



OFFICE OF EMERGENCY MEDICAL SERVICES

Administrative Requirements Manual

EFFECTIVE: 1/2010 AUTHORIZATION: AR PAGE: 1 of 1

A/R TITLE: REINSTATEMENT PROCEDURES FOR
BASIC EMTs EXPIRING 4/1/2010

SUPERSEDES: Previous annual references, last 1/09

PURPOSE

To define the requirements and procedures for reinstatement of an Emergency Medical Technician certification that has expired. This Administrative Requirement applies to certifications at the EMT-Basic level.

DEFINITIONS

RECERTIFICATION is the normal procedure followed to maintain EMT certification through successful completion of all requirements within the mandatory time limits described herein and on recertification applications.

REINSTATEMENT is the procedure that must be followed by EMTs who wish to maintain certification or regain certification but are not eligible for recertification because requirements were not met or were not met within time limits.

EMTs NOT ELIGIBLE FOR RECERTIFICATION

- Individuals who did not complete the required continuing education hours and/or DOT refresher prior to December 31, 2009.
- Individuals who fail to file an acceptable application for recertification prior to April 1, 2010.
- Individuals who fail to establish eligibility by correcting any discrepancies in their continuing education record (fails to submit Final Discrepancy Form #200-30) prior to April 1, 2010.

REINSTATEMENT PROCEDURES WITHIN ONE YEAR OF EXPIRATION

- Successfully complete a Department approved EMT refresher course no more than one (1) year prior to the submission of the application for reinstatement.
- Complete and submit an examination application form (provided by the Department) with the appropriate non-refundable fee, postmarked no later than March 31, 2011.
- Forward a copy (both sides) of current BLS-CPR certificate (American Heart Association or National Safety Council "Healthcare Provider" or American Red Cross "Professional Rescuer").
- Successfully complete the Massachusetts Basic EMT examination, both written and practical, within one year of first scheduled appointment.

BEYOND ONE YEAR OF EXPIRATION

Complete a Department approved Basic EMT course and successfully complete the Basic EMT certification exam (written and practical).