

OEMS Disclosure Requirements: What You Need to Know

Minnesota law requires you to provide specific information when applying for registration or certification with the Office of Emergency Medical Services (OEMS). Failing to disclose required information, even if it happened long ago, violates state law, and can lead to disciplinary action. This guide explains why disclosures are required, what you need to report, and answers common questions about the process.

Why Disclosures Are Required

Disclosing criminal convictions on your application is critical for public safety, trust, and compliance with Minnesota law. EMS providers play a vital role in caring for people during emergencies, often at their most vulnerable moments. By reviewing disclosures, as required by statute, OEMS can assess risks and ensure the safety of the public and the EMS community. This process helps maintain high standards of integrity and professionalism while supporting a safe and reliable environment for all Minnesotans.

What to Disclose

You must report the following events on both initial applications and renewals. If convicted of any offenses after receiving your credential, you must report them to OEMS.

You are required to disclose if you:

- Are convicted of or plead guilty or no contest to:
- Any felony.
- Gross misdemeanors involving assault, sexual misconduct, theft, or illegal use of drugs or alcohol.
- Misdemeanors involving assault, sexual misconduct, theft, or illegal use of drugs or alcohol.
- Violate state or federal controlled substance laws.
- Have a substantiated finding of maltreatment of a child or vulnerable adult by federal, county, or state authorities.
- Face disciplinary action in another state or by another regulatory authority.

What Happens If You Don't Disclose

Failing to disclose required information can result in disciplinary action, ranging from a warning to revocation of your credential. Minnesota Statutes Chapter 144E requires all applications to be accurate and truthful. While mistakes happen, it is your responsibility to ensure your application is complete. You are also required to cooperate with any OEMS requests for information.

How do I explain my situation if my circumstances have changed?

You can include all relevant details in the Disclosure Questionnaire included with your application. Attach any supporting documents that explain how you are now prepared to safely provide emergency medical services. If you have many documents, email them to compliance.oems@state.mn.us.

What does OEMS do with my disclosure?

We review your information to assess whether it affects your ability to practice emergency medical services (EMS) in Minnesota.

How long does the process take?

Applications with disclosures are reviewed weekly, and you can expect a decision within 14 days. Delays may occur if additional information or clarification is needed.

Do I need to report a new conviction right away?

You are not legally required to report a conviction immediately. However, you can choose to disclose it before your renewal using a “Disclosure Unrelated to Renewal” form. If you don’t disclose earlier, you must include it in your next renewal application.

Do I need to disclose guilty pleas with adjudicated sentences or convictions that have been expunged from my record?

Yes. If you plead guilty or no contest, you must report it, even if the sentence was adjudicated or the conviction was expunged or removed. For adjudications, they are process as any other disclosure. Once OEMS verifies the expungement or retention removal of your conviction, you won’t need to report it again. Note that court retention policies and formal expungements are not the same.

Do maltreatment findings need to be disclosed?

Yes. You must report any substantiated maltreatment findings involving a child or vulnerable adult. Investigations that are not substantiated by the investigating agency do not need to be disclosed.

Do I need to disclose offenses from over ten years ago?

Yes. There is no time limit for required disclosures under our governing law.

Do I need to disclose the same offense on every application?

Yes, until our system changes, you must disclose the offense with every renewal. If the offense has been previously disclosed, your application will note this, and no additional documentation will be required.

Are the following offenses reportable?

- **Careless driving:** If it involves illegal use of drugs or alcohol, it must be disclosed.
- **Drinking tickets:** If classified as a misdemeanor related to illegal use of alcohol, it is reportable.
- **Marijuana offenses:** If deemed a federal controlled substance violation, occurred in states where marijuana use is still illegal, or involve driving and/or harm, it is reportable.
- **Disorderly conduct:** If the disorderly conduct involves sexual misconduct or assault, it is reportable.
- **Juvenile offenses:** If you were not tried as an adult and the record is sealed, you do not need to disclose the offense.

Do you check those who do not have disclosures?

Yes. We conduct random checks quarterly to ensure ongoing compliance. Additionally, all newly credentialed providers who have not disclosed reportable conduct will undergo a compliance reviews every odd-numbered year.

Do service driver's need to complete the disclosure?

Yes.

What happens after I disclose?

After submitting your application, OEMS staff reviews your disclosure and supporting documents. This information is used to complete a Risk of Harm Assessment (ROHA), which determines if your disclosure warrants further action.

- **If no concerns are identified:** Your application is approved, and the ROHA is added to your record.
- **If concerns are identified:** The disclosure is reviewed by the OEMS Review Panel. This team of senior staff determines if any action is necessary. Actions may include:
 - Denying your application for the credential.
 - Suspending or revoking your credential.
 - Placing conditions or limits on your practice.
 - Requiring supervision.
 - Issuing a censure or reprimand.
 - You will be notified of the panel's decision promptly.

Our Commitment to Fairness

Our compliance process is not meant to be punitive for things done in the past. We recognize that people can make mistakes. We also know that most people move forward after facing the consequences of their actions. Our goal is to ensure safety and fairness while supporting EMS providers ready to serve Minnesotans.

It's also important to note that our decisions apply only to OEMS and do not determine what other organizations, such as licensing boards or other states, may decide. Each organization has its own rules and processes, and their decisions may differ.

For additional questions, contact us at (651) 201-2805 or email compliance.oems@state.mn.us.

Resources:

[Minnesota Statutes Chapter 144E](#)—Office of Emergency Medical Services

[Minnesota Statutes, Chapter 364](#)—Criminal Offenders; Rehabilitation

[Minnesota Public Criminal History Search](#)