

**1205****EMT Certification by  
Challenge****Administrative Policy**Last Reviewed: **March 14, 2023**Last Revised: **February 28, 2023****PURPOSE**

The purpose of this policy is:

1. to explain the EMT certification challenge process
2. to delineate who is eligible to challenge the EMT certification process

**AUTHORITY**

[California Health and Safety Code - Division 2.5: Emergency Medical Services \[1797.210.\]](#)

[California Code of Regulations, Title 22, Sections 100056 – 100064, 100078 & 100083](#)

[California Penal Code, Section 11105](#)

**Eligibility Requirements to Challenge EMT Certification**

To challenge the EMT certification process, an applicant must:

1. **NOT** hold a current or expired California EMT certification (see Policy 1203 – Recertification, and Policy 1204 – Reinstatement for information on renewing an existing EMT certification)
2. Hold a current license as a physician, registered nurse, physician's assistant, or vocational / practical nurse in the United States, **OR**
  - a. have successfully completed an emergency medical service training program of the Armed Forces of the United States which meets the Department of Transportation (DOT) National EMS Education Standards (DOT HS 811 077A, January 2009) within the preceding two years; **OR**,
  - b. have functioned in a full-time capacity for the last (2) two years in a prehospital medical classification of the Armed Forces of the United States. The completion of an approved EMT refresher course, or an appropriate number of CE hours, may be required.
    - i. Applicants attempting to qualify through the Armed Forces pathways should contact the Riverside County EMS Agency (REMSA) for a review of their eligibility and documentation prior to entering the challenge process.

**The Challenge Process**

1. Obtain an EMT course completion certificate by successfully passing a challenge examination (written and skills) from a REMSA-approved training program.

The applicant will complete the Verification of Eligibility for EMT Challenge Examination form (found here:

<http://remsa.us/documents/forms/VERIFICATIONOFELIGIBILITYforEMTCHALLENGEEXAMINATIONv12720.pdf>) and present it to the training program staff when scheduling the examination. Eligible applicants are permitted to take an EMT course challenge examination one (1) time only. Failure to achieve a passing score will require the applicant to complete an entire EMT training course prior to retaking the exam.

2. Upon completion and verification of the above item, the applicant will be eligible to sit for the National Registry of EMTs (NREMT) cognitive and psychomotor examinations.
3. Proof of successful completion of the National Registry of EMTs (NREMT) cognitive and psychomotor examinations will make the applicant eligible for EMT certification in California.

## Conditions of Continued Certification After Successfully Challenging

1. REMSA will be notified regarding changes in physical and / or mailing address, email address, telephone contact information, and / or employment within thirty (30) calendar days of the change. Notification shall be made by:
  - a. Accessing and updating personal profile information in the on-line license management portal, found here: <https://ca.emsbridge.com/remsa/public/portal#/login> AND
  - b. Emailing REMSA at [emsapps@rivco.org](mailto:emsapps@rivco.org), notifying that changes / updates have been made in the system.
2. EMTs will comply with all REMSA related requests for information that may include, but are not limited to, medical CQI, incident reviews, arrest inquiries, and disciplinary investigations / reviews.
3. Local Accreditation  
LEMSAs may require additional knowledge and / or skill competencies or may restrict the state Scope of Practice (SoP), as determined by the Medical Director.

## Scope of Practice

Once certified, EMTs:

1. Are responsible and held accountable for the knowledge and skills described in the EMT SoP, as defined by [Title 22, Sections 100063 through 100064.1](#), of the California Code of Regulations.
2. Must complete all mandatory in-service / skills training sessions as designated by REMSA, including protocol updates and employer, or REMSA, initiated Performance Improvement Plans.

## The Application Process

All applications will be submitted through REMSA's on-line license management portal, found here: <https://ca.emsbridge.com/remsa/public/portal#/login>. To expedite the certification process, REMSA recommends that applicants scan and export the following documents into PDF format before initiating their application:

