

IDAPA 16 – IDAHO DEPARTMENT OF HEALTH AND WELFARE
Division of Public Health – Bureau of Emergency Medical Services
16.01.07 – Emergency Medical Services (EMS) –
Personnel Licensing Requirements

Who does this rule apply to?

Any person or agency involved in the Emergency Medical Services industry and stakeholders.

What is the purpose of this rule?

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.

What is the legal authority for the agency to promulgate this rule?

This rule implements the following statute passed by the Idaho Legislature:

Public Assistance and Welfare -

- [Section 56-1023, Idaho Code](#) – Department of Health and Welfare: Rules

Where can I find information on Administrative Appeals?

Administrative appeals and contested cases are governed by the provisions of IDAPA 16.05.03, “Contested Case Proceedings and Declaratory Rulings.”

How do I request public records?

Unless exempted, all public records are subject to disclosure by the Department that will comply with Title 74, Chapter 1, Idaho Code, upon requests. Confidential information may be restricted by state or federal law, federal regulation, and IDAPA 16.05.01, “Use and Disclosure of Department Records.”

Who do I contact for more information on this rule?

Idaho Department of Health and Welfare
Bureau of Emergency Medical Services
2224 East Old Penitentiary Road
Boise, ID 83712-8249

P.O. Box 83720
Boise, ID 83720-0036
Phone: (208) 334-4000 or 1-877-554-3367
Fax: (208) 334-4015
Email: IdahoEMS@dhw.idaho.gov
Webpage: <http://idahoems.org>

Table of Contents

16.01.07 – Emergency Medical Services (EMS) – Personnel Licensing Requirements

000. Legal Authority.	4
001. Title And Scope.	4
002. -- 008. (Reserved)	4
009. Criminal History And Background Check Requirements.	4
010. Definitions.	4
011. -- 074. (Reserved)	4
075. Investigation Of Complaints For Personnel Licensing Violations.	4
076. Administrative Action Imposed For License Or Certification.	4
077. Standards Of Professional Conduct For EMS Personnel.	4
078. -- 089. (Reserved)	5
090. Advance Do Not Resuscitate (DNR) Directives.	5
091. -- 099. (Reserved)	5
PERSONNEL LICENSURE REQUIREMENTS	
100. Personnel Licensure Required.	5
101. Affiliation Required To Practice.	5
102. (Reserved)	6
103. Recognition Of EMS Personnel Licensure Interstate Compact (REPLICA).	6
104. (Reserved)	6
105. Application And Instructions For EMS Personnel Licensure.	6
106. Time Frame For Personnel Licensure After Successful Completion Of Education Course.	6
107. Licensure Of Members Of The Military, Veterans, And Spouses.	6
108. Qualifications For Licensure By Endorsement -- Members Of The Military, Veterans, And Spouses.	7
109. (Reserved)	7
110. Initial Personnel Licensure.	7
111. Application Fees For Personnel Licensure.	9
112. -- 114. (Reserved)	9
115. EMS Personnel License Duration.	9
116. Personnel License Transition.	9
117. (Reserved)	9
118. REPLICA Expiration.	10
119. (Reserved)	10
120. Personnel License Renewal.	10
121. -- 124. (Reserved)	10
125. Submission Of EMS Personnel Licensure Application And Documentation.	11
126. -- 129. (Reserved)	11
130. Lapsed License.	11
131. Reinstatement Of A Lapsed EMS Personnel License.	11

