

# Initial Paramedic Accreditation Application Checklist

This information is for an Initial Paramedic Accreditation for any licensed Paramedic within the State of California who wishes to become accredited in Yolo County.

## Important Steps:

- The Paramedic Orientation **Registration** and Initial Paramedic Accreditation **Application** are all **one process** through seamless.doc. Link is on website.
- **You may not attend a Paramedic Orientation Training unless an application is on file.** Below is a list of items need to complete this online application process.
- **For Zoom held trainings you must have a camera.**

## Copies of Required Documentation:

- Background Disclosure statement** if applicable. (A detailed statement of events, court records and/or police reports are requested during the application process.)
- State Paramedic License Card**
- Government Issued Photo ID** (i.e., State Driver's License, State ID card, Military ID card, Passport)
- ACLS Certification Card.** A copy of the **FRONT & BACK** sides of the **card or certificate** with bar code and authentication number is required.
- PALS Certification Card.** A copy of the **FRONT & BACK** sides of the **card or a certificate** with bar code and authentication number is required.
- ITLS/PHTLS Certification Card.** A copy of the **FRONT & BACK** sides of the **card or a certificate** with bar code and authentication number is required.
- Letter of Employment** with an ALS Service Provider. You must request this from your employer.
- Have your **Credit Card** information ready to pay non-refundable application fee of **\$53.00**. Online Applications can only be paid for by Credit Card.

## Reminders:

- **PRIOR** to beginning YEMSA 5 Call evaluation you must submit an application, turn in the required documentation, pay application fees, and attend a YEMSA Paramedic Orientation.
- In order to **maintain YEMSA accreditation** you must keep your certifications **current** and submit for reaccreditation prior to expiration.

## Online Application Instructions: **Please use Chrome browser to complete online application.**

- You must have copies of the required documentation (listed above) ready electronically PRIOR to starting the online application process. *This means you need to have all your cards/forms copied/scanned electronically and ready to be uploaded.*
- **If all of your card copies are printed on one page, you may upload the same page multiple times.**
- **It is helpful if you label your documents before uploading, so you do not upload the wrong item.**
- If you have any issues or questions during the application process, please call YEMSA at 530-666-8615 during business hours.
- **\*\*\*You will receive a submission confirmation from seamless.doc, not YEMSA. \*\*\***

Once an online application with all required documentation has been received and YEMSA has confirmed that the applicant meets all the criteria specified in YEMSA's Paramedic Accreditation Policy, an Accreditation card will be mailed to the applicant. This process may take up to ten (10) business days.

**Quick hints to a successful Online Application Submission:** Read it carefully, answer all questions, have cards & documents ready for uploading electronically, and have a credit card ready = SUCCESS!