

EMT Renewal Process Options (must choose one)

EMTs have four options in which they can renew their certification before the expiration date of 3/31/20XX. Regardless of renewal option, all EMTs must adhere to the cardiopulmonary resuscitation requirement. Check with the education program if a CPR 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.

NREMT Renewal

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

- a. Use this link and click **Recertify by Exam** <https://www.nremt.org/EMT/Recertification> or,
- b. Ensure your NREMT transcript reflects the required 40 hours of NCCP education.
- c. 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.
 - You may submit the state EMT Renewal Application at the same time as NREMT renewal application is submitted. Once the MN eLicense system can verify you hold a valid NREMT certification, the state application will advance for review and approval.
 - When submitting your state application, select NREMT renewal in the education tab.

The screenshot shows the 'EMT Renewal Application' form with the 'Education' tab selected. Under 'Section 2', there is a red instruction: 'Please obtain your EMT Renewal Method from your Education Program, u continuing education for renewal.' Below this, a blue arrow points to the 'NREMT Renewal (Note: Please click Save and Continue)' radio button option. Other options include 'NCCP Model', 'EMT 24 Hour Refresher Course', and 'Continuing Education'.

2. **National Continued Competency Program (NCCP) 40 hours** as defined by the NREMT. This includes:

- a. 20 hours of National Continued Competency Requirement (NCCR) taught by Minnesota approved education program.

- The education program is responsible for adding NCCR hours to your State of Minnesota education record.
 - b. 10 hours of Local Continued Competency Requirement (LCCR)
 - 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 10 hours are considered flexible but must be directly related to EMS patient care.
 - ***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.*
 - c. 10 hours of Individual Continued Competency Requirement (ICCR)
 - ICCR hours definition: The 10 hours required for the individual component are flexible but must be directly related to EMS patient care.
 - ***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.*
3. When submitting your state application, select NCCP renewal in the education tab.

EMT Renewal Application

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

▼ Section 2

Please obtain your EMT Renewal Method from your Education Program, and continuing education for renewal.

***Please select the method for completing EMT Renewal**

NREMT Renewal (Note: Please click Save and Continue)

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

EMT 24 Hour Refresher Course (Note: Your education program will verify your education)

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

4. The application will not move to the review phase until all 40 hours have been met.

EMT Renewal Requirements (1 of 1)

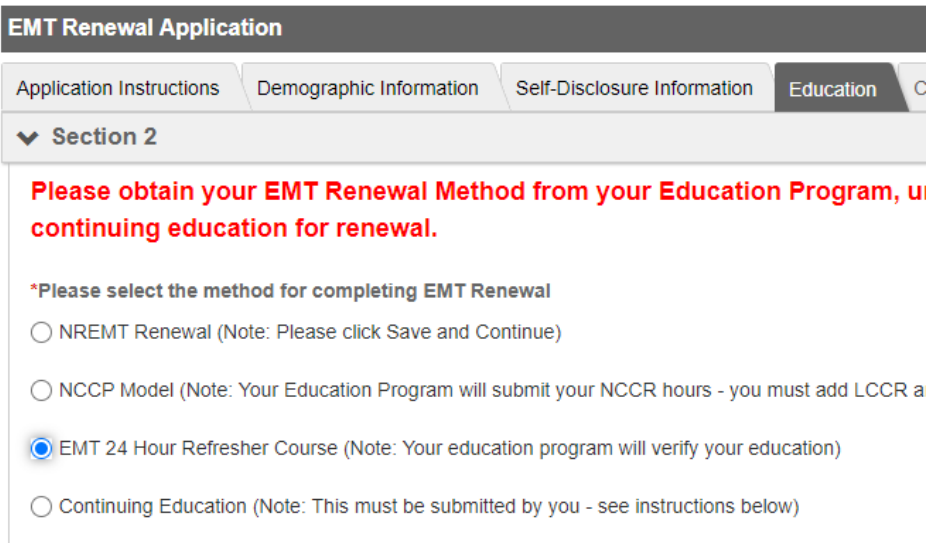
NCCP Renewal 2025 Curriculum - for applicants expiring 03/31/2025 and after

0.00 Completed	40.00 Remaining	Topic	Required	Completed	Remaining
		<input type="radio"/> 1 - NCCR Airway, Respiration, Ventilation	4.00	0.00	4.00
		<input type="radio"/> 2 - NCCR Cardiology	5.00	0.00	5.00
40.00 Total Requirements					

EMT 24-Hour Refresher Course

For state only certified EMTs. The education must be taught by a Minnesota approved education program. The education program will enter the education hours for the attendee. The attendee must then login to the MN EMS eLicense portal and submit the EMT Renewal Application for final approval. A state certified EMT may also renew by taking a NCCP.

