

Colorado Department of Public Health And Environment

Prehospital Care Program Certification and Training Fact Booklet

January, 2003



EMT-Basic

Initial Students

All training must be obtained from a Colorado State Recognized EMS Training Center. The process for initial certification as an EMT-Basic in Colorado consists of a practical skills examination, submission of an application packet to the State's Prehospital Care Program (PCP) and completion of a written examination.

Practical Skills Examinations are presented by State Recognized EMS Training Centers. The examination is to determine competency in psychomotor skills for representative acts allowed for the Basic EMT level.

The practical exams follow exactly the format provided by the State's Prehospital Care Program. The exam is a six (6) station examination. The approved training programs charge to administer the practical examination. A copy of the practical skills examination is attached.

Before the written examination may be completed, the applicant must submit the application packet with all appropriate paperwork to the State's office. The applicant will receive an eligibility letter via mail. The applicant will be required to telephone the Colorado examination telephone line, schedule an examination and take their eligibility letter and a photo identification to the State written examination.

The State written examination is to determine competency in representative cognitive information relevant to the Basic EMT level. State certification written examinations are presented by the Colorado Prehospital Care Program at different locations throughout the State. The written examination consists of 150 multiple-choice questions. There is no charge to take the State written examination.

If an individual completes their initial training in Colorado at the EMT-Basic level and wants to become certified through **National Registry** in order to become certified in Colorado they will need to become certified with National Registry first, and then complete the appropriate application using a current National Registry EMT-Basic Certificate. These individuals will need to contact National Registry to determine what the requirements are to become certified by National Registry. **National Registry's telephone number is 614-888-4484.** Also see procedures for Legal Recognition below.

Renewal Procedures For Certificates No Greater Than Six (6) Months Expired

Renewal of a Colorado EMT certificate that is either current or less than 6 months expired (grace period) can be accomplished in one of three methods. The applicant **MUST** choose one of the following:

1. *Use a current National Registry EMT-Basic certificate.* The individual must submit an application and all appropriate paperwork to the State's office and a Colorado certificate will be issued. The National Registry certificate must be "current" at the time of application. It is the individual's responsibility to keep their National Registry certificate current, because Colorado will not track this information. **No Colorado practical or written exams are required by the State.**
2. *Successful completion of a refresher course.* The refresher course must be obtained from a Colorado State Recognized EMS Training Center. The refresher course will include a practical skills examination and final written examination. The practical examination is a 6 station practical examination given at the end of the refresher course. A copy of the practical skills examination is attached. The individual will take a final "written" examination at the end of their refresher course, and this will be the equivalent of their "State Written Examination". The score achieved on the course comprehensive written final examination, if 70% or above, will be accepted as the certificate holder's State written examination score (no further testing through the State is required). Again, the individual must submit an application and all appropriate paperwork to the State's office and a certificate will be issued. The training program **MUST** notify the State of the individual's final written examination score, and the score should be notated on the application. A refresher course is valid for 12 months.

3. *Successful completion of continuing education topic presentations throughout the 3-year certification cycle.*
Continuing education consists of 12 hours in Medical categories, 12 hours in Trauma categories and 12 hours in Elective categories. **All continuing education is approved by a Colorado approved training program.**
Applicants will also be required to take either a practical skills evaluation (2-station; medical to include CPR management on the EMT-Basic level and trauma to include 2 or more systems affected by trauma) or a full practical skills examination. If a certificate holder chooses to take a full practical skills examination they are committed to this test and cannot revert to the 2-station skills evaluation. The applicant will be required to take the State's written certification examination after submission of an application packet to the State.

The following information regarding continuing education will guide the certificate holder, employer and training program in understanding the **minimum** requirements from the Colorado Department of Public Health and Environment - Prehospital Care Program for continuing education requirements. Any employer or physician advisor may require more than the stated minimums yet cannot permit less than the State requires.

A minimum of 36 hours of training is required during the 3-year certificate cycle, to include the 6-month grace period.

Topic continuing education hour breakdown requirements are:

Medical Category – minimum of 12 hours

Content in this category must be on the assessment and treatment of medical emergencies at the EMT-Basic level.

