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ADMINISTRATIVE BULLETIN

No. 20-BUL-005

TO: Contra Costa County EMS Service Providers, EMD Dispatch Managers, Hospital ED Managers, Certified, Authorized or Accredited Personnel

FROM: Dr. David Goldstein, EMS Medical Director 

DATE: April 1, 2020

SUBJECT: PERSONNEL CERTIFICATION, AUTHORIZATION AND ACCREDITATION EXPIRATIONS

On March 30, 2020, the Governor of California signed order EO-N-39-20, waiving statutory and regulatory requirements for EMS Personnel to ensure the continued operation of emergency medical services. Following the Governor's order, the Emergency Medical Services Authority ("EMSA") issued policy on March 30, 2020 to the California EMS system. Below is the direction to personnel certified, authorized and accredited by the Contra Costa County Emergency Medical Services Agency ("Agency") for expiration dates and renewal requirements. The entire 03/30/2020 EMSA policy can be found at www.emsa.ca.gov.

1. *"All EMS personnel (EMT, AEMT and paramedic) with licenses or certifications (or local accreditation) expiring in March, April, or June of 2020 shall have their license or certification expiration dates extended until July 31, 2020." – EMSA Policy 03/30/2020*

The EMSA state registry has already begun to be updated to reflect the July 31, 2020 expiration dates. While the month of May 2020 was not stated in the policy, per the EMSA website, personnel expiring in May 2020 are included in this extension to July 31, 2020.

Currently, the change of expiration date will not change future cycles. When personnel renew next, their certification will automatically revert to the original normal expiration date. For example, if an EMT or Paramedic expires on April 30, 2020, due to the EMSA policy, today they have a July 31, 2020 expiration date. When the EMT or Paramedic renews again, by July 31, 2020, their expiration date will revert to the original cycle expiration date of April 30, 2022.

The Agency is currently in the process of updating personnel expiration dates to July 31, 2020 in the Agency online licensing program. Personnel and organizations should expect this to be completed soon. **EMT personnel who have expiration dates within the next 6 months, and have all necessary requirements to renew, are encouraged to complete their application as soon as possible.**

2. *“Any EMT, AEMT or paramedic whose license or certification has expired in the six (6) month period prior to March 30, 2020, will be allowed to function under their previous scope of practice for the duration of the COVID-19 declared State of Emergency, provided that they do not have a history of license or certification discipline.” – EMSA Policy 03/30/2020*

The Agency supports this provision and is reliant on employers to continue to monitor and track the certification(s) expiration dates of the employees of their respective organization. The requirements to attend and successfully complete the Contra Costa EMS Orientation has not changed. Should any organization have questions regarding this provision, please email the questions to emscerts@cchealth.org.

3. *“The requirement for a completed skills competency verification by EMTs for renewal or reinstatement is waived for the duration of the COVID-19 declared State of Emergency.” – EMSA Policy 03/30/2020*

As of March 31, 2020, the Agency has begun to process EMT renewal applications without the California EMSA skills competency verification form. EMT personnel should continue to utilize the normal Agency online application form(s) and process. **EMT personnel who have expiration dates within the next 6 months, and have all necessary requirements to renew, are encouraged to complete their application as soon as possible.**

4. *The National Registry of EMTs (NREMT) provisional registrations or a successful completion of the NREMT written (knowledge) Assessment exam shall be accepted for purposes of certification, licensure or reinstatement. EMS personnel with a provisional NREMT registration shall be required to receive a full NREMT registration within 6 months of the NREMT allowing testing. EMS personnel who have successfully completed the NREMT written Assessment exam shall be required to complete the NREMT psychomotor exam within 6 months of the NREMT allowing testing. – EMSA Policy 03/30/2020*

EMT personnel should continue to utilize the normal Agency online application form(s) and process. Once the NREMT skills examinations resume, the Agency will send out communication for expiration dates of personnel utilizing this provision. Should any organization have questions regarding this provision as it pertains to EMT certification, please email emscerts@cchealth.org.

If an approved EMT Training Program has questions regarding this provision for effects to their training program, please contact Brandon Rowley via email at browley@cchealth.org.



PROVIDER AUXILIARY EDUCATION CERTIFICATION EXPIRATIONS

The information in this Administrative Bulletin supersedes Agency Administrative Bulletin number 20-BUL-004 dated March 20, 2020.

