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**IDAPA 16  
TITLE 01  
CHAPTER 07**

**16.01.07 - EMERGENCY MEDICAL SERVICES (EMS) -- PERSONNEL LICENSING REQUIREMENTS**

**000. LEGAL AUTHORITY.**

The Idaho Board of Health and Welfare is authorized under Section 56-1023, Idaho Code, to adopt rules and standards concerning the administration of the Idaho Emergency Medical Services Act, Sections 56-1011 through 56-1023, Idaho Code. The Director is authorized under Section 56-1003, Idaho Code, to supervise and administer an emergency medical service program. (3-29-12)

**001. TITLE AND SCOPE.**

**01. Title.** The title of these rules is IDAPA 16.01.07, "Emergency Medical Services (EMS) -- Personnel Licensing Requirements." (3-29-12)

**02. Scope.** These rules include requirements and standards for certification and licensure of emergency medical personnel, the establishment of fees for licensure, renewals of licensure, and education criteria for needed skills to perform duties of specific types of licensure. Emergency medical personnel licensed under these rules work or provide EMS services for agencies licensed by the state. (3-29-12)

**002. WRITTEN INTERPRETATIONS.**

In accordance with Section 67-5201(19)(b)(iv), Idaho Code, the Department may have written statements that pertain to the interpretation of this chapter, or to the documentation of compliance with these rules. (3-29-12)

**003. ADMINISTRATIVE APPEALS.**

Administrative appeals and contested cases are governed by the provisions of IDAPA 16.05.03, "Rules Governing Contested Case Proceedings and Declaratory Rulings." (3-29-12)

**004. INCORPORATION BY REFERENCE.**

The Department has incorporated by reference the "Idaho Emergency Medical Services (EMS) Physician Commission Standards Manual," edition 2014-1. Copies of this Standards Manual may be obtained from the EMS Bureau described in Section 005 of these rules, or online at: <http://www.emspsc.dhw.idaho.gov>. (1-1-15)T

**005. OFFICE -- OFFICE HOURS -- MAILING ADDRESS -- STREET ADDRESS -- TELEPHONE NUMBER -- INTERNET WEBSITE.**

**01. Office Hours.** Office hours are 8 a.m. to 5 p.m., Mountain Time, Monday through Friday, except holidays designated by the state of Idaho. (3-29-12)

**02. Mailing Address.** The mailing address for the business office is Idaho Department of Health and Welfare, P.O. Box 83720, Boise, Idaho 83720-0036. (3-29-12)

**03. Street Address.** (3-29-12)

**a.** The business office of the Idaho Department of Health and Welfare is located at 450 West State Street, Boise, Idaho 83702. (3-29-12)

**b.** The Bureau of Emergency Medical Services and Preparedness is located at 2224 East Old Penitentiary Road, Boise, ID 83712-8249. (7-1-14)

**04. Telephone.** (3-29-12)

**a.** The telephone number for the Idaho Department of Health and Welfare is (208) 334-5500. (3-29-12)

**b.** The telephone number for the Bureau of Emergency Medical Services and Preparedness is (208)

334-4000. The toll-free, phone number is 1-877-554-3367. (7-1-14)

**05. Internet Websites.** (3-29-12)

**a.** The Department's internet website is found at <http://www.healthandwelfare.idaho.gov>. (3-29-12)

**b.** The Bureau of Emergency Medical Services and Preparedness internet website is found at <http://www.idahoems.org>. (7-1-14)

**006. CONFIDENTIALITY OF RECORDS AND PUBLIC RECORDS ACT COMPLIANCE AND REQUESTS.**

**01. Confidentiality of Records.** Any information about an individual covered by these rules and contained in the Department's records must comply with IDAPA 16.05.01, "Use and Disclosure of Department Records." (3-29-12)

**02. Public Records Act.** The Department will comply with Title 74, Chapter 1, Idaho Code, when requests for the examination and copying of public records are made. Unless otherwise exempted, all public records in the custody of the Department are subject to disclosure. (3-29-12)

**007. -- 008. (RESERVED)**

**009. CRIMINAL HISTORY AND BACKGROUND CHECK REQUIREMENTS.**

Licensed EMS personnel must comply with the provisions in IDAPA 16.05.06, "Criminal History and Background Checks," to include: (3-29-12)

**01. Initial Licensure.** An individual applying for initial licensure described in Section 110 of these rules. (3-29-12)

**02. Reinstatement of Licensure.** An individual applying for reinstatement of licensure described in Section 131 of these rules. (3-29-12)

**03. Certificate of Eligibility.** An individual applying for a certificate of eligibility described in Section 150 of these rules. (3-29-12)

**04. Additional Criminal Background Check.** The EMS Bureau may require an updated or additional criminal background check at any time, without expense to the candidate, if there is cause to believe new or additional information will be disclosed. (3-29-12)

**010. DEFINITIONS.**

For the purposes of this chapter, the definitions in IDAPA 16.01.02, "Emergency Medical Services (EMS) -- Rule Definitions" apply. (7-1-14)

**011. -- 074. (RESERVED)**

**075. STANDARDS OF PROFESSIONAL CONDUCT FOR EMS PERSONNEL.**

**01. Method of Treatment.** EMS personnel must practice medically acceptable methods of treatment and must not endeavor to extend their practice beyond their competence and the authority vested in them by the medical director. (3-29-12)

**02. Commitment to Self-Improvement.** EMS personnel must continually strive to increase and improve their knowledge and skills and render to each patient the full measure of their abilities. (3-29-12)

**03. Respect for the Patient.** EMS personnel must provide all services with respect for the dignity of the patient, unrestricted by considerations of social or economic status, personal attributes, or the nature of health problems. (3-29-12)

- 04. Confidentiality.** EMS personnel must hold in strict confidence all privileged information concerning the patient except as disclosure or use of this information is permitted or required by law or Department rule. (3-29-12)
- 05. Conflict of Interest.** EMS personnel must not accept gratuities for preferential consideration of the patient and must guard against conflicts of interest. (3-29-12)
- 06. Professionalism.** EMS personnel must uphold the dignity and honor of the profession and abide by its ethical principles and should be familiar with existing laws governing the practice of emergency medical services and comply with those laws. (3-29-12)
- 07. Cooperation and Participation.** EMS personnel must cooperate with other health care professionals and participate in activities to promote community and national efforts to meet the health needs of the public. (3-29-12)
- 08. Ethical Responsibility.** EMS personnel must refuse to participate in unethical procedures, and assume the responsibility to expose incompetence or unethical conduct of others to the appropriate authority in a proper and professional manner. (3-29-12)
- 076. -- 099. (RESERVED)**