Topics with content above the EMT-Basic level can only be counted in the Elective Category: i.e., a 12-lead EKG course is above the EMT-Basic and could be counted in the Elective Category.

Trauma Category – minimum of 12 hours

Content in this category must be on the assessment and treatment of trauma emergencies at the EMT-Basic level.

Topics with content above the EMT-Basic level can only be counted in the Elective Category.

Elective Category – minimum of 12 hours

Content in this category may be on any topic that is relevant to the EMT-Basic level.

CPR for Professional Rescuer training; whether initial or renewal, from one of the following approved sources is counted in this category:

American Heart Association
American Red Cross
American Safety and Health Institute
EMP America/Medic First Aid
HeartSmart, Inc.
National Safety Council

CPR initial or renewal training is counted hour-for-hour of training and only **once** during the 3-year certification cycle.

Any topic that is relevant to the EMT-Basic level may be counted in this category plus any excess medical or trauma category training (above the 12 hour minimum for each of these categories).

Non-Instructor Contact Training

Any training that does not include real-time interaction with an instructor is classified as non-instructor. This would include journal articles, videotape and computer based programs, internet training, etc.

Qualifying non-instructor contact training must have stated learning objectives and an evaluation tool (quiz, etc.) and must be approved, preferably prior to or after training, by a State recognized CE Training Group on the EMT level.

Each category; medical, trauma, and elective, may be credited with non-instructor contact training up to 50% of each category's requirement.

Re-Entry Procedures For Certificate Expired Greater Than Six (6) Months But Less Than 36 Months

The individual needs to complete a refresher course from a Colorado approved training program, complete the appropriate number of clinical hours required by the training program, complete a six station practical, submit their application and all appropriate paperwork to the State's office, an eligibility letter will be issued and the individual is required to take the State written examination.

Legal Recognition Using a Current National Registry EMT-Basic Certificate

If the individual is using a "current" National Registry Basic certificate they must complete the appropriate application, return the application packet in its entirety to the State's office, and the State will issue the individual a Colorado certificate.

Legal Recognition Using a Current Other State's EMT-Basic Certificate Colorado Recognizes Current Certificates From Most Other States

The individual must use a "current" other state's certificate. The applicant must complete the appropriate application packet and return the application packet in its entirety to the State's office. The individual **will be required to take the Colorado practical examination and Colorado written examinations. In some cases a refresher course from a Colorado approved training program may be required!**

EMT-Intermediate

Initial Students

All training must be obtained from a Colorado State Recognized EMS Training Center. The process for initial certification as an EMT-Intermediate in Colorado consists of a practical skills examination, submission of an application packet to the State's Prehospital Care Program and completion of a written examination.

Practical Skills Examinations are presented by State Recognized EMS Training Centers. The examination is to determine competency in psychomotor skills for representative acts allowed for the Intermediate EMT level. The practical exams follow exactly the format provided by the State's Prehospital Care Program. The exam is a six (6) station examination. The training programs charge to administer the practical examinations. A copy of the practical skills examination is attached.

The State written examination is to determine competency in representative cognitive information relevant to the Intermediate EMT level. Before the written examination may be completed, the applicant must submit the application packet with all appropriate paperwork to the State's office. The applicant will receive an eligibility letter via mail. The applicant will be required to telephone the Colorado examination telephone line, schedule an examination and take their eligibility letter and a photo identification to the State written examination.

State certification written examinations are presented by the Colorado Prehospital Care Program at different locations throughout the State. There is no charge to take the State written examination. The written examination consists of 150 multiple-choice questions.

