH Initial Authorization

1. Submit items listed in Items 1 - 4 above (General Procedures for Authorization) within six (6) months of course completion.
2. Upon passing the ICEMA written examination, ICEMA will issue a provisional MICN card.
3. A provisional MICN-BH may function under the direct supervision of the base hospital physician, PLN or ICEMA approved designee for a maximum of six (6) months. The supervising individual must sign all MICN call forms. This timeframe may be extended upon receipt of a request in writing from either the candidate or PLN outlining any extenuating circumstances.
4. The PLN will choose three (3) recordings for review (one trauma, one medical and one other) and submit them to their partnered base hospital PLN for review.
5. When three (3) recordings have been approved as noted in Item 4 above, *ICEMA will issue a MICN card with the same expiration date as the candidate's RN license.*
6. Failure to complete the entire process within one (1) year of application date constitutes failure of the entire process. The timeframe may be extended by the ICEMA Medical Director upon receipt of a request in writing from either the candidate or PLN outlining any extenuating circumstances.

MICN-BH Continuous Authorization

1. Submit items listed in Items 1 - 3 above (General Procedures for Authorization). Upon submission of a completed application, ICEMA will issue a MICN card with the same expiration date as the candidate's RN license.

MICN-BH Authorization by Challenge Examination

1. Meet one (1) of the following eligibility requirements:
 - a. MICN in another county if approved by the ICEMA Medical Director.
 - b. An eligible RN who has been a MICN in ICEMA region who has let authorization lapse longer than six (6) months.
2. Submit items listed in Items 1 - 4 above (General Procedures for Authorization) and Items 2 - 5 above (MICN-BH Initial Authorization).

3. Failure to complete the entire process within six (6) months of application date constitutes failure of the entire process. The timeframe may be extended by the ICEMA Medical Director upon receipt of a request in writing from either the candidate or PLN outlining any extenuating circumstances.

MICN-A Authorization/Reauthorization for RNs Working in a Non-Base Hospital

Submit items listed in Items 1 - 3 above (General Procedures for Authorization).

MICN-F Initial Authorization

1. Submit items listed in Items 1 - 4 above (General Procedures for Authorization). The ICEMA Medical Director may waive requirements for testing for MICNs currently authorized in another category or otherwise qualified by knowledge and experience in the ICEMA region.
2. Complete and submit proof of additional training related to flight operations and an orientation of ICEMA protocols and policies provided by the employing EMS aircraft provider.

MICN-F Reauthorization

Submit items listed in Items 1 - 3 above (General Procedures for Authorization).

MICN-C Initial Authorization

1. Submit items listed in Items 1 - 4 above (General Procedures for Authorization). The ICEMA Medical Director may waive requirements for testing for MICNs currently authorized in another category or otherwise qualified by knowledge and experience in the ICEMA region.
2. Complete and submit proof of additional training related to critical care transport operations and an orientation (not to exceed eight (8) classroom hours) of ICEMA protocols and policies provided by the employing ALS provider agency.

MICN-C Reauthorization

Submit items listed in Items 1 - 3 above (General Procedures for Authorization).

V. REFERENCE

Number — **Name**
5090 — ICEMA Fee Schedule



AEMT CERTIFICATION

I. PURPOSE

To define requirements for the certification/recertification of an eligible applicant as an Advanced Emergency Medical Technician (AEMT) recognized in the State of California by the ICEMA Medical Director.

II. ELIGIBILITY

To be eligible for initial certification, an applicant shall meet the following requirements:

1. Possess a current EMT certificate in the State of California and an AEMT course completion record or other documented proof of successful completion of the topics contained in an approved AEMT training program.
2. Complete a criminal record clearance by the Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI). Refer to ICEMA Reference #1090 - Criminal History Background Checks (Live Scan).
3. Meet one of the following criteria:
 - a. Pass the National Registry of Emergency Medical Technicians (NREMT) - AEMT written and skills examination, possess a current and valid NREMT - AEMT card and documentation of successful completion of an AEMT course.
 - b. Pass the National Registry of Emergency Medical Technicians (NREMT) - AEMT written and skills examination and possess a current and valid out-of state AEMT certification card.
 - c. Possess a current and valid NREMT - AEMT card.
 - d. Possess a current and valid out-of-state or NREMT - AEMT certification or EMT-P license.
 - e. Possess a valid California license as a Physician, Registered Nurse, or a Physician Assistant and:
 - 1) Documentation that applicant's training included the required course content contained in the U.S. Department of Transportation (DOT) National EMS Education Standards.

