



HAWAII MEDICAL BOARD  
STATE OF HAWAII  
PROFESSIONAL & VOCATIONAL LICENSING DIVISION  
DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS  
P.O. BOX 3469, HONOLULU, HAWAII 96801-3469

10/2021

MEMORANDUM

TO: EMT-P Selected for Random Audit

FROM: HAWAII MEDICAL BOARD

SUBJECT: 2022 EMT-P Certification Renewal/Continuing Education ("CE") Audit

CERTIFICATION RENEWAL

The Hawaii Medical Board ("Board") would like to advise you that EMT-P certifications expire on 01/31/22, unless renewed. In order to renew, EMT-Ps must meet the CE requirement as described on the subsequent pages of this memorandum.

RANDOM AUDIT

By law, the Board may conduct a random audit to determine whether the CE requirement has been met. Through a computer-generated program, you have been randomly selected for participation in the Board's audit. To this end, you are being asked to provide CE documentation when you renew your certificate.

RENEWAL NOTICE

In **November 2021**, you will receive a notice of renewal. Because you are being audited and required to submit documentation of CE with your renewal application, you will not be able to renew online. Instead, please follow the instructions below.

TO RENEW

1. Submit your completed renewal application (enclosed);
  1. Renewal fee; and
  2. CE documentation (as described below) to the Hawaii Medical Board, P.O. Box 3469, Honolulu, HI 96801.

**DO NOT SUBMIT THE ITEMS SEPARATELY AS IT WILL CAUSE A DELAY IN YOUR RENEWAL.**

RENEWAL DEADLINE

The deadline to renew is **01/31/22**. However, to ensure that your certificate is renewed on/before that date, we strongly encourage you to renew as early as possible due to the anticipated volume

of renewals. Effective April 18, 2019, you must retrieve and print your pocket ID card and wall certificate via your MyPVL account. No other notice will be provided. To create a MyPVL account, please go to: <https://mypvl.dcca.hawaii.gov/>.

Thank you for your kind attention to this matter. If you have any questions regarding this memo, please call the Board's office at (808) 586-2699.

**CE REQUIREMENT FOR EMT-Ps**

The CE requirement may be met by having a **current certificate** from the National Registry of Emergency Medical Technicians (NREMT) in your respective class. Please submit a copy of your current NREMT certificate or NREMT certification verification.

You will need to meet the NREMT CE requirements. The NREMT requires that 60 hours of CE be obtained in the following three components: (1) a national component, (2) a local/state component, and (3) an individual component.

The 60 hours of CE may be met in the following:

1. **NATIONAL COMPONENT:** The National Component requires EMT-Ps to complete 30 hours of approved continuing education. A maximum of 30 hours of distributive education may be used to meet the 30-hour requirement.

**Airway/Respiration/Ventilation: 3.5 Hours**

Ventilation  
Capnography  
Oxygenation

**Cardiovascular: 8.5 Hours**

Post-Resuscitation Care  
Ventricular Assist Devices  
Stroke  
Cardiac Arrest  
Pediatric Cardiac Arrest  
Congestive Heart Failure  
Acute Coronary Syndrome

**Trauma: 3 Hours**

Trauma Triage  
Central Nervous System (CNS) Injury  
Hemorrhage Control  
Fluid Resuscitation

**Medical: 8.5 Hours**

Special Healthcare Needs  
OB Emergencies  
Infectious Diseases  
Medication Delivery  
Pain Management  
Psychiatric and Behavioral Emergencies  
Toxicological Emergencies - Opioids  
Neurological Emergencies - Seizures  
Endocrine Emergencies - Diabetes  
Immunological Emergencies

**Operations: 6.5 Hours**

At-Risk Populations  
Ambulance Safety  
Field Triage-Disasters/MCIS  
EMS Provider Hygiene, Safety, and Vaccinations

EMS Culture of Safety  
Pediatric Transport  
Crew Resource Management  
EMS Research  
Evidence Based Guidelines

2. **LOCAL OR STATE COMPONENT:** The Local or State Component requires EMT-Ps to complete 15 hours of approved CE. You may use any State or Commission on Accreditation for Pre-Hospital Continuing Education (CAPCE) approved EMS-related education to fulfill these requirements. A maximum of 10 hours of **distributive education** may be used to meet the 15-hour requirement.

3. **INDIVIDUAL COMPONENT:** The Individual Component requires EMT-Ps to complete 15 hours of approved CE. The individual hours are considered flexible content. You may use any State or Commission on Accreditation for Pre-Hospital Continuing Education (CAPCE) approved EMS-related education to fulfill these requirements. A maximum of 15 hours of **distributive education** may be used to meet the 15-hour requirement.

#### DOCUMENTATION OF CE

Documentation is to consist of:

1. A letter;
2. Copy of transcripts;
3. Computer printout; or
4. Copy of certificates

from the CE provider which includes your name and the dates, title, and number of hours of the CE. If the employers offered the CE, we will accept documentation from them.

#### UNACCEPTABLE COURSES

Courses that **cannot be applied towards recertification requirements include** duplicate courses, clinical rotations, instructor courses, management/leadership courses, performance of duty, preceptor hours, serving as a skill examiner, and volunteer time with agencies.

#### IMPORTANT TERMINOLOGY OR WEBSITES

**Distributive Education:** is a method of delivering EMS education where the educator and student are not able to interact in real time. Examples include: online courses, journal article reviews, and videos.

**CACPE:** <http://www.capce.org/>

**NREMT:** <https://www.nremt.org/rwd/public/document/recertification>

Very truly yours,



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Executive Officer