



Santa Cruz County

Emergency Medical Services

1800 Green Hills Rd., Suite 240, Scotts Valley, CA 95066
(831) 454-4120 TDD/TTY: CALL 711

APPLICATION FOR EMT LICENSE

PLEASE SCHEDULE AN APPOINTMENT TO CERTIFY/RECERTIFY

EMT Application:

- ✓ The application must be completed, signed and dated
- ✓ A written explanation of any misdemeanor or felony convictions must be attached. Documentation of the convictions, such as court and arrest records, must be included.
- ✓ Written explanation of any actions against a healthcare license or certification must be provided.

Items Required for Initial EMT Certification – Please provide a copy of:

- ✓ Completed Application.
- ✓ Course Completion Certificate, dated within the prior 2 years.
- ✓ NREMT Certificate and Card, dated within the prior 2 years.
- ✓ CPR Card.
- ✓ Driver's License or other State Issued Photo ID.

EMT Certifications Through Alternate Means:

- ✓ Possession of a current California paramedic license or advanced EMT certificate.
 - Submit a completed, signed and dated application.
 - Copy of current license or certificate.
 - CPR card.
 - Driver's License or other State Issues Photo ID.
- ✓ Possession of an out-of-state paramedic license or advanced EMT certificate.
 - Submit a completed, signed and dated application.
 - Copy of current license or certificate.
 - CPR card.
 - Driver's License or other State Issues Photo ID.

Live Scan Criminal Background Check:

- ✓ Obtain a Live Scan criminal background check using the form listing Santa Cruz County EMS Agency as the authorized agency to receive the criminal background information. Please click on the Live Scan Link to obtain this form.
- ✓ Use of any other Request for Live Scan Service form will result in the report being sent to another agency. This will require the Live Scan to be redone at an additional cost to the applicant.
- ✓ Cost of the Live Scan is the responsibility of the applicant.

Fees:

- ✓ County Fee of \$100, cashier's check or money order only, payable to Santa Cruz County Treasurer.
- ✓ State Fee of \$75 cashier's check or money order only, payable to EMT Certification Fund.

This is general guidance only for initial EMT certification through Santa Cruz County EMS Agency. If you have any question, please call the EMS office at 831-454-4120.

Regulations related to EMT certification can be found in the California Code of Regulations, Title 22, Division 9, Chapter 2.



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EMT RENEWAL & EXPIRED CERTIFICATION GUIDELINES

EMT Application:

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Items Required for EMT Recertification – Please provide a copy of:

- ✓ Completed Application.
- ✓ 24-hour Refresher Course Certificate or CE Online Classes Summary Page totaling 24 hours.
- ✓ Completed Skills Verification Form.
- ✓ CPR Card.
- ✓ EMT Card.
- ✓ Driver's License or other State Issued Photo ID.
- ✓ Live Scan – ONLY if transferring from another certifying County for the first time.

Live Scan Criminal Background Check:

- ✓ A Live Scan Criminal Background Check is only required if the EMT is transferring from another certifying County for the first time.
- ✓ Obtain a Live Scan criminal background check using the form listing Santa Cruz County EMS Agency as the authorized agency to receive the criminal background information. Please click on the Live Scan Link to obtain this form.
- ✓ Use of any other Request for Live Scan Service form will result in the report being sent to another agency. This will require the Live Scan to be redone at an additional cost to the applicant.
- ✓ Cost of the Live Scan is the responsibility of the applicant.

Fees:

- ✓ County Fee of \$100, cashier's check or money order only, payable to Santa Cruz County Treasurer.
- ✓ State Fee of \$37 cashier's check or money order only, payable to EMT Certification Fund.
- ✓ State fee is \$75 if the EMT is transferring from another certifying County for the first time.

Reinstatement of an Expired EMT License:

In addition to the general requirements listed above, the following requirements apply when the EMT seeks to reinstate a lapsed EMT license.

- ✓ Continuing Education (CE) Requirements:
 - Lapse less than 6 months requires a 24-hour refresher course or 24 EMS CE hours.
 - Lapse greater than 6 months but less than 12 months requires an additional 12 hours of EMS CE hours for a total of 36 CE hours.
 - Lapse greater than 12 months but less than 24 months (2 years) requires an additional 24 hours of EMS CE hours for a total of 48 CE hours AND current NREMT certificate.
 - Lapse greater than 2 years, completion of a new EMT course and all requirements for initial EMT certification.



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- ✓ Obtain a Live Scan criminal background check using the form listing Santa Cruz County EMS Agency as the authorized agency to receive the criminal background information. Please click on the Live Scan Link to obtain this form.
- ✓ Use of any other Request for Live Scan Service form will result in the report being sent to another agency. This will require the Live Scan to be redone at an additional cost to the applicant.
- ✓ Cost of the Live Scan is the responsibility of the applicant.

Fees:

- ✓ County Fee of \$100 cash, cashier's check or money order payable to Santa Cruz County Treasurer.
- ✓ Lapse of 12 months or less - State Fee of \$37 cashier's check or money order only (NO CASH) payable to EMT Certification Fund.
- ✓ Lapse of 12 months or more – State Fee of \$75 cashier's check or money order only (NO CASH) payable to EMT Certification Fund.
- ✓ State fee is \$75 if the EMT is transferring from another certifying County for the first time.

To avoid possible lapse in EMT license, EMT Application, documents and payments are due, at the latest, one (1) week prior to EMT license expiration date.

Late applications are not guaranteed to be processed prior to EMT license expiration date.

This is general guidance only for Renewal of EMT certification through Santa Cruz County EMS Agency. If you have any question, please call the EMS office at 831-454-4120.

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