1. Use this link to find available refresher courses and contact the education program directly to register. <https://emslm.mn.gov/lms/public/portal#/education/findcourses>
2. When submitting your state application, select EMT 24 Hour Refresher in the Education tab.



EMT Renewal Application

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

▼ Section 2

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NREMT Renewal (Note: Please click Save and Continue)

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

EMT 24 Hour Refresher Course (Note: Your education program will verify your education)

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



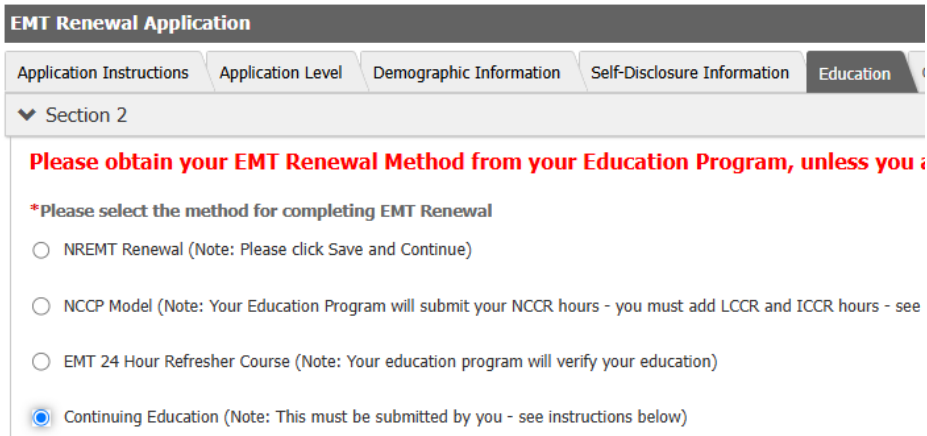
3. The application will not move to the review phase until all 24 hours have been met.

0.00 Completed		24.00 Remaining		Topic	Required	Completed	Remaining
<input type="checkbox"/>				EMT 24 Hour Refresher Course	24.00	0.00	24.00
24.00 Total Requirements							

Continuing Education

Must complete 48 hours of continuing education as approved by the director, the United States Department of Transportation National EMS Education Standards, or the EMT's ambulance service medical director. This option can be used if you have received refresher education from an EMS education program such as one of the national online EMS education platforms.

1. When submitting your state application, select Continuing Education in the Education tab.



EMT Renewal Application

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

Section 2

Please obtain your EMT Renewal Method from your Education Program, unless you i

***Please select the method for completing EMT Renewal**

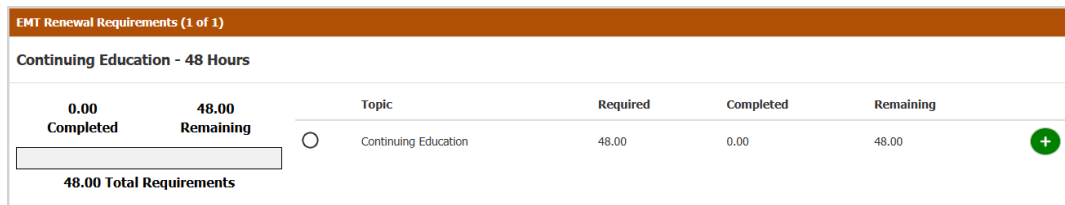
NREMT Renewal (Note: Please click Save and Continue)

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

EMT 24 Hour Refresher Course (Note: Your education program will verify your education)

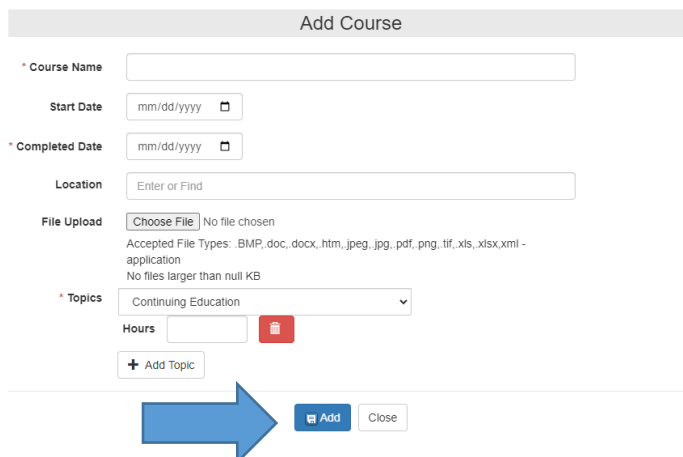
Continuing Education (Note: This must be submitted by you - see instructions below)

