

STATE OF ALASKA
DEPARTMENT OF HEALTH



2025

Alaska EMS
Relicensure Update
and
Frequently Asked Questions



Office of Emergency Medical Services
Section of Rural and Community Health
Systems Division of Public Health
September 2025

Alaska's EMS relicensure period will soon be in full swing.

Traditionally, Alaska EMS relicensure season commences each October and concludes the following March.

The Alaska OEMS wanted to update you on the Relicensure process and answer some questions leading up to this Relicensure cycle. AK OEMS trusts that the following information will be helpful in pre-answering many of your questions and alerting you to updates or changes which affect Relicensure cycles.

1. CONTACT INFORMATION FOR RELICENSURE QUESTIONS

If you have questions about the relicensure process, please contact the appropriate person below:

- Carin Marter – AK OEMS Licensing Manager
For inquiries about:
 - Relicensure issues
 - Individual and service licenses
 - Sponsoring physician form process
 - System lockoutsEmail: EMSinfo@alaska.gov
Phone: 907.465.3029

- Brian Webb – AK OEMS Training Coordinator
For inquiries about:
 - Continuing education (CE) requirements
 - What counts and what doesn't
 - CME requirements and NCCP allocations
 - Email: brian.webb@alaska.govPhone: 907.754.3481

2. GENERAL RELICENSURE INFORMATION

Relicensure Cycle Applicability

Everything in this document pertains to those with an expiration date (state or national) after 1 April 2025 and includes all levels of AK EMS licensure from EMT-1 to Paramedic.

As a reminder, the ETT provider is not a level of AK EMS licensure under the regulatory control of the AK OEMS. It is a private certification by Southeast Region EMS Council in Sitka, AK. Questions pertaining to individual ETT recertification should be directed to SEREMS at ett@serems.org.

Account Access

If you do not yet have an account on the Alaska EMS Learning Management System (LMS) (the Public Portal), you can request one at this [link](#):

System Lockout Assistance

If you are locked out of the system, refer to the contact information above to get the appropriate assistance.

As a reminder, if you login in frequently to your account throughout your licensure cycle, it will prevent the lock outs. More on how to do that is contained later in this document.

Certification Expiration Dates

All expiration dates remain unchanged according to current regulations.

Access to Regulations and Important Documents

You can find important documents such as the AK EMS Regulations and Statutes, the EMT Scope of Practice and other relevant documents in these locations:

- [EMS Statutes.](#)
 - [EMS Regulations.](#)
 - [AK EMT Scope of Practice.](#)
 - [Appendix A of the Guide to EMS Certification and Licensure \(GEMSCL\).](#)
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3. RELICENSURE REQUIREMENTS

Skills Verification

- Relicensure requires skills verification at the local level. It is the responsibility of a training officer, approved EMS instructor, or local mid-level healthcare clinician to verify the necessary relicensure skills.
- Ultimately, it is the service's EMS medical director's responsibility to ensure the competency of all its EMS clinicians. Although many administrative functions may be delegated to others, the EMS medical director retains overall responsibilities.
 - The EMS medical director verifies competency by allowing a service's EMS clinician to remain on the service roster in ImageTrend.
- Skill verifiers must be at or above the skill level of those being assessed.
- The Office of EMS (OEMS) does not require skills verification sheets to be submitted with your relicensure application.
- The [Local Verification of Skills Form](#) is a handy pre-made form to use if a local version does not exist.

Continuing Medical Education (CME) Requirements

Relicensure requires a specific number of Continuing Medical Education (CME) hours based on your certification level and the National Continued Competency Program (NCCP):

- **EMT 1:** 40 hours
- **EMT 2:** 50 hours
- **EMT 3:** 50 hours
- **AEMT:** 50 hours
- **Paramedic:** 60 hours

Since 2016, EMS CME content allocation has been based on the current National Continuing Competency Program (NCCP) table. For the recent 2025 edition which came into effect on 1 April 2025, Alaska OEMS has provided an [Alaska-centric NCCP table](#) for use in the Public LMS Portal .

