10/2021

MEMORANDUM

TO: EMT-A Selected for Random Audit

FROM: HAWAII MEDICAL BOARD

SUBJECT: 2022 EMT-A Certification Renewal/Continuing Education ("CE") Audit

CERTIFICATION RENEWAL

The Hawaii Medical Board ("Board") would like to advise you that EMT-A certification expire on 01/31/22, unless renewed. In order to renew, EMT-A must meet the CE requirement as described on the subsequent pages of this memorandum.

RANDOM AUDIT

By law, the Board may conduct a random audit to determine whether the CE requirement has been met. Through a computer-generated program, you have been randomly selected for participation in the Board’s audit. To this end, you are being asked to provide CE documentation when you renew your certificate.

RENEWAL NOTICE

In November 2021, you will receive a notice of renewal. Because you are being audited and required to submit documentation of CE with your renewal application, you will not be able to renew online. Instead, please follow the instructions below.

TO RENEW

1. Submit your completed renewal application (enclosed);
   1. Renewal fee; and
   2. CE documentation (as described below) to the Hawaii Medical Board, P.O. Box 3469, Honolulu, HI 96801.

DO NOT SUBMIT THE ITEMS SEPARATELY AS IT WILL CAUSE A DELAY IN YOUR RENEWAL.

RENEWAL DEADLINE

The deadline to renew is 01/31/22. However, to ensure that your certificate is renewed on/before that date, we strongly encourage you to submit the information as early as possible due to the
anticipated volume of renewals. Effective April 18, 2019, you must retrieve and print your pocket ID card and wall certificate via your MyPVL account. No other notice will be provided. To create a MyPVL account, please go to: https://mypvl.dcca.hawaii.gov/.

Thank you for your kind attention to this matter. If you have any questions regarding this memo, please call the Board’s office at (808) 586-2699.

**CE REQUIREMENT FOR EMT-As**

The CE requirement may be met by having a current certificate from the National Registry of Emergency Medical Technicians (NREMT) in your respective class. Please submit a copy of your current NREMT certificate or NREMT certification verification.

The 50 hours of CE may be met in the following:

1. **NATIONAL COMPONENT**: The National Component requires EMT-As to complete 25 hours of approved continuing education. A maximum of 8 hours of distributive education may be used to meet the 25-hour requirement.

   **Airway/Respiration/Ventilation**: 2.5 Hours
   - Ventilation
   - Oxygenation

   **Cardiovascular**: 7 Hours
   - Post-Resuscitation Care
   - Ventricular Assist Devices
   - Stroke
   - Cardiac Arrest
   - Pediatric Cardiac Arrest
   - Acute Coronary Syndrome

   **Trauma**: 3 Hours
   - Trauma Triage
   - Central Nervous System (CNS) Injury
   - Hemorrhage Control
   - Fluid Resuscitation

   **Medical**: 7.5 Hours
   - Special Healthcare Needs
   - OB Emergencies
   - Infectious Diseases
   - Medication Delivery
   - Pain Management
   - Psychiatric and Behavioral Emergencies
   - Toxicological Emergencies - Opioids
   - Neurological Emergencies - Seizures
   - Endocrine Emergencies - Diabetes
   - Immunological Emergencies

   **Operations**: 5 Hours
   - At-Risk Populations
   - Ambulance Safety
   - Field Triage-Disasters/MCIs
   - EMS Provider Hygiene, Safety, and Vaccinations
   - EMS Culture of Safety
   - Pediatric Transport
   - Crew Resource Management
   - EMS Research
   - Evidence Based Guidelines

2. **LOCAL OR STATE COMPONENT**: The Local or State Component requires EMT-As to complete 12.5 hours of approved CE. If specific local and/or state are not specified, these required hours are considered flexible content. You may use any State or Commission on Accreditation for Pre-Hospital Continuing Education (CAPCE) approved EMS-related education to fulfill these requirements. A maximum of 8 hours of distributive education may be used to meet the 12.5-hour requirement.
3. **INDIVIDUAL COMPONENT:** The Individual Component requires EMT-As to complete 12.5 hours of approved CE. The individual hours are considered flexible content. You may use any state or Commission on Accreditation for Pre-Hospital Continuing Education (CAPCE) approved EMS-related education to fulfill these requirements. A maximum of 12.5 hours of distributive education may be used to meet the 12.5-hour requirement.

**DOCUMENTATION OF CE**

Documentation is to consist of:
1. A letter;
2. Copy of transcripts;
3. Computer printout; or
4. Copy of certificates from the CE provider which includes your name and the dates, title, and number of hours of the CE. If the employers offered the CE, we will accept documentation from them.

**UNACCEPTABLE COURSES**

Courses that **cannot be applied towards recertification requirements include** duplicate courses, clinical rotations, instructor courses, management/leadership courses, performance of duty, preceptor hours, serving as a skill examiner, and volunteer time with agencies.

**IMPORTANT TERMINOLOGY OR WEBSITES**

*Distributive Education:* is a method of delivering EMS education where the educator and student are not able to interact in real time. Examples include: online courses, journal article reviews, and videos.

**CACPE:** [http://www.capce.org/](http://www.capce.org/)


Very truly yours,

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Executive Officer