



VERMONT DEPARTMENT OF HEALTH
EMERGENCY MEDICAL SERVICES OFFICE
Post Office Box 70, 108 Cherry Street
Burlington, Vermont 05402-0070
1-800-244-0911 (in VT) or 1-802-863-7310



CERTIFICATION EXAMINATION APPLICATION
EMERGENCY MEDICAL RESPONDER (EMR)
OR
EMERGENCY MEDICAL TECHNICIAN (EMT)

This form is to be used by all persons applying to test for Vermont and/or National certification at the Emergency Medical Responder (EMR) or Emergency Medical Technician (EMT) level. To be eligible for Vermont certification, you must have an affiliation with a Vermont-licensed EMS agency or medical facility that requires you to hold this level of Vermont EMS certification.

PLEASE PRINT CAREFULLY OR TYPE ALL REQUESTED INFORMATION

Page 2 (Optional)

This page requests information about your occupation and additional skills that might be relevant in responding to disasters or other events where additional resources are needed. *Provision of this information is voluntary and does not automatically enlist you for service beyond operations you might normally carry out as part of your EMS agency.*

Page 3 – Applicant Information

Please fill in your name, address, other contact information, your EMS agency affiliations and which level of exam you are applying to take. If you are not affiliated with a Vermont-licensed EMS agency and are taking this exam for National certification only, please check the National Certification Only box.

Page 4 – Signature Page

Please answer the seven questions, print your name and then sign the application. If you have any questions about how to answer these questions, contact the EMS Office. If you are affiliated with a Vermont-licensed EMS agency, your Head of Service must sign the application attesting to your affiliation with that service. Your course coordinator must also sign the application attesting that you successfully completed an approved EMR or EMT course.

Page 5 – Certification Examination Notification

This confirmation is your ticket to the exam site. Write in the location and date of the exam site at which you wish to take the EMR or EMT psychomotor exam. Be sure to carefully print or type your name and address to ensure this confirmation reaches you.

THIS FORM MUST BE RECEIVED BY THE EMS OFFICE NO LATER THAN TWO (2) WEEKS PRIOR TO THE EXAM DATE LISTED BELOW. INCOMPLETE APPLICATIONS WILL BE RETURNED AND MAY AFFECT ADMISSION TO THE REQUESTED EXAM

Please fill in the location of the exam you are requesting:

Exam Location

Exam Date

Request for Supplemental Information

The Vermont Emergency Medical Services system is part of a network of responders who may be called upon in times of disaster. If you wish to be a resource for such an event, please provide the information requested below. *Provision of this information is voluntary and does not automatically enlist you for service beyond operations you might normally carry out as part of your EMS agency.*

Name: _____ EMS #: _____

Employment or Skills

Please circle the category that best describes your employment and/or any additional skills you possess. After selecting a category, please indicate whether it is your principal employment or an additional skill. *(Please Note: Please select only one employment category. Please select all skill categories that apply.)*

Bus driver	(Employment/Skill)	Manufacturing	(Employment/Skill)
Carpenter/Architect	(Employment/Skill)	Mechanic	(Employment/Skill)
Clergy/Counseling	(Employment/Skill)	Media	(Employment/Skill)
Clerical	(Employment/Skill)	Medical	(Employment/Skill)
Computer programming	(Employment/Skill)	Medical Office Staff	(Employment/Skill)
Computer repair	(Employment/Skill)	Nurse	(Employment/Skill)
Construction/Contracting	(Employment/Skill)	Paralegal	(Employment/Skill)
Court reporter	(Employment/Skill)	Pharmacist	(Employment/Skill)
Dentist	(Employment/Skill)	Physician	(Employment/Skill)
Education	(Employment/Skill)	Plumber	(Employment/Skill)
Electrician	(Employment/Skill)	Public Relations	(Employment/Skill)
EMS	(Employment/Skill)	Sales	(Employment/Skill)
Engineering	(Employment/Skill)	Self-Employed	(Employment/Skill)
ER Technician	(Employment/Skill)	Services	(Employment/Skill)
Firefighter	(Employment/Skill)	Site Foreman	(Employment/Skill)
Forklift Operator	(Employment/Skill)	Stenographer	(Employment/Skill)
Internet	(Employment/Skill)	Student	(Employment/Skill)
Judge	(Employment/Skill)	Transportation	(Employment/Skill)
Laborer	(Employment/Skill)	Truck Driver	(Employment/Skill)
Law Enforcement	(Employment/Skill)	Veterinarian	(Employment/Skill)
Lawyer	(Employment/Skill)	Warehouse Manager	(Employment/Skill)
Marketing	(Employment/Skill)	Other: _____	(Employment/Skill)

