Emergency Medical Technician (EMT) Checklist

Section A: All EMT Applicants must submit the following items:

Must NOT have been found guilty of, entered a guilty plea, or Alford plea to a felony offense or have completed a diversion program for a felony offense or been subjected to discipline that would prevent certification at the time of application. (DO NOT PROCEED UNTIL YOU HAVE CONTACTED KBEMSlegal@kctcs.edu KRS 311A.050)

Must be 18 years of age or older

A completed EMT Application through your KEMSIS account.

Current Cardiopulmonary Resuscitation (CPR) for the Healthcare Provider Certification (AHA, ASHI, ARC, NSC, AAOS/ECSI)

Completion of CHFS approved HIV/AIDS Course Available courses are listed here: http://chfs.ky.gov/dph/epi/hivaids/professionaleducation.htm

Current Motor Vehicle Operators License (Driver’s License) or Learners Permit from a US State or Territory

High School Diploma, General Education Development (GED), or High School/College Transcripts with graduation date.

Background Check less than 6 months old
- KBEMS ONLY uses Castle Branch for any new applicant in Kentucky. You must link directly to KBEMS specific CastleBranch Background Check from the KBEMS website or the link is provided below. Background check MUST be less than 6 months old at the time of application.
- CastleBranch link: https://portal.castlebranch.com/kd28
- If you have ever been certified by the state of Kentucky, you can submit a background check that is less than 6 months old through the Administrative Office of the Courts (AOC) through this link: http://courts.ky.gov/aoc/criminalrecordreports/Pages/default.aspx

Section B: Initial – Applicants applying for the first time from a Kentucky approved course must submit the items from Section A and Section B

NREMT-E Certification

Fees Submitted $40.00 Total ($30 Initial Certification Fee + $10.00 Application Fee)

Section C: Temporary – Applicants applying for temporary status must submit items from Sections A and Section C

Current EMT certification from another state

Fees Submitted $165 Total ($125.00 Temporary Fee + $30.00 Certification Fee + $10.00 Application Fee)

Temporary certifications are only good for six (6) months and are not renewable***

Section D: Reciprocity – Applicants applying for reciprocity must submit items from Section A and Section D

Current National Registry Emergency Medical Technician (NREMT-E) Certification

Current EMT certification from another state

Fees Submitted $165 Total ($125.00 Reciprocity Fee + $30.00 Certification Fee + $10.00 Application Fee)

Section E: Reinstatement - Applicants applying for reinstatement must submit items in Section A and Section E

Must be within five (5) years of your Kentucky expiration date.

EMT Reinstatement Report KBEMS-E11

Fees Submitted $240.00 Total ($150 Reinstatement Fee + $30.00 Certification Fee + $10.00 Application Fee + $50.00 Late Fee)

48 Hours Continuing Education Requirements (See Below)

24 Hours Continuing Education completed within the twelve (12) months preceding application, of which sixteen (16) hours must be in mandatory topics areas and eight (8) hours may be electives to include the following minimum contact hours and topics
- One (1) Disaster Management or MCI
- Two (2) Airway Management
- Three (3) Patient Assessment
- Four (4) Medical or Behavioral Emergencies
- Four (4) Trauma
- Two (2) Obstetrics or Gynecology or Infants and Children
- Eight (8) Elective Hours (Emergency Driving, HAZMAT, Ambulance Operations, Incident Command System)

AND

24 Hours of successful completion of the National Standard Curriculum for Emergency Medical Technician Refresher Course (NREMT-E Refresher or NCCP) OR Continuing Education hours that meet the requirements of the curriculum listed below (completed within twenty-four (24) months preceding application):
- One (1) Preparatory or Disaster Management/MCI
- Two (2) Airway Management
- Three (3) Patient Assessment
- Four (4) Medical or Behavioral Emergencies
- Four (4) Trauma
- Two (2) Obstetrics or Gynecology or Infants and Children
- Eight (8) Elective Hours (Emergency Driving, HAZMAT, Ambulance Operations, Incident Command System)