As a recap, the NCCP contains three components, each with their own CME hour allocation and use:

- National Component: Education with a direct link to the National EMS Curriculum.
 - 50% of the overall required CME hours.
 - It includes the five categories:
 - Airway, Respiratory, Ventilatory (ARV)
 - Trauma
 - Medical
 - Cardiology
 - Operations
- Individual Component: Must be related to the EMS craft but is very flexible in nature.
 - 25% of the overall required CME hours.
 - “Bleed over” location for excess National Component hours.
- Local/State Component:
 - 25% of the overall required CME hours.
 - Any “local” service-specific EMS training requirements, such as protocol review, QA meetings, etc.
 - Any “State” specific EMS training requirements. That can include CPR/AED training as well as the required NHTSA Traffic Incident Management (TIM) training.
 - Additional “bleed over” location for excess National Component hours.

It is important to note that with the 2025 NCCP Model, there is also a new requirement that 10% of your “National Component” hours be pediatric-centric. So, by using the allocations per level of licensure listed in the [Alaska-centric NCCP table](#), the required pediatric hours are:

- EMT 1: 2 hours
- EMT 2: 2.5 hours
- EMT 3: 2.5 hours
- AEMT: 2.5 hours
- Paramedic: 3 hours

If you are unsure of your understanding of the NCCP and desire to read up on the NCCP, here is a link to the [NREMT's NCCP Explanation Page](#).

Voluntary Tracking for Continuing Education Hours

Alaska EMS clinicians are encouraged to use their Public LMS Portal account to track their CME over their entire period of licensure. It is important to ensure you have provided factual affirmations on any application for relicensure, confirming that you have completed all your NCCP CME requirements.

By voluntarily using the education tab in the individual EMS licensing accounts, should an AK EMS clinician be audited by the AK OEMS, this validates that all required education has been completed as well as the CME hours having been allocated to the correct NCCP categories.

This is accomplished by:

- Opening your account in the LMS.
- In the left-hand column, click “Education”
- Then click on “My Report” and use the green circles with the plus symbols to allocate your CME to the NCCP.
- The National Component of the NCCP has a limit of hours available to load. Any excess hours may be allocated to the “Individual Component” or the “Local/State Component”. **They are not lost hours.**
- To validate your hours, please ensure you load any certificates of completion or training rosters into your LMS account by clicking on “My Account” which takes you back to your main screen. Then click on “Documents” and use your “Upload a Document” tab.
 - Ensure you click on the “Upload” tab to save.
 - There is a comment in red on the Document page which states: *“Please inform the EMS staff at EMSinfo@alaska.gov (if non-deliverable, email carin.marter@alaska.gov) when you upload documents or your application will not be processed.”*.
 - This comment is 100% **only** for the licensing application process and is not meant to pertain to all documents throughout the entire licensing period, especially CME certificates.

AK OEMS Support for Individual CME

Although Alaska OEMS has no regulatory responsibilities for providing individual CME for EMS clinicians, it does offer recommendations and access to quality CME resources as a service to its EMS clinicians:

- **AK EMS RANGES Webinars**
 - Held monthly from September to May on the first Wednesday of the month from 1:00 PM - 2:00 PM. Registration details can be found in the Public Portal under the [“RANGES”](#) tab.

- The final season of the RANGES project commenced on 3 September 2025 and will run through 6 May 2026.
- **Moodle (Department of Health Learning Management System)**
 - The Moodle LMS offers over 100 hours of state-approved CME, organized into specific NCCP categories. To access, you must register for a separate Moodle login found in the “[Learning Management System](#)” tab of the Public Portal.
 - This Moodle login is separate from the AK OEMS LMS login. Moodle is managed by the DoH, not the AK OEMS.
- **Public Portal Information Tab**
 - In this tab of the Portal is the “[State-Approved CME List and Vendors](#)” document.
 - It represents validated EMS CME as well as vetted EMS CME vendors. However, while the vendors have been vetted as a viable choice for EMS CME, the AK OEMS does not endorse any vendor over another. All EMS clinicians must ensure a vendor meets their individual NCCP CME needs.
 - Some vendors provide entire packaged refresher courses, providing 100% of the NCCP requirements for EMR, EMT-1, AEMT, and Paramedic.

For Paramedics and AEMTs:

You may choose to align your State of Alaska EMS expiration date with your National Registry (NREMT) expiration date.

Advantages:

- You will only need to provide proof of National Registry certification and a valid CPR card to recertify at the state level.
- So, it is recommended to recertify your National Registry status first and then apply for your State of Alaska renewal.

Criminal History Requirements for Initial and Renewal Applications

Questions regarding potential violations and their impact on AK EMS licensure, please contact:

- Ak EMS Licensing Manager at emsinfo@alaska.gov or directly to (907) 465-3029.

