

# MASSACHUSETTS EMT-BASIC

All individuals seeking to recertify their Massachusetts EMT-Basic certification in 2018 need to follow all three steps outlined on this page. Please read it carefully.

## RECERTIFICATION STEPS

Go to **MASSEMT.ORG** and follow the prompts to access all steps of recertification

STEP-1: TRAINING PROFILE	STEP-2: PROFILE REVIEW	STEP-3: STATE APPLICATION
<p><b>A. Create a training profile.</b> If you have NREMT certification, you will be redirected to log into your NREMT account through NREMT.org, otherwise utilize MASSEMT.org.</p>	<p><b>A. Work with TO for profile review and submission of continuing education.</b> Your EMS agency Training Officer (TO) will review your training profile for accuracy and document the proficiency of your skills (if applicable).</p>	<p><b>A. Log into state's eLicensing website at:</b> <a href="http://www.onlineservices.hhs.state.ma.us">www.onlineservices.hhs.state.ma.us</a> Find your eLicensing account. First time users should find their information based on SSN and birthdate.</p>
<p><b>B. Affiliate with your EMS agency.</b> If you are unaffiliated (and non-NREMT): select unaffiliated based on your region (<i>more info available on <a href="http://www.mass.gov/dph/oems">www.mass.gov/dph/oems</a></i>)</p>	<p><b>B. Make any necessary edits.</b> Check your training profile as your training officer or the NREMT may send the profile back for edits and/or corrections.</p>	<p><b>B. Review, attest &amp; pay state recertification fee.</b> Review your information for accuracy, answer questions, and submit the recertification fee (\$125) electronically.</p>
<p><b>C. Enter <u>all</u> required continuing education hours.</b> Hours this cycle can be used from 04/01/2016 through 03/31/2018, and must have CAPCE or state approval.</p>	<p><b><u>UNAFFILIATED PERSONNEL:</u></b> <i>You must submit <u>all</u> of your training records (including course completion documentation) to your EMS region, who will act as your training officer (more info available on <a href="http://massemt.org">massemt.org</a>). <b>Unaffiliated personnel who do not send proof of course completion (e.g., certificates) to their region may not be recertified.</b></i></p>	<p><b>C. Submit your state application by 03/31/18.</b> Once all the steps are complete, your card will be batch printed and mailed to you shortly after your renewal.</p>
<p><b>D. Pay for training profile &amp; send to Training Officer.</b> Send your training profile &amp; associated fee electronically using the Department designated site. <b>MA-only EMT-Basics: \$20</b> <b>MA/NREMT EMT-Basics: \$15</b></p>		<p><b>CHECK!</b> As you approach the expiration of your current state EMT certification, be sure to login to elicensing to ensure you have renewed! <a href="http://www.onlineservices.hhs.state.ma.us">www.onlineservices.hhs.state.ma.us</a></p>

**Need help with steps 1 or 2?** Direct your questions first to your agency's Training Officer; if more help is required, contact the **NREMT at 614-888-4484.**

**Need help with step 3?** Contact the **eLicensing help desk at 617-973-0935.**

For additional information regarding the Massachusetts OEMS, including recertification, please visit: [www.mass.gov/dph/oems](http://www.mass.gov/dph/oems).  
If you have general questions for OEMS regarding your recertification, please email: [oems.recert@state.ma.us](mailto:oems.recert@state.ma.us).



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## TIMELINE

APRIL 1, 2016	OCTOBER 1, 2017	FEBRUARY 15, 2018	MARCH 31, 2018	APRIL 30 2018
Continuing education completed after this date can be used for 2018 recertification.	Training profile & state application open for online payment & submission.	<b>Recommended date to complete &amp; submit all steps in order to receive your new card by April 1, 2018.</b>	<u>Last day to complete continuing education.</u> Last day to submit renewal application without penalty. <b>After midnight, if not recertified, you cannot staff an ambulance!</b>	Last day to have <u>all</u> renewal steps complete. <b>\$50 late fee will apply after April 1, 2018.</b>

## CONTINUING EDUCATION REQUIREMENTS

**OVERVIEW:** Current continuing education requirements are broken into 3 categories listed below, totaling 40 hours. The requirements involve redesigned and innovative education focused on increased clinical skills and changes in practice. In accordance with the National Continued Competency Program (NCCP, effective July 1, 2015).

**APPROVAL & SUBMISSION:** Course sponsors do not send rosters to OEMS, but must retain them on file and instead issue EMTs documentation of course completion. It is the individual EMT's responsibility to retain the documentation of completed continuing education in the form of either a course certificate or copy of roster. **All courses** must have an OEMS approval number or CAPCE (formerly CECBEMS) approval number. Each approval number includes the type of approval (ie. distributive online education vs in-person, etc)

**TIMELINE FOR CONTINUING EDUCATION ACCRUAL:** For personnel expiring in 2018, continuing education hours can be used from 3/31/16 to 4/1/2018. However, after renewing this cycle, hours can be used from the date that personnel complete renewal until next expiration. Example, if you renew October 15, 2017, you can start accruing hours October 16, 2017 for your 2020 renewal.

**Reminder for 2018 expiration — DISTRIBUTIVE EDUCATION GUIDELINES:** In accordance with AR 2-212, personnel recertifying in 2018 may only take 1/3 of their National continuing education hours (7h), none of their Local hours (0h) and ALL of their Individual hours (10h) via distributive education (DE). Please reference AR 2-212 for a complete definition of distributive education. OEMS approved courses that have T1, T2, T4, or T5 in the approval number are *not distributive* (or F1, F2, F4, F5 if CAPCE approved)

NATIONAL	LOCAL	INDIVIDUAL
<i>Content that all EMTs nationwide need to take.</i>	<i>Content that all EMTs in your state, region and/or service need to take.</i>	<i>Content that individual EMT can choose to take.</i>
<b>20 Total Hours Required</b>	<b>10 Total Hours Required</b>	<b>10 Total Hours Required</b>
<p><b>1/3 of the NATIONAL hours</b> can be via Distributive Education (7 hours max)</p> <p>This is a defined course which takes the place of the old refresher.</p> <p>You can take either the 2012 or 2016 NCCP to renew, but must pick one or the other. If you have questions, please ask the course sponsor</p>	<p><b>None of the LOCAL hours</b> can be via Distributive Education (0 hours)</p> <p>Beginning with the 2017 recertification, the method of instruction for LOCAL hours is <u>now defined</u> as elective courses that must be done via non-distributive education (in person only).</p>	<p><b>All of the INDIVIDUAL hours</b> can be via Distributive Education (10 hours max)</p> <p>Elective course requirement. Courses must be within the EMS scope of practice and have CAPCE or state approval</p>

**IMPORTANT NOTE:** If you do not have NREMT certification and elect to test into the NREMT, thus obtaining a 2020 expiration date during your recertification period, you will fulfill the continuing education and transition requirements for your Massachusetts certification expiring in 2018 and can finish the state recertification process by submitting a state recertification application and fee (step 3).