1. **CPR Card:** A current and valid American Heart Association, American Red Cross, or California-approved BCLS/CPR card ("professional" level).
  - a. All information on the card must be typed.
  - b. Card must be valid for a minimum of thirty (30) days past the application date.
2. **Photo I.D.:** current, valid, and legal (submission of only one (1) of the following is required)
  - a. State driver's license or military I.D. card
    - i. Temporary driver's licenses without a picture and / or military IDs where the applicant is not the primary issuant will not be accepted.
  - b. State I.D. card
  - c. Passport
    - i. Unexpired U.S. OR
    - ii. Unexpired foreign, with a valid U.S. visa and approved U.S. Department of Homeland Security Lawful Record of Admission.
3. **Live Scan Fingerprinting:** Proof of completion of fingerprinting for a California Department of Justice (DOJ) and FBI criminal offender record information search. Use of the preprinted REMSA fingerprint form is mandatory. It can be found here: <http://www.remsa.us/policy/REMSA-EMT-Request-for-Live-Scan.pdf#View=FitV>) and its use is mandatory.
  - a. **REMSA is unable to accept Live Scan forms or results completed for any other agency or organization. Please refer to the Credentialing FAQ (found here: [http://remsa.us/documents/credentialing/CertificationFAQs\\_UPDATED.pdf](http://remsa.us/documents/credentialing/CertificationFAQs_UPDATED.pdf)) for more information.**
4. **Current Licensure:** a valid physician's license, registered nursing license, physician's assistant license or vocational / practical nursing license originating in the United States **OR** qualifying military documents, as described in "Eligibility Requirements to Challenge EMT Certification" (above)
5. **Course Completion Certificate:** Proof of successful completion of the challenge examination (both written and skills portions) from an approved California EMT training program.
6. **NREMT cognitive and psychomotor examinations:** Proof of successful completion of the EMT-level National Registry of EMTs (NREMT) cognitive and psychomotor examinations within 24 months prior to the date of the reinstatement application.

After assembling the above materials, the application can be accessed by going directly to the online credentialing portal, found here: <https://ca.emsbridge.com/remsa/public/portal#/login>. Once the applicant has logged in, step-by-step instructions will be provided. A brief tutorial will also be available. The system will instruct the applicant to upload / attach their authorization documents to their profile when appropriate.

It is not necessary to complete the entire application process in one sitting. The system will save entered data if the application process gets interrupted.

At the conclusion of the application process, the option to download an abbreviated version of the completed application will be provided.

Only complete applications will be processed (completed form with all supporting materials and fees).

- Deficiency notices will be emailed to the applicant, explaining the missing or incomplete documents or information. Once the deficiencies have been corrected, the complete application will be processed by REMSA.

In certain cases, applicants may be required to submit information or documentation in addition to the standard elements described in the “Eligibility” section (above). Applicants will be permitted an extra thirty (30) calendar days to submit the additional materials.

Applications that have been started but remain incomplete will be saved in the credentialing system in an “Initiated” status until completed, or for a maximum of thirty (30) days, whichever is shorter. After thirty (30) days, the application will be considered abandoned, and the credentialing system will automatically withdraw it from the active queue. Once the status of an application is changed to “Withdrawn,” the applicant will need to initiate a new application and pay all related fees again should they wish to continue the certification process.

**It is important that the applicant save all uploaded documents and materials for a period of four (4) years in case of State EMS Authority or REMSA audit.**

## Certification Fees

The total fees for EMT Certification in Riverside County range from \$169 - 189. Approximate costs are itemized below:

Fee Type	Funds Paid To	Cost
Live Scan Fingerprinting <sup>1</sup>		
“Rolling” Fee	3 <sup>rd</sup> Party Servicer	\$20 - \$40
CA DOJ Analysis Fee	3 <sup>rd</sup> Party Servicer on behalf of the CA DOJ	\$32
FBI Analysis Fee	3 <sup>rd</sup> Party Servicer on behalf of the FBI	\$17
		Total due to 3 <sup>rd</sup> Party Servicer = \$69 - \$89
LEMSA certification fee	REMSA	\$25
EMSA Personnel Registry	REMSA (collected on behalf of Cal EMSA)	\$75
		Total due to REMSA = \$100

<sup>1</sup> All fees associated with Live Scan Fingerprinting in this table are estimated based on historical pricing. They are assessed and collected by 3<sup>rd</sup> party servicers and are subject to change without notice or update of this policy. REMSA makes no guarantee of Live Scan Fingerprinting costs; these are simply approximations for financial planning purposes only.

The system will hold, but not process, an application until the required non-refundable fee is paid.

- **All fees paid to REMSA are non-refundable.**

Fees may be paid via debit card (so long as it bears a Visa, MasterCard, or Discover logo) or credit card (all issuers except for AMEX) through the on-line license management system. The payment process is explained on the final (“Acknowledgment”) page of the electronic application.

- Cash, personal checks, money orders, and cashier’s check are not accepted
- REMSA recommends using Chrome or Firefox to process applications.

For applicants whose employer has a voucher system established with REMSA, the voucher payment method is explained on the final (“Acknowledgment”) page.

- **Employer vouchers do NOT cover late fees; applicants are ultimately responsible for timely payment to REMSA. Applications will not be processed until all fees are received.**

### **Effective and Expiration Dates of Certification**

3. The effective date of certification for all applicants will be the date that the certificate is issued.
4. Certification will be valid for two (2) years and will expire on the final day of the same calendar month in which the certification was issued.