For applicants with a criminal history, specific documentation is required depending on whether there are new charges or convictions since your last certification.

- No New Criminal Record:
 - If you previously submitted the required paperwork and have no new criminal offenses, you are not required to submit the following documents again.

- **New Charges or Convictions:**
 - If you have been charged or convicted of a criminal offense since your last certification, you must submit the following documents:
 - A signed and notarized affidavit.
 - Interested Persons Report (IPR): This form needs to be submitted to the Criminal Records and Identification Bureau in the Department of Public Safety, and the report must be uploaded along with this application.
 - Evidence of rehabilitation: For example, successful completion of alcohol/drug rehabilitation, anger management programs, or other similar activities.
 - Evidence of compliance with court-ordered sentencing requirements: This can include receipts for fines paid, documentation showing the completion of probation, or other evidence of fulfilling court-mandated obligations.
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4. IMPORTANT INITIAL LICENSURE AND RELICENSURE CHANGES

Traffic Incident Management (TIM) Responder Training (a one-time requirement)

- Beginning on 1 April 2025 for initial and relicensure, completion of the National TIM Responder Training Course (4 hours, online) will be mandatory for all AK EMS clinicians for initial licensure and relicensure.
 - AK OEMS expects that all currently licensed EMS clinicians will be captured by the end of the 2027 relicensure cycle, and this requirement will be retired for relicensure only.
 - Please view the updated [AK OEMS TIM Policy Memo](#), it is posted in the Portal.
 - The registration sites for TIM responder training is managed by the federal Highway Administration, not the AK OEMS. AK OEMS has built a [job aid](#) to assist in the registration for federal online sites as well as the TIM course itself. To be successful, an applicant must be exact on the registration process, or it will fail.
 - The 2025 National Continued Competency Program (NCCP) model in its Operations Category, lists the 4-hour TIM Responder course as an approved course for CME hours.
- TIM responder training is designed to teach emergency response personnel how to safely and quickly manage traffic incidents, reduce responder injuries and mortality, and reduce downtime and expense for repairs of damaged apparatus.
- You can register and complete the course through the National Highway Institute login page after making your account with login.gov as mentioned previously, by using the step-by-step job aid.
- Completion certificates must be uploaded to the “Documents Section” of your Initial Licensure or Relicensure application.
 - If you accomplish the TIM training between and applications, load the certificate to the documents section of your LMS account, so you may reference it when needed.

- There is no need to email the TIM certificates to the EMS licensing manager. Upload them to your documents section in your Portal account.
 - Prior attendance at an online or in-person 4-hour TIM responder course also counts. Verification must be submitted in the same manner.
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5. NATIONAL REGISTRY OF EMT (NREMT) RECERTIFICATION

The National Registry of EMTs (NREMT) streamlined its recertification process with the following improvements:

- **Streamlined Application:**
 - Simplified steps reduce the time needed to complete your application.
- **Fewer ConED Questions:**
 - There are fewer questions about Continuing Education, speeding up the submission process.
- **Automated Course Assignment:**
 - The CAPCE Import Tool automatically assigns courses to NCCP categories, minimizing manual data entry.
- **Submission Assurance:**
 - If you forget to submit your application, the system will automatically submit it once the payment and necessary details are complete.

For more details, watch the [Relicensure Improvements Video](#) here on the NREMT YouTube website.

6. INSTRUCTOR RELICENSURE REQUIREMENTS

EMS Instructor Relicensure

To relicense as an EMS Instructor, you must complete 24 hours of CME through one or more of the following methods:

- Lead or co-instruct an EMT course on an hour-for-hour basis.
- Instruct CME or skills evaluations.
- Attend courses focused on instructor development.
- Complete at least 8 hours of instructor-specific CME approved by the department.

EMS Instructor Coordinator Relicensure

To relicense as an EMS Instructor Coordinator, you must:


- Lead and instruct at least 24 hours of an EMS Instructor Course (MOI or AK-Specific).
 - Meet the same CME requirements as EMS Instructors, including leading/co-instructing or participating in instructor development courses.
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7. EXPANDED SCOPE OF PRACTICE ([7 AAC 26.670](#))

Changes Since 2019 through 2025

The **Expanded Scope of Practice process** was significantly revised in **2019** as part of the comprehensive overhaul of the **Alaska EMS Scope of Practice**. A key change was the **elimination of the renewal requirement** for expanded scope requests at the **EMT-1, EMT-2, and EMT-3** levels.

