

# Frequently Asked Questions

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## Certification

### **Q. How do I become an EMT in Idaho?**

- A. To become an EMT in Idaho several steps must be concluded:
1. Successfully complete a state approved EMS training program.
  2. Pass the National Registry of EMT's practical and computer based 'written' exams.
  3. Complete a Criminal History Background Check (this can take up to 2 weeks if submitted electronically or 6 weeks if submitted on a fingerprint card).
  4. Affiliate with an Idaho EMS agency licensed at or above your level of certification.
  5. Submit a copy of the following to the Idaho EMS Bureau:
    - a. Idaho EMS Provider Application form with verifying affiliation signature.
    - b. Copy of photo identification (i.e. Driver's License, Passport, Military ID).
    - c. Copy of a valid NREMT card.
  6. Pay any initial fees required (\$35 for Paramedic and Advanced EMT only).

Upon successful completion of these steps and verification of all information, an Idaho EMS Certification card will be issued. For more detailed information regarding the certification process, please see the Certifications Standards Manual posted on our website at [www.idahoems.org](http://www.idahoems.org) or contact your local EMS Bureau office.

#### Related Questions:

[Where can I find an initial or refresher training course?](#)

[How do I sign up for a NREMT Exam?](#)

[Where can I go for Affiliation?](#)

[How do I complete a Criminal Background check?](#)

[I am a Provider moving to Idaho and certified in another state; what do I need to become certified in Idaho?](#)

### **Q. I have my National Registry card. Is that all I need to be certified?**

A. No. Individuals who obtain only a National Registry card cannot legally function or represent themselves as a certified EMS Provider in the State of Idaho.

### **Q. Where can I go for affiliation?**

A. Any licensed EMS agency can provide affiliation opportunities. Contact your local EMS agencies regarding volunteer or career affiliation opportunities. Each agency has their own requirements for affiliating personnel and can tell you more about their process. For certification purposes the Idaho EMS Bureau requires a designated agency official's signature for affiliation on the Provider Application Form. If you need assistance locating an agency, contact your local Idaho EMS Bureau office.

### **Q. What if I have more than one affiliation?**

A. If you have more than one affiliation, please list all affiliating agencies on your certification application. You will only need the affiliation signature of your primary agency, which must be licensed at or above your certification level, for certification or recertification.

**Q. How do I complete a Criminal History Background check?**

A. All Criminal History Background Checks for an Idaho EMT certification must be completed by the Criminal History Unit of the Idaho Department of Health and Welfare. Applications and additional information can be found at <https://www.chu.dhw.idaho.gov/>. The toll-free telephone number for Criminal History Unit is 1-800-340-1246 and the e-mail address is [crimhist@dhw.idaho.gov](mailto:crimhist@dhw.idaho.gov) The Idaho EMS Bureau employer identification number is # 1350 and should be used when applying on the Criminal History website.

**Reciprocity**

**Q. I am a Provider moving to Idaho and certified in another state; what do I need to become certified in Idaho?**

A. There are four components to achieving certification reciprocity in Idaho:

1. APPLICATION FORM

Obtain an Idaho EMS “Provider Application” form and “Certification Verification Request” form from [www.idahoems.org](http://www.idahoems.org). (See Certification Forms; Idaho EMS Provider Reciprocity)

- a. You will need to affiliate with an Idaho EMS agency licensed at or above the level of certification you are applying for prior to applying for certification, except for First Responder. An agency affiliation signature is required on the Provider Application Form.
- b. Submit a copy of all current EMS certification cards.

2. OUT OF STATE CERTIFICATION VERIFICATION

Complete page one of the two-page “Certification Verification Request” form found as part of the application form. Submit both pages to Idaho EMS prior to your provider application form to verify your EMS standing for each state in which you hold a current EMS certification.

3. CRIMINAL HISTORY BACKGROUND CHECK

Pass a Criminal History Background Check (CHC). (This can take up to 2 weeks if submitted electronically or 6 weeks if submitted on a fingerprint card).

4. NATIONAL REGISTRY ASSESSMENT EXAM

FR/ EMT-B: If you are seeking Idaho certification as a First Responder or EMT-Basic and have not passed a NREMT exam at that level during the last three (3) years you will need to take a NREMT Assessment exam.

Advanced EMT/ Paramedic: If you are seeking Idaho certification as an Advanced EMT or Paramedic and have not passed a NREMT exam at that level during the last two (2) years you will need to take a NREMT Assessment exam.