132. -- 139. (Reserved)	12
140. Recognition Of Registration, Certification, Or Licensure From Other Jurisdictions.	12
141. -- 144. (Reserved)	13
145. Changes To An Existing License.	13
146. Multiple Licenses.	13
147. -- 149. (Reserved)	14
150. Certificate Of Eligibility Requirements.	14
151. Ambulance Certification.	14
152. -- 174. (Reserved)	14
175. EMS Bureau Review Of Applications.	14
176. -- 299. (Reserved)	15
CONTINUING EDUCATIONAL AND SKILLS PROFICIENCY REQUIREMENTS FOR PERSONNEL LICENSURE	
300. Continuing Education And Skills Proficiency.	15
301. Continuing Education Records Are Subject To Audit.	15
302. -- 304. (Reserved)	16
305. Continuing Education Categories For Personnel Licensure Renewal.	16
306. -- 309. (Reserved)	16
310. Venues Of Continuing Education For Personnel Licensure Renewal.	16
311. -- 319. (Reserved)	17
320. License Renewal Continuing Education Requirements.	17
321. -- 324. (Reserved)	17
325. License Renewal Skills Proficiency Requirements.	17
326. -- 999. (Reserved)	17

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. (3-20-20)T

001. TITLE AND SCOPE.

01. Title. These rules are titled IDAPA 16.01.07, “Emergency Medical Services (EMS) – Personnel Licensing Requirements.” (3-20-20)T

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. (3-20-20)T

002. -- 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: (3-20-20)T

01. Initial Licensure. An individual applying for initial licensure described in Section 110 of these rules. (3-20-20)T

02. Reinstatement of Licensure. An individual applying for reinstatement of licensure described in Section 131 of these rules. (3-20-20)T

03. Certificate of Eligibility. An individual applying for a certificate of eligibility described in Section 150 of these rules. (3-20-20)T

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. (3-20-20)T

010. DEFINITIONS.

For the purposes of this chapter, the definitions in IDAPA 16.01.02, “Emergency Medical Services (EMS) -- Rule Definitions” apply. (3-20-20)T

011. -- 074. (RESERVED)

075. 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.” (3-20-20)T

076. ADMINISTRATIVE ACTION IMPOSED FOR LICENSE OR CERTIFICATION.

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.” (3-20-20)T

077. 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. EMS personnel must not perform any medical procedure or provide medication that deviated from or exceeds the scope of practice for the corresponding level of licensure established under IDAPA 16.02.02, “Idaho Emergency Medical Services (EMS) Physician Commission.” (3-20-20)T

02. Knowledge and Proficiency. EMS personnel must maintain standards of knowledge and

proficiency as required by this chapter of rules and IDAPA 16.02.02, “Idaho Emergency Medical Services (EMS) Physician Commission.” (3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

05. Conflict of Interest. EMS personnel must not accept gratuities for preferential consideration of the patient and must guard against conflicts of interest. (3-20-20)T

06. Professionalism. EMS personnel must uphold the dignity and honor of the profession and abide by its ethical principles and must be familiar with existing laws governing the practice of emergency medical services and comply with those laws. EMS personnel must never perform duties of the profession while under the influence of alcohol, illegal substances, or legal drugs or medication causing impairment of function. (3-20-20)T

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. (3-20-20)T

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. Misrepresentation in an application or documentation for licensure by means of concealment of a material fact is a violation of ethical responsibility. (3-20-20)T

09. Integrity. EMS personnel must act with honesty and integrity and assure that reports, applications and documentation for which they are responsible are free of fraudulent and false information. (3-20-20)T

078. -- 089. (RESERVED)

090. ADVANCE DO NOT RESUSCITATE (DNR) DIRECTIVES.
Licensed EMS personnel must follow the DNR protocol established by the Department. (3-20-20)T

091. -- 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: (3-20-20)T

01. Emergency Medical Responder (EMR). (3-20-20)T

02. Emergency Medical Technician (EMT). (3-20-20)T

03. Advanced Emergency Medical Technician (AEMT). (3-20-20)T

04. Paramedic. (3-20-20)T

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, “Idaho Emergency Medicaid Services (EMS) Physician

Commission.” (3-20-20)T

102. (RESERVED)

