



New Mexico EMS Bureau

Continuing Education and Renewal Guide for EMT Licensure



2018

EMS BUREAU

1301 Siler Road, Building F • Santa Fe, New Mexico • 87507 (505) 476-8200 • FAX: (505) 471-2122 •
www.nmems.org

Renewing your New Mexico EMS license entails meeting all of the requirements of licensure renewal, including completing a required number of continuing education (CE) hours based on your level of licensure. The New Mexico EMS Bureau does not require a traditional refresher course for license renewal. Our goal is to have a straightforward process of license renewal, while still requiring verification of the maintenance and improvement of each licensee's knowledge base and skill level. **You are NOT required to maintain your National Registry of EMTs (NREMT) certification as a requirement for New Mexico EMT license renewal.** By meeting the New Mexico CE requirements for license renewal, one should also meet the majority of the CE requirements of the NREMT National Continued Competency Program (NCCP). Please visit the NREMT website to assure your compliance with their specific requirements to maintain your NREMT certification (www.nremt.org).

ALL RENEWAL REQUIREMENTS MUST BE COMPLETED BY DECEMBER 31, 2017.

★ Seven EMS CE categories are accepted by the New Mexico EMS Bureau. Emergency Medical Dispatch was recently added to address the specific requirements of the EMD and EMD-I levels of licensure:

- Preparatory/ Operations
- Airway, Respiration & Ventilation
- Cardiovascular
- Medical
- Trauma
- Special Considerations
- Emergency Medical Dispatch

PREPARATORY & OPERATIONS

Definition of Preparatory: Those topics that are primarily taught to introduce essential concepts, information and skills. Examples of topics covered under the Preparatory CE category:

Emergency Medical Services Systems	Medical/Legal and Ethical Issues
Roles and Responsibilities	Anatomy and Physiology
The Well-Being of the EMT	Lifting and Moving Patients
Quality Improvement	Injury Prevention
Scene Safety	Personal Protective Equipment
General Principles of Pharmacology	

Definition of Operations: Those topics that primarily teach non-medical operations and special situations related to emergency medical situations. Examples of topics covered under the Operations CE category:

Ambulance Operations	Crime Scene Awareness
Medical Incident Command	Hazardous Materials
Bioterrorism and WMD	Emergency Vehicle Driving

❖ *Courses covering firefighting operations are not approved for EMS CE credit.*

AIRWAY, RESPIRATION & VENTILATION

Definition: Those topics that are primarily taught to introduce essential concepts, information and skills concerning airway and breathing management. Examples of topics covered under the Airway, Respiration & Ventilation CE category:

Respiratory Physiology	Suction
Respiratory Pathophysiology	Mechanical Adjuncts
Foreign Body Airway Obstruction	Advanced Airway Procedures
Supplemental Oxygen Therapy	Translaryngeal Cannula Ventilation
Ventilation	Cricothyrotomy

CARDIOVASCULAR

Definition: Those topics that primarily teach the pathophysiology, assessment, and management of cardiovascular related illnesses. Examples of topics covered under the Cardiovascular CE category:

Stroke Assessment and Care	Ventricular Assist Devices
CNS Injury	Acute Coronary Syndrome
Cardiac Arrest	12 Lead Review
Post-Resuscitation Care	STEMI
Congestive Heart Failure	Capnography

MEDICAL

Definition: Those topics that primarily teach the pathophysiology and management of illness. Please refer to an EMS textbook for a more detailed list of topics covered under this category. Examples of topics covered under the Medical Emergencies CE category:

Urology	Pulmonology	Toxicology
Neurology	Hematology	
Endocrinology	Environmental Conditions	
Allergies and Anaphylaxis	infectious and Communicable Diseases	
Gastroenterology	Behavioral and Psychiatric Disorders	
Gynecology	Obstetrics	

TRAUMA

Definition: Those topics that primarily teach the kinematics, pathophysiology and management of trauma. Please refer to an EMS textbook for a more detailed list of topics covered under this category. Examples of topics covered under the Trauma Emergencies CE category:

Trauma Systems	Burns
Mechanism of Injury	Head and Facial Trauma
Hemorrhage and Shock	Spinal Trauma
Soft Tissue Trauma	Thoracic Trauma
Abdominal Trauma	Musculoskeletal Trauma

SPECIAL CONSIDERATIONS

Definition: Those topics that primarily concern patient populations that have special considerations in the areas of assessment, pathophysiology and management. Please refer to an EMS textbook for a more detailed list of topics covered under this category. Examples of topics covered under the Special Considerations CE category:

Neonatology	Abuse and Neglect
Pediatrics	Patients with Special Challenges
Geriatrics	The Home Health Care Patient

EMERGENCY MEDICAL DISPATCH

Definition: Those topics that primarily address the area of dispatch operations. Examples of topics covered under the Emergency Medical Dispatch CE category:

Dispatch Policy, Procedure, and Protocols	Types of Calls
Roles & Responsibilities	Protocol and Call Classification
Ethics, Values, and Professionalism	In-Progress, Just-Occurred, Past Event calls
Media Relations	Law Enforcement Calls for Service
Confidentiality	Fire Calls for Service
Telephone Technology	Medical Calls for Service

Fingerprint Submission:

Licensees seeking to renew their license will be required to submit fingerprints for a state and national criminal background check every other renewal cycle, or every 4 years, in accordance with the provisions of §24-10B-5.2 NMSA, 1978.

The EMS Bureau will require fingerprint backgrounds by the following alphabetical schedule:

- Renewals due 3/31/2018; Last name N-Z**
- Renewals due 3/31/2019; Last name N-Z**
- Renewals due 3/31/2020; Last name A-M**
- Renewals due 3/31/2021; Last name A-M**

Complete the following steps in order to register and have your fingerprints scanned for the criminal history screening:

- a. Go online to https://cogentid.3m.com/nm/index_NM.htm; click “Register Online for a Background Check”.
- b. Click “ORI Lookup” and select **NM931162Z** DOH/EMS Bureau. **Using any other ORI # will result in you having to redo your fingerprints!**
- c. Complete the registration, including the payment; **print receipt.**
- d. Take the receipt with you to your chosen fingerprint location (find list under Useful Information on 3M Cogent website)
- e. Your fingerprints will be scanned electronically and a Transaction Control Number (TCN) issued
- f. Make sure to include the Registration ID # from your fingerprint receipt in the indicated space on your License Renewal Application

Renewal Application: To apply for New Mexico EMT License Renewal, follow these instructions:

1. Fill out the Renewal Application for Licensure completely then print it and sign it
 - a) Make sure to include the Registration ID # from your fingerprint receipt in the indicated space
2. Have your Medical Director sign the Verification of Competency
3. You must sign the Affirmation of Renewal Requirement Completion and attach documentation/verification of approved New Mexico Continuing Education to your application if your name is highlighted on the 2018 Renewal and Audit list.
4. Attach a copy of a current CPR certification/education to your application; Paramedic applicants must also submit a copy of a current ACLS certification to your application
5. Include correct fee for licensure level with a check, money order, or purchase order (**this fee is non-refundable**).
6. Mail or deliver in person, the complete application packet to:
1301 Siler Rd. Bldg. F Santa Fe, NM 87507

2018 Renewal Fees

Licensure Level	Renewal Fee Rec before March 1	March Renewal Fee March 1-March 31	Reinstatement Fee April 1-May 31
First Responder	\$20	\$60	\$120
EMT Basic	\$30	\$90	\$180
EMT Intermediate	\$40	\$120	\$240
Paramedic	\$50	\$150	\$300
Dispatcher	\$20	\$60	\$120
Dispatch Instructor	\$25	\$75	\$150

Acceptable Forms of CE

Continuing education allows you to demonstrate continued cognitive competency by documenting the hours of CE you complete during your 2-year renewal cycle. The course/class must be EMS Bureau approved before the CE is administered. The Bureau has the final decision in determining if the category or type of CE will be accepted. At least half of the required CE's must be conducted synchronously, in a live person to person setting.

You may earn CE credit through the following acceptable methods:

Classroom (Synchronous) Instruction: This includes traditional instructor-student relationship in the classroom or field setting or "real time" interaction via webinar, etc.

