

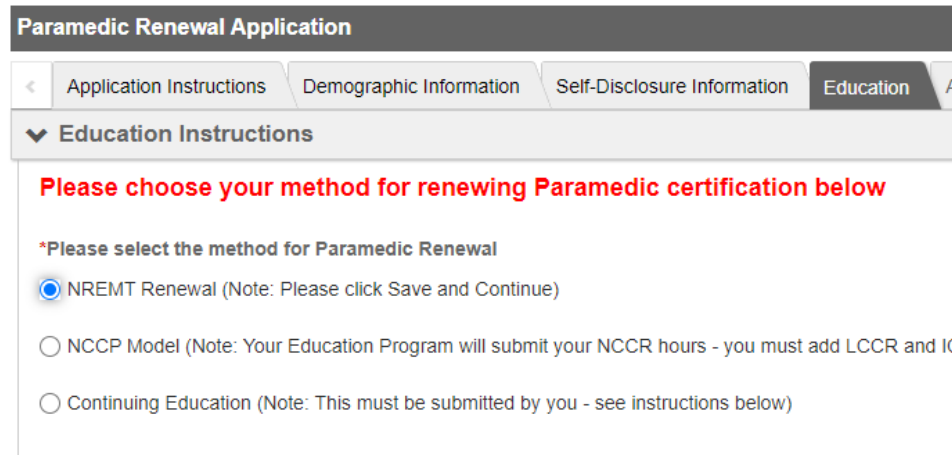
## Paramedic Renewal Process Options (must choose one)

Paramedics have three options in which they can renew their certification before the expiration date of 3/31/20XX. Regardless of renewal option, all paramedics must adhere to the advanced cardiac life support requirement. Check with the education program if an ACLS course is included in the education provided to you.

If you are NOT nationally registered, it is still possible to maintain a state only certification. Please note that previously issued policy declared that in 2036, all EMS personnel in Minnesota must obtain and retain their NREMT certification.

### 1. Recertify by NREMT (2 different options):

- Use this link and click **Recertify by Exam** <https://www.nremt.org/Paramedic/Recertification> **OR**,
- Ensure your NREMT transport reflects the required **60 hours of NCCP education**.
- Individuals wanting to maintain both an NREMT and MN certification must apply for both recertifications. One on the NREMT site and one in the MN eLicense portal.
  - i. You may submit the state paramedic renewal application at the same time as NREMT renewal application is submitted. Once the system can verify you hold a valid NREMT certification, the state application will advance for review and approval.
  - ii. When submitting your state application, select NREMT renewal on the education tab.



**Paramedic Renewal Application**

< Application Instructions Demographic Information Self-Disclosure Information **Education** >

▼ Education Instructions

**Please choose your method for renewing Paramedic certification below**

\*Please select the method for Paramedic Renewal

NREMT Renewal (Note: Please click Save and Continue)

NCCP Model (Note: Your Education Program will submit your NCCR hours - you must add LCCR and IC)

Continuing Education (Note: This must be submitted by you - see instructions below)

### 2. National Continued Competency Program (NCCP) 60 hours as defined by the NREMT. This includes:

- 30 hours of National Continued Competency Requirement (NCCR) taught by Minnesota approved education program.
  - i. The education program is responsible for adding NCCR hours to your State of Minnesota education record.
- 15 hours of Local Continued Competency Requirement (LCCR)

- i. LCCR hours definition: If the agency and/or state EMS office requires specific education, that education may be entered as LCCR. If specific education is not specified, these required 15 hours are considered flexible but must be directly related to EMS patient care.
  - ii. **\*\*Discuss with the education program whether they provide and enter the LCCR hours for attendees, or if the attendee is responsible for obtaining and entering these hours.**
- 15 hours of Individual Continued Competency Requirement (ICCR)
  - i. ICCR hours definition: The 15 hours required for the individual component are flexible but must be directly related to EMS patient care.
  - ii. **\*\*Discuss with the education program whether they provide and enter the ICCR hours for attendees, or if the attendee is responsible for obtaining and entering these hours.**
- The paramedic must login to the MN eLicense portal and submit the Paramedic Renewal Application for final approval.