103. RECOGNITION OF EMS PERSONNEL LICENSURE INTERSTATE COMPACT (REPLICA).

01. Licensed EMS Personnel from a REPLICA Member State. An individual who possesses a current, valid, and unrestricted EMS personnel license from a REPLICA member state whose primary affiliation is an Idaho-licensed EMS agency: (3-20-20)T

a. Must apply for Idaho EMS licensure within ninety (90) days of affiliation with an Idaho EMS agency. (3-20-20)T

b. May affiliate and respond with the Idaho-licensed EMS agency during the initial ninety (90) day period. (3-20-20)T

c. Will be issued an Idaho EMS personnel license at the same level of licensure as the REPLICA home state license upon payment of any applicable licensure fee in accordance with Section 111 of these rules. (3-20-20)T

02. Out-of-State Primary Affiliation. If EMS personnel licensed in another REPLICA state claim an EMS agency in that state as their primary affiliation, Idaho licensure is not required. (3-20-20)T

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, see online at: <http://www.idahoems.org>. (3-20-20)T

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 standardized examination for the appropriate level of licensure. (3-20-20)T

01. Complete Standardized Examination. A candidate must successfully complete all components of the standardized examination within twenty-four (24) months of completing an EMS training course in order to be eligible for an Idaho EMS personnel license. (3-20-20)T

02. Standardized Examination Not Completed. If all components of the standardized examination are not successfully completed period within twenty-four (24) months of course completion, the candidate must repeat the initial training course and all components of the standardized examination in order to be eligible for an Idaho EMS personnel license. (3-20-20)T

107. LICENSURE OF MEMBERS OF THE MILITARY, VETERANS, AND SPOUSES.

A member of the military, a veteran, or a spouse of any such person who possesses a current, valid, and unrestricted EMS personnel license in another state, district, or territory of the United States is eligible for EMS personnel licensure in Idaho as follows: (3-20-20)T

01. Licensure in REPLICA Member State. A member of the military, a veteran, or a spouse of such a person who possesses a REPLICA member state EMS personnel license is eligible for licensure in Idaho under Section 103 of these rules. (3-20-20)T

02. Licensure in Non-REPLICA Member State. A member of the military, a veteran, or a spouse of such a person who possesses an EMS personnel license from a state that is not a REPLICA member state is eligible for licensure by endorsement in Idaho under Section 108 of these rules. (3-20-20)T

108. QUALIFICATIONS FOR LICENSURE BY ENDORSEMENT -- MEMBERS OF THE MILITARY, VETERANS, AND SPOUSES.

Members of the military, veterans, and their spouses may apply to the EMS Bureau for licensure by endorsement provided they meet the following: (3-20-20)T

01. Military, Veteran, or Spouse. Are a member of the military, a veteran, or a spouse of any such person. (3-20-20)T

02. Graduation Required. Have successfully completed an education program that is substantially equivalent to the approved education course recognized by the EMS Bureau under IDAPA 16.01.05, "Emergency Medical Services -- Education, Instructor, and Examination Requirements." (3-20-20)T

03. Licensing Examination. Successfully complete, or have successfully completed, the same standardized examination for the level of licensure on the application required under IDAPA 16.01.05, "Emergency Medical Services (EMS) -- Education, Instructor, and Examination Requirements." (3-20-20)T

04. License from Another Jurisdiction. Possess a current, valid, and unrestricted EMS personnel license, at the same or higher level as the Idaho license being requested, from another state, district, or territory of the United States. The license of any individual subject to official investigation or disciplinary proceedings is not considered current, valid, and unrestricted. (3-20-20)T

05. Criminal History and Background Check. Successfully complete a criminal history and background check in accordance with 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. (3-20-20)T

06. Declaration of Previous Applications and Licensures. Declare each state or jurisdiction in which they have ever applied for, been denied, or held an EMS license or certification. (3-20-20)T

07. Authorization for Release of Information. 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. (3-20-20)T

08. Provide Current Affiliation with EMS Agency. 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. (3-20-20)T

09. Valid Identification. 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. (3-20-20)T

10. Submit Required Licensure Fee. 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. (3-20-20)T

109. (RESERVED)

110. INITIAL PERSONNEL LICENSURE.

Upon successful completion of an approved education course recognized by the EMS Bureau under IDAPA 16.01.05, "Emergency Medical Services -- Education, Instructor, and Examination Requirements," an individual may apply to the EMS Bureau for licensure. The candidate must meet the following: (3-20-20)T

