

State of Delaware EMT Certification **Initial Certification and Re Certification Information Sheet**

Individuals seeking Certification through State of Delaware must complete the following:

1. Complete the Delaware State Fire School Emergency Medical Technician Full Class for (Initial Certification) or Emergency Medical Technician Refresher Class (Recertification).
2. *Complete and Pass a State of Delaware and Federal Background Check, Conducted by the Delaware State Bureau of Identification. You must tell them it's for **"EMT Certification"** and they will send directly to the State Fire Commission. You can find a list of locations and contact information on our website: statefirecommission@delaware.gov*
3. *After the above steps are completed, the individual must turn in the following to the **Fire Commission** to become a Certified EMT:*
 - A. *Submit Initial – Recertification Application along with Signature from both yourself and the Sponsoring Agency (Fire Chief and/or EMS Officers may sign off for you)*
 - B. *BLS CPR-AED Card - Please visit our website for list of Approved Cards*
 - C. *National Registry Card – Your EMT Certification License will expire the same time your NR Card expires.*
 - D. *Emergency Medical Technician Certificate from the class you passed- If the class was not done through the Fire School; Certificates must be OEMS Approved Class or approved NCCP Program.*
 - E. *Processing Fee \$10.00- We accept Visa, Mastercard, Discover, Cash and Checks can be made out to: SFPC or State Fire Commission*
 - F. *Photo – In Color, Face only without hats and sunglasses*

Contact the Delaware State Fire Prevention Commission at (302) 739-3160 for any questions regarding your EMT Certification.

Contact the Delaware State Fire School at (302) 739-4773 for any questions regarding EMT Classes.



Application for Emergency Medical Technician

This application is to be used if you are getting your EMT License for the 1st time ever
and/or if you are renewing your EMT license.

Initial Certification Re-Certification

Name: _____ DOB: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Contact Number(s): _____ Email Address: _____

DE. State EMT # _____ National Registry # _____ Exp. Date: _____

Have you been charged or convicted of a Felony? No Yes (If Yes, Attach documents to this form)

Have you ever been placed on probation in any other state? No Yes

Has your certification ever been Suspended Revoked or Investigated in any other state?

(Mark all that apply) Explain below in 300 words or less

I attest that all information provided and attached to this form is true

Applicant's Signature: _____ Date: _____

**** This section is Required for Initial Certifications only ****

Sponsoring Organization _____ Station # _____

Sponsoring Organization Signature: _____ Title _____

Incomplete Application will be returned

Do you have the following documents? EMT Certificate, National Registry Card, Current BLS Provider CPR-AED Card

Processing Fee \$10.00 Cash Check # _____ Credit Card: VISA MASTER CARD DISCOVER

Name on Credit Card: _____ Exp. Date: _____ Security Code: _____

Office Use Only: Application Received/Initial: _____ Approved Denied

Exp. Date on EMT Card: _____ Date Card was emailed & mailed/Initial: _____

Delaware State Bureau of Identification

Obtaining a Certified Delaware Criminal History

Make sure you let them know it's for EMT Certification

NEW CASTLE COUNTY

The office is located at Delaware State Police Troop 2, on Route 40, in Bear, just west of the Fox Run Shopping Center, between routes 72 and 896, across from the Glasgow walking park and next to the YMCA.

Hours of operation are:

- Monday through Friday, 8:30 a.m. to 3:15 p.m.
- To schedule an appointment call (302) 739-2528

KENT COUNTY

The office is located at 600 S. Bay Road Suite 1, Dover, DE 19901.

Hours of operation are:

- Monday through Friday, 8:30 a.m. to 3:00 p.m.
- Closed daily from 11:30 a.m. to 12:30 p.m.
- Call (302) 739-5871 for more information
- Walk In Appointments

SUSSEX COUNTY

The office is located inside the Thurman Adams State Service Center located at 546 S. Bedford Street, Room 202, Georgetown, DE.

Hours of operation are:

- Monday –Thursday, 8:30 a.m. – 3:15 p.m.
- To schedule an appointment call (302) 739-2528
- **CASH IS NOT ACCEPTED** at this location

The results of the completed certified criminal history will not be returned the same day. The results will be forwarded to the recipient as soon as operationally possible.

The fee for a State and Federal Criminal Background Check (must be mandated by law) is \$65.00. Payment options are cash (except Sussex County), credit or debit cards, certified checks, money orders, or company checks made out to Delaware State Police. We do not accept American Express or personal checks.