5. Following completion of items 1-4 submit documents to the Idaho EMS Bureau:

- a. Provider application form with affiliating signature.
- b. Copies of all current EMS certifications.
- c. State verification request forms if not previously submitted.
- d. Copy of photo identification (i.e. Driver’s License, Passport, Military ID)
- e. Copy of a valid NREMT card or passing assessment exam results.
- f. Initial fees if required (\$35 for Paramedic and Advanced EMT only)

Upon successful completion of these steps and verification of all information, an Idaho EMS Certification card will be issued. For more detailed information regarding the reciprocity process, please see the Certifications Standards Manual posted on our website at [www.idahoems.org](http://www.idahoems.org) or contact your local EMS Bureau office.

**Q. I need to take an Assessment Exam, how do I sign up?**

A. To sign up for an NREMT assessment exam, go to [www.nremt.org](http://www.nremt.org). Log in to the system or create an account if you do not already have one. The system will ask you a number of questions as you apply for an exam. Make sure you enter Idaho and then choose the exam (level) Assessment exam. For example, if I am an EMT-Basic I would choose the EMT-Basic Assessment exam. Choose the correct reason for taking the exam: Reciprocity, Relicensure, Refresher, or Under 18. For additional information contact

either your local Idaho EMS Bureau office or National Registry at (614) 888-4484 (on east coast so close at 3:00 pm our time).

Related Question:

[How do I complete a Criminal History Background Check?](#)

[Where can I go for Affiliation?](#)

[I have my National Registry card. Is that all I need to be certified?](#)

**Q. What is an Ambulance Rating?**

A. An Ambulance Rating is a credential obtained by a certified Idaho EMT-Basic after 25 patient contacts have been accomplished.

**Q. When can I apply for my Ambulance Rating and what are the requirements?**

A. To apply for an ambulance rating, you must first be an Idaho certified EMT-B and then obtain 25 supervised in-field patient contacts. Your agency of affiliation will verify your in-field patient contacts. To apply for an ambulance rating, submit a completed ambulance rating form to the Idaho EMS Bureau. Forms can be found at [www.idahoems.org](http://www.idahoems.org) → Certification Forms.

**Q. How long is my Idaho certification good for?**

A. Idaho First Responder and EMT-Basic certifications are issued for three (3) years, or up to 42 months to align with a March or September expiration cycle. Advanced EMT and Paramedic certifications are issued for two (2) years, or up to 36 months to align with a March or September expiration cycle. Your Idaho State EMT Certification Expiration date can be found on your certification card.

**Recertification**

**Q. When can I submit my recertification paperwork?**

A. You may submit your recertification application up to six months in advance of your expiration date. All completed recertification paperwork must be submitted by close of business the day your certification expires. If you mail your paperwork, it must be postmarked by the expiration date. Applications and forms are found at [www.idahoems.org](http://www.idahoems.org) → Certification Forms → Recertification Education Record for each level. Continuing education requirements are found in the Certification Standards Manual.

To recertify, submit a copy of the following to the Idaho EMS Bureau

- a. Idaho EMS "Provider Application" form with signature of agency of affiliation .
- b. Completed Recertification Education Guide for your level with appropriate verifying signatures, training officer or agency medical director for the First Responder and EMT-Basic, agency medical director for the Advanced EMT and Paramedic.
- c. Proof of refresher course completion or alternative. (I.e. Course completion certificate, Assessment exam results, etc) This is not required for Paramedic recertifications.
- d. Recertification fee of \$25 for Paramedic and Advanced EMT only.

Upon successful completion of these steps and verification of all information, an Idaho EMS recertification card will be issued. For more detailed information regarding the certification process, please see the Certifications Standards Manual posted on our website at [www.idahoems.org](http://www.idahoems.org) or contact your local EMS Bureau office.

**Q. Is there a fee for Recertification?**

A. There is a **\$25** fee for Advanced EMT and Paramedic level recertifications only. EMT-Basic and First Responder have no recertification fee.

**Q. What are my recertification requirements?**

A. Recertification requirements can be found in the Certifications Standards Manual posted on our website at [www.idahoems.org](http://www.idahoems.org) or contact your local EMS Bureau office.

**Q. Do any of my classes from school meet the criteria for continuing education?**

A. Continuing education is - prepared training sessions related to the objective of the initial training course or curriculum. The EMS Bureau will accept any classes that meet this criteria and have been approved by your affiliating agency Medical Director or Training Officer.