01. Candidate Age Requirements. An individual applying for licensure must meet the following age requirements: (3-20-20)T

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. (3-20-20)T

- b.** An AEMT and Paramedic candidate must be eighteen (18) year old. (3-20-20)T
- 02. Declaration of Previous Applications and Licensures.** A candidate must declare each state or jurisdiction in which they have applied for, been denied, or held an EMS license or certification. (3-20-20)T
- 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. (3-20-20)T
- 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. (3-20-20)T
- 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. (3-20-20)T
- 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. (3-20-20)T
- 07. Pass Standardized Examination.** A candidate must successfully complete the standardized examination for the level of licensure on the application required under IDAPA 16.01.05, “Emergency Medical Services (EMS) -- Education, Instructor, and Examination Requirements.” (3-20-20)T
- a.** A candidate for EMR licensure must have successfully completed the standardized examination at the EMR level or higher within the preceding thirty-six (36) months. (3-20-20)T
- b.** A candidate for EMT licensure must have successfully completed the standardized examination at the EMT level or higher within the preceding thirty-six (36) months. (3-20-20)T
- c.** A candidate for AEMT licensure must have successfully completed the standardized examination at the AEMT level or higher within the preceding twenty-four (24) months. (3-20-20)T
- d.** A candidate for Paramedic licensure must have successfully completed the standardized examination at the Paramedic level within the preceding twenty-four (24) months. (3-20-20)T
- 08. Standardized Exam Attempts For Initial Licensure.** A candidate for initial licensure is allowed to attempt to successfully pass the standardized exam as follows: (3-20-20)T
- 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. (3-20-20)T
- 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. (3-20-20)T
- 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. (3-20-20)T
- 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. (3-20-20)T
- 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. (3-20-20)T

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: (3-20-20)T

a. EMR and EMT have no license fee. (3-20-20)T

b. AEMT and Paramedic license fee is thirty-five dollars (\$35). (3-20-20)T

02. Renewal. A candidate applying for personnel license renewal must submit the following amount at the time of application: (3-20-20)T

a. EMR and EMT have no license renewal fee. (3-20-20)T

b. AEMT and Paramedic license renewal fee is twenty-five dollars (\$25). (3-20-20)T

03. Reinstatement. A candidate applying for a personnel license reinstatement must pay the following amount at the time of application: (3-20-20)T

a. EMR and EMT have no reinstatement fee. (3-20-20)T

b. AEMT and Paramedic reinstatement fee is thirty-five dollars (\$35). (3-20-20)T

112. -- 114. (RESERVED)

115. EMS PERSONNEL LICENSE DURATION.

Duration of a personnel license is determined using the following specified time intervals. (3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

05. EMS REPLICIA Licensure Duration. EMS personnel from another REPLICIA state who become licensed in Idaho will have their Idaho EMS license expire March 31 or September 30 following the expiration of their EMS license from the original state. (3-20-20)T

116. PERSONNEL LICENSE TRANSITION.

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. (3-20-20)T

117. (RESERVED)

118. REPLICA EXPIRATION.

EMS personnel from another REPLICA state who become licensed in Idaho will have their Idaho license expire in March or September following the expiration of their license in the original state. (3-20-20)T

119. (RESERVED)

120. PERSONNEL LICENSE RENEWAL.

Licensed personnel must provide documentation that they meet the following requirements: (3-20-20)T