- All EMS services and their medical directors are reminded of the following:
 - The **tiered sunset dates** for legacy expanded scope programs were designed to give services time to:
 - Reevaluate their continued need for expanded scope privileges, and
 - Prepare for the eventual **elimination of those privileges**.
 - After the sunset date for each EMT level, services must have:
 - **Updated their protocols and standing orders**, and
 - **Removed all legacy expanded scope skills and medications** from use.
- **Sunset Dates for Legacy Expanded Scope**
 - **EMT-1:** December 31, 2023
 - **EMT-2:** March 31, 2024
 - **EMT-3:** December 31, 2025

 After these dates, no legacy expanded scope privileges remain in effect at those levels.

To view the full background information of the sunseting of the AK EMS expanded scope program, this is the link to the [2023 AK OEMS Expanded Scope Policy Letter](#).

Current Expanded Scope Application Process

The AK OEMS has published an [Expanded Scope Application Guidance Document](#) to assist services in their application process.

If your service requires an expanded scope beyond the state's 2019 scope of practice authorization, you will need to submit an application with the following:

- **Needs Assessment (Justification):** Documentation showing why expanded scope is required.

- **Guidelines/Protocol:** Must support the proposed application.
- **Training and Sustainment Plan:** A plan outlining how clinicians will be trained and regularly assessed.
- **Quality & Safety Program:** A document to describe the QA process for this specific expanded scope matter.
- **Compliance Plan:** A description of the oversight to ensure compliance.
- **Inter-Agency Partners/Receiving Facility Coordination:** Letters of local support and concurrence with the plan.
- **Signatures:** The service chief/director and the EMS medical director must approve and support the expanded scope request.

The application is subject to review by the AK OEMS and the State EMS Medical Director, for approval.

Expedited Scope Medication Approval

Certain medications can be fast-tracked for approval through an expedited process. Currently approved medications and their links to the [Medical Direction Committee](#) tab in the Public Portal include:

- **Ketorolac** for EMT-2 and above
- **IV Acetaminophen** for EMT-2 and above
- **IM/IN Midazolam** (active seizures) for EMT-3 and above

This expedited process will be retired with the new regulations package when these three medications are to be rolled up into the regular scope of practice for the affected levels of licensure.

The expedited process involves the following steps:

1. Submission of application.
2. Review by OEMS data, training/QA, EMS Systems Manager team, and the State EMS Medical Director.
3. Final certification or denial by the State Office of EMS.

For questions on the expanded scope process, contact Carin Marter at EMSinfo@alaska.gov.

For questions on the training and QA process for expanded scope, contact Brian Webb at EMStraining@alaska.gov.

8. SPECIFICS FOR MEDICAL DIRECTORS

Service Medical Director vs. Course Medical Director

- A **Service Medical Director** oversees the medical operations of an EMS service and ensures that clinicians operate within the appropriate scope of practice. A Service Medical Director may also oversee EMS training courses.
- An **EMS Course Medical Director** is a medical director who only supervises the educational components of an advanced EMS course (e.g., EMT-2, EMT-3, AEMT, and Paramedic), ensuring that the training aligns with state regulations.

EMS Medical Directors must initiate an account in the [Public LMS Portal](#) to manage an EMS service and/or advanced EMS courses.

- EMS Service Medical Directors apply in the licensing Public LMS Portal using the application titled: “*Agency Medical Director Application*”.
- EMS Course Medical Directors “register” in the licensing Public LMS Portal using the application titled: “*Other EMS First Responders requiring Service & AURORA-Elite Roster Access or Course Medical Director Status*”.
 - For further clarification, please reference the August 2023 [AK OEMS Policy Memo for EMS Course Medical Directors](#).

Scope of Practice Authority

Medical Directors may restrict an EMS clinician’s scope of practice but cannot exceed the state-approved scope without an expanded scope application request and completion of the process.

- The Alaska [EMS Scope of Practice](#) is designed to be a ceiling, not the floor. It aligns with the current National Highway Transportation Safety Administration’s (NHTSA) “[National EMS Scope of Practice Model](#)” video.
 - The graphic displayed below, shows the importance of the Model and how it ties together the relationship of:
 - EMS education
 - Certification of competency
 - State license to practice
 - EMS Medical Director credentialing

