



## **EMS Personnel Transition FAQ's**

### **Supervision Requirement pursuant to SB64:**

The new legislation passed that went into effect July 1, 2024, requires all EMT and EMR licensees to have a medical director on file at the Board office. Answer the below questions to determine how to come into compliance with this new requirement:

1. Are you an EMT or EMR licensee that works under your license in any capacity?
  - a. [Yes, the supervision agreement form is required and available on BMOE website under Forms.](#)
  
2. Are you working as a first responder on a non-ambulance service and hold a current EMT or EMR license?
  - a. [Yes, you will need to complete the EMS Supervision agreement available on the BMOE website under Forms.](#)
  
3. Are you an EMT or EMR licensee not working in any medically related field but would like to maintain your license?
  - a. [Yes, please contact the Board office for the alternative option to come into compliance with this requirement. This option is only available to those not providing any medically related care.](#)

## **EMT/EMR Transition Questions:**

1. I am a current EMT or EMR, what do I need to do to have my certification transferred to the BMOE as a license?
  - a. No, the EMS office has provided the data to the BMOE for the transition and nothing further is needed. All currently certified the EMT and EMR providers automatically transitioned to a license under the BMOE on July 1, 2024.
  
2. I am a current EMT licensee, do I need to create an account with the BMOE?
  - a. Not for your EMT license at this time. We are still in the process of importing the data from the EMS office into our new database. We will be sending out additional information as we prepare to go live with our new database for all licensees later this fall. The new system will be accessed through the MySD account as referenced in the Ambulance Driver Certification section when the database goes live.
  
3. I am a current EMR licensee, do I need to create an account with the BMOE?
  - a. Yes, if your EMR license is due to renew by September 30, 2024, you will need to login to your existing MySD account or create a MySD account to renew your license through the BMOE.
  - b. No, if your EMR license is valid through September 30, 2025 or September 30, 2026, we are still in the process of importing the data from the EMS office into our new database. We will be sending out additional information as we prepare to go live with our new database for all licensees later this fall. The new system will be accessed through the MySD account as referenced in the Ambulance Driver Certification section when the database goes live.
  
4. I do not have a SD EMT or EMR license yet, how do I apply for an initial license under the BMOE?
  - a. The instruction on how to apply for the EMT/EMR license on the EMS Personnel profession page on the BMOE website.

## **Ambulance Driver Certification:**

1. Is Ambulance Driver certification required for all individuals that drive an ambulance regardless of other licensure held?
  - a. Yes, any individual that plans to drive the ambulance at anytime will need to apply for and obtain the ambulance driver certification. This is regardless of any licensure already held. The application link is available on the BMOE website on the EMS Personnel professions page.
  
2. How do I apply for the ambulance driver certification?
  - a. The application link is available on the BMOE website on the EMS Personnel professions page.
  - b. The first step of the process is to login (or create) a MySD account.
    - i. MySD is maintained by the state's IT Department and any questions related to password resets or logging in should be directed to the link or number listed on the MySD login screen.
  - c. Step 2 will be to download and complete the Affidavit and Authorization for Release of Information form. This is the form that requires a passport quality photo to be attached and is notarized.
    - i. The passport quality photo asked for on the form is just a headshot (shoulders and above) of the applicant in color that is attached to the form. The applicant can also crop their driver's license photo and attach that as well.
  - d. There are step by step instructions in the How To Tutorials available on our website on the EMS Profession page as well as under the Quick Links that will show exactly how to submit the online application
  - e. The BMOE has provided a streamlined application work around for drivers with a medically related professional license e.g. a Registered Nurse, EMS Personnel at any level, etc.
    - i. The application will ask if you are a current SD EMS Licensee. If you answer yes, the application will proceed past the competency section.
    - ii. If you are an RN, in the application competency section select "No" for each competency listed and type RN into the explanation box.
    - iii. Once your ambulance driver certification has been approved, be sure to disable the pop-up blocker before printing your certification card. If you receive an error or are asked to pay for a duplicate card, please contact the Board office for assistance.
  
3. I do not have a SD EMS Personnel license yet; can I apply for the Ambulance Driver Certification now?
  - a. Yes, you could receive the Ambulance Driver Certification based upon passing the NREMT exam. If you are an applicant applying for both an initial license and the driver certification AND have already passed the NREMT certification exam, select "No" for each competency and type the NREMT EMS level NREMT you currently hold.