**PERSONNEL LICENSURE REQUIREMENTS**  
**(Sections 100 - 199)**

**100. PERSONNEL LICENSURE REQUIRED.**

Any individual who provides emergency medical care must obtain and maintain a current EMS personnel license issued by the EMS Bureau, or recognition by the EMS Bureau described under Section 140 of these rules. The levels of Idaho personnel licensure are: (3-29-12)

- 01. Emergency Medical Responder (EMR).** (3-29-12)
- 02. Emergency Medical Technician (EMT).** (3-29-12)
- 03. Advanced Emergency Medical Technician (AEMT).** (3-29-12)
- 04. Paramedic.** (3-29-12)

**101. AFFILIATION REQUIRED TO PRACTICE.**

Licensed EMS personnel must be affiliated with an EMS agency, and only practice under the supervision of the agency medical director as required in IDAPA 16.02.02, "Rules of the Idaho EMS Physician Commission." (3-29-12)

**102. -- 104. (RESERVED)**

**105. APPLICATION AND INSTRUCTIONS FOR EMS PERSONNEL LICENSURE.**

A personnel license or certificate of eligibility application and instructions may be obtained from the EMS Bureau described in Section 005 of these rules, or online at: <http://www.idahoems.org>. (3-29-12)

**106. TIME FRAME FOR PERSONNEL LICENSURE AFTER SUCCESSFUL COMPLETION OF EDUCATION COURSE.**

An individual who has successfully completed an EMS education course is eligible to attempt the certification examination for the appropriate level of licensure. (3-29-12)

- 01. Complete Standardized Certification Examination.** A candidate must successfully complete all components of the standardized certification examination in a twelve (12) month period within twenty-four (24)

months of completing an EMS training course in order to be eligible for an Idaho EMS personnel license. (3-29-12)

**02. Certification Examination Not Completed.** If all components of the standardized certification examination are not successfully completed in a twelve (12) month period within twenty-four (24) months of course completion, the candidate must repeat the initial training course and all components of the certification examination in order to be eligible for an Idaho EMS personnel license. (3-29-12)

**107. -- 109. (RESERVED)**

**110. INITIAL PERSONNEL LICENSURE.**

Upon successful completion of an approved course recognized by the EMS Bureau under IDAPA 16.02.03, "Emergency Medical Services," an individual may apply to the EMS Bureau for licensure. The candidate must meet the following: (3-29-12)

**01. Candidate Age Requirements.** An individual applying for licensure must meet the following age requirements: (3-29-12)

**a.** An EMR and EMT candidate must be either sixteen (16) or seventeen (17) years old with parental or legal guardian consent, or eighteen (18) years old. (3-29-12)

**b.** An AEMT and Paramedic candidate must be eighteen (18) year old. (3-29-12)

**02. Declaration of Previous Applications and Licensures.** A candidate must declare each state or jurisdiction in which he has applied for, been denied, or held an EMS license or certification. (3-29-12)

**03. Authorization for Release of Information.** A candidate must provide authorization for the EMS authority in other states or jurisdictions to release the candidate's registration, licensure, and certification information to the Idaho EMS Bureau. (3-29-12)

**04. Provide Current Affiliation with EMS Agency.** A candidate must declare all organizations in which they are allowed to practice as licensed personnel. A candidate must have a current affiliation with a licensed EMS agency that functions at, or above, the level of licensure being sought by the candidate. (3-29-12)

**05. Valid Identification.** A candidate must have a valid state driver's license, an Idaho identification card issued by a county driver's license examining station, or an identification card issued by the Armed Forces of the United States. (3-29-12)

**06. Criminal History and Background Check.** A candidate must successfully complete a criminal history and background check according to the provisions in IDAPA 16.05.06, "Criminal History and Background Checks." Denial without the grant of an exemption under the provisions in IDAPA 16.05.06, "Criminal History and Background Checks," will result in denial or revocation of licensure. (3-29-12)

**07. Pass Standardized Examination.** A candidate must successfully complete the standardized examination for the level of licensure on the application required under IDAPA 16.02.03, "Emergency Medical Services." (3-29-12)

**a.** A candidate for EMR licensure must have successfully completed the standardized certification examination at the EMR level or higher within the preceding thirty-six (36) months. (3-29-12)

**b.** A candidate for EMT licensure must have successfully completed the standardized certification examination at the EMT level or higher within the preceding thirty-six (36) months. (3-29-12)

**c.** A candidate for AEMT licensure must have successfully completed the standardized certification examination at the AEMT level or higher within the preceding twenty-four (24) months. (3-29-12)

**d.** A candidate for Paramedic licensure must have successfully completed the standardized certification examination at the Paramedic level within the preceding twenty-four (24) months. (3-29-12)

**08. Standardized Exam Attempts For Initial Licensure.** A candidate for initial licensure is allowed to attempt to successfully pass the standardized exam as follows: (3-29-12)

**a.** An EMR candidate is allowed three (3) attempts to pass the exam, after which the initial EMR course must be successfully completed again before another three (3) attempts are allowed. (3-29-12)

**b.** An EMT candidate is allowed three (3) attempts to pass the exam, after which twenty-four (24) hours of remedial education must be successfully completed before another three (3) attempts are allowed. (3-29-12)

**c.** An AEMT candidate is allowed three (3) attempts to pass the exam, after which thirty-six (36) hours of remedial education must be successfully completed before another three (3) attempts are allowed. (3-29-12)

**d.** A Paramedic candidate is allowed three (3) attempts to pass the exam, after which forty-eight (48) hours of remedial education must be successfully completed before another three (3) attempts are allowed. (3-29-12)

**09. Submit Required Licensure Fee.** A candidate must submit the applicable initial licensure fee provided in Section 111 of these rules. A candidate for EMR or EMT level of licensure has no fee requirement. (3-29-12)

**111. APPLICATION FEES FOR PERSONNEL LICENSURE.**

**01. Initial Licensure.** A candidate applying for an initial personnel license must submit the following license fee at time of application: (3-21-12)

