

**STATE OF ALASKA**  
**DEPARTMENT OF HEALTH**  
**AND SOCIAL SERVICES**



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**Guide for Emergency Medical  
Services Certification &  
Licensure, Appendix A:  
Personnel**



**Office of Emergency Medical Services**  
**Section of Rural and Community Health Systems**  
**Division of Public Health**  
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### **1.0 EMS PROVIDER LEVELS/ COURSES**

#### **1.1 Emergency Medical Dispatcher (EMD)**

The concept of Emergency Medical Dispatch (EMD) has been evolving since the late 1970's. The evolution of professional Emergency Medical Services (EMS) began in the early 1970's with the primary focus on Emergency Medical Technician (EMT) training. As training and advancement in the professional aspects of EMD-delivered instructions gained momentum nationally, many in the EMS industry recognized the role of the EMD as the public's first contact with an EMS system professional.

Emergency Medical Dispatchers focus on the level of care required for a patient; the urgency for the care to be given; and the specified medical criteria for determining the appropriate response. Research has documented the lifesaving benefits of dispatch medical direction, especially for providing direct CPR instructions to the calling party until emergency crews arrive.

#### **1.2 Emergency Trauma Technician (ETT), not regulated by the State Office of EMS**

Although this provider level is not technically a State of Alaska "certification", as with emergency medical technicians, it does fulfill a need especially for rural and super-rural areas that do not have a dedicated EMS system. ETT courses are taught by State of Alaska certified instructors and occur throughout the state. The ETT course can be modified to meet the particular needs of the students or community. It is a common course taught to high school students, Community Health Aide Practitioners and corporate industry.

#### **1.3 Emergency Medical Technician 1 (EMT-1)**

This level encompasses the majority of Alaska's certified EMS responders. An EMT-1 course provides basic life support such as basic airway management, splinting, hemorrhage control, oxygen therapy, suction, CPR and some lifesaving medications. Certification at the EMT-1 level must occur before moving to the EMT-2 or Advanced EMT level of certification. A valid CPR credential is a prerequisite if not taught in the class. Out-of-state applicants who hold current NREMT certification and show evidence of completing additional training as outlined in the Alaska Scope of Practice are eligible for reciprocity to the EMT-1 level.

#### **1.4 Emergency Medical Technician 2 (EMT-2)**

The EMT-2 course prepares the student to initiate intravenous lines, administer IV fluids and specific medications. An EMT-2 must be under the sponsorship of a Department approved EMS physician medical director to provide any EMT-2 level patient care. This level is not recognized outside the state of Alaska.

#### **1.5 Emergency Medical Technician 3 (EMT-3)**

The EMT-3 course prepares the student to provide limited advanced cardiac life support and additional medications. An EMT-3 must be under the sponsorship of a Department approved EMS physician medical director to provide any EMT-3 level patient care. This level is not recognized outside the state of Alaska.

#### **1.6 Advanced Emergency Medical Technician (AEMT)**

The AEMT course prepares the student to provide limited advanced life support and additional medications. An AEMT must be under the sponsorship of a Department approved EMS physician medical director. Out of state applicants who hold current National Registry AEMT certification and show evidence of completing additional training as outlined in the Alaska Scope of Practice are eligible for reciprocity to the AEMT level.

## **2.0 BECOMING A CERTIFIED EMS PROVIDER**

### **2.1 The Certification Process**

The certification process is governed by the certification/licensure regulations (7 AAC 26). These regulations provide great detail concerning qualifications for certification, training programs, scope of activities, suspension, revocation or refusal to issue certificate, and recertification.

The certification process is administered by the State Office of EMS with the assistance of each of the EMS Regional Offices. It includes training, testing, and assurances that the applicant meets certain other qualifications, such as minimum age and is designed to ensure competence of Emergency Medical Technicians.

### **2.2 The EMT Training Program**

The EMT training program is based on an approved curriculum and is taught by an instructor who is certified/licensed by the Department of Health and Social Services. The instructor is responsible for assuring that students possess sufficient knowledge and skills competency at the EMS provider level and scope of practice being taught.

The EMT student's responsibility is to prepare diligently to take care of sick and injured patients. This means not only attaining sufficient knowledge and skills to be confident, competent, and pass the examinations for certification/licensure, but also learning how to relate to, and care for, a wide range of ill and injured patients. Students should receive sufficient practice time, under the supervision of a more experienced EMT to feel relatively comfortable taking care of real patients.

The psychomotor skills examination is based off the NREMT's skill sheets, and the cognitive examination may be the State of Alaska Cognitive or the NREMT Cognitive examination. The testing candidate must successfully complete the course to be eligible to take the examinations for certification. Students must not have a criminal background that bars them from certification/licensure.

