



Policy No.: EMS 302  
Effective Date: 2/11  
Supersedes:  
Reviewed: 1/15  
Revised:  
Administrator: EMS Administrative Director

Signature\_\_\_\_\_

### **CREDENTIALING FOR NEW PROVIDERS AND RECIPROCITY CANDIDATES (EMS 302)**

#### **1. PURPOSE:**

- 1.1. To establish the requirements for credentialing of new providers and reciprocity candidates for the Southwestern Illinois EMS System.

#### **2. POLICY STATEMENT:**

- 2.1. This policy replaces and supersedes all previous policies related to credentialing of new providers and reciprocity candidate requirements to gain the ability to function within EMS System
- 2.2. The process of credentialing specifically involves the attestation by the EMS MD that the EMS provider possesses required competencies in the domains of cognitive, affective, and psychomotor abilities. These aptitudes must be shown in the application of clinically orientated critical thinking, particularly in situations germane to that organization's local practice of EMS medicine. Both the initial and ongoing assessments of these competencies are important components in verification of the provider's continued competence. ([NAEMSP/ NREMT Joint Position Paper on Clinical Credentialing of EMS Providers](#))

#### **3. DEFFINTIONS:**

#### **4. POLICY:**

- 4.1. All applicants credentialing in Region IV: Southwestern Illinois EMS System shall complete an application. Providing false, inaccurate, or misleading information on the credentialing application shall be immediate grounds for termination and/or suspension from the EMS System.
- 4.2. Requirements for credentialing include:
  - 4.2.1. All personnel (FRD/ EMR, EMT, EMT-I/AEMT, Paramedic, PHRN, ECRN and EMD) must complete the Application for Credentialing Form and submit to the EMS System office.
  - 4.2.2. All personnel must submit a copy of a current Illinois license at his/her respective level of provider.

- 4.2.3. All personnel must submit a copy of a current BLS Provider card.
- The only BLS Provider cards that will be accepted in the system are:
    - American Heart Association (BLS Provider or BLS Instructor)
    - American Red Cross (CPR for Healthcare Providers or CPR for Healthcare Providers Instructor)
    - American Safety & Health Institute (BLS or BLS Instructor)
    - American Trauma Event Management (CPR for the Professional Rescuer or CPR for the Professional Rescuer Instructor)
- 4.2.4. All EMD's must submit a copy of their IAEMD or IAEMD-Q certification.
- 4.2.5. EMT-I, AEMT, Paramedic and PHRN candidates must submit a copy of a current American Heart Association ACLS, American Heart Association PALS, and ITLS cards.
- 4.2.6. All personnel must pass the written credentialing exam with a minimum 80% score.
- No more than total of 2 attempts, after which the candidate is disqualified for 3 months.
  - A minimum of 24 hours between attempts.
  - If it is determined that a candidate cheated during an examination, he/she is disqualified from further attempts for one year.
- 4.2.7. All personnel must function, on average, 24 hours per month within the EMS System.
- 4.2.8. For reciprocity candidates, a recommendation from the medical director or EMS system coordinator of the previous system must be included or forwarded to the EMS Office.
- Reciprocity candidates from outside of Region IV must also complete five acceptable critical thinking runs with a Field Training Officer.
  - Acceptable critical thinking runs are those which clearly demonstrate critical thinking and/or the application of EMT-P level skills. This will be determined jointly by the EMS System Coordinator and EMS Educator. Any concerns shall be referred to the EMS Medical Director.
  - Reciprocity candidates must receive a positive recommendation from their agencies Field Training Officer and their agencies Lead Field Training Officer.
- 4.2.9. For providers seeking reciprocity from outside of the State of Illinois, please download and complete the IDPH State Reciprocity Candidate Form available on the systems website [www.swilems.org](http://www.swilems.org).
- 4.2.10. \*Reciprocity candidates from outside of Region IV may seek a 6-month waiver of ITLS certification. He/she may begin functioning within the Southwestern Illinois EMS System without ITLS certification. However, he/she must be enrolled and participate in the next ITLS course offered within Region IV.

# Southwestern Illinois EMS System

## Application for Credentialing

EMS Agency: Primary \_\_\_\_\_

Secondary \_\_\_\_\_

Provider Name: \_\_\_\_\_  
Last First MI

Address: \_\_\_\_\_

Phone: \_\_\_\_\_  
Cell Phone Provider: \_\_\_\_\_

Alt Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

Certification level: \_\_\_\_\_

License Number	Expiration Date

CPR for Healthcare Provider Expiration: \_\_\_\_\_

ACLS Expiration: \_\_\_\_\_

ITLS Expiration: \_\_\_\_\_

PALS Expiration: \_\_\_\_\_

Attach copies of all certifications and Illinois license.

\_\_\_\_\_  
Candidate Signature

\_\_\_\_\_  
Date

For Office Use Only:

Written SOG Exam Results \_\_\_\_\_

Entered in Vairkko \_\_\_\_\_ Operative IQ \_\_\_\_\_ Vend Novation \_\_\_\_\_

Completion of Five Acceptable Runs if from outside Region IV	Yes/No
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Approved for Credentialing Yes/No

Providing false, inaccurate, or misleading information shall be immediate grounds for termination and/or suspension from the EMS System.