- 2) Documentation of five (5) ALS contacts in a prehospital field internship.

NOTE: *An applicant currently licensed in California as an EMT-P is deemed to be certified as an AEMT with no further testing required **EXCEPT** when the EMT-P license is under suspension. In the case of an EMT-P license under suspension, the EMT-P shall apply to ICEMA for AEMT initial certification.*

III. PROCEDURES

Initial Certification

1. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>, that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of valid EMT certification card issued in California.
 - c. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - d. Copy of completed Live Scan form.
 - e. Copy of valid NREMT - AEMT card.
 - f. Confirmation the applicant is not precluded from certification for reasons defined in the California Health and Safety Code, Section 1798.200
 - g. Disclosure of any certification or licensure action taken against any health related certification/license (EMT, AEMT, EMT-II or EMT-P). This includes any denial of certification by a local EMS agency (LEMSA), or in the case of an EMT-P, licensure denial/action by the State EMS Authority (EMSA), active investigations and actions taken in other states.
2. Submit the established ICEMA and EMSA fee. Fees paid for certification are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.

NOTE: *If the applicant is not currently an ICEMA certified EMT, the State EMSA will require a new Live Scan for ICEMA and an initial State EMSA fee.*

3. The AEMT shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.
4. The AEMT shall be responsible for notifying ICEMA of any and all subsequent arrests and/or convictions, during the certification period.
5. Comply with other reasonable requirements, as may be established by ICEMA.

Effective Dates

The effective date of certification shall be the date the card is issued. The expiration date shall be the last day of the month two (2) years from the effective date.

Recertification

To recertify as an AEMT, an applicant shall:

1. Possess a current AEMT certification issued in California.
2. Submit a completed online application using the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>, that includes:
 - a. Copy of a valid government issued photo identification.
 - b. Copy of valid AEMT certification card issued in California, unless certified by ICEMA.
 - c. Copy of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent. Online course is acceptable with written documentation of skills portion.
 - d. Copy of completed AEMT skills competency verification form, EMSA-AEMT.

Skills competency shall be verified by direct observation of an actual or simulated patient contact. Skills competency shall be verified by an applicant who is currently certified or licensed as an AEMT,

EMT-P, Registered Nurse, Physician Assistant, or Physician and who shall be designated as part of a skills competency verification process approved by ICEMA.

- e. Proof of at least thirty-six (36) hours of continuing education (CE) hours from an approved CE provider.
 - f. Confirmation the applicant is not precluded from certification for reasons defined in the California Health and Safety Code, Section 1798.200.
 - g. Disclosure of any certification or licensure action taken against any health related certification/license (EMT, AEMT, EMT-II or EMT-P). This includes any denial of certification by a local EMS agency (LEMSA), or in the case of an EMT-P, licensure denial/action by the State EMS Authority (EMSA), active investigations and actions taken in other states.
3. Submit the established ICEMA and State EMSA fee. Fees paid for certification are not refundable or transferable. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.

NOTE: *If the applicant is not currently an ICEMA certified EMT, the EMSA will require a new Live Scan for ICEMA and an initial State EMSA fee.*

4. The AEMT shall be responsible for notifying ICEMA of any and all changes in name, employer, email and/or mailing address within thirty (30) calendar days of change. This notification/change may be made through the ICEMA EMS Credentialing portal found on the ICEMA website at <http://www.ICEMA.net>.
5. The AEMT shall be responsible for notifying ICEMA of any and all subsequent arrests and/or convictions, during the certification period.
6. Comply with other requirements as may be set forth herein.