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. (3-20-20)T

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 325 of these rules. The time frame for continuing education courses must meet the following requirements: (3-20-20)T

a. All continuing education and skill proficiency requirements for renewal of an initial Idaho personnel license must be completed as follows: (3-20-20)T

i. For EMR or EMT, within the thirty-six (36) months preceding expiration. (3-20-20)T

ii. For AEMT and Paramedic, within the twenty-four (24) months preceding expiration. (3-20-20)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. (3-20-20)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: (3-20-20)T

i. For EMR or EMT, within the thirty-six (36) months preceding expiration. (3-20-20)T

ii. For AEMT and Paramedic, within the twenty-four (24) months preceding expiration. (3-20-20)T

d. A licensee certified by a national EMS certification body may petition the Department to review the certification standards under which the licensee was certified. The Department may waive specific duplicated continuing educational requirements where appropriate. When an external education requirement is found to be more rigorous than these rules, the Department may elect to renew a license based on that education. (3-20-20)T

03. Declarations of Convictions or Adjudications. A candidate for renewal of licensure must provide a declaration of any misdemeanor or felony adjudications. (3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

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.

(3-20-20)T

01. Early Submission for License Renewal.

(3-20-20)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.

(3-20-20)T

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.

(3-20-20)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.

(3-20-20)T

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.

(3-20-20)T

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.

(3-20-20)T

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.

(3-20-20)T

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.

(3-20-20)T

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.

(3-20-20)T

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.

(3-20-20)T

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:

(3-20-20)T

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.

(3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

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 325 of these rules. The time frame for meeting the continuing education requirements for reinstatement are as follows: (3-20-20)T

a. The candidate must meet continuing education requirements under Sections 320 through 325 of these rules for the last valid licensure cycle; and (3-20-20)T

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: (3-20-20)T

i. EMR -- Three-quarters (3/4) of one (1) hour of continuing education per month of lapsed time. (3-20-20)T

ii. EMT -- One and one-half (1 ½) hours of continuing education per month of lapsed time. (3-20-20)T

iii. AEMT -- Two and one-quarter (2 ¼) hours of continuing education per month of lapsed time. (3-20-20)T

iv. Paramedic -- Three (3) hours of continuing education per month of lapsed time. (3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

07. Competency Certification. The Medical Director of the reinstatement candidate's affiliating EMS agency must certify that he has actively assessed the reinstatement candidate's competency in both the psychomotor and cognitive domains and found that the reinstatement candidate meets the baseline competency requirements for the level of the lapsed license. (3-20-20)T

08. 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. (3-20-20)T

09. 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. (3-20-20)T

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: (3-20-20)T

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. (3-20-20)T

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 as provided in Subsection 140.02 of this rule. (3-20-20)T

02. Limited Recognition in Idaho. An individual, who is currently licensed or certified by another state to provide emergency medical care and applies to practice EMS within the confines of a specific incident, may be granted limited recognition by the EMS Bureau. Limited recognition allows an individual to practice EMS in Idaho only within the confines of the specific incident for which it was issued and only for a specified period of time not to exceed the duration of the incident for which it was issued. (3-20-20)T

03. Personnel with NREMT Registration or Current EMS Certification. 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. (3-20-20)T

04. 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 they were trained, must be obtained from the EMS licensing authority in that state and submitted to the EMS Bureau. (3-20-20)T

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 their license to the EMS Bureau. (3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

06. Personnel License Duration Shortened. The EMS Bureau will issue a license with a shortened licensure duration upon the request of the license holder. (3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

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: (3-20-20)T

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 (3-20-20)T

b. Successful completion of the standardized examination designated by the EMS Bureau for the certificate of eligibility. (3-20-20)T

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. (3-20-20)T

151. AMBULANCE CERTIFICATION.

01. Ambulance Certification is Required. In order for a licensed EMR to serve as the sole patient care provider who is delivering patient care, the EMR must possess a current ambulance certification issued by the EMS Bureau. (3-20-20)T

02. Ambulance Certification Requirements. A licensed EMR applying for and meeting the requirements defined in this section of rule will be issued an ambulance certification. The requirements for ambulance certification are: (3-20-20)T

a. Have a valid, unrestricted EMR license; (3-20-20)T

b. Have successfully completed an ambulance certification training program, examination, and credentialing; (3-20-20)T

03. Duration of Certification. Ambulance certifications are valid as long as the license holder is continually licensed. (3-20-20)T

