**Section 100 – Management & Administration**

|  |
| --- |
| Human Resources – 101  |
| S.O.P # 101.08 | **Licensure Requirements** | Page: 1 of 2 |
| EFFECTIVE: 10/14/2019 | Authorized: Board of Directors |
| REVISED: |  |

**101.08.01 Purpose**

To establish policies which ensure that all District EMS personnel understand and acknowledge the credentialing, licensures and certifications required to maintain current operational status.

**101.08.02 Policy**

1. All EMS personnel are required to possess a valid and current Oregon driver’s license.
2. Required licenses and certifications for Paramedics:
	1. Oregon Paramedic
	2. CPR/BLS for Health Care Providers
	3. ACLS (Advanced Cardiac Life Support)
	4. PALS (Pediatric Advanced Life Support)
	5. PHTLS (Pre-hospital Trauma Life Support)
3. Required licenses and certifications for EMT-I’s:
	1. Oregon EMT-I
	2. CPR/BLS for Health Care Providers
4. Required Licenses and certifications for AEMTs
	1. Oregon AEMT
	2. CPR/BLS for Health Care Providers
5. Required licenses and certifications for EMT’s:
	1. Oregon Emergency Medical Technician
	2. CPR/BLS for the Health Care Provider
6. Required licenses and certifications for EMR’s:
	1. Oregon Emergency Medical Responder
	2. CPR/BLS for the Health Care Provider

**101.08.03 Responsibilities**

1. It shall be the responsibility of the District via the Training Officer, to maintain and provide a current schedule of training, continuing education courses and/or training updates to the employee.
2. The employee is responsible for attending any continuing education courses and/or training pertinent to maintenance of his/her license/certification and/or classes deemed “mandatory” to remain operationally current by the District.
3. It shall be the responsibility of the employee to copy all new and updated licenses and/or certifications via hard copies or electronically and provide them to the Training Officer. Said copies will be kept in the employees’ file for future reference.
4. It is the responsibility of the employee to comply with all policies and procedures required to attend training.
5. It may be the responsibility of the employee to cover any associated costs, if any, for necessary training or continuing education which may be reimbursed by the District.
6. The employee has the ultimate responsibility to maintain the minimum standard of certification/s and licensures required to perform the duties within the scope of their employment. Failure to maintain an operationally current status may result in separation of services from the District.