



Pat Quinn, Governor  
LaMar Hasbrouck, MD, MPH, Director

525-535 West Jefferson Street • Springfield, Illinois 62761-0001 • www.idph.state.il.us

## Memo

April 18, 2014

**To:** All EMS System Medical Directors and EMS System Coordinators

**From:** Jack Fleeharty RN, EMTP, Division Chief, EMS & Highway Safety *JF.*

**Subject:** Adoption of new Continuing Education (CE) hour's requirement

Please be advised that the new education hour's requirement was approved by the Joint Committee of Administrative Rules and filed with the Secretary of State for adoption earlier this month.

The Department will implement these new rules regarding CE's and exam waiver fees for qualified applicants in May of 2014. The adoption of the new CE hours for renewals of licenses will affect all Emergency Medical Technicians (EMTs) and Paramedics whose license expires on or after May 31<sup>st</sup>, of 2014. All renewal applicants applying for renewals or who have been granted a license extension with an expiration date of April 30, 2014 or prior to April 30, 2014 will be required to have achieved the 120 hours as required prior to the publication of these new rules.

EMS System personnel, individual EMTs and Paramedics need to recognize these are the minimum requirements for licensure renewal by the state and that an EMS System Medical Director has the authority to require additional hours as defined in the Illinois EMS Act (210 ILCS 50/3.25 subsection (E) which states:

*“(e) Educate or coordinate the education of EMT personnel in accordance with the requirements of this Act, rules adopted by the Department pursuant to this Act, and the **EMS System Program Plan.**”*

Additionally the Administrative Code Part 515, Emergency Medical Services, Trauma Center, Primary Stroke Center and Emergent Stroke Ready Hospital Code Section 515.590 EMT License Renewals, subsection 2) outlines the following:

- “2) A written recommendation signed by the EMS MD must be provided to the Department regarding completion of the following **minimum** requirements:

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- A) Paramedics shall have 100 approved continuing education hours. EMT-Is shall have 80 approved continuing education hours. Advanced EMTs (AEMTs) shall have 80 approved continuing education hours. EMT-Bs shall have 60 approved continuing education hours.
- B) Continuing education hours shall consist of EMS System-approved in-services, Department-recognized college health care courses, online continuing education courses, seminars and workshops, addressing both adult and pediatric care. The System shall define in the Program Plan the number of continuing education hours to be accrued each year for relicensure. No more than 25 percent of those hours may be in the same subject.

EMS System Coordinators who are responsible for providing the Medical Directors Authorization in the GL Suites licensing system need to be cognizant of the expiration date of each license they are renewing as some individuals who are applying for license renewal may be in the sixty day lapse period from April 30<sup>th</sup>, 2014 with their license expiring on June 30<sup>th</sup>, 2014.

EMS System Coordinators should also pay close attention to individuals who may be on a license extension request prior to April 30<sup>th</sup>, 2014. Because some extensions are granted for six months, individuals on extensions could be renewing through September 30<sup>th</sup>, 2014 with a lapse period through November 30<sup>th</sup>, 2014.

**Changes regarding waiver requests for examination fee's and licensing fee's:**

Legislative changes for the EMTs that serve as members of the Illinois National Guard, Illinois State Troopers or volunteers who qualified for initial or renewal license waivers are also now qualified for examination waivers for examinations conducted by the Departments State Testing Vendor. It is important to note that these examination waivers must be requested and approved prior to the individual taking the exam. IDPH will not be providing refunds for individuals who pay for the exam and then apply for a waiver to the Department. IDPH will notify the individual and Continental Testing Services of individuals who are granted the waiver so that Continental Testing can waive the fee when the applicant registers for the exam.

Below is the rule change to section 515.460 where the examination fee's are included in the fee waiver provision.

- b) *An EMT who is a member of the Illinois National Guard, an Illinois State Trooper, or exclusively serves as a volunteer for units of local government with a population base of less than 5,000 or as a volunteer for a not-for-profit organization that serves a service area with a population base of less than 5,000 in this State may submit an application to the Department for a waiver of the fees for EMT examination, licensure and license renewal on a form prescribed by the Department. (Section 3.50(d)(9) of the Act) The fee waiver application shall be*

submitted to the Department and approved prior to examination, licensure or renewal. No fees will be refunded.

There are multiple other changes coming out in this set of administrative rules and the Department is waiting on the rules to be published. Once the Administrative rules are published Paula Atteberry will send out notice of the rules to the EMS System Coordinators. We will also be discussing the new rule changes at our upcoming EMS System Coordinator Meetings.

If you have questions or concerns regarding this memo which addresses CE hour reductions and fee waivers for examinations please contact your local State Regional EMS Coordinator or call the Central Office at 217-785-2080.