Renewal Procedures For Certificates No Greater Than Six (6) Months Expired

Renewal of a Colorado EMT certificate that is either current or less than 6 months expired (grace period) can be accomplished in one of two methods. The applicant **MUST** choose one of the following:

1. *Successful completion of a refresher course.* The refresher course must be obtained from a Colorado State Recognized EMS Training Center. The refresher course will include a practical skills examination and final written examination. The practical examination is a 6 station practical examination given at the end of the refresher course. A copy of the practical skills examination is attached. The individual will take a final "written" examination at the end of their refresher course, and this will be the equivalent of their "State Written Examination". The score achieved on the course comprehensive written final examination, if 70% or above, will be accepted as the certificate holder's State written examination score (no further testing through the State is required). Again, the individual must submit an application and all appropriate paperwork to the State's office and a certificate will be issued. The training program **MUST** notify the State of the individual's final written examination score, and the score should be notated on the application. A refresher course is valid for 12 months.
2. *Successful completion of continuing education topic presentations throughout the 3-year certification cycle.* Continuing education consists of 12 hours in Medical categories, 12 hours in Trauma categories and 12 hours in Elective categories. **All continuing education is approved by a Colorado approved training program.** Applicants will also be required to take either a practical skills evaluation (2-station; medical to include CPR management on the EMT-Intermediate level and trauma to include 2 or more systems affected by trauma) or a full practical skills examination. If a certificate holder chooses to take a full practical skills examination they are committed to this test and cannot revert to the 2-station skills evaluation. The applicant will be required to take the State's written certification examination after submission of an application packet to the State.

The following information regarding continuing education will guide the certificate holder, employer and training program in understanding the **minimum** requirements from the Colorado Department of Public Health and Environment Prehospital Care Program for continuing education requirements. Any employer or physician advisor may require more than the stated minimums yet cannot permit less than the State requires.

A minimum of 36 hours of training is required during the 3-year certificate cycle, to include the 6-month grace period.

Medical Category – minimum of 12 hours

Content in this category must be on the assessment and treatment of medical emergencies at the EMT-Intermediate level which would include BLS and Intermediate level ALS concepts and skills.

Topics with content above the EMT-Intermediate level can only be counted in the Elective Category. Advanced Cardiac Life Support training may be counted in either the Medical or Elective Categories for the EMT-Intermediate since this certification is not required for this EMT level.

Trauma Category – minimum of 12 hours

Content in this category must be on the assessment and treatment of trauma emergencies at the EMT-Intermediate level which would include BLS and Intermediate level ALS concepts and skills.

Elective Category – minimum of 12 hours

CPR for Professional Rescuer training; whether initial or renewal, from one of the following approved sources is counted in this category:

American Heart Association
American Red Cross
American Safety and Health Institute
EMP America/Medic First Aid
HeartSmart, Inc.
National Safety Council

CPR initial or renewal training is counted hour-for-hour of training and only **once** during the 3-year certification cycle.

Any topic that is relevant to the EMT-Intermediate level may be counted in this category plus any excess medical or trauma category training (above the 12 hour minimum for each of these categories).

Advanced Cardiac Life Support training may be counted in either the Medical or Elective Categories for the EMT-Intermediate since this certification is not required for this EMT level.

Advanced Cardiac Life Support training may be counted in either the Medical or Elective Categories for the EMT-Intermediate since this certification is not required for this EMT level.

Re-Entry Procedures For Certificate Expired Greater Than Six (6) Months But Less Than 36 Months

The individual needs to complete a refresher course from a Colorado approved training program, complete the appropriate number of clinical hours required by the training program, complete a six station practical, submit their application and all appropriate paperwork to the State's office, an eligibility letter will be issued and the individual is required to take the State written examination.

**Legal Recognition Using a Current Other State's or National Registry EMT-Intermediate Certificate
Colorado Does Not Recognize Any Current Certificate From Other States or National Registry**

The individual will have to challenge at the EMT-Basic level to become certified in Colorado. Please refer to EMT-Basic requirements for using a "current" National Registry or other State's "current" certificate.

EMT-Paramedic

Initial Students

Initial EMT-Paramedic students **MUST** become certified through National Registry before they can make application to the State for their initial Paramedic certificate. Once the candidate has received their National Registry EMT-Paramedic certificate, they must complete an application packet, which includes a copy of their National Registry certificate, return the application packet to the State's office and a Colorado certificate will be issued.