Effective Dates

If the AEMT recertification requirements are met within six (6) months prior to the expiration date, the effective date of certification shall be the date immediately following the expiration date of the current certificate. The certification expiration date will be the final day of the final month of the two (2) year period.

If the AEMT recertification requirements are met greater than six (6) months prior to the expiration date, the effective date of certification shall be the date the card is issued. The expiration date shall be the last day of the month two (2) years from the

effective date.

Expiration While Deployed for Active Duty

An applicant who is deployed for active duty with a branch of the Armed Forces of the United States, whose AEMT certificate expires during the time the applicant is on active duty or less than six (6) months from the date the applicant is deactivated/released from active duty, may be given an extension of the expiration date of his/her AEMT certificate for up to six (6) months from the date of the applicant's deactivation/release from active duty in order to meet the renewal requirements for his/her AEMT certificate upon compliance with the following provisions:

1. Provide documentation from the respective branch of the Armed Forces of the United States verifying the applicant's dates of activation and deactivation/release from active duty.
2. If there is no lapse in certification, meet the requirements of "Recertification" section of this policy. If there is a lapse in certification, meet the requirements listed in the "Recertification After Lapse in Certification" section of this policy.
3. Provide documentation showing that the CE activities submitted for the certification renewal period were taken not earlier than thirty (30) days prior to the effective date of the applicant's AEMT certificate that was valid when he/she was activated for duty and not later than six (6) months from the date of deactivation/release from active duty.

For an applicant whose active duty required him/her to use his/her AEMT skills, credit may be given for documented training that meets the requirements contained in ICEMA Reference #3030 - EMT Continuing Education Requirements while the applicant was on active duty. The documentation shall include verification from the applicant's Commanding Officer attesting to the classes attended.

Recertification After Lapse in Certification

The following requirements shall apply to an applicant whose AEMT certification has lapsed to be eligible for recertification:

1. Lapse of less than six (6) months:

Complete all requirements in Items 2 - 6 under AEMT Recertification above.
2. Lapse of six (6) months or more, but less than twelve (12) months:

- a. Complete all requirements in Items 2 - 6 under AEMT Recertification above.
- b. Complete an additional twelve (12) hours of continuing education for a total of forty-eight (48) hours of training.
- 3. Lapse of twelve (12) months or more, but less than twenty-four (24) months:
 - a. Complete all requirements in Items 2 - 6 under AEMT Recertification above.
 - b. Complete an additional twenty-four (24) hours of continuing education for a total of sixty (60) hours of training.
 - c. Pass the NREMT - AEMT certifying exam.
- 4. Lapse of twenty-four (24) months or more:
 - a. Complete an entire AEMT course, *and*
 - b. Comply with all requirements of Initial Certification as set forth in this policy.

Effective Dates

The effective date of certification shall be the date the card is issued. The expiration date shall be the last day of the month two (2) years from the effective date.

IV. REFERENCES

<u>Number</u>	<u>Name</u>
1090	Criminal History Background Checks (Live Scan)
3030	EMT Continuing Education Requirements
5090	ICEMA Fee Schedule



CONTINUING EDUCATION PROVIDER REQUIREMENTS

I. PURPOSE

To define the requirements for approval of continuing education (CE) providers within the ICEMA region.

II. AUTHORITY

California Code of Regulations, Title 22, Division 9, Chapter 11 EMS Continuing Education

III. DEFINITIONS

Emergency Medical Services (EMS) Continuing Education (CE) Provider: An individual or organization approved by the requirements of Title 22, Division 9, Chapter 11, to conduct continuing education courses, classes activities or experiences and to issue earned continuing education hours to EMS personnel for the purpose of maintaining certification/licensure or re-establishing lapsed certification or licensure.

Continuing Education: A course, class, activity or experience designed to be educational in nature, with learning objectives and performance evaluations for the purpose of providing EMS personnel with reinforcement of basic EMS training as well as knowledge to enhance individual and system proficiency in the practice of prehospital emergency medical care.

Clinical Director: A person currently licensed as a physician, registered nurse, physician assistant or paramedic. The clinical director shall have had two (2) years of academic, administrative or clinical experience in Emergency Medicine or EMS care within the last five (5) years. The clinical director shall be responsible for monitoring all clinical and field activities approved for CE credit, approving instructors and monitoring the overall quality of the EMS content of the program.

