

Licenses and Certifications Required for Continued Employment as an AO with HBFD

Required Item	Issuing/Renewing Agency	Requirements
EMT License	CAEMSA (can be renewed through OCEMS)	Every two years; requires 24 hours CE
AHA/Red Cross Healthcare CPR	Red Cross or AHA Training Center	Every two years
California Driver License	CA DMV	Every five years
OCEMS Ambulance Driver/Attendant License	OCEMS	Valid unless revoked/requires current EMT license
DMV Ambulance Driver Certificate	CA DMV	Must specifically request to renew with CDL renewal
DOT Medical Examiner's Card	MemorialCare or another medical provider	Every two years; DOT forms must be given to the DMV

The above items are the responsibility of the employee to maintain in order to continue employment as an ambulance operator. Failure to maintain currency may result in termination.

What do I need to drive an ambulance?

<https://www.dmv.ca.gov/portal/driver-education-and-safety/dmv-safety-guidelines-actions/driver-license-certificates-and-endorsements/>

The following information is from the site linked above:

A California Ambulance Driver Certificate (DL 61) is a document issued by DMV authorizing a person to drive an ambulance used to respond to emergency calls.

Ambulance driver certificates are not required for persons driving ambulances:

- In the line of duty as salaried, regular, full-time police officers, deputy sheriffs, or members of a fire department of a public agency.
- Into California to provide interstate emergency service only, but based out of state, if the drivers are appropriately licensed or certified by the state of origin.

Volunteers, **part-time employees**, or members of a department whose duties are primarily clerical or administrative in nature must obtain an ambulance driver certificate to drive an ambulance.

To apply for an Ambulance Driver Certificate, you will need to:

- Be at least 18 years of age.
- Hold a driver license that is valid in California.
- Visit a DMV office (appointments are recommended).

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- Pay an application fee.
- \$25 for an original certificate.
- Pass an Ambulance Driver Certification examination.
- Allow sufficient time for testing, DMV will not administer knowledge tests within 30 minutes of closing. See hours of operation for the field office you are visiting.
- Submit a completed [Medical Examination Report \(MER\) Form \(MCSA 5875\)](#) and [Medical Examiner's Certification \(MEC\) Form \(MCSA 5876\)](#).
- Submit a completed [Request for Live Scan Service Application \(DMV 8016\)](#). (Not required on renewal applications.)

Ambulance Driver Certificates are valid for a period not to exceed 5 years and 6 months from the date of issuance.

The Ambulance Driver Handbook (HPH 82.4, Revised January 2015) incorrectly states an applicant for an Ambulance Driver Certificate must hold a valid California driver license. The correct requirement is an applicant for an Ambulance Driver Certificate must hold a driver license that is valid in California. This will be reflected in the next revision of the HPH 82.4. The Ambulance Driver Handbook may be purchased at DMV field offices for \$5.

How do I update my medical examiner's certification?

While employed in a full or part-time status, contact the EMS BC to request authorization to complete the DOT exam with the Department occupational medicine provider. You will be directed to schedule an off-duty appointment and the Department will cover the expense. The EMS BC will provide you with a written authorization for service that you will need to print and bring to your appointment. You will need to get the paperwork from the medical provider and submit it to the CA DMV per the instructions above.

How do I renew my EMT license?

Go to the online licensing portal for OCEMS to apply to renew your EMT license and your Ambulance Driver/Attendant License at the following link- <https://www.oc-meds.org/licensure/public/orangecounty/portal#/login>

Your application must be submitted at least 30 days before expiration to ensure that you do not expire.