04. Disciplinary and Corrective Action. The Department may impose disciplinary and corrective actions on an ambulance certification based on the procedures for administrative license actions described in IDAPA 16.01.12, "Emergency Medical Services (EMS) – Complaints, Investigations, and Disciplinary Actions." (3-20-20)T

152. -- 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. (3-20-20)T

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. (3-20-20)T

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. (3-20-20)T

02. Documentation of Continuing Education. Licensed personnel must maintain documentation of all continuing education as follows: (3-20-20)T

a. An EMR and EMT must maintain documentation of continuing education for four (4) years. (3-20-20)T

b. An AEMT and Paramedic must maintain documentation of continuing education for three (3) years. (3-20-20)T

03. Transition to New Scope of Practice. Education required to transition to a new scope of practice must meet the following: (3-20-20)T

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 (3-20-20)T

b. Education must be completed during a single license duration. (3-20-20)T

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. (3-20-20)T

01. Documentation Record. All documentation for continuing education hours must include: (3-20-20)T

a. Name of attendee; (3-20-20)T

b. Date education was completed; and (3-20-20)T

c. Education sponsor or instructor. (3-20-20)T

02. Proof of Completion. The following are acceptable formats for proof of completion of continuing education: (3-20-20)T

a. Signed course roster; (3-20-20)T

- b. Certificate of completion; (3-20-20)T
- c. Electronic verification of completion of on-line course; (3-20-20)T
- d. Verification of attendance from EMS conference; (3-20-20)T
- e. Verification or proof of providing instruction; or (3-20-20)T
- f. Agency training record validated by agency administrator. (3-20-20)T

302. -- 304. (RESERVED)

305. CONTINUING EDUCATION CATEGORIES FOR PERSONNEL LICENSURE RENEWAL.

- 01. Airway.** (3-20-20)T
- 02. Cardiovascular.** (3-20-20)T
- 03. Trauma.** (3-20-20)T
- 04. Medical.** (3-20-20)T
- 05. Operations.** (3-20-20)T
- 06. Pediatrics.** (3-20-20)T

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. (3-20-20)T

- 01. Structured Classroom Sessions.** (3-20-20)T
- 02. Refresher Programs.** Refresher programs that revisit the original curriculum and have an evaluation component (3-20-20)T
- 03. Nationally Recognized Courses.** (3-20-20)T
- 04. Regional and National Conferences.** (3-20-20)T
- 05. Teaching Continuing Education Topics.** The continuing education topics being taught must fall under the categories in Section 305 of these rules. (3-20-20)T
- 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. (3-20-20)T
- 07. Case Reviews and Grand Rounds.** (3-20-20)T
- 08. Distributed Education.** This venue includes distance and blended education using computer, video, audio, Internet, and CD resources (3-20-20)T
- 09. Journal Article Review with an Evaluation Instrument.** (3-20-20)T
- 10. Author or Co-Author an EMS-Related Article in a Nationally Recognized Publication.** (3-20-20)T

- 11. **Simulation Training.** (3-20-20)T
- 12. **Evaluator at a State or National Psychomotor Exam.** (3-20-20)T

311. -- 319. (RESERVED)

320. LICENSE RENEWAL CONTINUING EDUCATION REQUIREMENTS.

A license renewal candidate must provide documentation of the following continuing education hours provided in the table below during each licensure period. (3-20-20)T

TABLE 320				
LICENSE RENEWAL CONTINUING EDUCATION (CE) REQUIREMENTS				
CE CATEGORIES	EMR	EMT	AEMT	PARAMEDIC
	24 TOTAL CE Hours	48 TOTAL CE Hours	54 TOTAL CE Hours	72 TOTAL CE Hours
An individual must complete at least 1 hour of continuing education in each category.				
Airway, Respiration, and Ventilation	No more than 7 CE hours in any single category may be counted toward the total number of CE Hours needed for renewal.	No more than 14 CE hours in any single category may be counted toward the total number of CE Hours needed for renewal.	No more than 16 CE hours in any single category may be counted toward the total number of CE Hours needed for renewal.	No more than 22 CE hours in any single category may be counted toward the total number of CE Hours needed for renewal.
Cardiovascular				
Trauma				
Medical				
Operations: Landing Zone & Extrication Awareness				
Pediatrics	2 hours	4 hours	6 hours	8 hours

