Ventura County Emergency Medical Services
2220 East Gonzales Road, Suite 200
Oxnard, CA. 93036-0619
Telephone: 805-981-5301
Fax: 805-981-5300
VCEMS website address: vchca.org/ems

Dear Out of County EMT Recertification Applicant:

RECERTIFICATION PROCESS: **All Services Are by Appointment ONLY**

1. **Background Investigation** (Fingerprints): Background investigation completed via the "Live Scan". A copy of the "Request for Live Scan Services" form signed off by the Live Scan Agency must be submitted with your application. Forms are available on the Ventura County EMS Website: www.vchca.org/ems – Click on the "Certs icon. **Regulation Change**: The State of California has changed the requirements for Live Scan Services (background checks). On July 1, 2010, all new applicants for EMT Certification and EMT Recertification applications who VCEMS does not have a current background check or did not include subsequent arrest notification, will be required to complete a background investigation under the new regulations. If you are unsure, please check with the VCEMS Office to see if a background check will be required.

2. **Convictions**: If you have **EVER** been convicted of any felony or misdemeanor offense in California or in any other state or place, including entering a plea of Nolo Contendere (No Contest), or any conviction which has been expunged (set aside) or record sealed under PC 1203.4. You must bring in the following information to your appointment.
   - Provide a detailed statement that describes the incident, charges(s) date, location, court, sentence served, and probation or parole (if any).
   - Court documents (minute order) and Police reports.

3. **EMT State Card**: Must present at time of appointment

4. **EMS Personnel Application**: It must have an original signature.

5. **Eligibility Statement**: It must have an original signature.

6. **Continuing Education**: 24 Hour Refresher Course or 24 Hours of instructor based or online coursework; must provide CE course completion certificate(s). **Course rosters will not be accepted**. Approved C.E. providers are listed on the California EMS Authority's website:
   http://www2.emsa.ca.gov/ShowTraining/ContinuingEducation/GroupByContinuingEducationTable.aspx

7. **Skills:** Completed State of California Competency Verification Form.
   NOTE: All EMT applicants certifying/renewing on or after July 1, 2019 shall submit documentation of successful completion of the following training by an approved EMT training program or approved CE provider:
   - *The use of a glucometer*
   - *The use and administration of naloxone or other opioid antagonist*
   - *The use and administration of epinephrine by auto-injector*

8. **CPR Card**: Provide a valid CPR Card. Appropriate type of cards are: *American Heart Association – BLS for the Healthcare Provider, American Red Cross – CPR for the Professional Rescuer, ASCHI, or EMS Safety.*

9. **ID**: Provide an original of a government issued Driver's License or Identification Card.

All Renewals Coming from Another County, Must Pay the Initial Certification Fee of $136. Cash is Not Accepted.