Program Director: A person qualified by education and experience in methods, materials and evaluation of instruction, which shall be documented by at least forty (40) hours in teaching methodology. The program director will administer the CE program, ensure adherence to all state regulations, local policies, approve course content and assign course hours to any sponsored CE program per State regulations and ICEMA policy.

Instructor: A person approved by the program director and clinical director as qualified to teach the topics assigned or have evidence of specialized training which may include, but is not limited to, a certificate of training or an advanced degree in a given subject area, or have at least one (1) year of experience within the last two (2) years in the specialized area in which they are teaching or be knowledgeable, skillful and current in the subject matter of the course, class or activity.

IV. PROCEDURE

1. To become an approved CE provider, an organization or individual shall submit an application packet at least sixty (60) days prior to the date of the first educational activity. The application packet shall include:
 - a. Name and address of the applicant;
 - b. Name of the program director, program clinical director, and contact person, if other than the program director or clinical director;
 - c. Type of organization requesting approval;
 - d. Program director and clinical director resumes including copies of all licenses/certifications; and,
 - e. Established ICEMA approved fee. ICEMA fees are published on the ICEMA website at <http://ICEMA.net>.
2. The applicant will be notified in writing within fourteen (14) working days that their request was received and informed if any information is missing.
3. Notice of approval or disapproval of the application will be made in writing to the applicant within sixty (60) calendar days of receipt of the completed application.
4. If the application is approved, an EMS CE provider number will be issued and valid for four (4) years.
5. If an application is disapproved and the organization or individual elects to submit a new application, the application packet must include all items listed in “1” above.

V. MAINTAINING RECORDS

1. All records will be maintained by the CE provider for four (4) years, and shall include:

- a. Complete outlines for each course given including a brief overview, instructional objectives, comprehensive topical outline, method of evaluation and a record of participant performance.
 - b. Record of time, place, date and CE hours granted for each course.
 - c. A resume and copies of licenses/certifications for all instructors.
2. An ICEMA approved CE roster:
 - a. Signed by course participants to include name and license/certification/accreditation number of each participant. Signing for another individual is strictly prohibited and subject to actions against certification or licensure.
 - b. A line should be drawn through any empty lines after the last attendee has signed the roster.
 - c. Copies of class rosters shall be sent to ICEMA within fifteen (15) days of class completion. These rosters shall be considered final and revisions will not be accepted.
 - d. A record of all CE certificates issued.
 3. CE providers will notify ICEMA within thirty (30) calendar days of any changes in name, address, and telephone number of the program director, clinical director or contact person.
 4. All records shall be made available to ICEMA upon request.
 5. The Clinical Director shall submit a complete list of courses with the number of individuals attending each course on a monthly basis to ICEMA on the ICEMA approved form. The form shall be submitted to ICEMA by the 10th of every month for the previous month. If no classes were taught, submit form with “No Classes This Month”
 6. It is the responsibility of the CE provider to submit an application for renewal with the established ICEMA ~~approved~~ fee at least sixty (60) calendar days prior to the expiration date in order to maintain continuous approval.
 7. All CE provider requirements required by State legislation must be met and maintained.

IV. POLICY

1. When two (2) or more CE providers cosponsor a course, only one (1) approved provider number may be used for that course, class or activity. The CE provider assumes the responsibility for all applicable provisions of Chapter 11 EMS Continuing Education.
2. The State EMS Authority shall be the agency responsible for approving CE providers for statewide public safety agencies and CE providers whose headquarters are located out-of-state if not approved by the Continuing Education Coordinating Board for Emergency Medical Services (CECBEMS) or approved by the EMS offices of other states or courses in physical, social or behavioral sciences offered by accredited colleges and universities.
3. An approved CE provider may sponsor an organization or individual located within California that wishes to provide a single activity or course. The CE provider shall be responsible for ensuring the course meets all requirements and shall serve as the CE provider of record. The CE provider shall review the request to ensure that the course/activity complies with the minimum requirements.