(3-20-20)T

321. -- 324. (RESERVED)

325. LICENSE RENEWAL SKILLS PROFICIENCY REQUIREMENTS.

A license renewal candidate must demonstrate proficiency in the skills necessary to provide safe and effective patient care at the licensure level consistent with the scope of practice provided in IDAPA 16.02.02, "Idaho Emergency Medical Services (EMS) Physician Commission." (3-20-20)T

326. -- 999. (RESERVED)

Subject Index

- A**
- Administrative Action Imposed For License Or Certification 4
 - Advance Do Not Resuscitate (DNR) Directives 5
 - Affiliation Required To Practice 5
 - Ambulance Certification 14
 - Ambulance Certification is Required 14
 - Ambulance Certification Requirements 14
 - Disciplinary & Corrective Action 14
 - Duration of Certification 14
 - Application & Instructions For EMS Personnel Licensure 6
 - Application Fees For Personnel Licensure 9
 - Initial Licensure 9
 - Reinstatement 9
 - Renewal 9
- C**
- Certificate Of Eligibility Requirements 14
 - Certificate of Eligibility Duration 14
 - Criminal History and Background Check 14
 - Personnel Licensure Requirements are Met 14
 - Renewal of Certificate of Eligibility 14
 - Revocation of Certificate of Eligibility 14
 - Changes To An Existing License 13
 - Personnel License Duration Shortened 13
 - Relinquish a Current EMS Personnel License for a Lower Level License 13
 - Relinquishment of a License to a Lower Level License to Prevent Investigation or Disciplinary Action 13
 - Reporting Requirements for Changes in Status 13
 - Surrender of a Current EMS Personnel License 13
 - Surrender of License to Prevent Investigation or Disciplinary Action 13
 - Continuing Education & Skills Proficiency 15
 - Continuing Education Must Meet Objectives of Initial Course Curriculum 15
 - Documentation of Continuing Education 15
 - Transition to New Scope of Practice 15
 - Continuing Education Categories For Personnel Licensure Renewal 16
 - Airway 16
 - Cardiovascular 16
 - Medical 16
 - Operations 16
 - Pediatrics 16
 - Trauma 16
 - Continuing Education Records Are Subject To Audit 15
 - Documentation Record 15
 - Continuing Education Records are Subject to Audit Proof of Completion 15
 - Continuing Educational & Skills Proficiency Requirements for Personnel Licensure 15
 - Criminal History & Background Check Requirements 4
- D**
- Definitions 4
- E**
- EMS Bureau Review Of Applications 14
 - EMS Bureau Review of Renewal Application 15
 - Review of License Applications 15
 - EMS Personnel License Duration 9
 - EMS Personnel License Renewal Duration for AEMT & Paramedic Level Licensure 9
 - EMS Personnel License Renewal Duration for EMR & EMT Level Licensure 9
 - EMS REPLICa Licensure Duration 9
 - Initial License Duration for AEMT & Paramedic Level Licensure 9
 - Initial License Duration for EMR & EMT Level Licensure 9
- I**
- Initial Personnel Licensure 7
 - Authorization for Release of Information 8
 - Candidate Age Requirements 7
 - Criminal History & Background Check 8
 - Declaration of Previous Applications & Licensures 8
 - Pass Standardized Examination 8
 - Provide Current Affiliation with EMS Agency 8
 - Standardized Exam Attempts For Initial Licensure 8
 - Submit Required Licensure Fee 8
 - Valid Identification 8
 - Investigation Of Complaints For Personnel Licensing Violations 4
- L**
- Lapsed License 11
 - Application Under Review by the EMS Bureau 11
 - Failure to Provide Application Information Requested by the EMS Bureau 11
 - Failure to Submit an Application and Renewal Documentation 11
 - Reinstatement of an EMS Personnel License Lapsed for More Than Twenty-Four Months 11
 - Reinstatement of Lapsed EMS Personnel License 11
 - Legal Authority 4
 - License Renewal Continuing Education Requirements 17
 - License Renewal Skills Proficiency Requirements 17
 - Licensure Of Members Of The Military, Veterans, And Spouses 6
 - Licensure in Non-REPLICa Member State 6
 - Licensure in REPLICa Member State 6
- M**
- Multiple Licenses 13
- P**
- Personnel License Renewal 10
 - Declarations of Convictions or Adjudications 10
 - Documentation of Affiliation with EMS Agency 10
 - Documentation of Continuing Education for Level of Licensure Renewal 10
 - Submit Required Licensure Renewal Fees 10
 - Time Frame for Application of Licensure Renewals 10
 - Personnel License Transition 9
 - Personnel Licensure Required 5
 - Advanced Emergency Medical Technician (AEMT) 5