**Paramedic Renewal Application**

Application Instructions | Demographic Information | Self-Disclosure Information | **Education**

Education Instructions

**Please choose your method for renewing Paramedic certification below**

\*Please select the method for Paramedic Renewal

NREMT Renewal (Note: Please click Save and Continue)

**NCCP Model (Note: Your Education Program will submit your NCCR hours - you must add LCCR and IC**

Continuing Education (Note: This must be submitted by you - see instructions below)

**\*\*STATE CERTIFIED ONLY PARAMEDICS WHO EXPIRE ON 3/31/2025: \*\*** you must ensure all 60 hours under this heading have been entered.

**Paramedic Renewal Requirements (1 of 1)**

**NCCP Renewal 2016 Curriculum - accepted through 03/31/2025**

0.00 Completed	60.00 Remaining	Topic	Required	Completed	Remaining
<input type="text" value="0.00"/>	<input type="text" value="60.00"/>	<input checked="" type="radio"/> 1 - NCCR Airway, Respiration, Ventilation	3.50	0.00	3.50
<b>60.00 Total Requirements</b>		<b>Options</b>	<input type="checkbox"/> Ventilation	<input type="checkbox"/> Capnography	<input type="checkbox"/> Oxygenation

**\*\*STATE CERTIFIED ONLY PARAMEDICS WHO EXPIRE ON 3/31/2026: \*\*** you must ensure all 60 hours under this heading have been entered.

0.00 Completed		60.00 Remaining		Topic	Required	Completed	Remaining
				<input type="radio"/> 1 - NCCR Airway, Respiration, Ventilation	6.00	0.00	6.00
				<input type="radio"/> 2 - NCCR Cardiology	7.00	0.00	7.00
<b>60.00 Total Requirements</b>							

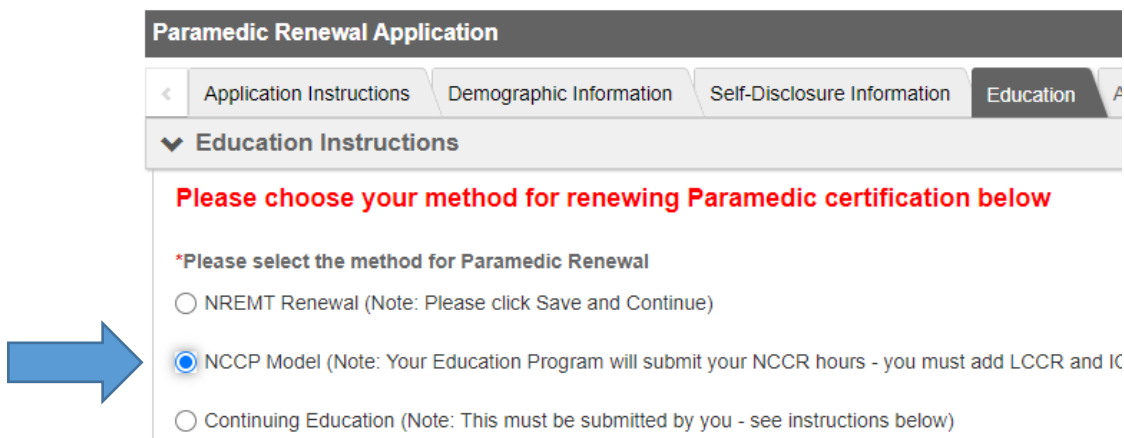
### 3. Continuing Education

0.00 Completed		48.00 Remaining		Topic	Required	Completed	Remaining
				<input type="radio"/> Continuing Education	48.00	0.00	48.00
<b>48.00 Total Requirements</b>							

- Must successfully complete 48 hours of continuing education as approved by the director, the United States Department of Transportation National EMS Education Standards, or the paramedics ambulance service medical director.
- The paramedic must login to the MN eLicense portal and submit the Paramedic Renewal Application for final approval.