**a.** EMR and EMT have no license fee. (3-21-12)

**b.** AEMT and Paramedic license fee is thirty-five dollars (\$35). (3-21-12)

**02. Renewal.** A candidate applying for personnel license renewal must submit the following amount at the time of application: (3-21-12)

**a.** EMR and EMT have no license renewal fee. (3-21-12)

**b.** AEMT and Paramedic license renewal fee is twenty-five dollars (\$25). (3-21-12)

**03. Reinstatement.** A candidate applying for a personnel license reinstatement must pay the following amount at the time of application: (3-21-12)

**a.** EMR and EMT have no reinstatement fee. (3-21-12)

**b.** AEMT and Paramedic reinstatement fee is thirty-five dollars (\$35). (3-21-12)

**112. -- 114. (RESERVED)**

**115. EMS PERSONNEL LICENSE DURATION.**

Duration of a personnel license is determined using the following specified time intervals. (3-29-12)

**01. Initial License Duration for EMR and EMT Level Licensure.** EMR and EMT personnel licenses expire on March 31 or September 30. Expiration dates for EMR and EMT initial licenses are set for not less than thirty-six (36) months and not more than forty-two (42) months from the date of successful certification examination completion in order to establish an expiration date of March 31 or September 30. (3-29-12)

**02. Initial License Duration for AEMT and Paramedic Level Licensure.** AEMT and Paramedic personnel licenses expire on March 31 or September 30. Expiration dates for AEMT and Paramedic initial licenses are set for not less than twenty-four (24) months and not more than thirty (30) months from the date of successful certification examination completion in order to establish an expiration date of March 31 or September 30. (3-29-12)

**03. EMS Personnel License Renewal Duration for EMR and EMT Level Licensure.** An EMR and EMT level personnel license is renewed for three (3) years. (3-29-12)

**04. EMS Personnel License Renewal Duration for AEMT and Paramedic Level Licensure.** An AEMT and Paramedic level personnel license is renewed for two (2) years. (3-29-12)

**116. PERSONNEL LICENSE TRANSITION.**

Between the years of 2011 and 2017, the scope of practice and the accompanying license levels for EMS personnel will change. The scope of practice for licensed EMS personnel is provided in the EMS Physician Commission Standards Manual incorporated by reference under Section 004 of these rules. Personnel licensed at the AEMT level can opt to either transition to the AEMT-2011 level, or they may remain at the AEMT-1985 level. In order to renew a license, personnel licensed at the EMR, EMT, or Paramedic level must transition and meet the following requirements. (1-1-15)T

**01. General Transition Requirements for Licensed Personnel.** Licensed personnel transitioning to a new licensure level must: (3-29-12)

**a.** Successfully complete an Idaho-approved transition course appropriate for the level of licensure; (3-29-12)

**b.** Provide documentation of verification by the course physician of competency in the knowledge and skills identified in the appropriate transition course curriculum; and (3-29-12)

**c.** Include proof of completion of transition requirements with the license renewal application. All other license renewal requirements listed in Section 120 of these rules must be completed. The transition course may be counted towards the renewal continuing education requirements. (3-29-12)

**02. Transition Options Specific for Personnel Licensed at the AEMT Level.** Personnel licensed at the AEMT level have options specific to transitioning as follows: (3-29-12)

**a.** In addition to the general transition requirements under Subsection 116.01 of this rule, personnel licensed at the AEMT level may choose to transition to the AEMT-2011. To transition to the AEMT-2011 level, the applicant must successfully pass the Idaho-approved written and practical examinations for that level of licensure by the deadlines provided in Subsection 116.03.b of this rule. (3-29-12)

**b.** Personnel licensed at the AEMT level who choose not to complete the transition requirements according to Subsection 116.03.b. of this rule, will be allowed to renew their personnel license at the AEMT-1985 level, if all other license renewal requirements listed in Section 120 of these rules are met. (3-29-12)

**03. Application Deadlines for Transition of Licensed Personnel.** Licensed personnel who choose to transition must submit an "EMS Personnel License Transition Application" according to the following deadline dates: (3-29-12)

**a.** For personnel licensed at the EMR and EMT levels, an application for transition must be submitted after January 1, 2012, and before March 31, 2017, according to the effective date of the initial license or renewal date provided in the table below:

Table 116.03.a. PERSONNEL LICENSED AT EMR AND EMT LEVELS - TRANSITION DEADLINE DATES	
<b>Effective Date of Initial License</b>	<b>Date Transition Requirements MUST be Completed</b>
April 1, 2011 - September 30, 2011	September 30, 2014
October 1, 2011 - December 31, 2011	March 31, 2015



Table 116.03.a. PERSONNEL LICENSED AT EMR AND EMT LEVELS - TRANSITION DEADLINE DATES	
Effective Date of Renewed License	Date Transition Requirements MUST be Completed
April 1, 2011	March 31, 2014
October 1, 2011	September 30, 2014
April 1, 2012	March 31, 2015
October 1, 2012	September 30, 2015
April 1, 2013	March 31, 2016
October 1, 2013	September 30, 2016
April 1, 2014	March 31, 2017

(1-1-15)T

b. For personnel licensed at the AEMT and Paramedic levels, an application for transition must be submitted after January 1, 2013, and before March 31, 2016, according to the effective date of the initial license or renewal date provided in the table below:

Table 116.03.b. PERSONNEL LICENSED AT AEMT AND PARAMEDIC LEVELS - TRANSITION DEADLINE DATES	
Effective Date of Initial License	Date Transition Requirements MUST be Completed
April 1, 2012 - September 30, 2012	September 30, 2014
October 1, 2012 - December 31, 2012	March 31, 2015
Effective Date of Renewed License	Date Transition Requirements MUST be Completed
April 1, 2012	March 31, 2014
October 1, 2012	September 30, 2014
April 1, 2013	March 31, 2015
October 1, 2013	September 30, 2015
April 1, 2014	March 31, 2017

