

**WILL/GRUNDY EMERGENCY MEDICAL SERVICES SYSTEM  
STANDARDS FOR EMT-PARAMEDIC CONTINUING EDUCATION**

**I. RELICENSURE REQUIREMENTS SUMMARY:**

1. 120 Hours of CE (The 120 required hours may include hours from 2 & 3 listed next\*)  
(a minimum of 60 hours must be completed by your 2-year check)
- \* 2. Any Mandatory System CE as required by the EMS Medical Director
- \* 3. Current CPR Certification
4. Child Support Form (completed and returned to the System)

**Submit to System: Items 1-3 to complete 2-year check / Items 1-4 to complete relicensure.**

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**II. STANDARDS FOR ACCEPTABLE CONTINUING EDUCATION:**

Continuing education classes, seminars, clinical time, workshops or other types of programs shall have an assigned IDPH approved site code to be submitted as acceptable CE hours. This includes CE hours obtained by attending Fire Department or Agency training. Refer to [www.willgrundyems.org](http://www.willgrundyems.org) or policy 200-16 "Continuing Education Acceptance & Validation Standards" on IDPH site codes.

**Continuing Education Recommendations (Documentation) & [Hours] \*Over 4 Years\***

1. W/G CME: Study Guides-9 hours per trimester, Exam-1 hour per trimester ..... 120 hours
2. Audit EMT-P Class (Instructor signature required)..... UNLIMITED
3. Agency EMS Training including Hazmat (IDPH approved w/site codes) ..... 120 hours
4. Specialty Courses: i.e. ACLS,PALS, IDPH Lead Instructor, etc. (Certificate/Card) .....hour for hour
5. Hospital Clinical Rotations (Preceptor signature required) .....30 hours (max)
6. ALS Field Run Time **OFF DUTY** (documented and signed off by EMS Coordinator) 30 hours (max)
7. Classroom Instructor/Evaluator [2 teaching hours = 1 CE hour] .....30 hours (max)
8. Ambulance Skills Evaluator/Preceptor [1 clock hour = 1 CE hour].....30 hours (max)
9. Disaster Drill: i.e. triage,moulage,etc. [1 clock hour = 1 CE hour] .....30 hours (max)
10. Fire Fighter II Course: EMS/Medical Portion (Certificate & Outline).....28 hours (max)
11. CPR Re-certification Course (3 hours max per class every other year) .....6 hours (max)
12. CPR Instruction Course (Teaching CPR) [2 clock hours = 1 CE hour] .....16 hours (max)
13. Agency EMS Coordinator [1 hour per attended meeting – 5 per year] .....20 hours (max)
14. Nursing/Medical/Physician Assistant Course [1 credit hour = 2 CE hours] ..... UNLIMITED
15. Other Health Related College Courses [1 credit hour = 1 CE hour] ..... UNLIMITED
16. Prevention Programs: i.e. Buckle-up, Drugs, Handguns (Certificate/Signature) ....30 hours (max)
17. NHTSA Child Passenger Safety Tech Program (Certificate).....8 hours (max)
18. EMS/Pre-Hospital Conferences and/or Seminars (Certificate).....hour for hour
19. Internet CE - EmCert.com, Eminet.com, ems-ce.com, MedicEd.com only (Certificate) .....30 hours (max)
20. EMS Video and Magazine CE (EMS Coordinator verification) .....30 hours (max)
21. Participation/Observation: Surgery, Phys Therapy, Lamaze, Childbirth, Autopsy ..... 3 hours (max)  
(Written & Signed statement from Charge Nurse or Physician regarding attendance)
22. IDPH Approved Miscellaneous CE (Certificate/Signature) .....30 hours (max)

Repetition of a specific class session within a twelve-month period will not be accepted for credit.  
Certificates submitted for CE must include the number of CE hours approved and awarded.  
Drug box inventory and ambulance inventory do not qualify for CE hours or credit.