Depending on the function(s) of personnel in various roles, employed by various organizations, and the level of service being practiced, personnel working in the Contra Costa County EMS system are required to maintain additional auxiliary education certifications. These requirements are specified in Agency policy and in Agency contracts with various organizations operating in the county. The Contra Costa County EMS system requires auxiliary education certifications that include the following:

- AHA BLS “CPR”
- AHA PALS
- AHA ACLS
- PEPP
- PHTLS/ITLS
- IAED CERTIFICATION

Due to the COVID-19 pandemic, effective immediately, the Agency is extending its suspension directive for all personnel working in the Contra Costa County EMS system to maintain current auxiliary education certification(s) listed above, through July 31, 2020. Once training is available, personnel should immediately obtain training to bring their auxiliary certification from a lapsed status to current status.

SPECIFIC PROCESSES & PROGRAMS

I. EMPLOYERS

- a. The Agency continues to expect organizations to be vigilant in the record management of personnel, especially during these historic times in which we are operating. Organizations should continue to utilize their normal internal processes to track personnel certifications and licensure status, including lapsed status.

II. AGENCY EMS ORIENTATION – CCEMSA POLICY 2007

- a. The requirements to attend and successfully complete the Contra Costa EMS Orientation has not changed.
- b. Effective immediately, the Agency is extending its suspension directive for participants to submit a valid AHA CPR card as a pre-requisite to enroll in the Agency EMS Orientation through July 31, 2020.

NOTE: Due to technology and time constraints the online application will still ask for the participant to submit the AHA CPR card, but this is NOT required.

III. PARAMEDIC INITIAL ACCREDITATION – CCEMSA POLICY 2002

- a. The Agency continues to require that the Paramedic and the relevant employer (“Employer”) complete initial accreditation applications.



- i. If a Paramedic has lapsed auxiliary education certification(s), the lapsed certification expiration date(s) should be documented in the application by the Paramedic.
- ii. For accreditation applications with lapsed auxiliary education certification(s), Employers should document “No” on the employer verification form when verifying the auxiliary education certification expiration dates. The Agency will process the accreditation application and set an expiration date of July 31, 2020.
- iii. If the Paramedic has current auxiliary education certifications, then the application will be processed normally.

IV. PARAMEDIC MAINTAIN ACCREDITATION – CCEMSA POLICY 2002

- a. Paramedic accreditations expiring in April, May and June of 2020 are being extended until July 31, 2020. Paramedic personnel expiring on July 31, 2020, and their Employers, should wait to submit “maintain accreditation” applications until such time as the Paramedic has completed all normal necessary requirements to maintain accreditation but no later than July 24, 2020.

V. PARAMEDIC INTERN AUTHORIZATION – CCEMSA POLICY 2006

- a. The Agency continues to require that the Paramedic Intern follow the normal application process.
 - i. For lapsed auxiliary education certification(s), the lapsed certification(s) should be submitted with the application following the normal process. The Agency will process the Paramedic Intern application and set an expiration date of July 31, 2020.
 - ii. If the Paramedic Intern has current auxiliary education certifications, then the application will be processed normally.

VI. MICN INITIAL AUTHORIZATION – CCEMSA POLICY 2003

- a. The Agency continues to require that the MICN and the relevant employer (“Employer”) complete initial authorization applications.
 - i. If a MICN has lapsed auxiliary education certification(s), the lapsed certification expiration date(s) should be documented in the application by the MICN.
 - ii. For MICN authorization applications with lapsed auxiliary education certification(s), Employers should document “No”, on the employer verification form when verifying the auxiliary education certification expiration dates. The Agency will process the authorization application and set an expiration date of July 31, 2020.
 - iii. If the MICN has current auxiliary education certifications, then the application will be processed normally.



VII. MICN MAINTAIN AUTHORIZATION – CCEMSA POLICY 2003

- a. MICN authorizations expiring in April, May and June of 2020 are being extended until July 31, 2020. MICN personnel expiring on July 31, 2020, and their Employers, should wait to submit “maintain authorization” applications until such time as the MICN has completed all normal necessary requirements to maintain authorization but no later than July 24, 2020.

VIII. IAED CERTIFICATION – CCEMSA POLICY 3002

- a. Effective immediately, the Agency is extending its suspension directive for Emergency Medical Dispatch (“EMD”) center personnel interrogating callers to be currently certified by the IAED through July 31, 2020.

IX. PUBLIC SAFETY AED INSTRUCTOR REQUIREMENTS – CCEMSA POLICY 4001

- a. Effective immediately, the Agency is extending its suspension directive for personnel authorized as an instructor to maintain a current instructor certification by AHA through July 31, 2020.