**Q. Can I have an extension on my certification?**

A. No extensions are given on Idaho State EMS Certifications.

**Reinstatement**

**Q. My card is EXPIRED, how can I get my certification back?**

A. If your card has expired, but within 24 months of expiration, you are eligible for a reinstatement.

Complete the following steps to regain your Idaho EMS Certification:

1. Complete all recertification requirements for the certification period that has expired.
2. Complete additional prorated continuing education hours based on your expiration date as defined in the Certification Standards Manual.
3. Pass a Criminal History Background Check (CHC), unless one has been successfully completed within 3 years of the reapplication date.
4. National Registry Assessment Exam
  - FR/ EMT-B: If you are seeking Idaho certification as a First Responder or EMT-Basic and have not passed a NREMT exam at that level during the last three (3) years you will need to take a NREMT Assessment exam.
  - Advanced EMT/ Paramedic: If you are seeking Idaho certification as an Advanced EMT or Paramedic and have not passed a NREMT exam at that level during the last two (2) years you will need to take a NREMT Assessment exam.
5. Submit a copy of the following to the Idaho EMS Bureau:
  - a. "Provider Application" form with affiliating signature.
  - b. Completed recertification education record with verification of additional prorated Continuing Education hours, and training officer or agency medical director signatures.
  - c. Copy of valid NREMT card or passing assessment exam results.
  - d. Reinstatement fees if required (\$35 for Paramedic and Advanced EMT only)

For more detailed information regarding the reinstatement process, please see the Certification Standards Manual posted on our website at [www.idahoems.org](http://www.idahoems.org) or contact your local EMS Bureau office.

Related Questions:

- [Where can I find an initial or refresher training course?](#)
- [I need to take an Assessment Exam, how do I sign up?](#)
- [How do I sign up for a NREMT Exam?](#)
- [Where can I go for Affiliation?](#)
- [How do I complete a Criminal Background check?](#)

## Courses/Education

### **Q. Where do I find initial or refresher EMS training?**

A. There are several sources for EMS training in Idaho. Visit [www.idahoems.org](http://www.idahoems.org) for a list of Idaho training institutions that regularly hold EMS initial and refresher courses. Check with local agencies to see if they have courses coming up. Your local EMS Bureau office will have information on some scheduled courses. You may contact them.

### **Q. Where can I find a Paramedic Refresher course?**

A. Idaho does not approve Paramedic level refresher courses. Several advanced level EMS agencies and training institutions host paramedic level refresher courses and others are often posted on the Idaho EMS Google Listserve. Visit [www.idahoems.org](http://www.idahoems.org) for a list of Idaho training institutions. If you need further assistance, your local EMS Bureau office may be able to assist you.

## Exams

### **Q. I have just completed my EMT course, HOW do I sign up for an Exam?**

A. Idaho has adopted the National Registry exam as the required certification exam. There are two phases for NREMT exams in Idaho, the practical exam and the cognitive computer based 'written' exam.

Visit the Idaho EMS website at [www.idahoems.org](http://www.idahoems.org) for a list of practical exam dates, locations, registration deadlines and to print an application (which is found at the EMS Examination Standards Manual link). Submit your application for the exam that suits your schedule and location to the EMS Bureau Standards and Compliance Office in Twin Falls. The address or fax number are on the application.

Computer based 'written' exams are contracted by National Registry with Pearson Vue testing centers throughout the country. **To begin the application process for the computer based 'written' exam, follow the steps provided by the NREMT at [www.nremt.org](http://www.nremt.org)** (or Appendix C of the EMS Examination Standards Manual found at [www.idahoems.org](http://www.idahoems.org)). After completing your application on-line with the NREMT and paying your fee, print your "Authorization to Test" letter which will have the phone number to schedule your exam. (Keep the letter secure, you will not be able to print another copy.) Contact the NREMT at (614) 888-4484 for more information on the computer based exam process. (Pearson Vue 208-323-8330)

### **Q. What is the due date to register for an exam?**

A. Idaho practical exam dates and submission deadlines can be found at [www.idahoems.org](http://www.idahoems.org) (on the right under Testing Opportunities).

### **Q. When is your next National Registry Exam?**

A. Idaho practical exam dates and submission deadlines can be found at [www.idahoems.org](http://www.idahoems.org). Computer based 'written' exams are contracted by National Registry with Pearson Vue testing centers throughout the country. Contact the NREMT at (614) 888-4484 for more information on the computer based exam process.

### **Q. Do I have to maintain my National Registry certification if I have a State of Idaho certification?**

A. No, maintaining current NREMT registration is not required. However, maintaining a NREMT registration may make it easier to transfer your EMT certification to another state if you move.

Related Questions:

[Where can I find an initial or refresher training course?](#)

[I need to take an Assessment Exam, how do I sign up?](#)

## Other

### **Q. What is the job market for EMTs in Idaho?**

A. A general description of Emergency Medicine professions can be found at the US Department of Labor <http://www.bls.gov/oco/ocos101.htm>. Information on Idaho or Idaho city specific EMT employment can be found from the Idaho Department of Labor at <http://labor.idaho.gov/DNN/Default.aspx?alias=labor.idaho.gov/dnn/idcl>.