(1-1-15)T

**04. Early Transition of Licensed Personnel.** Licensed personnel who meet all transition requirements and choose to transition prior to their license renewal date will be issued a license as follows: (3-29-12)

a. Continuing education completed between the effective date of the pre-transition license and the expiration date of the transitioned license may be used to meet requirements listed in Section 120 of these rules for renewal of the transition license; (3-29-12)

b. The new license will have the same expiration date as the current license; and (3-29-12)

c. The new license will have a new effective date, based on the date the transition was approved by the EMS Bureau. (3-29-12)

**117. -- 119. (RESERVED)**

**120. PERSONNEL LICENSE RENEWAL.**

Licensed personnel must provide documentation that they meet the following requirements: (3-29-12)

**01. Documentation of Affiliation with EMS Agency.** A candidate applying for renewal of licensure must be affiliated with a licensed EMS agency which functions at, or above, the level of licensure being renewed. Documentation that the license holder is currently credentialed or undergoing credentialing by an affiliating EMS agency medical director must be submitted as assurance of affiliation for license renewal. (3-29-12)

**02. Documentation of Continuing Education for Level of Licensure Renewal.** A candidate for renewal of licensure must provide documentation of continuing education consistent with the license holder's level of licensure. All continuing education and skill proficiency requirements must be completed under the provisions in Sections 300 through 335 of these rules. The time frame for continuing education courses must meet the following requirements: (3-29-12)

**a.** All continuing education and skill proficiency requirements for renewal of an initial Idaho personnel license must be completed as follows: (3-29-12)

i. For EMR or EMT, within the thirty-six (36) months preceding expiration. (1-1-15)T

ii. For AEMT and Paramedic, within the twenty-four (24) months preceding expiration. (1-1-15)T

**b.** All continuing education and skill proficiency requirements for successive licenses must be completed between the effective and expiration dates of the license being renewed, or according to Section 116 or 125 of these rules. (1-1-15)T

**c.** All continuing education and skill proficiency requirements for renewal of licenses obtained through conversion of a Certificate of Eligibility must be completed as follows: (3-29-12)

i. For EMR or EMT, within the thirty-six (36) months preceding expiration. (1-1-15)T

ii. For AEMT and Paramedic, within the twenty-four (24) months preceding expiration. (1-1-15)T

**03. Declarations of Convictions or Adjudications.** A candidate for renewal of licensure must provide a declaration of any misdemeanor or felony adjudications. (3-29-12)

**04. Time Frame for Application of Licensure Renewals.** Documentation of license renewal requirements is due to the EMS Bureau prior to the license expiration date. Failure to submit a complete renewal application by the license expiration date renders the license invalid and the individual must not practice or represent himself as a license holder. (3-29-12)

**05. Submit Required Licensure Renewal Fees.** A candidate must submit the applicable license renewal fee provided in Section 111 of these rules. A candidate for EMR or EMT level of licensure has no fee requirement. (3-29-12)

**121. -- 124. (RESERVED)**

**125. SUBMISSION OF EMS PERSONNEL LICENSURE APPLICATION AND DOCUMENTATION.**

Each EMS personnel license holder or candidate is responsible for meeting license renewal requirements and submitting completed license renewal documentation to the EMS Bureau by the current license expiration date. (3-29-12)

**01. Early Submission for License Renewal.** (1-1-15)T

**a.** Licensed EMS personnel may submit renewal application and documentation to the EMS Bureau up to six (6) months prior to the current license expiration date. (3-29-12)

**b.** Continuing education (CE) taken after early submission of a renewal application may be counted as CE for the next licensure cycle. Prior to the expiration date of the current license, the licensee must submit written notification to the EMS Bureau of the intention to use those CE hours for the next licensure cycle. (1-1-15)T

**02. EMS Personnel License Expiration Date Falls on a Non-Work Day.** When a license expiration date falls on a weekend, holiday, or other day the EMS Bureau is closed, the EMS Bureau will accept applications until the close of the next regular business day following the non-work day. (3-29-12)

**126. -- 129. (RESERVED)**

**130. LAPSED LICENSE.**

Licensed personnel who fail to submit a complete renewal application prior to the expiration date of their license cannot practice or represent themselves as licensed EMS personnel. (3-29-12)

**01. Failure to Submit an Application and Renewal Documentation.** No grace periods or extensions to an expiration date may be granted. After the expiration date the EMS personnel license will no longer be valid. (3-29-12)

**02. Application Under Review by the EMS Bureau.** Provided the license renewal candidate submitted the renewal application to the EMS Bureau prior to the application deadline, a personnel license does not lapse while under review by the EMS Bureau. (3-29-12)

**03. Failure to Provide Application Information Requested by the EMS Bureau.** After the expiration date of a license, a candidate for license renewal who does not provide the information requested by the EMS Bureau within twenty-one (21) days from the date of notification to the last known address, will be considered to have a lapsed license. (3-29-12)

**04. Reinstatement of Lapsed EMS Personnel License.** In order to reinstate at lapsed license, a candidate must submit an application for license reinstatement to the EMS Bureau within twenty-four (24) months of the expiration date of the lapsed license. (3-29-12)

**05. Reinstatement of an EMS Personnel License Lapsed for More Than Twenty-Four Months.** An individual whose license has been lapsed for more than twenty-four (24) months must retake and successfully complete an initial education course for the level of licensure for reinstatement. The individual must then meet all requirements in Section 110 of these rules for an initial personnel license. (3-29-12)

**131. REINSTATEMENT OF A LAPSED EMS PERSONNEL LICENSE.**

An individual desiring to reinstate a lapsed personnel license must provide documentation that he meets the following requirements: (3-29-12)

**01. Declaration of Previous Applications and Licensures.** A reinstatement candidate must declare each state or jurisdiction in which he has applied for, been denied, or held an EMS license or certification. (3-29-12)

**02. Authorization for Release of Information.** A reinstatement candidate must provide authorization for the EMS authority in other states or jurisdictions to release the candidate's registration, licensure, and certification information to the Idaho EMS Bureau. (3-29-12)

**03. Provide Current Affiliation with EMS Agency.** A reinstatement candidate must declare all organizations in which they are allowed to practice as licensed personnel. The candidate must have a current affiliation with a licensed EMS agency that functions at, or above, the level of licensure being sought by the candidate. (3-29-12)

**04. Documentation of Continuing Education for Lapsed License Reinstatement.** A candidate for reinstatement of a lapsed license must provide documentation of continuing education consistent with the license holder's lapsed license. Continuing education requirements are provided in Sections 300 through 335 of these rules. The time frame for meeting the continuing education requirements for reinstatement are as follows: (3-29-12)

a. The candidate must meet continuing education requirements under Sections 320 through 335 of these rules for the last valid licensure cycle; and (3-29-12)

b. Additional continuing education hours in any combination of categories and venues, proportionate to the amount of time since the expiration date of the lapsed license, as follows: (3-29-12)

i. EMR -- Three-quarters (3/4) of one (1) hour of continuing education per month of lapsed time. (3-29-12)

ii. EMT -- One and one-half (1 ½) hours of continuing education per month of lapsed time. (3-29-12)

iii. AEMT -- Two and one-quarter (2 ¼) hours of continuing education per month of lapsed time. (3-29-12)

iv. Paramedic -- Three (3) hours of continuing education per month of lapsed time. (3-29-12)

**05. Valid Identification for Reinstatement of Lapsed License.** A reinstatement candidate must have a valid state driver's license, an Idaho identification card which is issued by a county driver's license examining station, or identification card issued by the Armed Forces of the United States. (3-29-12)

**06. Criminal History and Background Check for Reinstatement of Lapsed License.** A reinstatement candidate must successfully complete a criminal background check under the provisions in IDAPA 16.05.06, "Criminal History and Background Checks." Denial without the grant of an exemption under IDAPA 16.05.06 will result in denial of reinstatement of licensure. (3-29-12)

**07. Pass Standardized Examination for Reinstatement.** A reinstatement candidate must successfully complete the standardized examination for the lapsed level of licensure required under IDAPA 16.02.03, "Emergency Medical Services." A candidate for reinstatement must successfully complete the standardized certification examination within the time period during which the license was lapsed. (3-29-12)

**08. Standardized Exam Attempts For Reinstatement.** A candidate for licensure reinstatement is allowed to attempt to successfully pass the standardized exam as follows: (3-29-12)

a. An EMR candidate is allowed three (3) attempts to pass the exam, after which the initial EMR course must be successfully completed again before another three (3) attempts are allowed. (3-29-12)

b. An EMT candidate is allowed three (3) attempts to pass the exam, after which twenty-four (24) hours of remedial education must be successfully completed before another three (3) attempts are allowed. (3-29-12)

c. An AEMT candidate is allowed three (3) attempts to pass the exam, after which thirty-six (36) hours of remedial education must be successfully completed before another three (3) attempts are allowed. (3-29-12)

d. A Paramedic candidate is allowed three (3) attempts to pass the exam, after which forty-eight (48) hours of remedial education must be successfully completed before another three (3) attempts are allowed. (3-29-12)

**09. Submit Required Licensure Fee for Reinstatement.** A candidate must submit the applicable reinstatement license fee provided in Section 111 of these rules. A candidate for reinstatement of an EMR or EMT level of licensure has no fee requirement. (3-29-12)

**10. Expiration Date of a Reinstated License.** The expiration date for a lapsed license that is reinstated is determined as provided in Section 115 of these rules. (3-29-12)

**11. Reinstatement During Transition.** A candidate may reinstate his lapsed license only if he has completed transition requirements for his level of licensure. Education obtained in a transition course may be used to meet the CEU requirements for reinstatement according to Section 300 of these rules. (3-29-12)

132. -- 139. (RESERVED)

**140. RECOGNITION OF REGISTRATION, CERTIFICATION OR LICENSURE FROM OTHER JURISDICTIONS.**

**01. EMS Personnel Licensed or Certified in Other States.** An individual, possessing an EMS personnel license or certification from a state other than Idaho, must have prior recognition or reciprocity granted by the EMS Bureau prior to providing emergency medical care in Idaho. The following applies: (3-29-12)

**a.** An individual certified or licensed in a state that has an interstate compact with Idaho that allows reciprocal recognition of EMS personnel may practice as licensed personnel as defined in the interstate compact. (3-29-12)

**b.** An individual who is currently licensed or certified by another State to provide emergency medical care can apply to the EMS Bureau for limited recognition to practice in Idaho. Limited recognition does not grant an individual the ability to practice outside of those specified and approved by the EMS Bureau. (3-29-12)

**c.** An individual, possessing a current NREMT registration or a current EMS certification or license from another state at or above the level of licensure they are seeking in Idaho, is eligible for an Idaho EMS personnel licensure if they satisfy the requirements in Section 110 of these rules prior to providing emergency medical care in Idaho. (3-29-12)

**02. Personnel Licensure Candidate Trained in Other States.** A candidate trained outside of Idaho must apply for and obtain an Idaho EMS license as required in Section 110 of these rules prior to providing emergency medical care in Idaho. A declaration that the candidate is fully eligible for EMS licensure in the state in which he was trained, must be obtained from the EMS licensing authority in that state and submitted to the EMS Bureau. (3-29-12)

**03. Individual With a NREMT Registration.** An individual possessing only a registration with the National Registry of Emergency Medical Technicians (NREMT) must obtain an Idaho EMS personnel license as required in Section 110 of these rules prior to providing emergency medical care in Idaho. (3-29-12)

141. -- 144. (RESERVED)

**145. CHANGES TO AN EXISTING LICENSE.**

**01. Surrender of a Current EMS Personnel License.** An individual who possesses a current EMS personnel license may surrender that license at any time by submitting a letter of intent and his license, to the EMS Bureau. (3-29-12)

**02. Surrender of License to Prevent Investigation or Disciplinary Action.** Surrendering or expiration of a license does not prevent an investigation or disciplinary action against the individual. (3-29-12)

**03. Relinquish a Current EMS Personnel License for a Lower Level License.** An individual who possesses a current license may relinquish that license and receive a license at a lower level with the same expiration date as the original license. The individual must have current affiliation with a licensed EMS agency which functions at, or higher than, the level of licensure being sought. (3-29-12)

**04. Relinquishment of a License to a Lower Level License to Prevent Investigation or Disciplinary Action.** Relinquishing a personnel license does not prevent an investigation or disciplinary action against the individual. (3-29-12)

**05. Reporting Requirements for Changes in Status.** Licensed personnel must notify the EMS Bureau within thirty (30) days of a change in name, mailing address, telephone number or agency affiliation. (3-29-12)

