



Ventura County Emergency Medical Services

2220 East Gonzales Road, Suite 200

Oxnard, CA 93036-0619

Telephone: 805-981-5301

Fax: 805-981-5300

Visit: www.vchca.org/ems

EMT INITIAL CERTIFICATION

We must have your Live Scan results before you are able to schedule an appointment. Please call 48 hours after completing your Live Scan.

ALL SERVICES ARE BY APPOINTMENT ONLY

1. **Background Investigation** (Fingerprints): Background investigations are completed via *Live Scan*. A copy of the "Request for Live Scan Services" form signed off by the Live Scan Agency must be submitted with your application. Forms are available under: DOJ Live Scan Instructions
2. **Convictions**: If you have **EVER** been convicted of any felony or misdemeanor offense in California or in any other state or place, including entering a plea of Nolo Contendere (No Contest), or any conviction which has been expunged (set aside) or record sealed under PC 1203.4. You must bring in the following information to your appointment.
 - Provide a detailed statement that describes the incident, charges(s) date, location, court, sentence served, and probation or parole (if any).
 - You may need to provide court documents (minute order) and Police reports. Contact VCEMS to confirm.
3. **EMS Personnel Form and Eligibility Statement**: Print out and sign both forms for submission.
4. **EMT Course Completion**: Provide the **original** EMT Course Completion Record that you received from your EMT Program instructor **OR** if it has been over 2 years from application date, provide one of the following:
 - Have documentation of successful completion of an approved out of state initial EMT training course that meets the requirements outlined in Section 100079 of the California Code of Regulations within two (2) years of the date of application, or
 - A current and valid out-of-state EMT certificate, or
 - Possess a current and valid National Registry EMT, Advanced EMT, or Paramedic registration certificate, or
 - Possess a current and valid out-of-state Advanced EMT or Paramedic certificate or
 - Possess a current and valid California Advanced EMT certification or a current and valid California Paramedic license
5. **National Registry Card**: A copy of your current National Registry ID Card. There is a downloadable PDF of your card on the NREMT website. We **do not** need the NREMT certificate that is mailed to you.
6. **CPR Card**: Provide a **printed** copy of a valid CPR Card. Completion of both the cognitive and skills testing from a Professional Rescuer or Healthcare Provider level CPR course which is consistent with the current American Heart Association Guidelines for CPR and Emergency Cardiovascular Care (ECC) are required. Online courses without skills will **NOT** be accepted.

Examples of CPR cards that will be accepted:

 - **American Heart Association – BLS Provider**
 - **American Red Cross –BLS For Healthcare Providers, CPR/AED for Professional Rescuers (CPRO)**
 - **American Safety and Health Institute (ASHI)**
 - **EMS Safety**
7. **ID**: Provide an original of a government issued Driver's License or Identification Card.
8. **Certification Fee (Fees are subject to change)**: \$137.00 - The EMS Agency **only** accepts Visa, MasterCard, or checks (**Cash, American Express, and Discover are not accepted**). Checks should be made payable to VCEMS. This fee does not include the fee for Live Scan.