

Training Officer

Verify Continuing Education and Practical Skills (Recertification)

Training Officers are responsible for validating the continued competency of candidates maintaining their National EMS Certification. Training Officers are responsible for administratively verifying the continuing education and practical skills of BLS providers. Training Officers will verify the continuing education of ALS providers, whereas an affiliated Medical Director will approve ALS provider skills competency.

Here's how to do it:

To Verify BLS Continuing Education and Practical Skills Competency:

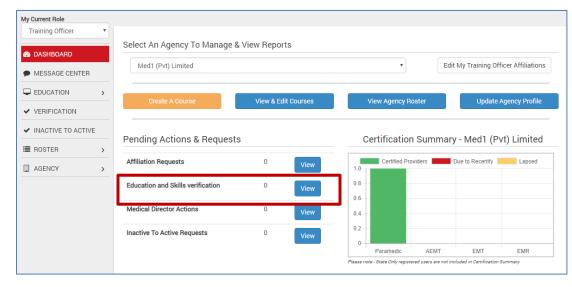
- 1. Login with your user name and password.
- 2. Under "My Current Role", select Training Officer.

 The instructions for how to create an account and to add the Training Officer role to existing account are found on the INFORMATION FOR: TRAINING OFFICER page on NREMT.org.

A link to the page can be found in the footer of the website.

- 3. From your *Training*Officer Dashboard,
 select **Education and Skills Verification.**
- On the following screen, you can approve or deny the education and skills of any affiliated BLS provider, except yourself.
- 5. Select Approve or Deny
- 6. Submit.

Note: A Training Officer may not verify education for themselves. Another training officer must perform the function.



EDUCATION VERIFIC	CATION					
For EMRs & EMTs - selecting 'ag education requirements. For AEMTs & Paramedics - selecting agency's Medical Director will be	cting 'approve' indicat	es the pro	vider has completed the r			
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Name A Reg #	♦ Level	*	Agency Name		Approve	□ Deny
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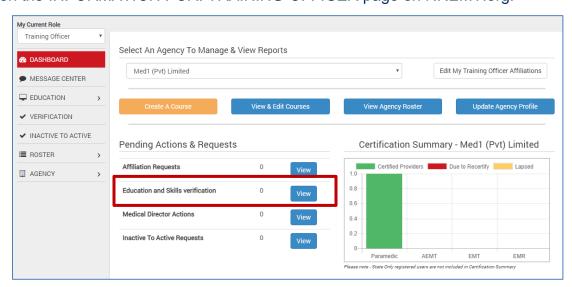
To Verify ALS Continuing Education:

- 7. Login with your user name and password.
- 8. Under "My Current Role", select Training Officer.

 The instructions for how to create an account and to add the Training Officer role to existing account are found on the INFORMATION FOR: TRAINING OFFICER page on NREMT.org.

A link to the page can be found in the footer of the website.

9. From your *Training*Officer Dashboard,
select Education and
Skills Verification.



- 10. On the following screen, you can approve or deny the education of any affiliated ALS providers, except yourself.
- 11. Select **Approve** or **Deny**
- 12. Submit.

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education requireme	nts. edics - selectir	ng 'appro	ove' indicate	es the	r has demonstrated skills co provider has completed the ills.)	·			·	
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Note: For ALS providers (AEMTs and Paramedics – Selecting 'approve' indicates the provider has completed the required continuing education requirements. (The Agency's medical director will be prompted to verify ALS skills, if they have not done so already.)