**06. Personnel License Duration Shortened.** The EMS Bureau will issue a license with a shortened

licensure duration upon the request of the license holder. (3-29-12)

**146. MULTIPLE LICENSES.**

An individual may hold more than one (1) level of personnel licensure in Idaho, but can only renew one (1) personnel license at one (1) level. (3-29-12)

**147. -- 149. (RESERVED)**

**150. CERTIFICATE OF ELIGIBILITY REQUIREMENTS.**

**01. Personnel Licensure Requirements are Met.** An individual, who has successfully completed an approved course, and meets all requirements for EMS personnel licensure required in Section 110 of these rules, except for obtaining an agency affiliation provided in Subsection 110.04 of these rules, may apply to the EMS Bureau for a certificate of eligibility. (3-29-12)

**02. Certificate of Eligibility Duration.** Duration of a certificate of eligibility is determined using the specified time intervals of the personnel licensure level requirements in Section 115 of these rules. (3-29-12)

**03. Criminal History and Background Check.** An individual applying for a certificate of eligibility must successfully complete a criminal history and background check within the six (6) months prior to the issuance or renewal of a certificate of eligibility, according to the provisions in IDAPA 16.05.06, "Criminal History and Background Checks." Denial without the grant of an exemption under the provisions in IDAPA 16.05.06, "Criminal History and Background Checks," will result in denial of a certificate of eligibility. (3-29-12)

**04. Renewal of Certificate of Eligibility.** An individual must provide documentation that the following requirements have been met in order to renew a certificate of eligibility: (3-29-12)

**a.** Continuing education requirements for the level of licensure listed under the license renewal requirements in Section 120 of these rules have been met; and (3-29-12)

**b.** Successful completion of the standardized examination designated by the EMS Bureau for the certificate of eligibility. (3-29-12)

**05. Revocation of Certificate of Eligibility.** The EMS Bureau will revoke a certificate of eligibility if the certificate holder is determined to no longer meet eligibility requirements or has obtained a personnel license. (3-29-12)

**151. -- 174. (RESERVED)**

**175. EMS BUREAU REVIEW OF APPLICATIONS.**

**01. Review of License Applications.** The EMS Bureau reviews each application for completeness and accuracy. Random applications are selected for audit by the EMS Bureau. Applications will also be audited when information declared on the application appears incomplete, inaccurate, or fraudulent. (3-29-12)

**02. EMS Bureau Review of Renewal Application.** A personnel license does not expire while under review by the EMS Bureau, provided the license renewal candidate submitted the renewal application to the EMS Bureau prior to the application deadline required under Section 130 of these rules. (3-29-12)

**176. -- 299. (RESERVED)**

**CONTINUING EDUCATIONAL AND SKILLS PROFICIENCY REQUIREMENTS  
FOR PERSONNEL LICENSURE  
(Sections 300 - 399)**

**300. CONTINUING EDUCATION AND SKILLS PROFICIENCY.**

**01. Continuing Education Must Meet Objectives of Initial Course Curriculum.** All continuing education and skills proficiency assurance must be consistent with the objectives of the initial course curriculum or be a logical progression of those objectives. (3-29-12)

**02. Documentation of Continuing Education.** Licensed personnel must maintain documentation of all continuing education as follows: (3-29-12)

**a.** An EMR and EMT must maintain documentation of continuing education for four (4) years. (3-29-12)

**b.** An AEMT and Paramedic must maintain documentation of continuing education for three (3) years. (3-29-12)

**03. Transition to New Scope of Practice.** Education required to transition to a new scope of practice must meet the following: (3-29-12)

**a.** Within the same level of licensure, all transition education may count on an hour-for-hour basis in the appropriate categories within a single venue. When transition education hours exceed seventy-five percent (75%) of the total continuing education hours required, all continuing education hours can be in a single venue; and (3-29-12)

**b.** Education must be completed during a single license duration. (3-29-12)

**301. CONTINUING EDUCATION RECORDS ARE SUBJECT TO AUDIT.**

The EMS Bureau reserves the right to audit continuing education records to verify that renewal requirements have been met. (3-29-12)

**01. Documentation Record.** All documentation for continuing education hours must include: (1-1-15)T

**a.** Name of attendee; (1-1-15)T

**b.** Date education was completed; (1-1-15)T

**c.** Education categories and venues, and the number of hours completed in each; and (1-1-15)T

**d.** Education sponsor or instructor. (1-1-15)T

**02. Proof of Completion.** The following are acceptable formats for proof of completion of continuing education: (1-1-15)T

**a.** Signed course roster; (1-1-15)T

**b.** Certificate of completion; (1-1-15)T

**c.** Electronic verification of completion of on-line course; (1-1-15)T

**d.** Verification of attendance from EMS conference; (1-1-15)T

**e.** Verification or proof of providing instruction; or (1-1-15)T

**f.** Agency training record validated by agency administrator. (1-1-15)T

**302. -- 304. (RESERVED)**

**305. CONTINUING EDUCATION CATEGORIES FOR PERSONNEL LICENSURE RENEWAL.**

01. **Pediatric Assessment and Management.** (3-29-12)
  02. **Anatomy and Physiology.** (3-29-12)
  03. **Medical Terminology.** (3-29-12)
  04. **Pathophysiology.** (3-29-12)
  05. **Life Span Development.** (3-29-12)
  06. **Public Health.** (3-29-12)
  07. **Pharmacology.** (3-29-12)
  08. **Airway Management, Ventilation, and Oxygenation.** (3-29-12)
  09. **Patient Assessment.** (3-29-12)
  10. **Medical Conditions.** (3-29-12)
  11. **Shock and Resuscitation.** (3-29-12)
  12. **Trauma.** (3-29-12)
  13. **Special Patient Populations.** Such as bariatric, geriatric, obstetrics, pregnancy, etc. (3-29-12)
  14. **EMS Systems and Operations.** (3-29-12)
- 306. -- 309. (RESERVED)**
- 310. VENUES OF CONTINUING EDUCATION FOR PERSONNEL LICENSURE RENEWAL.**  
Continuing education for all personnel must include at least two (2) of the venues described in Subsections 310.01 through 310.12 of this rule for each licensure period. (1-1-15)T
01. **Structured Classroom Sessions.** (3-29-12)
  02. **Refresher Programs.** Refresher programs that revisit the original curriculum and have an evaluation component. (3-29-12)
  03. **Nationally Recognized Courses.** (3-29-12)
  04. **Regional and National Conferences.** (3-29-12)
  05. **Teaching Continuing Education Topics.** The continuing education topics being taught must fall under the categories in Section 305 of these rules. (3-29-12)
  06. **Agency Medical Director-Approved Self-Study or Directed Study.** This venue is not allowed to be used for a certificate of eligibility continuing education requirement under Section 350 of these rules. (3-29-12)
  07. **Case Reviews and Grand Rounds.** (3-29-12)
  08. **Distributed Education.** This venue includes distance and blended education using computer, video, audio, Internet, and CD resources. (3-29-12)
  09. **Journal Article Review with an Evaluation Instrument.** (3-29-12)



**10. Author or Co-Author an EMS-Related Article in a Nationally Recognized Publication.** The article must be published in an EMS-specific publication. (3-29-12)

**11. Simulation Training.** (1-1-15)T

**12. Evaluator at a State or National Psychomotor Exam.** (1-1-15)T

**311. -- 319. (RESERVED)**

**320. EMR LEVEL LICENSE RENEWAL CONTINUING EDUCATION AND SKILLS PROFICIENCY REQUIREMENTS.**

An EMR level license renewal candidate must provide documentation of the following during each licensure period. (3-29-12)

**01. EMR Level Continuing Education Hours Needed for License Renewal.** A candidate must provide proof of successful completion of twenty-four (24) hours of continuing education. The categories of continuing education and the number of hours required for EMR level licensure are: (1-1-15)T

**a.** A minimum of two (2) hours in pediatrics; (3-29-12)

**b.** A minimum of three (3) hours in EMS Systems and Operations earned by completing state-approved Landing Zone Officer (LZO) and extrication awareness training. Continuing education hours are awarded as follows: (3-29-12)

**i.** For LZO training, two (2) hours in classroom presentation, or one (1) hour in distributed education; (3-29-12)

**ii.** For extrication awareness training, two (2) hours in classroom presentation, or one (1) hour in distributed education; (3-29-12)

**c.** Two (2) hours in six (6) categories other than pediatrics and EMS Systems and Operations listed in Section 305 of these rules, for twelve (12) continuing education hours; and (3-29-12)

**d.** Seven (7) hours of continuing education can be from any single category or combination of categories listed in Section 305 of these rules. (3-29-12)

**02. Skills Proficiency for EMR Level License Renewal.** A candidate must demonstrate proficiency in the skills necessary to provide safe and effective patient care at the EMR licensure level under the authority of IDAPA 16.02.02, "Rules of the Idaho Emergency Medical Services Physician Commission," as follows: (3-29-12)

**a.** Recognize and manage acute traumatic and medical life threats or conditions based on patient assessment findings for pediatric, adult, geriatric, and special needs patients; and (3-29-12)

**b.** Specific skills for an EMR that includes: (3-29-12)

**i.** Airway, ventilation, and oxygenation; (3-29-12)

**ii.** Cardiovascular and circulation; (3-29-12)

**iii.** Immobilization; (3-29-12)

**iv.** Medication administration; (3-29-12)

**v.** Normal childbirth; (3-29-12)

**vi.** Patient care reporting documentation; and (3-29-12)

- vii. Safety and operations. (3-29-12)

**321. -- 324. (RESERVED)**

**325. EMT LEVEL LICENSE RENEWAL CONTINUING EDUCATION AND SKILLS PROFICIENCY REQUIREMENTS.**

An EMT level license renewal candidate must provide documentation of the following during each licensure period. (3-29-12)

**01. EMT Level Continuing Education Hours Needed for License Renewal.** A candidate must provide proof of successful completion of forty-eight (48) hours of continuing education. The categories of continuing education and the number of hours required for EMT level licensure are: (1-1-15)T

- a.** A minimum of four (4) hours in pediatrics; (3-29-12)
- b.** A minimum of three (3) hours in EMS Systems and Operations earned by completing state-approved Landing Zone Officer (LZO) and extrication awareness training. Continuing education hours are awarded as follows: (3-29-12)
  - i. For LZO training, two (2) hours in classroom presentation, or one (1) hour in distributed education; (3-29-12)
  - ii. For extrication awareness training, two (2) hours in classroom presentation, or one (1) hour in distributed education; (3-29-12)
- c.** Four (4) hours in eight (8) categories other than pediatrics and EMS Systems and Operations listed in Section 305 of these rules for thirty-two (32) hours; and (3-29-12)
- d.** Nine (9) hours can be from any single category or combination of categories listed in Section 305 of these rules. (3-29-12)

**02. Skills Proficiency for EMT Level License Renewal.** A candidate must demonstrate proficiency in the skills necessary to provide safe and effective patient care at the EMT licensure level under the authority of IDAPA 16.02.02, "Rules of the Idaho Emergency Medical Services Physician Commission," as follows: (3-29-12)

- a.** Recognize and manage acute traumatic and medical life threats or conditions based on patient assessment findings for pediatric, adult, geriatric, and special needs patients; and (3-29-12)
- b.** Specific skills for an EMT that includes: (3-29-12)
  - i. Airway, ventilation, and oxygenation; (3-29-12)
  - ii. Cardiovascular and circulation; (3-29-12)
  - iii. Immobilization; (3-29-12)
  - iv. Medication administration; (3-29-12)
  - v. Normal and complicated childbirth; (3-29-12)
  - vi. Patient care reporting documentation; and (3-29-12)
  - vii. Safety and transport operations. (3-29-12)

**326. -- 329. (RESERVED)**

**330. AEMT LEVEL LICENSE RENEWAL CONTINUING EDUCATION AND SKILLS PROFICIENCY REQUIREMENTS.**

An AEMT license renewal candidate must provide documentation of the following during each licensure period: (3-29-12)

**01. AEMT Level Continuing Education Hours Needed for License Renewal.** A candidate must provide proof of successful completion of fifty-four (54) hours of continuing education. The categories of continuing education and the number of hours required for AEMT level licensure are: (1-1-15)T