An individual must establish an EMS account to apply for certification/ licensure as a provider or instructor in the State of Alaska EMS Licensing/Certification Management System also referred to as "Public Portal".

The portal can be accessed here: <https://emsdata.chems.alaska.gov/licensure/public/alaska/portal#/login>.

**2.3 Provider Course Requirements**

EMS Courses	Prerequisite	Approximate Course Hours	Accepted by NREMT as Qualification to Test	Alaska EMS Certification
<b>Emergency Medical Dispatch (EMD)</b>	<input type="checkbox"/> Telecommunicator (9-1-1, Public, Private)	24 hours minimum	No	EMD
<b>EMT-1 Bridge Course</b>	<input type="checkbox"/> ETT, Emergency Medical Responder, other (i.e. Wilderness First Responder) <input type="checkbox"/> 18 years of age	80-120 hours	Yes	EMT-1
<b>EMT-1</b>	<input type="checkbox"/> 18 years of age	140-160 hours	Yes	EMT-1
<b>EMT-2</b>	<input type="checkbox"/> Current EMT-1 Certification <input type="checkbox"/> 10 patient contacts <input type="checkbox"/> 5 patient care reports	50-80 hours	No	EMT-2
<b>EMT-3</b>	<input type="checkbox"/> Current EMT-2 Certification <input type="checkbox"/> 10 Patient contacts <input type="checkbox"/> 5 Patient care reports <input type="checkbox"/> 10 IV Insertions <input type="checkbox"/> 2 IV Push medication administrations  <b>Note: One patient encounter may fulfill multiple prerequisites.</b>	50-80 hours	No	EMT-3
<b>EMT-3 to AEMT Bridge Course</b>	<input type="checkbox"/> Current EMT-3 Certification <input type="checkbox"/> 10 Patient contacts <input type="checkbox"/> 5 Patient care reports <input type="checkbox"/> 5 IV Insertions <input type="checkbox"/> 2 IV Push medication administrations <input type="checkbox"/> 2 Active airway managements  <b>Note: One patient encounter may fulfill multiple prerequisites.</b>	75-150 hours	Yes	AEMT
<b>AEMT</b>	<input type="checkbox"/> Current NREMT or EMT-1 Certification <input type="checkbox"/> 10 Patient contacts <input type="checkbox"/> 5 Patient care reports <input type="checkbox"/> 5 IV Insertions <input type="checkbox"/> 2 IV Push medications administrations <input type="checkbox"/> 2 Active airway managements  <b>Note: One patient encounter may fulfill multiple prerequisites.</b>	160-250 hours	Yes	AEMT
<b>Refresher Course</b>	N/A	24 hours minimum	N/A	N/A

**2.4 Re-Certification Requirements**

<b>Continuing Medical Education</b>	<b>EMT-1</b>	<b>EMT-2</b>	<b>EMT-3</b>	<b>AEMT</b>
Complete the National Continued Competency Program (NCCP) Requirements for	<b>EMT level</b>	<b>AEMT level</b>	<b>AEMT level</b>	<b>AEMT level</b>
Skills Verification Check by Alaska EMS Instructor	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
<b>Skills Needing Verification per Level</b>	<b>EMT-1</b>	<b>EMT-2</b>	<b>EMT-3</b>	<b>AEMT</b>
Assessment of Blood Pressure, Pulse, Respiration, and Skin	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Physical Assessment - Medical (Includes treatment at highest level of certification)	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Physical Assessment - Trauma (Includes treatment at highest level of certification)	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
External Bleeding Control	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Basic Shock Treatment	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Spinal motion restriction Supine Patient or Traction Splinting	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Administration of Supplemental Oxygen	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Oral Suctioning	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Bag-Valve-Mask (Two Rescuer)	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Oropharyngeal Airway Insertion – Adult	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Oropharyngeal Airway Insertion – Child	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Supraglottic/ Extraglottic Airway		<b>X</b>	<b>X</b>	<b>X</b>
IV Access		<b>X</b>	<b>X</b>	<b>X</b>
Administration of IV Medications		<b>X</b>	<b>X</b>	<b>X</b>
Lethal Arrhythmia Treatment			<b>X</b>	<b>X</b>
Cardiac Arrest Treatment			<b>X</b>	<b>X</b>

**3.0 EXAMINATION FOR CERTIFICATION AS AN ALASKA EMS PROVIDER**

Upon completion of an EMS provider course, the process for certification includes cognitive and psychomotor examinations.