Renewal Procedures For Certificates No Greater Than Six (6) Months Expired

Renewal of a Colorado EMT certificate that is either current or less than 6 months expired (grace period) can be accomplished in one of three methods. The applicant **MUST** choose one of the following:

1. *Use a current National Registry EMT-Paramedic certificate.* The individual must submit an application and all appropriate paperwork to the State's office and a Colorado certificate will be issued. The National Registry certificate must be "current" at the time of application. It is the individual's responsibility to keep their National Registry certificate current, because Colorado will not track this information. **No Colorado practical or written exams are required by the State.**
2. *Successful completion of a refresher course.* The refresher course must be obtained from a Colorado State Recognized EMS Training Center. The refresher course will include a practical skills examination and final written examination. The practical examination is a 6 station practical examination given at the end of the refresher course. A copy of the practical skills examination is attached. The individual will take a final "written" examination at the end of their refresher course, and this will be the equivalent of their "State Written Examination". The score achieved on the course comprehensive written final examination, if 70% or above, will be accepted as the certificate holder's State written examination score (no further testing through the State is required). Again, the individual must submit an application and all appropriate paperwork to the State's office and a certificate will be issued. The training program **MUST** notify the State of the individual's final written examination score, and the score should be notated on the application. A refresher course is valid for 12 months.
3. *Successful completion of continuing education topic presentations throughout the 3-year certification cycle.* Continuing education consists of 25 hours in Medical categories, 10 hours in Trauma categories and 10 hours in Elective categories. **All continuing education is approved by a Colorado approved training program.** Applicants will also be required to take either a practical skills evaluation (2-station; medical to include CPR management on the EMT-Paramedic level and trauma to include 2 or more systems affected by trauma) or a full practical skills examination. If a certificate holder chooses to take a full practical skills examination they are committed to this test and cannot revert to the 2-station skills evaluation. The applicant will be required to take the State's written certification examination after submission of an application packet to the State.

A minimum of 45 hours of training is required during the 3-year certificate cycle, to include the 6-month grace period.

Topic continuing education hour breakdown requirements:

Medical Category – minimum of 25 hours

Content in this category must be on the assessment and treatment of medical emergencies at the EMT-Paramedic level, which would include BLS and ALS concepts and skills.

Topics with content above the EMT-Paramedic level can only be counted in the Elective Category.

Trauma Category – minimum of 10 hours

Content in this category must be on the assessment and treatment of trauma emergencies at the EMT-Paramedic level which would include BLS and ALS concepts and skills.

Topics with content above the EMT-Paramedic level can only be counted in the Elective Category.

Elective Category – minimum of 10 hours

Content in this category may be on any topic that is relevant to the EMT-Paramedic level.

CPR for Professional Rescuer and Advanced Cardiac Life Support training; whether initial or renewal, from one of the following approved sources is counted in this category:

CPR for Professional Rescuer
American Heart Association
American Red Cross
American Safety and Health Institute
EMP America/Medic First Aid
HeartSmart, Inc.
National Safety Council

ACLS
American Heart Association
American Safety and Health Institute

CPR and ACLS initial or renewal training is counted hour-for-hour of training and only **once** during the 3-year certification cycle.

Any topic that is relevant to the EMT-Paramedic level may be counted in this category plus any excess medical or trauma category training.

Legal Recognition Using a Current National Registry EMT-Paramedic Certificate

If the individual is using a “current” National Registry Paramedic certificate they must complete the appropriate application packet, return the application packet to the State’s office, and the State will issue the individual a Colorado certificate.

**Legal Recognition Using a Current Other State’s EMT-Paramedic Certificate
Colorado Recognizes Current Certificates From Most Other States**

The individual must use a “current” other state’s certificate, the applicant must complete the appropriate application packet and return the application packet to our office. The individual **will be required to take the Colorado practical examination and Colorado written examination. In some cases a refresher course from a Colorado approved training program may be required!**

State Certification Practical Skills Examinations Fact Sheet

This description shall apply to applicants testing at the Initial, Renewal, Re-Entry and Legal Recognition Level

The following policies shall apply:

Upon successful completion of an initial training course the applicant will take the State Certification Practical Skills Examination for the certification level desired.