Emergency Medical Responder (EMR) 5
Emergency Medical Technician (EMT) 5
Paramedic 5
Personnel Licensure Requirements 5

Q

Qualifications For Licensure By Endorsement -- Members Of The Military, Veterans, And Spouses 7
Authorization for Release of Information 7
Criminal History & Background Check 7
Declaration of Previous Applications & Licensures 7
Graduation Required 7
License from Another Jurisdiction 7
Licensing Examination 7
Military, Veteran, or Spouse 7
Provide Current Affiliation with EMS Agency 7
Submit Required Licensure Fee 7
Valid Identification 7

R

Recognition Of EMS Personnel Licensure Interstate Compact (REPLICA) 6
Licensed EMS Personnel from a REPLICA Member State 6
Recognition Of EMS Personnel Licensure Interstate Compact Agreement (REPLICA)
Out-of-State Primary Affiliation 6
Recognition Of Registration, Certification Or Licensure From Other Jurisdictions 12
EMS Personnel Licensed or Certified in Other States 12
Limited Recognition in Idaho 13
Personnel Licensure Candidate Trained in Other States 13
Personnel with NREMT Registration or Current EMS Certification 13
Reinstatement Of A Lapsed EMS Personnel License 11
Authorization for Release of Information 11
Competency Certification 12
Criminal History & Background Check for Reinstatement of Lapsed License 12
Declaration of Previous

Applications & Licensures 11
Documentation of Continuing Education for Lapsed License Reinstatement 12
Expiration Date of a Reinstated License 12
Provide Current Affiliation with EMS Agency 12
Submit Required Licensure Fee for Reinstatement 12
Valid Identification for Reinstatement of Lapsed License 12
REPLICA Expiration 10

S

Standards Of Professional Conduct For EMS Personnel 4
Confidentiality 5
Conflict of Interest 5
Cooperation & Participation 5
Ethical Responsibility 5
Integrity 5
Knowledge & Proficiency 4
Method of Treatment 4
Professionalism 5
Respect for the Patient 5
Submission Of EMS Personnel Licensure Application & Documentation 11
Early Submission for License Renewal 11
EMS Personnel License Expiration Date Falls on a Non-Work Day 11

T

Time Frame For Personnel Licensure After Successful Completion Of Education Course 6
Complete Standardized Examination 6
Standardized Examination Not Completed 6
Title & Scope 4

V

Venues Of Continuing Education For Personnel Licensure Renewal 16
Agency Medical Director-Approved Self-Study or Directed Study 16
Author or Co-Author an EMS-Related Article in a Nationally Recognized Publication 16
Case Reviews & Grand Rounds 16
Distributed Education 16

Evaluator at a State or National Psychomotor Exam 17
Journal Article Review with an Evaluation Instrument 16
Nationally Recognized Courses 16
Refresher Programs 16
Regional & National Conferences 16
Simulation Training 17
Structured Classroom Sessions 16
Teaching Continuing Education Topics 16