

Policy Statement:

An EMS practitioner who is unable to renew a license or certification before its expiration date may request an extension of the license or certification for up to six (6) months after the expiration date, so long as the license or certification is current at the time of the request. An extension to obtain continuing education credits will only be granted if the Department determines extenuating circumstances warrant it. Only one extension per license cycle is permitted.

Authority:

EMS Rule Section 8.3.7

EMS Rule 8.3.9.3

Procedure:

If an EMS practitioner anticipates that they will not have completed requirements to renew an EMS license or certification before its expiration date, they may submit a License Extension Request application in the Vermont LIGHTS online licensing portal. An extension will not be granted after the license or certification has expired.

If the request is approved, the license or certification will be extended for six months. When the license or certification is renewed, the new license will expire two years from the original license or certification expiration date. The practitioner will receive an email confirming the extension approval, and their LIGHTS record will reflect the extended expiration date.

All continuing education requirements must be completed by the original expiration date. An extension to complete continuing education requirements will only be granted if the Department determines extenuating circumstances, such as military deployment, the practitioner's health or that of a family member, warrant additional time.

Rationale:

The Department of Health recognizes that circumstances arise that delay or prohibit EMS practitioners from completing license or certification renewal requirements on time. Extensions allow practitioners to continue serving their community while they address the factors that delayed their license or certification renewal, and the extension's short duration does not place additional risk to the public's safety.

Effective Date:

June 1, 2023