- a.** A minimum of six (6) hours in pediatrics; (3-29-12)
- b.** A minimum of three (3) hours in EMS Systems and Operations earned by completing state-approved Landing Zone Officer (LZO) and extrication awareness training. Continuing education hours are awarded as follows: (3-29-12)
  - i.** For LZO training, two (2) hours in classroom presentation, or one (1) hour in distributed education; (3-29-12)
  - ii.** For extrication awareness training, two (2) hours in classroom presentation, or one (1) hour in distributed education; (3-29-12)
- c.** Four (4) hours in nine (9) categories other than pediatrics and EMS Systems and Operations listed in Section 305 of these rules, for thirty-six (36) hours; and (3-29-12)
- d.** Nine (9) hours of continuing education can be from any single category or combination of categories listed in Section 305 of these rules. (3-29-12)

**02. Skills Proficiency for AEMT Level License Renewal.** A candidate must demonstrate proficiency in the skills necessary to provide safe and effective patient care at the AEMT licensure level under the authority of IDAPA 16.02.02, "Rules of the Idaho Emergency Medical Services Physician Commission," as follows: (3-29-12)

- a.** Recognize and manage acute traumatic and medical life threats or conditions based on patient assessment findings for pediatric, adult, geriatric, and special needs patients; and (3-29-12)
- b.** Specific skills for an AEMT that includes: (3-29-12)
  - i.** Advanced airway, ventilation, and oxygenation; (3-29-12)
  - ii.** Cardiovascular and circulation; (3-29-12)
  - iii.** Immobilization; (3-29-12)
  - iv.** Medication administration; (3-29-12)
  - v.** Normal and complicated childbirth; (3-29-12)
  - vi.** Patient care reporting documentation; (3-29-12)
  - vii.** Safety and transport operations; and (3-29-12)
  - viii.** Vascular access. (3-29-12)

**331. -- 334. (RESERVED)**

**335. PARAMEDIC LEVEL LICENSE RENEWAL CONTINUING EDUCATION AND SKILLS PROFICIENCY REQUIREMENTS.**

A paramedic license renewal candidate must provide documentation of the following during each licensure period.

(3-29-12)

**01. Paramedic Level Continuing Education Hours Needed for License Renewal.** A candidate must provide proof of successful completion of seventy-two (72) hours of continuing education. The categories of continuing education and the number of hours required for paramedic level licensure are: (1-1-15)T

**a.** A minimum of eight (8) hours in pediatrics; (3-29-12)

**b.** A minimum of three (3) hours in EMS Systems and Operations earned by completing state-approved Landing Zone Officer (LZO) and extrication awareness training. Continuing education hours are awarded as follows: (3-29-12)

**i.** For LZO training, two (2) hours in classroom presentation, or one (1) hour in distributed education; (3-29-12)

**ii.** For extrication awareness training, two (2) hours in classroom presentation, or one (1) hour in distributed education; (3-29-12)

**c.** Four (4) hours in eleven (11) categories other than pediatrics and EMS Systems and Operations listed in Section 305 of these rules, for forty-four (44) hours; and (3-29-12)

**d.** Seventeen (17) hours can be from any single category or a combination of categories listed in Section 305 of these rules. (3-29-12)

**02. Skills Proficiency for Paramedic Level License Renewal.** A candidate must demonstrate proficiency in the skills necessary to provide safe and effective patient care at the Paramedic licensure level under the authority of IDAPA 16.02.02, "Rules of the Idaho Emergency Medical Services Physician Commission," as follows: (3-29-12)

**a.** Recognize and manage acute traumatic and medical life threats or conditions based on patient assessment findings for pediatric, adult, geriatric, and special needs patients; and (3-29-12)

**b.** Specific skills for a Paramedic that includes: (3-29-12)

**i.** Advanced airway, ventilation, and oxygenation, to include endotracheal intubation; (3-29-12)

**ii.** Cardiovascular and circulation, to include cardiac rhythm interpretation; (3-29-12)

**iii.** Immobilization; (3-29-12)

**iv.** Medication administration, to include parenteral drug administration; (3-29-12)

**v.** Normal and complicated childbirth; (3-29-12)

**vi.** Patient care reporting documentation; (3-29-12)

**vii.** Safety and transport operations; (3-29-12)

**viii.** Vascular access; and (3-29-12)

**ix.** Manual defibrillation. (3-29-12)

**336. -- 349. (RESERVED)**

**350. CONTINUING EDUCATION AND SKILLS PROFICIENCY FOR RENEWAL OF CERTIFICATE OF ELIGIBILITY REQUIREMENTS.**

A certificate of eligibility renewal candidate must provide documentation demonstrating completion of the following

during each period of eligibility. (3-29-12)

**01. Examination.** A candidate must have successfully completed the standardized examination designated by the EMS Bureau for the certificate of eligibility. (3-29-12)

**02. Continuing Education.** A candidate must provide proof of successful completion of continuing education hours for the categories of continuing education courses, the number of hours needed for a specific certificate of eligibility level as required for the following: (1-1-15)T

a. EMR licensure level renewal required in Section 320 of these rules. (3-29-12)

b. EMT licensure level renewal required in Section 325 of these rules. (3-29-12)

c. AEMT licensure level renewal required in Section 330 of these rules. (3-29-12)

d. Paramedic licensure level renewal required in Section 335 of these rules. (3-29-12)

**03. Continuing Education Venues.** A candidate must complete continuing education in at least two (2) of the venues described in Subsections 310.01 through 310.12 of these rules for each certificate period. (1-1-15)T

**351. -- 399. (RESERVED)**

**400. INVESTIGATION OF COMPLAINTS FOR PERSONNEL LICENSING VIOLATIONS.** Investigation of complaints and disciplinary actions for personnel licensing are provided under IDAPA 16.01.12, "Emergency Medical Services (EMS) - Complaints, Investigations, and Disciplinary Actions." (3-29-12)

**401. ADMINISTRATIVE LICENSE OR CERTIFICATION ACTION.** Any license or certification may be suspended, revoked, denied, or retained with conditions for noncompliance with any standard or rule. Administrative license or certification actions imposed by the EMS Bureau for any action, conduct, or failure to act which is inconsistent with the professionalism, or standards, or both, are provided under Sections 56-1011 through 56-1023, Idaho Code, and IDAPA 16.01.12, "Emergency Medical Services (EMS) - Complaints, Investigations, and Disciplinary Actions." (3-29-12)

**402. -- 999. (RESERVED)**

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