The Practical Skills Examination must be successfully completed before the applicant is eligible to take the State Written Certification Examination.

Each testing element must be successfully **completed** no later than a date six (6) months following the date of successful initial course completion. This shall include the completion of all re-testing of the practical skills and/or State Written Certification Exams.

Individuals who do not complete the State Certification testing process within six (6) months will enter the **Certificate Re-entry** category and shall be required to complete all of the requirements for this category between six (6) and thirty-six (36) months following certification expiration.

Content of EMT Practical Skills Examinations

The EMT-Basic Practical Skills Examination shall consist of the following stations:

Patient Assessment and Management of a Trauma Victim

Patient Assessment and Management of a Medical Victim

Cardiac Arrest Management to Include the use of an AED

Bag-Valve-Mask Use on an Apneic Patient

Spinal Immobilization: Supine Patient **or** Seated Patient

Random Basic Skills Verification (*One skill chosen from the following list*):

Long Bone Injury; Joint Injury; Traction Splint; Bleeding Control/Shock Management; Upper Airway Adjuncts with

Suctioning; Mouth-to-Mask with Supplemental Oxygen; or Supplemental Oxygen Administration

The EMT-Intermediate State Certification Practical Skills Examination shall consist of the following stations:

Patient Assessment/Management

Ventilatory Management

Cardiac Arrest Skills; Dynamic and Static Cardiology

Intravenous Therapy and Medication Skills

Spinal Immobilization (Seated Patient)

Random Basic Skills (*One skill chosen from the following list*):

Bleeding-Wounds-Shock; Long Bone Splinting; Traction Splinting; Spinal Immobilization (Supine Patient)

The EMT-Paramedic State Certification Practical Skills Examination shall consist of the following stations:

Patient Assessment/Management

Ventilatory Management

Cardiac Arrest Skills; Dynamic and Static Cardiology

Intravenous Therapy and Medication Skills

Spinal Immobilization (Seated Patient)

Random Basic Skills (*One skill chosen from the following list*):

Bleeding-Wounds-Shock; Long Bone Splinting; Traction Splinting; Spinal Immobilization (Supine Patient)

Pass/Fail Criteria

All examination attempts for initial State certification must be completed within six (6) months of successful course completion. Failure to do so shall result in the applicant being placed in the certificate re-entry category and subject to re-entry requirements.

State Certification Practical Skills Examination candidates shall be allowed two (2) attempts to pass the exam.

Each of the two exam attempts may include (not to exceed) the following retest descriptions:

- * If an exam candidate fails 1, 2, or 3 of the 6 stations they may retest each failed station.

- * If the candidate fails any of the retest stations they may retest those stations a second time. Second retests of failed stations must be completed through a different testing site (training program).

- * Failures of any second retest of a station shall constitute failure of one complete State Practical Skills Exam attempt. Failure of any second retest of a station during a second State Practical Skills Exam attempt shall result in ineligibility for State certification until such time as the candidate successfully completes another initial training course.

An examination candidate must pass each of the six (6) required stations.

Failure of four or more stations shall constitute failure of the entire exam attempt.

Failure of four or more stations, or failure of any second station retest, during a second exam attempt shall result in ineligibility for State Certification until such time as the candidate successfully completes another initial training course.

If an exam candidate fails the first three stations of any exam attempt and does not complete the remaining exam stations during an exam attempt, the stations not completed shall be graded as failing. This shall constitute the failure of an entire exam attempt.

Upon failure of the first exam attempt, the candidate shall be provided with a form indicating failure of a first exam attempt. This form shall be required for admission to a second exam attempt at the same or different testing site. The exam site providing the first exam attempt shall coordinate the candidate's admission to a second attempt if not provided by the first attempt exam site.

Example: During the **first exam attempt** a candidate fails 3 of the 6 stations. They retest each of the failed stations and fail one for the second time. They attend an exam presented by a different EMS training program (enrollment is coordinated by the first exam site) and fail the single failed station a third time. They now have failed the first exam attempt and must enroll in and complete a second exam attempt.