## Entering LCCR and ICCR Hours Using NCCP Model

1. Select **NCCP Model** in the Education tab.



**Paramedic Renewal Application**

< Application Instructions Demographic Information Self-Disclosure Information **Education** A

▼ Education Instructions

**Please choose your method for renewing Paramedic certification below**

**\*Please select the method for Paramedic Renewal**


NREMT Renewal (Note: Please click Save and Continue)

**NCCP Model (Note: Your Education Program will submit your NCCR hours - you must add LCCR and ICCR hours)**

Continuing Education (Note: This must be submitted by you - see instructions below)

2. Scroll down to numbers 6 and 7 and hit green + button.

<input type="radio"/>	6 - LCCR: Local Component	15	0.00	15	
<input type="radio"/>	7 - ICCR: Individual Component	15	0.00	15	



- Fill out the required sections on the **Add Course** pop-up and click **Add**. Do this until you have entered 15 hours of LCCR and 15 hours of ICCR.

Add Course

\* Course Name

Start Date


\* Completed Date

Location

File Upload  No file chosen  
Accepted File Types: BMP, doc, docx, htm, jpeg, jpg, pdf, png, tif, xls, xlsx, xml - application  
No files larger than null KB

\* Topics

Hours



## Entering Continuing Education

- Select **Continuing Education** in the Education tab.


**Paramedic Renewal Application**

**Education Instructions**

Please choose your method for renewing Paramedic certification below

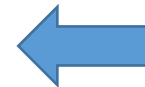
\*Please select the method for Paramedic Renewal

NREMT Renewal (Note: Please click Save and Continue)  
 NCCP Model (Note: Your Education Program will submit your NCCR hours - you must add LCCR and I  
 Continuing Education (Note: This must be submitted by you - see instructions below)



2. Scroll down to **Continuing Education** at bottom of page and click green + button.

Paramedic Renewal Requirements (1 of 1)					
Continuing Education - 48 Hours					
0.00 Completed	48.00 Remaining	Topic	Required	Completed	Remaining
48.00 Total Requirements		Continuing Education	48.00	0.00	48.00



3. Fill out the required sections on the **Add Course** pop-up and click **Add**. Do this until 48 hours of Continuing Education have been entered.

Add Course

\* Course Name

Start Date

\* Completed Date

Location

File Upload  No file chosen  
Accepted File Types: .BMP,.doc,.docx,.htm,.jpeg,.jpg,.pdf,.png,.tif,.xls,.xlsx,application  
 No files larger than null KB

\* Topics

Hours



## Confirmation of Submission

1. After working through each tab of the application, **Sign** the application using username and password you logged in with then click **Submit**. Be sure the level you are applying for has been selected on the **Demographics** tab.
  - a. Click **Yes** on the pop-up to confirm submission.
  - b. **DO NOT CLOSE YOUR BROWSER BEFORE THE SYSTEM COMPLETES SAVING THE APPLICATION.** Once the system works through its saving process, it will return you to a list of your completed applications.
2. You will receive a confirmation email after successful submission. Please login to the MN eLicense portal and your email for application status updates.
3. Once the application has been processed and approved, under **My Account** you will be able to click **Generate Card**.



**My Account**

- Dashboard
- Profile
- Issued Application
- Documents
- Certifications
- Applications
- Education
- Agencies
- Manage

**My Account**

For more detail about any item, click the links on this page or in the left menu.

- To update your account information, please click on your Name below. Name change request should be emailed to [ems@state.mn.us](mailto:ems@state.mn.us) with proof of a legal name change (Valid Driver License, Marriage Certificate, Divorce Decree, or other legal document).
- To locate your State EMS credential, click on the **Generate Card** button. When the card is generated, Right Click to print the card.
- Use the Training tab at the left, then select My Report to add/show what education you need or have completed this recertification cycle.

**Nicole Account**

Paramedic  
 Number: 997082  
 Issued: 05/09/2024  
 Expires: 03/31/2025

4 Forms pending completion

0 Items waiting in checkout

1 Application to be reviewed

- 0 New courses requested
- 0 Upcoming courses this month
- 0 Upcoming tests this month
- 0 Courses need to be signed off

Generated card will appear as a pop-up that can be printed, saved as PDF, or a screenshot. OEMS staff cannot generate your card.



4. If you require further assistance, please contact the OEMS at 651-201-2800 or [info.oems@state.mn.us](mailto:info.oems@state.mn.us)