

**CONNECTICUT DEPARTMENT OF PUBLIC HEALTH
OFFICE OF EMERGENCY MEDICAL SERVICES
POLICY AND PROCEDURES FOR EDUCATION AND TRAINING**

NUMBER 6

Effective Date: 1/10/03
Revised Date:

Page 1 of 3

EMERGENCY MEDICAL SERVICES INSTRUCTOR ENDORSEMENT REQUIREMENTS

PURPOSE: Procedures to endorse the requirements of education and training professionals seeking certification as an Emergency Medical Services Instructor.

REGULATIONS: 19a-179-16d. Minimum Personnel Qualifications – initial certification and maintenance of certification

(d) Emergency Medical Services-Instructor

- (1) In order to qualify for initial emergency medical services-instructor certification, or for current certification of a lapsed certificate, an applicant shall apply on forms prescribed by the Department and shall meet the following requirements: (A) hold current emergency medical technician certification issued pursuant to section 19a-179-16a(b) of the Regulations of Connecticut State Agencies or Emergency Medical Technician-Intermediate certification issued pursuant to section 19a-179-16a(c) of the Regulations of Connecticut State Agencies or Paramedic licensure issued pursuant to section 20-20611 of the Connecticut General Statutes; (B) be recommended by a Connecticut Emergency Medical Services Regional Council or Connecticut State Agency. In order to obtain such Regional Council or Connecticut State Agency recommendation, the applicant shall submit to the regional council or Connecticut State Agency: (i) a letter of endorsement, signed by two currently certified emergency medical services-instructors documenting that the applicant has completed, under the supervision of such instructors, at least twenty-five (25) hours of student teaching in courses approved pursuant to section 19a-179-17 of the Regulations of Connecticut State Agencies; (ii) documentation that the applicant has a minimum of twenty-four (24) months of emergency medical service, within thirty-six (36) months of the date of application, with an ambulance or rescue organization or in the emergency medical care field as approved by the Department; (iii) evidence that the applicant satisfactorily completed, within the previous twelve (12) months, the written examination required pursuant to subdivision (1) or (2) of subsection (b) of this section. The pass point for EMS-I applicants shall be prescribed by the Department; and (C) shall comply with one of the following: (i) successfully complete a Department approved emergency medical services instructor course, or its equivalent as approved by the Department. Application for emergency medical services instructor certification must be made to the Department within two years of completing an approved instructor course or its equivalent; or (ii) individuals who have successfully completed an approved emergency medical services instructor course or its equivalent as approved by the Department, more than two years prior to the date of application for emergency medical services instructor certification, shall provide evidence of at least fifty (50) hours of teaching experience every two years since completion of the course, on forms provided by the Department.
- (2) In order to qualify for recertification, an applicant shall meet the following requirements: (A) satisfactorily accrue a minimum of fifty (50) contact hours consisting of attendance at approved continuing education courses and instruction of approved EMS courses within the prior twenty-four (24) month period. The fifty (50) contact hours shall include a

minimum of thirty-five hours of teaching in at least five different topics of a training program approved pursuant to section 19a-179-17 of the Regulations of Connecticut State Agencies, and a minimum of five hours attained by attending continuing education approved by the Department. (B) Each certified emergency medical services-instructor shall maintain written documentation of completion of the requirements prescribed pursuant to section 19a-179-16a(d)(2)(A) of the Regulations of Connecticut State Agencies for a period of four years. The Department may inspect such certificate holder records as it deems necessary. Such documentation shall be submitted to the Department only upon the Department's request. The certificate holder shall submit such records to the Department within forty-five (45) days of the Department's request. (C) Maintain current certification as an emergency medical technician pursuant to section 19a-179-16a(b)(2) of the Regulations of Connecticut State Agencies or as an emergency medical technician-intermediate pursuant to section 19a-179-16a(c)(2) of the Regulations of Connecticut State Agencies or maintain licensure as a Paramedic pursuant to section 20-20611 of the Connecticut General Statutes.

- (3) No certificate shall be issued to a person applying for certification pursuant to section 19a-179-16a(d)(1) of the Regulations of Connecticut State Agencies

POLICY SUMMARY:

Education professionals seeking certification as an Emergency Medical Services Instructor may obtain certification without completing an Emergency Medical Services Instructor Training Course provided that they meet one or more of the following criteria:

- Possess current certification as an Emergency Medical Technician–Basic, Intermediate, or Paramedic, and have a Masters Degree or higher in Education.
- Possess current certification as an Emergency Medical Technician–Basic, Intermediate, or Paramedic and current certification as a Fire Instructor I.
- Possess current certification as an Emergency Medical Technician–Basic, Intermediate, or Paramedic, and current certification as a Police Instructor.
- Possess current certification as an Emergency Medical Technician–Basic, Intermediate, or Paramedic, and be currently active as a faculty member of a post-secondary educational institution.

Any person that does not meet one or more of the criteria listed above must successfully complete a Department approved Emergency Medical Services Instructor course to be considered for state certification.

PROCEDURE CHECKLIST:

The EMS – Instructor Candidate shall provide the following to the appropriate Regional Council:

- ❑ A completed OEMS Instructor Application Form (located on OEMS website)
- ❑ Verification of current State certification as an EMT-B, EMT-I, or EMT-P
- ❑ A letter of endorsement, signed by two currently certified Emergency Medical Services – Instructors documenting that the candidate has completed, under the supervision of such instructors, at least twenty-five hours of student teaching in courses approved by OEMS.
- ❑ Documentation of two years of active EMS service within thirty-six months of application with an ambulance or rescue organization, or in the emergency medical care field as approved by the department.
- ❑ Proof of successful completion of an EMT – R exam with a score of at least 85% within one-year prior of application.

The Regional Council shall review the documentation and then forward it to OEMS along with a letter of recommendation.

OEMS shall:

- ❑ Review the documentation for completeness and accuracy.
- ❑ If all requirements are met, issue certification.
- ❑ If all requirements are not met, certification will not be issued and the candidate will be notified.