During the **second exam attempt** they fail 2 of the 6 stations. They retest both failed stations again and fail one of these for a second time. They attend an exam presented by a different EMS training program (enrollment is coordinated by the first exam site) and fail this single station for a third time. They now have failed the second practical skills exam attempt and are ineligible for State Certification until such time as they successfully complete another initial training course.

If, during the **second exam attempt**, they pass every failed station on the second or third try (thus passing all 6 stations) they will have passed the State Practical Skills Exam.

Refer to: **Rules Pertaining to Emergency Medical Services**, as enacted by the Colorado Board of Health; 6 CCR 1015-3; Sections: 5.2.6; 5.2.8; 5.3.6; 5.3.8; 7.2.5; 7.2.9

Colorado EMS Training Center Policy Manuals for each certificate level.

State Certification Practical Skills Examinations Fact Sheet

(this description shall not apply to applicants for recognition of non-Colorado EMT certification
nor to applicants for initial Colorado EMT certification)

The process for renewal of a Colorado Emergency Medical Technician-Basic, Intermediate, or Paramedic certificate that is no more than six (6) months expired consists of two elements (completed in the following sequence):

Practical Skills Testing: This required testing component may be satisfied in one of two ways;

*** Practical Skills EXAMINATION**

An examination to determine competency in psychomotor skills for representative acts allowed for the specific EMT level.

Practical Skills Examinations are presented by State Recognized EMS Training Centers and CE Training Groups and exactly follow the format provided by the State's Prehospital Care Program.

A six (6) station examination **REQUIRED** for:
initial certification.

renewal or re-entry of a certificate by means of a full refresher course.

*** Practical Skills EVALUATION**

An evaluation to determine competency in psychomotor skills for representative acts allowed for the specific EMT level. Practical Skills Evaluations are presented by State Recognized EMS CE Training Groups and exactly follow the format provided by the State's Prehospital Care Program.

A two (2) station evaluation used **ONLY** for renewal of a Colorado EMT-Basic, Intermediate, or Paramedic certificate that is no more than six (6) months expired. This skills testing is available **ONLY** to individuals who are renewing a certificate by means of topic continuing education.

This method of skills testing is **NOT AVAILABLE** to individuals renewing a certificate through the Refresher Course option.

Written Examination

*** An examination to determine competency in representative cognitive information relevant to the specific EMT level. State certification written examinations are presented by the Colorado Prehospital Care Program or their designated representative.**

The following policies shall apply to certificate renewal testing

Upon successful completion of training requirements and practical skills testing the applicant shall be eligible to take the State Certification Written Examination.

Each examination element must be successfully **completed** no later than a date six (6) months following expiration of the current certificate. This shall include the completion of all re-testing of the practical skills and/or State written certification exams.

Individuals who do not complete the State certification testing process by the date six (6) months following the date of certificate expiration will fall into the **Certificate Re-Entry** category and will be required to complete all of the requirements for this category between six (6) and thirty-six (36) months following certificate expiration.

Practical skills testing must be completed within 12 months prior to the date of receipt of application for renewal by the Prehospital Care Program.

For individuals renewing a certificate through attendance at continuing education topics, practical skills testing may be completed before all training requirements are completed.

Renewal candidates using the continuing education topic method may utilize the Practical Skills **Examination**. Once this avenue is initiated, the candidate is committed to completion of this process and shall not revert to the Practical Skills **Evaluation** should failures occur. Pass/Fail requirements for this test are stipulated in the Practical Skills **Examination** Fact Sheet.

Contents of EMT Practical Skills Evaluations

For each level the EMT Practical Skills Evaluations shall include two (2) stations:

Patient assessment and management of a trauma victim.

Patient assessment and management of a medical victim who progresses into cardiac arrest.

The two stations may be presented sequentially at one time or may be presented on separate dates. Each station shall evaluate performance based upon the acts allowed for the EMT level being tested.

Pass/fail Criteria

The Pass/Fail Criteria for the Practical Skills Evaluation shall be as follows:

Each station shall be graded independently. Candidates for certificate renewal must pass both stations to become eligible for the State written certification exam.