Approved EMS Agency CE Programs: An agency may conduct continuing education courses with a bureau approved CE number. All requirements for conducting an EMS CE course must be followed, and records maintained by the agency or department's CE coordinator, including class roster, teaching notes or outline, power point presentation, etc. Such trainings may include case reviews and job orientation classes. EMS video presentations may be used for continuing education. Agencies intending to offer video training must submit the "*Notification of Intent to Conduct a Continuing Education Program*" application to the bureau along with a list of the videos intended for presentation with their corresponding copyright dates.

Conferences and Symposia: Most conferences and symposia are lecture-based programs hosted by services, educational institutions, hospitals, or state/regional EMS organizations. Conference coordinators may offer topics included in this guide provided the lecturer covers the topic sufficiently to ensure meeting the depth and breadth outlined in the Instructional Guidelines. When a lecture meets these guidelines, the conference coordinator should identify to those who attend that this lecture can be used towards meeting the New Mexico continuing education requirements.

Carded and Pre-Approved Courses: Credit can be applied for standardized courses. See the Pre-Approved Course List. You may use a course only once toward the total number of hours required. Excess hours from a course can be carried over to another requirement area.

College Courses: Credit can be applied for college courses that relate to your role as an EMS professional. The number of CE credits accepted is determined by the EMS Bureau Training Coordinator. Approved courses may include: Anatomy & Physiology, Biology, Chemistry, Pharmacology, Psychology, Sociology, Statistics, and Nursing. Individuals who are interested in receiving credit for college courses must submit a letter of request along with a copy of their unofficial student transcript and course syllabus to the NM EMSB before December 31 of the year preceding your expiration year. Be advised, you will almost assuredly not receive hour for hour credit of college courses. Contact the EMS Bureau early in your renewal cycle if you are planning to rely heavily on college credit for CE's.

On-line (Asynchronous) Instruction: Up to half of the total required CE hours may be from an Asynchronous source, however they must be Commission on Accreditation of Pre-Hospital Continuing Education (CAPCE) accredited.

Examples of approved internet CE programs include:

Action Training Systems

ProviderNo: Act0113

Web Site: <http://www.action-training.com>

Contact: Beth Crittendon

Code 3 CME LLC

ProviderNo: CODE1900

Web Site: <http://www.code3cme.com>

Contact: Jerolyn Robertson

EMS For Children, UNM School of Medicine

Provider No: UNM0036

Web Site: <http://www.pediatricemergencytraining.com>

Contact: Katherine Schafer, Program Coordinator

FireEMSAcademy.com

ProviderNo: PNLPI8000

Web Site: <http://www.fireemsacademy.com>

Contact: Linda Ortiz

24-7 EMS-Health & Safety Institute

ProviderNo: P247E1100

Web Site: <http://www.24-7ems.com>

Contact: Nicole Printup Emcert

TargetSolutions Together with CentreLearn

ProviderNo: PTGSF5900

Web Site: <http://www.targetsolutions.com>

Contact: Lauren Crosby

Medic-CE.com, LLC

ProviderNo: MedicCE6500

Web Site: <http://www.medic-ce.com>

Contact: Richard Ezzeddine, M.D.

VFIS

1.800.233.1957 Ext. 7952

Justin M. Eberly | Education Specialist

Instructors: Instructors may receive continuing education credit applied as follows:

Instructors of CPR, ACLS, and PALS courses may receive 4 hours of additional CE credit toward license renewal for one class per year for each course. For example: if you taught 6 CPR courses, 2 ACLS courses and 2 PALS courses in a calendar year, you will only receive 4 hours of CE for each different course for a total of 12 CE hours.

Instructor-Coordinators, employed by an approved EMS training institution, may receive hour for hour credit for teaching an approved course (EMS First Responder, EMT-Basic, EMT-Intermediate or EMT-Paramedic). Documentation of such activity submitted for renewal must be on letterhead from the training institution and signed by the director.

Authorship: This includes EMS articles for newspapers, magazines, textbooks, and journals that are written by EMS personnel. The article must be written and submitted to the State EMS Training Coordinator for approval during the current licensure cycle. Upon review, the State EMS Training Coordinator will determine whether the specific article shall receive CE credit and will notify the author in writing.