2. Scroll down to **Continuing Education** at bottom of page and click green + button. The application will not move to the review phase until all 48 hours have been met



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

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, xml - application
No files larger than null KB

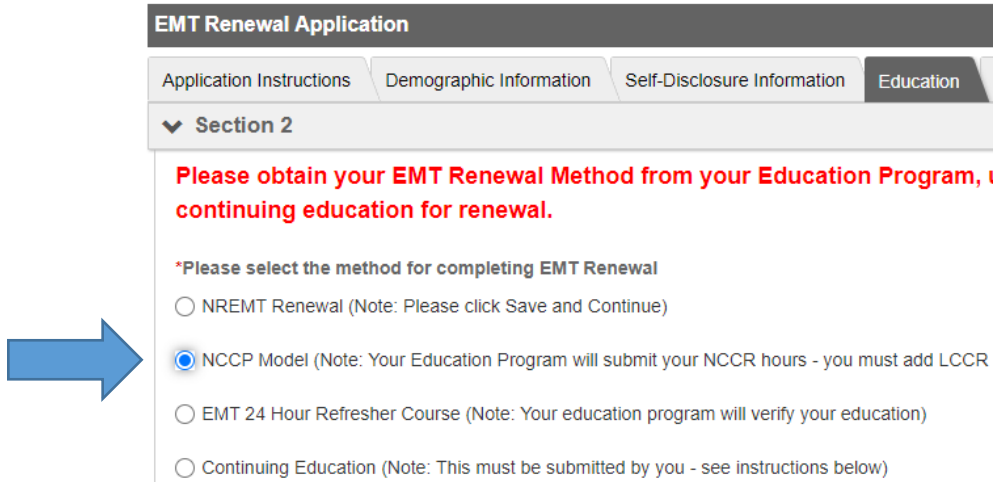
* Topics

Hours

Entering LCCR and ICCR Hours when using NCCP Model

If your education program provides the NCCP core content only, the individual is required to enter their own LCCR and ICCR hours.

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



EMT Renewal Application

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

Section 2

Please obtain your EMT Renewal Method from your Education Program, and continue your continuing education for renewal.

*Please select the method for completing EMT Renewal



NREMT Renewal (Note: Please click Save and Continue)


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

EMT 24 Hour Refresher Course (Note: Your education program will verify your education)

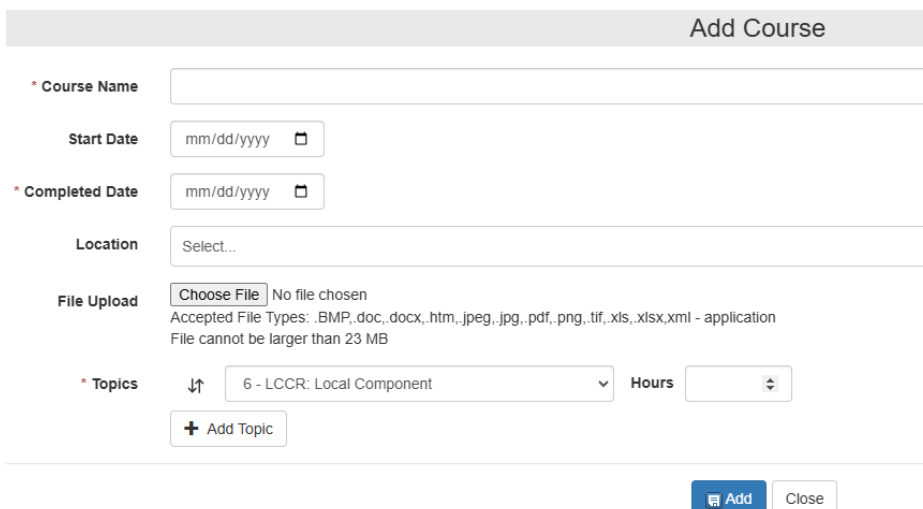
Continuing Education (Note: This must be submitted by you - see instructions below)

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

<input type="radio"/> 6 - LCCR: Local Component	10.00	0.00	10.00	
<input type="radio"/> 7 - ICCR: Individual Component	10.00	0.00	10.00	



3. Fill out the required sections on the **Add Course** pop-up and click **Add**. Do this until you have entered 10 hours of LCCR and 10 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
File cannot be larger than 23 MB

* 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 EMS 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

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 emsrb@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
Expiration: 03/31/2026
Generate Card

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. MN OEMS staff cannot generate your card.

If you require further assistance, please contact the MN OEMS at 651-201-2800 or info.oems@state.mn.us