Candidates shall be allowed a maximum of four (4) attempts to pass each station in the following manner:

- * **Initial station test.** If the candidate fails this initial attempt they shall be eligible for a same day re-test (2nd attempt) or may be allowed a 2nd attempt at a later date (dependent upon the policies of the CE Training Group);
- * **2nd station test.** If the candidate fails this 2nd attempt the candidate **MUST** attend remedial training on the concepts tested in the test station prior to a 3rd attempt.
- * **3rd station test.** If the candidate fails this 3rd attempt, the candidate **MUST** attend an additional remedial training on the concepts tested in the test station prior to a 4th and final attempt.
- * **4th station test.** If the candidate fails the 4th attempt, the candidate shall have failed the State Practical Skills Evaluation and shall be ineligible for renewal of their Colorado EMT certificate until such time as the candidate has completed an entire initial training course to include a State Practical Skills **EXAMINATION**.

Remediation Requirements

For each required remedial training session the testing candidate must complete the following two requirements (training programs must document completion of each component):

Attendance at a psychomotor skills/hands-on training session with one-on-one instructor/student contact which shall cover skills performance for the testing stations failed.

Review of cognitive concepts related to the testing stations failed. This may be accomplished by:

- * classroom lecture attendance
- * the viewing of video tape programing
- * the reading of textbook materials

All content must be relevant to the testing stations failed and must include documentation verifying completion.

Refer also to:

Rules Pertaining to Emergency Medical Services, as enacted by the Colorado Board of Health; 6 CCR 1015-3; Sections: 6.2.4; 6.2.7; 8.1.3.f; Colorado EMS CE Training Group Policy Manuals **for each certificate level.**

General Information

There are three levels of EMT certification in Colorado: Basic, Intermediate and Paramedic.

Everyone must have a valid Colorado EMT certificate in order to practice in Colorado.

Everyone who works as an EMT in Colorado must work under the supervision of a Physician Advisor approved by the Prehospital Care Program and The Board of Medical Examiners.

EMT Certificates Are Valid For Three (3) Years from date of issue.

All Colorado written examinations close 72 business hours prior to the posted start time of the examination, or according to the size of the room. There are no exceptions to this! No special circumstances will be allowed!

The Colorado written examination scheduling telephone number is:

303-692-2990 **Or** Outside the area code of “303” & “720” 1-877-692-9974

The practical skills examination is an examination to determine competency in psychomotor skills for representative acts allowed for the specific EMT level. Practical Skills Examinations are presented by State Recognized EMS Training Centers and CE Training Groups and exactly follow the format provided by the State’s Prehospital Care Program. The training programs charge a fee to administer the practical examinations.

The State written examination is to determine competency in representative cognitive information relevant to the specific EMT level. The certification written examinations are presented by the Colorado Prehospital Care Program at different locations throughout the State. There is no charge for the State written examination. The written examination consists of 150 multiple-choice questions. All exams are based on the National DOT standards.

For further technical assistance on:

Certification requirements and process contact:

Janay Wilson, EMT Certification Program Manager
(303) 692-2991 voice
janay.wilson@state.co.us

Valerie Purser, Certification Program Administrative Assistant
(303) 692-2981 voice
valerie.purser@state.co.us

Dave Purser, Certification Program Administrative Assistant
(303) 692-2985 voice
dave.purser@state.co.us

Training requirements and process contact:

David R. Miller, EMS Training Administrator
(303) 692-2995 voice
dave.miller@state.co.us

Applications For Certification

Effective March, 2003 **All applications for EMT Certification can be downloaded from The Prehospital Care Program Web Site**

Training Program Locations
<http://www.cdphe.state.co.us/em/trainlst.html>

Practical Skill Testing Sheets

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General Information

Comprehensive Education Requirements

Functional Job Description For EMTs

You are required by the Rules Pertaining to Emergency Medical Services to notify the Pre-hospital Care Program of any address or name change.

6-CCR-1015-3, Rule 10.2.2 n) states: Good cause for disciplinary sanctions listed in this section shall include, but not be limited to: Failing to provide the Department with the current place of residence, or change of name, or fails to register with the Department as an EMT-Basic with IV.

