

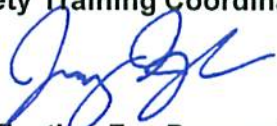


STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Joe Manchin III
Governor

Patsy A. Hardy, FACHE, MSN, MBA
Cabinet Secretary

MEMORANDUM

DATE: December 9, 2009
TO: Public Safety Training Coordinators
FROM: Jerry Kyle 
RE: State Certification Fee Payment

As you all know, certification fees have been implemented for the certification of EMS personnel in West Virginia. Through December 31, 2009, those fees only apply to candidates taking the state EMT-B examination.

Per EMT-B Basic Certification Examination Policy 2.11.09 (copy attached), a non-refundable fee of **\$75.00** is to be submitted in a manner specified by WVDHHR-Bureau for Public Health.

We need to clarify two items in this policy:

1. There is no discount if the candidate has previously submitted his or her fingerprint fee to the State Police.
2. The only payment methods currently authorized are personal money order or EMS agency check. *No other form of payment will be accepted.*

Please feel free to contact either March Tucker or myself at 558-3956 if you have any questions.

JK/rm

Enclosure

cc: Bill Wilcox
TSN Staff
OEMS Staff

BUREAU FOR PUBLIC HEALTH
State Trauma and Emergency Care System
Office of Emergency Medical Services
350 Capitol Street, Room 425
Charleston, West Virginia 25301-3714
www.wvoems.org



EMT-Basic Certification Examination Policy

- I. Emergency Medical Technician-Basic candidates have two options for examination leading to qualifying for certification in West Virginia.
 - A. Option A is to successfully pass the National Registry of Emergency Medical Technicians' certification cognitive examination.
 - B. Option B is to successfully pass the State of West Virginia EMT Basic cognitive examination.
 - C. Both options require successful completion of a skills examination.

- II: General Candidate Registration and Application Procedures:
 - A. Prior to completion of 12 hours in an original EMT-B course all candidates must:
 1. Be enrolled in the WV EMS Credentialing Information System.
 - a. If currently or previously affiliated with an EMS agency, review/confirm profile online. (Access via link at www.wvoems.org).
 - b. If never affiliated with an EMS agency, create a profile online. (Access via link at www.wvoems.org).
 2. Apply for certification in a format specified by WVOEMS.
 3. Declare their exam option election.
 - B. Prior to completion of 24 hours in an original EMT-B course, candidates must:
 1. Option A (National Registry examination):
 - a. Submit non-refundable fee of \$75.00 in a manner specified by WVDHHR - Bureau for Public Health.
 - b. Submit fingerprint cards to the West Virginia State Police.
 - c. Must follow current NREMT guidelines for exam registration and fee payment to that organization.
 2. Option B (State examination):
 - a. Submit non-refundable fee of \$75.00 in a manner specified by WVDHHR - Bureau for Public Health.
 - b. Submit fingerprint cards to the West Virginia State Police.

- III. Option A (National Registry) Cognitive Examination:
 - A. Consists of a computer adaptive examination.
 - B. Successful completion is determined on an individual basis.
 - C. Must be scheduled at approved exam sites in accordance with NREMT policies and procedures.
 - D. Pay fees in accordance with NREMT policies and procedures.
 - D. Multiple attempts to complete the exam will be managed in accordance with NREMT policies and procedures.

Certification Policy 2.11.09

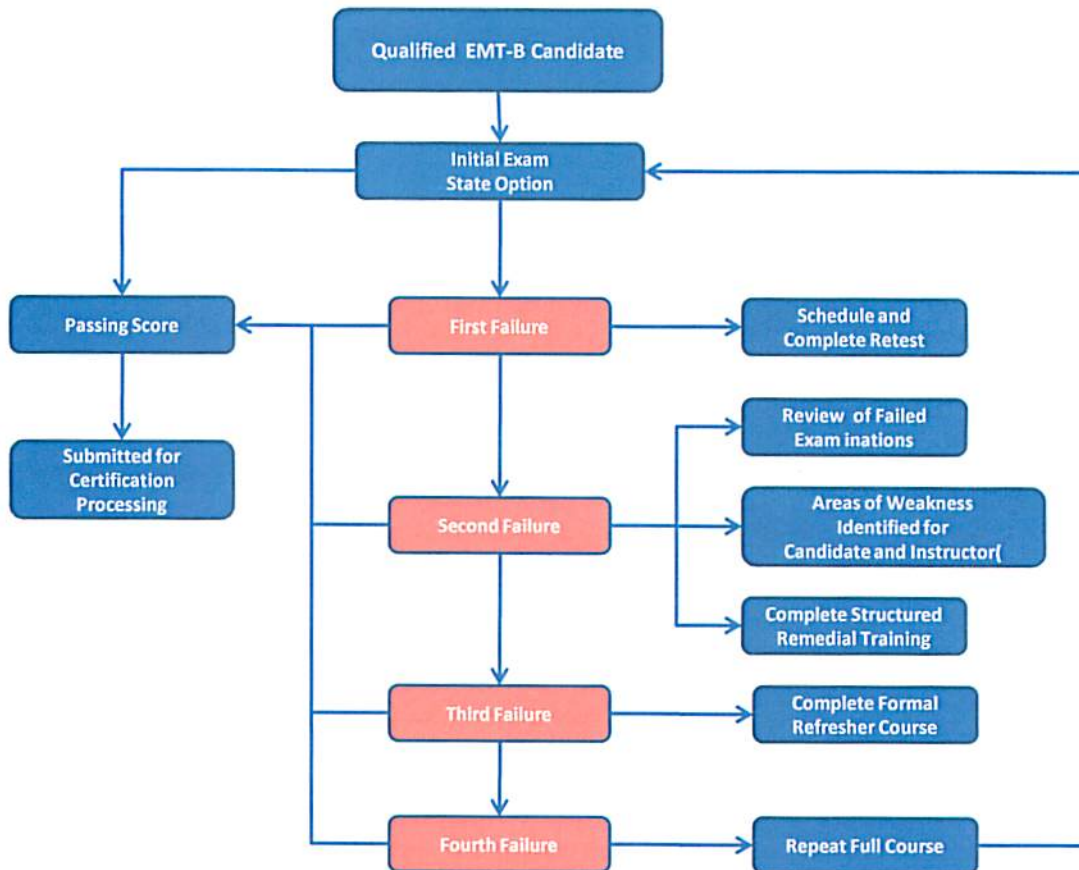
Effective Date: 10/23/09
Revised Date: 11/9/09

Approved: 



EMT-Basic Certification Examination Policy

- IV. Option B (State) Cognitive Examination:
- A. Consist of 100 multiple choice questions.
 - B. Successful completion is a score of 70% or higher.
 - C. Will be scheduled at times and locations determined by WVOEMS.
 - D. Will be given concurrent with skills examinations whenever possible.
 - E. Candidates must:
 1. Have completed an approved EMT-B course on or after April 11, 2009.
 2. Be pre-registered with WVOEMS prior to sitting for the exam.
 3. Have paid all required fees.
 4. Continue to meet all other eligibility requirements.
 - F. Multiple attempts to complete the exam will be managed as follows:



Certification Policy 2.11.09

Effective Date: 10/23/09
 Revised Date: 11/9/09

Approved: