

KITITAS COUNTY EMS DIVISION
AFTER EMT COURSE COMPLETION

EXAMINATION:

- See National Registry (NR) Exam instructions at www.nremt.org or <https://content.nremt.org/static/documents/exam-pathway.pdf> on how to apply for the NREMT exam. Start applying 3-4 weeks in advance of when you plan to test. Felony convictions may prevent or delay processing/certification. Use correct Training Program. See instructions. Authorizations to Test (ATT) for National EMS Certification will be valid for up to 90 days.
- Cognitive Exam Information - <https://www.nremt.org/rwd/public/document/cognitive-exam>
- Test Attempts - For Washington State Certification, applicants will have three attempts within 24 months of course completion to pass the examination (NREMT exam).
 - All certification exam results (written and psychomotor) are valid for 24 months from the date of the examination.
 - After three unsuccessful attempts, the applicant may retake the initial EMS training course, or within 12 months of the third unsuccessful attempt, complete department-approved refresher training (EMT = 30 hours) covering specific topics, and pass the department-approved certification examinations. 24 Months to complete all certification requirements (req. vary).
 - Exam results are usually received within 48 hours after testing. Test results will expire.

DON'T WAIT TO TEST!!
 - Ongoing training and retesting may be required if testing and/or certification is not completed promptly.
- If not certified within 24 months of course completion, you may be required to retake EMT Course.
- ***Passing the National Registry exam and receiving a National Registry EMT card DOES NOT mean you are certified in Washington State. ****Apply for WA State Certification*******

CERTIFICATIONS:

- NREMT Certification is for two years. Renewal is not required for WA state. **KNOW REQ.!!!**
- Certification in Washington State requires the following:
 - Successful completion of a state approved course
 - Pass the National Registry Exam within one year of course completion
 - Complete Current State Application **IN PEN** (recommendations; agency, MPD, state approval)
- Application Packet for Initial Certification (processing may take up to 30 working days), go to <http://www.doh.wa.gov/Portals/1/Documents/Pubs/530060.pdf> to complete/download state application and instructions.

Requirements:

- Agency affiliation (Supervisor signature and date)
- Clear copy of ID (i.e., drivers). Photo must be clear and information must be legible.
- Copy of Course Completion Certificate (DOH Course# must be on Certificate)
- NREMT Credential # - Verify passing National Registry Exam/NREMT certification
- Medical Program Director Recommendation (**Kittitas County specific requirements**)
 - Submit to County EMS Office for MPD signature
 - SEI recommendation (In KC SEI will provide to EMS Office for County Courses)
 - **Acknowledgement of Protocols & Procedures** (available online only) go to: <http://www.kittitascountyems.org/>, click on "Certification" and follow instructions to **complete the review** for your certification level and submit the

KITTITAS COUNTY EMS DIVISION

on-line form. **Your application for certification will not be recommended by the Medical Program Director without this completed form.**

- If you plan to be affiliated with more than one agency, you must submit a "Personal Status Change" application for each additional agency in the applicable county. Submit online application after initial certification has been issued. You must create an account at <https://secureaccess.wa.gov/>.
- How to check the status of your state application online once it is processed:
 - Go to: <https://fortress.wa.gov/doh/providercredentialsearch/>
 - Select "Health Care Provider", then your credential type (i.e., Emergency Medical Technician)
 - Search by last and first name (or first letter of first name in case misspelled)
 - Allow 2-3 weeks to show "pending".
 - Once your status reflects "active", you are considered certified in WA State. Make sure you receive your **Washington State EMT card** in the mail (NREMT card is not applicable for WA).
- **All communications from WA DOH Credentialing and Kittitas County EMS Office are by email.**

KITTITAS COUNTY ONGOING TRAINING & EVALUATION PROGRAM (OTEP) / CONTINUING MEDICAL EDUCATION:

- Ongoing Training & Evaluation Program / Continuing Medical Education participation is recommended as soon as you complete your initial training course and/or obtain state certification. Go to <http://www.doh.wa.gov/PublicHealthandHealthcareProviders/EmergencyMedicalServicesEMSSystems/EMSandTrauma/Rules.aspx> for state regulations and codes. Also, see county specific.
- To stay current with OTEP in Kittitas County, you must complete the OTEP modules in the year they are offered from the time of your certification. At a minimum, participation is required quarterly. Exceptions are made for extenuating circumstances only with MPD approval. OTEP modules completed prior to certification, do not count towards recertification requirements. However, CME may be necessary to be recommended for certification if extended period after course completion. Please see Kittitas County Operational Policy #1-CME/OTEP & Skill Maintenance Requirements (**requirements may vary by county**).
- Kittitas County Ongoing Training & Education Program instructions and schedule can be obtained at the Kittitas County EMS Division website www.kittitascountyems.org, go to Training page. To receive a monthly training announcement and training materials via email, please send your email address and request to kcems@outlook.com. Certification applicants will automatically be added.
- Continuing medical education training records that you obtain for recertification are your property right as is your certification in Washington State. All continuing medical education records (CME/OTEP) should be kept a minimum of four years after each recertification cycle (approximately 7 years). **YOU** are responsible for these records, not your agency, not the instructors, and not the County EMS Office. **DO NOT** rely on anyone to maintain these records for you!

If questions or concerns, contact the EMS Office in the county where you plan to affiliate or received training. DON'T WAIT TO TEST!!

Cheryl Burrows, EMS Coordinator, Kittitas County EMS Division
PO Box 821, Cle Elum, WA 98922, P: 509-674-2932 C: 509-929-3247
kcems@outlook.com www.kittitascountyems.org

Revised 3-26-2019 (DOH Reviewed)