

	COUNTY OF SACRAMENTO EMERGENCY MEDICAL SERVICES AGENCY	Document #	4400.21
	PROGRAM DOCUMENT:	Draft Date:	01/01/92
	Paramedic Accreditation to Practice	Effective:	11/01/17
		Revised:	06/01/17
		Review:	11/01/19

EMS Medical Director

EMS Administrator

Purpose:

To establish the requirements for an individual to be accredited as a Paramedic in Sacramento County.

Authority:

- A. California Health and Safety Code, Division 2.5
- B. California Code of Regulations, Title 22, Division 9

General:

- A. A Sacramento County Accredited Paramedic shall follow all SCEMSA policies in order to maintain accreditation.
- B. Paramedic accreditation shall be continuous provided the California Paramedic license and County accreditation are maintained as well as employment or affiliation with a Sacramento County ALS provider.
- C. A current California licensed Paramedic who has not completed the accreditation process, is authorized to function at the Paramedic basic scope of practice while working with a partner who is fully accredited as a Paramedic in Sacramento County. This interim status may be maintained for a maximum of thirty (30) days. The individual shall complete a local orientation session and certification in optional skills / drugs within this time period.
- D. Accreditation applications that are not completed after **sixty (60) days** ~~one (1) year~~ shall be considered abandoned and shall be discarded.
- E. **When the applicant Paramedic is no longer employed by, or holds affiliation with an approved Sacramento County ALS provider, the paramedic's accreditation ceases. The paramedic and the provider shall notify Sacramento County Emergency Medical Service Agency (SCESMA), using the Paramedic Employee Status Report form, no later than ten calendar days after termination of employment. If there is a lapse of accreditation of any amount of time, the applicant must re-apply for initial accreditation including attending a county orientation and all associated fees, unless the paramedic meets eligibility to transfer accreditation.**
- F. Application for continuous accreditation is due no less than thirty (30) days prior to the last day of the current accreditation period. Late submissions are subject to late fees and lapse in accreditation. Paramedics waiting for their State Paramedic license should apply to avoid late fees and once State Paramedic license is verified or received, the application for continuous accreditation will be completed.
- G. All initial, continuous and reaccrediting paramedics shall upload a passport size (2x2) photo for the county accreditation card.

Policy:

- A. To be eligible for initial accreditation an individual must:
1. Apply online at <https://actonline.saccounty.net>.
 2. Upload evidence of a current and valid California Paramedic license.
 3. Upload government issued photo identification.
 4. Upload documentation from a Local Emergency Medical Services Agency (LEMSA) or State approved training program or from an approved ALS service provider approved by Sacramento County Emergency Medical Services Agency (SCEMSA) or other LEMSAs within the State of California, of training and testing in Sacramento County required optional skills.
 5. Indicate an affiliation with a Sacramento County Advanced Life Support (ALS) provider and provide a letter on official letter head, of affirmation of employment or affiliation.
 6. Copy (front and back) of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent.*
 7. Copy (front and back) of a valid American Heart Association Advanced Cardiac Life Support (ACLS) card or equivalent.*
 8. Copy (front and back) of a valid American Heart Association Pediatric Advanced Life Support (PALS) or Pediatric Education for Prehospital Professionals (PEPP) card or equivalent.*
 9. Pay the accreditation fee.
 10. Complete a SCEMSA approved orientation of the local emergency medical services system and pass the post-test with 80% or better. If the examination is failed twice, the orientation/accreditation class shall be repeated prior to re-testing. Your application and the above requirements must be on file with SCEMSA *prior to* attending the orientation course.
 11. Upload documentation of successful completion of an ALS provider's field training program.
 - a. If the above requirement is not met prior to *or* within sixty (60) days of completion of the SCEMSA orientation/accreditation class, the candidate must repeat all initial paramedic accreditation requirements to be eligible for accreditation.
- B. To be eligible for Continuous Paramedic: At accreditation, an individual must:
1. Have no lapse in California Paramedic licensure or County Accreditation.
 2. Apply online at <https://actonline.saccounty.net> no less than thirty (30) days prior to last day of the current accreditation period. Paramedics waiting for their State Paramedic license should apply to avoid late fees. Once State license is verified, or received, the application for continuous accreditation will be completed.
 3. Indicate an affiliation with a Sacramento County ALS provider and provide a current dated letter on official letter head of affirmation of employment or affiliation.
 4. Upload evidence of a renewed and valid California Paramedic license before the current Paramedic license expires.

5. Copy (front and back) of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent.*
 6. Copy (front and back) of a valid American Heart Association Advanced Cardiac Life Support (ACLS) card or equivalent.*
 7. Copy (front and back) of a valid American Heart Association Pediatric Advanced Life Support (PALS) or Pediatric Education for Prehospital Professionals (PEPP) card or equivalent.*
 8. Copy of (front and back) of a current ITLS/PHTLS card, and maintenance of that certification for accreditation or LEMSAs approved alternative.**
 9. Verification of Skills Competency is completed every two years (see SCEMSA skill form)*.
 10. Upload government issued photo identification (i.e. Driver's license, Passport, or Military ID).
- C. To reaccredit after a lapse in California Paramedic licensure or county accreditation, at reaccreditation an individual must:
1. **If the lapse in Sacramento County Accreditation is greater than thirty (30) days, regardless of employment status, or actively practicing as a paramedic in Sacramento County, the applicant must re-apply for initial accreditation including attending a county orientation and all associated fees.**
 2. Apply online at <https://actonline.saccounty.net>
 3. Indicate an affiliation with a Sacramento County ALS provider and provide a current dated letter on provider letter head, of affirmation of employment or affiliation.
 4. Upload evidence of a renewed and valid California State Paramedic license.
 5. Copy (front and back) of a valid American Heart Association BLS Healthcare Provider, American Red Cross Professional Rescuer CPR card or equivalent.*
 6. Copy (front and back) of a valid American Heart Association Advanced Cardiac Life Support (ACLS) card or equivalent.*
 7. Copy (front and back) of a valid American Heart Association Pediatric Advanced Life Support (PALS) or Pediatric Education for Prehospital Professionals (PEPP) card or equivalent.*
 8. Copy of (front and back) of a current ITLS/PHTLS card, and maintenance of that certification for accreditation or LEMSAs approved alternative.**
 9. Verification of Skills Competency is completed every two years (see SCEMSA skill form)*.
 10. Upload government issued photo identification (i.e. Driver's license, Passport, or Military ID).
 11. Pay the accreditation fee.
 12. ~~If the lapse is greater than six (6) months and the Paramedic has not been an active practicing Paramedic within Sacramento County, or the Paramedic has not been an active practicing Paramedic within Sacramento County, attending the SCEMSA orientation class will be required.~~

- D. Transfer of Accreditation:
 - 1. Transfer of accreditation is permissible if the paramedic:
 - a. Submits a letter of affiliation, from an approved Sacramento County ALS provider, within ninety (90) calendar days employment ceased with the previous approved Sacramento County ALS provider.
 - b. Meets eligibility for continuous accreditation.