

Southern Illinois Regional EMS System

I-1 EMS LICENSE RENEWAL

FR/FR-D/EMD/ECRN/PHRN/EMT-B/EMT-I/EMT-P/Lead Instructor:

- The renewal candidate must meet the continuing education requirements of the Department and as outlined in Regional and System Policies.
- The renewal candidate must complete the Department requirements for renewal that include:
 - Child Support Status question task
 - Felony Conviction question task
 - Renewal Fee
 - If the candidate qualifies for the Volunteer Fee Waiver, the form must be completed and signed by the EMS Coordinator.
- The renewal candidate must be recommended for licensure by the EMS MD.
 - A renewal candidate who has not been recommended by the EMS MD shall be provided a copy of the appropriate forms and information on the Independent Renewal process.
- **The renewal candidate should submit all continuing education documents to the EMS Coordinator at least 30 days prior to the license expiration date.**
- The EMS Office will enter the necessary data into the Department licensing database for the renewal candidate who meets the requirements and is recommended for renewal by the EMS MD.

EMT-I or EMT-P Downgrading to EMT-Basic Status:

- At any time prior to the expiration of the current licensure, an EMT-P may revert to an EMT-B or EMT-I status or an EMT-I may revert to the EMT-B status for the remainder of the license period.
 - The EMT-I or EMT-P must make this request in writing to the Department and submit the original license.
- An EMT-I or EMT-P who has downgraded to EMT-B status may subsequently relicense as an EMT-I or EMT-P after completion of the following provisions:
 - The candidate must make the request to the Department in writing
 - The candidate must have the recommendation of EMS MD
 - The candidate must complete any retraining, education, or testing as deemed necessary by the EMS MD for resuming EMT-I or EMT-P activities.
 - After completion of the above, the EMS MD and the EMS Coordinator must verify the individual's knowledge and clinical skills are at an active EMT-I or EMT-P level.

License Expiration:

- If an EMS license expires, it is not valid and licensee may not function under that license.
- An EMS license that expires for a period of less than 60 days is eligible to relicense
 - If all of the Department, Regional, and System requirements are satisfied.
 - If the candidate pays the Department a \$50.00 late fee, in the form of a department check, cashier's check, or money order.
- An EMS license that expires for a period of more than 60 days must repeat the training program and testing process in order to relicense.
 - EMT-B/EMT-I/EMT-P: are eligible for the Department's Reinstatement Program.
 - Refer to SIREMS policy I-10 EMT REINSTATEMENT