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<b>POLICY:</b>	<b>REINSTATEMENT OF EXPIRED LICENSE 60 DAYS TO 36 MONTHS – 200.2</b>		
<b>APPROVAL:</b>	VICE PRESIDENT OF PROFESSIONAL SERVICES; MANAGER OF EMS;		
<b>EFFECTIVE DATE: 9/1/2016</b>	<b>CURRENT REVIEW/REVISION DATE: 8/16</b>	<b>SUPERSEDES: N/A</b>	<b>ORIGINAL EFFECTIVE DATE: 08/16</b>
<b>DEPARTMENT SPECIFIC</b>		<b>EMERGENCY MANAGEMENT SYSTEM</b>	

**I. PURPOSE:**

To allow a State of Illinois licensed Emergency Medical Technician (EMT) or Paramedic whose license has been expired for less than 36 consecutive months to apply for reinstatement to the Morris Hospital Emergency Medical Services (EMS) System and the Illinois Department of Public Health (IDPH).

**II. POLICY:**

The requirements for reinstatement will be as follows:

- A. The provider will submit a letter to the system requesting reinstatement of license along with reinstatement fee payable to IDPH.
- B. The provider will complete Morris Hospital EMS System-specific continuing education requirements, which can include but are not limited to:
  - 1. Criminal background check
  - 2. Valid Illinois Driver’s License
  - 3. Current American Heart Association BLS (CPR) Healthcare Provider card
  - 4. Current American Heart Association ACLS, American Heart Association /American Academy of Pediatrics Pediatric Advanced Life Support provider cards for Paramedics
  - 5. Clinical hours (with Medical Director or designee)
  - 6. System entry exam (at level of licensure)
  - 7. Practical skill competency
  - 8. Updated EMS Personnel Data Form to include Social Security number

All above requirements will be determined by the EMS Medical Director or his/her designee.

- C. Proof of completion of continuing medical education and clinical requirements in accordance with the following:
  - 1. Continuing education in accordance with 77 Ill. Adm. Code §§ 515.560, 515.570 and 515.580.
  - 2. EMT training in accordance with 77 Ill. Adm. Code §§ 515.500, 515.510 or 515.520.
- D. The applicant shall submit a positive recommendation in writing from an EMS Medical Director attesting to the applicant’s clinical qualifications for retesting. The EMS Medical Director shall verify that the applicant has demonstrated competency of all skills at the level of EMT license sought to be reinstated.
- E. The applicant shall pass a Department-approved test for the level of EMT license sought to be reinstated, in accordance with 77 Ill. Adm. Code § 515.530.
- F. A reinstatement fee, amount prescribed by the Department, in the form of money order, cashier’s check or organizational check (no personal checks or cash accepted), and made

payable to the Illinois Department of Public Health, will be assessed for licenses expired for more than 60 days but less than 36 consecutive months.

**Approval:**

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**Thomas J. Dohm** **Date**  
**VP of Professional Services**

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**Robin Stortz, RN** **Date**  
**Manager of EMS**