Next of Kin or Emergency Contact Information

	<u>Primary</u>	<u>Secondary</u>
Full Name	_____	_____
Relationship	_____	_____
Address	_____	_____
City/State/Zip	_____	_____
Phone Number	_____	_____
Phone Number	_____	_____

APPLICANT INFORMATION

PLEASE PRINT

PLEASE PRINT

Vermont EMS # _____ X X X - X X - _____
 (Last 4 digits of SSN)

Last Name _____ First Name _____ Middle Name _____

Address _____ Town/City _____ State _____ ZIP _____

() - _____ () - _____ Sex _____ Date of Birth _____
 Home Phone Work Phone

() - _____ Email Address(es) _____
 Cell Phone

1) _____ 2) _____
 Primary Service Affiliation Additional Service Affiliation

3) _____ 4) _____
 Additional Service Affiliation Additional Service Affiliation

EXAM(S):

EMERGENCY MEDICAL RESPONDER (EMR) EMERGENCY MEDICAL TECHNICIAN (EMT)

APPLYING FOR: NATIONAL AND VERMONT CERTIFICATION NATIONAL CERTIFICATION ONLY

***** DO NOT WRITE BELOW THIS LINE ***** EMS OFFICE USE ONLY *****

Psychomotor Exam Station	Exam Attempt #1	Date	Exam Attempt #2	Date	Exam Attempt #3	Date	Comments
Trauma Assessment	P F		P F		P F		
Medical Assessment	P F		P F		P F		
Cardiac Arrest Management	P F		P F		P F		
O2 Administration by NRB	P F		P F		P F		
BVM Ventilation	P F		P F		P F		
Spinal Immobilization (Supine)	P F		P F		P F		
Bleeding Control & Shock Management	P F		P F		P F		
Long Bone Immobilization	P F		P F		P F		
Joint Immobilization	P F		P F		P F		
Spinal Immobilization (Seated)	P F		P F		P F		

SIGNATURE PAGE

CANDIDATE: Please answer the following questions

NOTE: The Department of Health will not automatically disqualify applicants based solely upon their answers, but may request additional information. Contact the EMS Office if you are unsure how to answer these questions.

- YES NO Are you currently illegally using drugs or have you only recently stopped illegally using drugs?
{EMS Rule 11.1.6.1}
If yes, please explain: _____
- YES NO Have you ever been convicted of a crime(s) (misdemeanor or felony), or are you presently a defendant in a
criminal proceeding? {EMS Rules Sec. 11} If yes, have you previously disclosed your crime conviction(s) to
the VT EMS Office? YES NO
If not disclosed, please explain: _____
If yes, please provide complete copies of documentation for each matter.
- YES NO Have you ever had an action taken against any professional license or certification that you have held in
Vermont or elsewhere? {EMS Rule 11.1.6.10}
If yes, please explain: _____
- YES NO Have you ever applied for and been denied a license or certification, or have you voluntarily surrendered or
resigned a license or certification for any reason in Vermont or elsewhere?
If yes, please explain: _____
- NO YES Are you free of obligation to pay child support or in good standing with respect to or in full compliance
with a plan to pay any and all child support ?{15 V.S.A. Section 795}
If no, please explain: _____
- NO YES Are you in good standing with respect to or in full compliance with a plan to pay any and all VT taxes due?
{32 V.S.A. Section 3113}
If no, please explain: _____
- NO YES Are you free of obligation to pay unemployment compensation contributions or in good standing with
respect to or in full compliance with a plan to pay any and all unemployment compensation contributions?
{21 V.S.A. Section 1378}
If no, please explain: _____

