



Arkansas Department of Health and Human Services

Division of Health



Paul K. Halverson, DrPH, Director

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• 501-661-2262

• TDD: 1-800-462-0599

MEMORANDUM

TO: EMT's Expiring September 30, 2007

FROM: Norajean Miles, Certification Administrator
Section of EMS & Trauma Systems, Division of Health

DATE: June 26, 2007

RE: EMT Recertification

Our records indicate your EMT certification will expire **September 30, 2007**. If your current certification card shows a different expiration date, please contact this office immediately!

DO NOT DEPEND ON ANYONE ELSE FOR YOUR RECERTIFICATION!

Recertification is viewed as an individual, not employer, responsibility. It is your responsibility to submit the required documentation to the Section of EMS & Trauma Systems in a timely manner. If your documentation is incomplete or received after your expiration date, your EMT certification will lapse. **Your certification must be current in order to provide patient care on an ambulance.** If you continue to provide patient care past your expiration date, without having a current certification, both you **and** the service you are affiliated with will be in violation of the EMS Rules & Regulations.

INDIVIDUALS WISHING TO RECEIVE THEIR NEW CERTIFICATION CARD BY September 30, 2007 SHOULD SUBMIT RECERTIFICATION MATERIALS TO THIS OFFICE NO LATER THAN September 13, 2007.

Extensions are rarely granted and must be submitted and approved thirty (30) days prior to your expiration date. Please read the enclosed extension policy.

If you have any questions, please feel free to contact the office at (501) 661-2262.

Enclosures:

- Arkansas EMT Application (bubble form)
- Extension Policy
- Recertification Requirements Sheet
- Arkansas EMT Application/Instruction Sheet
- County Code list
- Paramedic Refresher Training Hours List
- Pre-approved CEU class lists
- Return Envelope