



# Emergency Medical Services

IDPH License Renewal

# IDPH License Renewal

- The subsequent slides outline the process for license renewal of the following licenses:
  - Emergency Medical Technician (B, I, P)
  - Lead Instructor
  - Emergency Communications Registered Nurse
  - Emergency Dispatcher
  - First Responder
  - Pre-Hospital Registered Nurse

# IDPH License Renewal

- It is of the upmost importance that IDPH has your correct address on file.
  - If you need to change your address, you can do so through this webpage:
- <https://emslic.dph.illinois.gov/GLSuiteWeb/clients/ildoheims/private/AddressChange/AddressLogin.aspx>

# IDPH License Renewal

- Approximately 60 days prior to the expiration of your license, IDPH will mail you a letter to your address listed on file. This form will contain a PIN number and website address.
- Log onto the website and use your PIN number to
  - Pay renewal fees (listed on next slide)
    - Credit or debit card required
  - Declare child support status
  - Declare felony conviction status
- Print Confirmation Page to forward to EMS Office along with continuing education.
- Mailing the paper version w/ payment to IDPH can be done but will take longer. Forward copy to EMS Office .

# IDPH License Renewal

- Renewal Fees
  - Fees range from \$20-\$40
  - Complete fee schedule available through this webpage  
[http://www.idph.state.il.us/ems/forms/EMS\\_Fee\\_Schedule.pdf](http://www.idph.state.il.us/ems/forms/EMS_Fee_Schedule.pdf)
  - Volunteers serving an area of less than 5,000 population, members of Illinois National Guard and Illinois State Police can apply for a waiver of the fee through this webpage
  - Allow extra time if you apply for this  
[http://www.idph.state.il.us/ems/forms/EMS\\_Volunteer\\_License\\_Fee\\_Waiver.pdf](http://www.idph.state.il.us/ems/forms/EMS_Volunteer_License_Fee_Waiver.pdf)

# IDPH License Renewal

- Forward the Confirmation Page , current CPR card and CE hour documentation to EMS Coordinator prior to expiration date. In four years the following are required.
  - EMT-B=60 hours
  - EMT-I= 80 hours
  - EMT-P= 100 hours
  - Lead Instructor= 40 hours
  - Emergency Communications RN= 32 hours
  - Emergency Dispatcher= 48 hours
  - First Responder= 24 hours
  - Pre-Hospital RN= 100 hours

# Region 3 Renewal Requirements

Category	NR/ EMR	Lead Instructor	EMT-B	EMT-I	EMT-P/PHRN
Airway Including: skills labs	2	4	4	8	10
Breathing, Patient Assessment	3	6	6	8	8
Circulation, Trauma, Shock/Resuscitation, Pathophysiology	8	12	18	24	32
Disability, Medical, Behavioral, OB/infant/Children	6	12	14	18	18
Environment, Preparations /Operations, Special Population, Pharmacology	5	6	10	14	16
Subtotal	24	40	52	72	84
Open topics	-	-	8	8	16
Total	-	-	60	80	100

# Region 3 Renewal Requirements

- Documentation Required
  - CPR for Healthcare Provider
- Intermediate/ Paramedic/ PHRN/ ECRN
  - ACLS
  - PHTLS (TECC- after initial PHTLS), ITLS, TNS or TNCC
  - PEPP, PALS or ENPC
- Additional Information/ Requirements
  - Lead Instructor 40 hours Con Ed and Course Evaluations
  - ECRN 32 hours Con Ed
  - EMD 48 hours Con Ed



# IDPH License Renewal

- Continuing education hours
  - 25% must be within Memorial EMS System
  - No more than 25% from clinical experience (off duty)
  - No more than 50% from instruction (2hours=1CE hour)
  - Up to 75% can be under one training site code
  - No more than 25% from approved Internet Sites
    - [www.EmCert.com](http://www.EmCert.com)      [www.EMSJane.com](http://www.EMSJane.com)
    - [www.MedicEd.com](http://www.MedicEd.com)      [www.healthstream.com](http://www.healthstream.com)
    - [www.ems-ce.com](http://www.ems-ce.com)
  - Maximum 6 hours CPR

# IDPH License Renewal

- A 3 month extension will be granted once in the licensee's career. Application is available through this webpage

[http://www.idph.state.il.us/ems/forms/EMS\\_Extension\\_Request\\_Application.pdf](http://www.idph.state.il.us/ems/forms/EMS_Extension_Request_Application.pdf)

# IDPH License Renewal

- After Licensee has completed online requirements **AND**
- Forwarded correct Con Ed documentation to the EMS Office
  - Confirm receipt by EMS Office
- Renewals are processed every Monday and Thursday
- New licenses will print at IDPH (Springfield) by 10:00 A.M. the following day.
- Questions can be directed to 217.788.3973 or [Brown.Sara@mhsil.com](mailto:Brown.Sara@mhsil.com)