**3.1 Cognitive Examination**

To meet licensure by the State of Alaska, there are two options for cognitive certification examination, the State of Alaska examination or the National Registry of Emergency Medical Technician (NREMT) examination.

State of Alaska Cognitive Examination

The State cognitive examination is administered by the Regional EMS office or a designee of the State of Alaska Office of EMS. EMS Regional Offices are responsible for the logistics of the examination. The State cognitive examination is required for EMT-2 and EMT-3 students. EMT-1 candidates have the option to take either the State or the NREMT examination.

NREMT Cognitive Examination

All AEMT candidates and EMT-1 candidates choosing to take the NREMT cognitive examination must make arrangements with NREMT. The NREMT requires the State Office of EMS to acknowledge the candidate’s successful completion of the training course before the candidate is allowed to take the NREMT cognitive examination. The process to take the NREMT cognitive exam may be found at [nremt.org](http://nremt.org).

**3.2 Psychomotor Examination**

The Department will accept the National Registry Psychomotor evaluation process for EMT-1 and AEMT certification/licensure. The Psychomotor examination process will evaluate students, as approved by the Department, in the following areas:

<b>Psychomotor Skills</b>	<b>EMT-1</b>	<b>EMT-2</b>	<b>EMT-3</b>
BVM Ventilation of an Apneic Patient	X		
Medical Assessment	X		
Advanced Airway		X	X
IV/ IV medication administration		X	X
Trauma Assessment	X	X	X
Spinal Immobilization	X	X	X
Bleeding Control & Shock Management	X	X	X
Long Bone Immobilization	X	X	X
Oxygen Administration	X	X	X
Joint Immobilization	X	X	X
Cardiac Arrest Management/ AED	X	X	X

**4.0 EMS INSTRUCTOR LEVELS**

Alaska’s EMS instructors serve a vital role in the Alaska EMS system. Their key responsibilities are to educate, train, and prepare competent individuals for certification. The quality of patient care at all EMS certification levels is directly related to the quality of emergency medical care education a provider receives and the field experience they obtain.

**4.1 Emergency Medical Dispatcher (EMD) Instructor**

An EMD instructor is credentialed by a national or state recognized EMD training organization and approved by the department to teach subjects related to EMD activities.

**4.2 Emergency Trauma Technician (ETT) Instructor**

An ETT provider with 1 year of experience may enroll in an ETT Instructor Course. The ETT Course is an Alaska-specific curriculum developed and refined by Southeast Region EMS Council. The instructor course is regulated by State of Alaska Office of EMS and instructor certification is issued by the State of Alaska Office of EMS.

**4.3 EMS Instructor**

An EMS provider with three years of experience may enroll in an EMS Instructor course. EMS Instructors with three years of experience as an instructor may seek to become a Certifying Officer and/or an EMS Instructor Coordinator. An EMS provider with a minimum of three years of experience as an EMT or higher may enroll in a department-approved EMS Instructor course.

An EMS Instructor with three years of experience may apply to become a Certifying Officer at the level of their provider certification.

**4.4 EMS Instructor Coordinator**

An EMS Instructor with three years of experience may enroll in an EMS Instructor Coordinator program. They can teach EMS Instructor courses and act as program coordinators.

An EMS Instructor with 3 years of experience as an EMS instructor may enroll in a department-approved EMS Instructor Coordinator course.

**4.5 Overview of EMS Instructor & EMS Instructor Coordinator**

<b>Instructor Certification</b>	<b>Provider Certification Level of Instructor</b>	<b>Level Can Instruct</b>	<b>Accepted by NREMT</b>
<b>EMD Instructor</b>	EMD or National Standards	Emergency Medical Dispatch Provider	No
<b>ETT Instructor</b>	ETT, EMT-1, EMT-2, EMT-3, AEMT, MICP	ETT	No
<b>EMS Instructor</b>	EMT-1, EMT-2, EMT-3	ETT and EMT-1	Yes
<b>EMS Instructor- Advanced</b>	AEMT and MICP	ETT, EMT-1, EMT-2, EMT-3, AEMT	Yes
<b>EMS Instructor Coordinator</b>	EMT-1, EMT-2, EMT-3	EMS Instructor	Yes
<b>EMS Instructor Coordinator- Advanced</b>	AEMT and MICP	EMS Instructor, EMS Instructor- Advanced	Yes
<b>Mobile Intensive Care Paramedic (MICP) Course Coordinator</b>	MICP	All Provider and Instructor Levels	Yes