A final word for individuals requesting CE approval: Individuals may be granted CE approval for other types of training not listed in this guide. In order for approval to be given, the individual must submit a course completion certificate or other documentation verifying attendance, along with course syllabus and other supporting documentation, as determined by the EMS Bureau. Notification of approval will be accomplished by letter from the State EMS Training Coordinator. A copy of this letter must be submitted when applying for licensure renewal.

CE Requirements by Licensure Level:

***Please note:** At the time of the writing of this guide, the NREMT has varied the number of required hours for NCCP, and NREMT/NCCP requirements may differ slightly from the following NM requirements for each level. This may occur on an ongoing basis, as the NREMT considers varying their requirements from year to year. If you are interested in renewing both your NM license and the NREMT certification, and these variations appear to be problematic, contact the EMS Bureau.

First Responder: 20 Hours of CE meeting the following categories:

Preparatory / Operations	2 Hours
Airway, Respiration, & Ventilation	3 Hours
Cardiovascular Emergencies	2 Hours
Medical Emergencies	4 Hours
Trauma Emergencies	4 Hours
Special Considerations	5 Hours (2 hours must be Pediatric)

EMT Basic: 40 Hours of CE meeting the following categories:

Preparatory / Operations	4 Hours
Airway, Respiration, & Ventilation	6 Hours
Cardiovascular Emergencies	6 Hours
Medical Emergencies	8 Hours
Trauma Emergencies	8 Hours
Special Considerations	8 Hours (4 hours must be Pediatric)

EMT Intermediate: 50 Hours of CE meeting the following categories:

Preparatory / Operations	4 Hours
Airway, Respiration, & Ventilation	6 Hours
Cardiovascular Emergencies	6 Hours
Medical Emergencies	12 Hours
Trauma Emergencies	12 Hours
Special Considerations	10 Hours (5 hours must be Pediatric)

Paramedic: 60 Hours of CE meeting the following categories:

Preparatory / Operations	6 Hours
Airway, Respiration, & Ventilation	8 Hours
Cardiovascular Emergencies	10 Hours
Medical Emergencies	14 Hours
Trauma Emergencies	10 Hours
Special Considerations	12 Hours (6 hours must be Pediatric)

Emergency Medical Dispatcher: 20 Hours of CE meeting the following categories:

Emergency Medical Dispatch	10 Hours
Medical Emergencies	10 Hours

EMD-Instructor: 20 Hours of CE meeting the following categories:

Emergency Medical Dispatch	10 Hours
Medical Emergencies	10Hours

Must maintain NM EMT license

Verification of Good Standing through EMD Training Program

Approved New Mexico Training Institutions

Central New Mexico Community College, Albuquerque.....	505-224-5218
Dona Ana Community College, Las Cruces.....	575-527-7645
Eastern New Mexico University, Roswell.....	575-624-7076
San Juan College, Farmington.....	505-566-3857
Santa Fe Community College, Santa Fe.....	505-428-1820
UNM EMS Academy, Albuquerque.....	505-272-5757

2017-2018 NM EMS Bureau Approved CPR/ACLS Courses

American Heart Association "BLS Healthcare Provider"			
American Red Cross "CPR/AED for the Professional Rescuer"			
Emergency Care and Safety Institute "Professional Rescuer CPR"			
National Safety Council "CPR and AED"			
Medic First Aid "Basic Life Support for Professionals (BLSPRO)"			
American Safety & Health Institute "CPR for the Professional Rescuer"			
Military Training Network "BLS Healthcare Provider"			
EMS Safety Services: CPR/AED for the Professional Rescuer			
Pro Trainings LLC ProCPR - CPR/AED for Healthcare Provider Classroom and Blended Classroom			
Pacific Medical Training / 911 Con-ed BLS, ACLS, PALS			
American Heart Association "ACLS", "ACLS EP", "HeartCode ACLS"			
Emergency Care and Safety Institute "eACLS"			
American Safety & Health Institute "ACLS"			
"Military Training Network ACLS"			