

# SAN FRANCISCO EMERGENCY MEDICAL SERVICES AGENCY

Policy Reference No.: 2040  
Effective Date: July 31, 2019  
Supersedes: September 9, 2013

## EMERGENCY MEDICAL TECHNICIAN CERTIFICATION

### I. PURPOSE

Identify requirements for Emergency Medical Technician (EMT) certification in the City and County of San Francisco.

### II. POLICY

- A. Initial or re-certification applicants for as an EMT in the City and County of San Francisco apply to the San Francisco EMS Agency for an EMT Certificate. Applicants must meet all minimum requirements identified in this policy.
- B. The California Health & Safety Code, Section 1798.200 lists categories of actions constituting a threat to public health safety that may preclude an individual from obtaining an EMT Certification. EMT applicants may be required to submit additional information or have an in-person interview for determination of the applicability of Health & Safety Code, Section 1798.200. The EMS Agency Medical Director retains the final decision through his/her medical authority whether to grant or revoke an EMT certification in San Francisco.

### III. GENERAL REQUIREMENTS FOR ALL EMT APPLICANTS

- A. Be 18 years of age or older.
- B. Complete a San Francisco EMS Agency EMT certification application form and provide all requested information on that form (obtained directly from the EMS Agency office or downloaded from the website) along with the required fee.
- C. Submit photocopy of current picture identification (State driver's license or ID card, valid Passport, valid US military ID card or other government-issued ID).
- D. Submit photocopy of current Basic Life Support (Healthcare Provider Level) CPR Card from the American Heart Association, American Red Cross or American Safety & Health Institute.

### IV. INITIAL EMT CERTIFICATION / OUT-OF-STATE CURRENT EMT CERTIFICATE

- A. Meet all general requirements listed in Section III above.
- B. Submit photocopy of a valid EMT course completion record, or other documented proof of successful completion of an approved EMT course, or out-of-state EMT training course within the last 2 years. **First-time EMT applicants in any California county only have 24 months, after they pass their EMT course to apply for**

**California EMT certification.** Out-of-state applicants must also provide the name, address and telephone number of the EMT course director.

- C. Submit photocopy of National Registry of EMT Certificate and Certification Card. Out-of-state applicants must also provide the name, address and telephone number of the issuer of the National Registry EMT Certificates and cards.
- D. Complete a *Live Scan Fingerprint and Department of Justice / FBI Background Check* (obtained directly from the EMS Agency office or downloaded from the website).

**V. RECERTIFICATION- CURRENT EMT CERTIFICATE**

- A. Meet all general requirements listed in Section III.
- B. Submit a photocopy of a current EMT certification card.
- C. Complete the *State of California EMT Skills Competency Verification Form - EMSA-SCV 01/17* (obtained directly from the EMS Agency office or downloaded from the website).
- D. Submit photocopy of completed *Live Scan Fingerprint and Department of Justice / FBI Background Check* (obtained directly from the EMS Agency office or downloaded from the website) if the previous EMT Certification was not issued by the San Francisco EMS Agency.
- E. Provide proof of **24-hours** of continuing education (CE) training:
  - 1. Photocopy of EMT Refresher Course Completion Certificate from an approved EMT training program;
  - 2. Photocopies of Continuing Education Unit (CEU) Certificates from an approved continuing education provider;
  - 3. No more than 12 hours of on-line CEUs will be accepted.
- F. The EMS Medical Director must approve other courses such college anatomy or physiology / etc. for CE credit. Generally, applicants will be asked to provide additional course documentation.
- G. Starting July 1, 2019, EMTs must submit proof of Epinephrine, Naloxone, and Glucometer training from an approved training program or CE Provider on the first renewal, that meets state competency requirements, in order renew an EMT Certificate. This training is in addition to the Skills Competency Verification Form listed in Section V, C. A copy of a current Paramedic License can substituted for the training listed above. This requirement is waived if an applicant took an EMT Certification class (must provide certificate of completion) after July 1, 2018.

**VI. RECERTIFICATION - LAPSED CERTIFICATE LESS THAN 6 MONTHS**

Same steps for recertification of a current certificate listed in Sections V above.

**VII. RECERTIFICATION - LAPSED CERTIFICATE GREATER THAN 6 MONTHS, BUT LESS THAN 12 MONTHS**

- A. Same steps for recertification of a current certificate listed in Section V except the total number of required continuing education units is **36-hours**.
- B. Provide photocopy of NEW completed *Live Scan Fingerprint and Department of Justice / FBI Background Check* (obtained directly from the EMS Agency office or downloaded from the website).

**VIII. RECERTIFICATION - LAPSED CERTIFICATE GREATER THAN 12 MONTHS**

- A. Same steps for recertification of a current certificate listed in Section V except the total number of required continuing education units is **48-hours**.
- B. Provide photocopy of CURRENT National Registry of EMT Certificate and Certification Card.
- C. Provide photocopy of NEW completed *Live Scan Fingerprint and Department of Justice / FBI Background Check* (obtained directly from the EMS Agency office or downloaded from the website).

**IX. OUT-OF-STATE CERTIFICATION WITH LAPSED CERTIFICATE**

There is no reciprocity for expired out-of-state EMTs. Start by taking an EMT course in California to obtain an EMT course completion record.

**X. AUTHORITY**

California Health and Safety Code, Sections 1797.210 and 1798.200  
California Code of Regulations, Title 22, Chapter 2, Sections 100075, 100079 - 100081