## **5.0 BECOMING AN EMS INSTRUCTOR**

### **5.1 Certification Requirements**

#### ETT Instructor

**Initial-** Complete requirements outlined per 7 AAC 26.430 (a).

**Re-certification-** Obtain 24 hours of CME through any of the following methods:

- Documentation as primary instructor of a complete ETT course
- Co-instruct on an hour-for-hour basis
- Instruct CME or skill evaluations on an hour-for-hour basis
- Attend a course focused on instructor development
- Complete an 8 hour minimum EMS instructor refresher course, as approved by the department

#### EMS Instructor

**Initial-** No additional requirements other than those outlined per 7 AAC 26.030(e)(1)-(3)(A).

**Re-certification-** Obtain 24 hours of CME through any of the following methods:

- Lead and instruct a complete EMT course
- Co-instruct on an hour-for-hour basis
- Instruct CME or skill evaluations on an hour-for-hour basis
- Attend a course focused on instructor development
- Complete an 8 hour minimum EMS instructor refresher course, as approved by the department

#### EMS Instructor Coordinator

**Initial-** In addition to those qualifications outlined per 7 AAC 26.030(f)(1)-(2) and successfully completes a State approved EMS Instructor Coordinator Education program that includes:

- Peer recommendations
- Demonstrating the candidate has a high level of content knowledge, understanding of adult learning principles and have experience with classroom management.
- Demonstrating knowledge of instruction best practices
- Monitored delivery of instructor content

**Re-certification-** Must lead and instruct one complete EMT Instructor course (minimum) and meet one or all of the following methods of obtaining 24 hours of continuing education:

- Co-instruct on an hour-for-hour basis
- Instruct CME or skill evaluations on an hour-for-hour basis
- Attend a course focused on instructor development
- Complete an 8 hour minimum EMS instructor refresher course, as approved by the department

### **5.2 Method of Instruction**

Method of Instruction (MOI) is a specific course that provides the basic instruction principles of education and training. It is not an Alaska EMS Instructor course unto itself. An EMS Instructor candidate needs MOI to obtain an EMS Instructor certification.

MOI may be obtained by means of one of the following:

- Including MOI content within the EMS Instructor course;
- Taking a specific MOI course that meets or exceeds the United States Department of Transportation, National Highway Traffic Safety Administration's National Guidelines for Educating EMS Instructors, 2002, as approved by the department; or
- Taking a department approved MOI equivalent, i.e. teaching degree, instructor in another emergency services subject (see below).

Alternative MOI Courses:

#### Fire Instructor I (NFPA 1041 2012 ed., 3.3.2.1)

An individual who has demonstrated the knowledge and ability to deliver instruction effectively from a prepared lesson plan, including instructional aids and evaluation instruments; adapt lesson plans to the unique requirements of the students and jurisdiction having authority; organize the learning environment so that learning is maximized; and meet the record-keeping requirements of authority having jurisdiction.

#### Fire Instructor II or greater (NFPA 1041 2012 ed., 3.3.2.2)

An individual who has met the requirements for Fire Service Instructor - Level I qualifications and has demonstrated the knowledge and ability to develop individual lesson plans for a specific topic including learning objectives, instructional aids and evaluation instruments; schedule training sessions based on overall training plan of jurisdiction having authority; and supervise and coordinate the activities of other instructors.

### **5.3 Instructor Course Objectives**

#### EMS Instructor Course

- Overview of the Alaska EMS System
- Understanding and Using Alaska Regulations
- Alaska Specific Medical Legal
- Alaska Specific Teaching Resources
- Licensure (Online), Course Documentation and Record Keeping
- Administration of Certification Examinations
- Putting Together a Class
- Cultural Awareness
- Re-Certifications – Provider, EMS Instructor and EMS Instructor Coordinator
- Basic Provider Skills and Knowledge
- Demonstrates the ability to coordinate the content and instruct an EMS lesson, evaluates psychomotor skills and provide students feedback in their performance in class
- Moulage Lab (Optional)

#### EMS Instructor Course- Advanced

- Overview of the Alaska EMS System

- Understanding and Using Alaska Regulations
- Alaska Specific Medical Legal
- Alaska Specific Teaching Resources
- Licensure (Online), Course Documentation and Record Keeping
- Administration of Certification Examinations
- Putting Together a Class- Initial and Refresher
- Cultural Awareness
- Developing and Teaching Scenarios
- Re-Certifications – Provider, EMS Instructor and EMS Instructor Coordinator
- Advanced Provider Skills and Knowledge
- Demonstrates the ability to coordinate the content and instruct an EMS lesson, evaluates psychomotor skills and provide students feedback in their performance in class
- Moulage Lab (Optional)