Please notify the Pre-hospital Care Program in writing of any address change or name change. Please include a copy of the legal document that changes your name, such as a marriage certificate, a divorce decree, etc.

You may fax your request to 303-791-6620, or send your request to the Pre-hospital Care Program at:

**Colorado Department of Public Health & Environment
HPDP –EMSIPS-Pre-hospital Care Program
4300 Cherry Creek Dr. South
Denver CO 80246-1530**

Thank you in advance for your cooperation.

Functional Position Description Emergency Medical Technician

Qualifications:

Successfully complete an EMS Division approved course. Achievement of a passing score on written and practical certification examinations.

Must be at least 18 years of age. Generally, the knowledge and skills required show the need for a high school education or equivalent. Ability to communicate verbally; via telephone and radio equipment; ability to lift, carry and balance up to 125 pounds (250 with assistance); ability to interpret written, oral and diagnostic form instructions; ability to use good judgment and remain calm in high-stress situations; ability to work effectively in an environment with loud noises and flashing lights; ability to function efficiently throughout an entire work shift; ability to calculate weight and volume ratios and read small print, both under threatening time constraints; ability to read and understand the English language manuals and road maps; accurately discern street signs and address numbers; ability to interview patient, family members, and bystanders; ability to document, in writing, all relevant information in prescribed format in light of legal ramifications of such; ability to converse in English with coworkers and hospital staff as to status of patient. Ability to bend, stoop, and crawl on uneven terrain; and the ability to withstand varied environmental conditions such as extreme heat, cold, and moisture. Ability to work in low light, confined spaces and other dangerous environments.

Competency Areas:

EMT – Basic: Must demonstrate competency handling emergencies utilizing all Basic Life Support equipment and skills in accordance with all behavioral objectives in the DOT/EMT Basic curriculum. Intravenous access are optional skills and curriculum.

EMT – Paramedic: Must demonstrate competency handling emergencies utilizing all Basic and Advanced Life Support equipment and skills in accordance with all behavioral objectives in the DOT/EMT Paramedic curriculum. The EMT-P has reached the highest level of certification.

Description of Tasks:

Receives call from dispatcher, responds verbally to emergency calls, reads maps, may drive ambulance to emergency site, uses most expeditious route, and observes traffic ordinances and regulations.

Determines nature and extent of illness or injury, takes pulse, blood pressure, visually observes changes in skin color, auscultates breath sounds, makes determination regarding patient status, establishes priority for emergency care, renders appropriate emergency care (based on competency level); may administer intravenous drugs or fluid replacement as directed by physician. May use equipment (based on competency level) such as but not limited to defibrillator, electrocardiograph, performs endotracheal intubation to open airways and ventilate patient, inflates pneumatic anti-shock garment to improve patient's blood circulation.

Assists in lifting, carrying and transporting patient to ambulance and into a medical facility. Reassures patients and bystanders, avoids mishandling patient and undue haste, searches for medical identification emblem to aid in care. Extricates patient from entrapment, assesses extent of injury, uses prescribed techniques and appliances, radios dispatcher for additional assistance or services, provides light rescue service if required, provides additional emergency care following established protocols.

Complies with regulations in handling deceased, notifies authorities, arranges for protection of property and evidence at scene. Determines appropriate facility to which patient will be transported, report nature and extent of injuries or illness to the facility, asks for direction from hospital physician or emergency department. Observes patient en route and administers care as directed by physician or emergency department or according to published protocol. Identifies diagnostic signs that require communication with facility. Assist in removing patient from ambulance and into emergency facility. Reports verbally and in writing observations about care of patient at the scene and in-route to facility, provides assistance to emergency staff as required.

Replaces supplies, sends used supplies for sterilization, checks all equipment for future readiness, maintains ambulance in operable condition, ensures ambulance cleanliness and orderliness of equipment and supplies, decontaminates vehicle interior, determines vehicle readiness by checking oil, gas, water in battery and radiator, and tire pressure, maintains familiarity with all specialized equipment.