I attest the information contained in this certification application is true and accurate. Any intentional misrepresentation may be deemed by the Commissioner of Health to be in violation of Vermont law, and may subject my certification to conditions, suspension, revocation or denial. I further attest that I have read and understand all information regarding certification contained in this application. Alteration of this document does not relieve me of any duty described in the Department-approved version of this form.

Applicant's Name (PRINT) _____ Today's Date: _____
Applicant Signature _____ Your Birth Date: _____

HEAD OF SERVICE: In signing this application for Vermont EMS certification I attest that the applicant is affiliated with the service listed below and that I am signing **after the applicant has completed the application and I have reviewed the answers to the above questions.**

Name of Vermont Licensed Service	Head of Service (Please print)	Service #
Head of Service Signature	Date	

COURSE COORDINATOR: I attest that this applicant has successfully completed an approved (EMR/EMT) course and further attest that it is factual and correct.

Course Coordinator Signature _____ Date _____

CERTIFICATION EXAMINATION NOTIFICATION

FILL IN BELOW THE LOCATION WHERE YOU WISH TO TAKE THE EXAM:

Exam Location	Exam Date
---------------	-----------

Level of exam you are requesting:

EMERGENCY MEDICAL RESPONDER (EMR)

EMERGENCY MEDICAL TECHNICIAN (EMT)

FILL IN NAME & ADDRESS BELOW:

Your application has been approved. Bring this notice to the exam site and present it to the state exam proctor.

INFORMATION FOR CANDIDATES ON BASIC AND ADVANCED EMT EXAMINATIONS

The purpose of certification exams is to determine whether candidates have the knowledge and skills which are expected at particular levels of training. It is important that you understand certain things in order to get a fair exam.

1. The local Exam Coordinator has set up the location of the exam, scheduled the date and time and selected the practical examiners.
2. A representative of the Health Department is present to ensure that the exam is conducted properly. **If you feel you have been treated unfairly, it is essential that you speak with the state representative before you leave the testing session.**
3. You must have a Vermont EMS certification card in hand before you are considered certified.
4. In order to be certified as an EMS provider, you must show appropriate involvement in emergency care (e.g., be affiliated with a licensed ambulance or first responder service).
5. In order to be certified at an advanced level, you must be affiliated with a service licensed at or above that level.
6. If you do not feel up to taking an exam because of physical illness or some other reason, it is in your best interest to take the exam at another place and time.

Psychomotor exam results will be mailed to you within four weeks. Certification cards will follow later. If you need to retest, you will receive written information with your results about how to register for a future exam site. The exam schedule is posted on the Vermont EMS website: www.vermontems.org.

Psychomotor examinations are simulations that cannot be as realistic as field situations, but you should take them seriously in order to do well. The stations have time limits, but you do not need to finish everything at a station to pass.

Retesting: Most people pass the exam on the initial try, but if you fail you are entitled to re-take any (or all) psychomotor stations and/or the cognitive exam at another testing session. You should make sure to find out where your difficulties were before you retest

Summary: Your exam should be fair and impartial. You have the responsibility to take the exam seriously and to notify the state representative immediately of any problems. If you fail any part of the exam, you may retest that part two more times. You have the responsibility to find out what the problem was before you test again.

If you need any special accommodations in order to take this exam, go to the General Policies section of the National Registry of EMTs website at www.nremt.org to learn about their accommodations policies.

Notification: You will be notified in writing of admittance or non-admittance to the exam. If you have not been admitted to the requested exam, you will be provided with a list of alternate exam sites from which to choose. **Remember to write your name and address on the notification page.**