Important Information

Minimum EMT Licensure Renewal Requirements include:

1. A signed Child Support declaration, felony conviction declaration (renewal notice).
2. A total of 60 hours of approved continuing medical education for EMT, 80 hours of approved continuing medical education for AEMT and EMT-Intermediate, and 100 hours of approved continuing medical education for Paramedic. This can also include approved seminars and workshops which address both adult and pediatric care. Your EMS System may require additional CME hours or certifications above these minimal requirements.
3. A copy of your current cardiopulmonary resuscitation (CPR) certification for health care providers. (didactic and skill evaluations are required)
4. Approval by the EMS Medical Director in your System. Your System contact information can be found at: **www.dph.illinois.gov/topics-services/emergency-preparedness-response/ems/res_sysListing**

Note: If you are an independent, you also must complete an EMS independent renewal application. Your independent renewal request will be reviewed by the Illinois Department of Public Health, Division of EMS and Highway Safety. The EMS independent renewal application can be found at: **www.dph.illinois.gov/sites/default/files/forms/ems-independant-renewal.pdf**

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FEE TYPE	EMT-B	AEMT/ EMT-I	EMT-P
Examination Fee*	$20*	$30*	$40*
Initial Licensure Fee*	$45*	$45*	$60*
Renewal Fee*	$20*	$30*	$40*
Reinstatement Fee*	$45*	$45*	$60*
Reciprocity Fee*	$50*	$50*	$50*
Duplicate License Fee	$10	$10	$10

An EMT who is a member of the Illinois National Guard, an Illinois State Trooper, or exclusively serves as a volunteer for units of local government with a population base of fewer than 5,000 people or as a volunteer for a nonprofit organization that serves a service area with a population base of less than 5,000 in this State may submit an application to the Department for a waiver of the fees for EMT examination, licensure and license renewal. The fee waiver application shall be submitted to the Department and approved prior to examination, licensure, or renewal. No fees will be refunded. Waiver forms can be found at:* **www.dph.illinois.gov/sites/default/files/forms/ems-license-fee-waiver-application.pdf

The Illinois Department of Public Health, Division of EMS and Highway Safety, is committed to providing quality service to all EMS professionals licensed in the State of Illinois. If you have any questions regarding your EMT license, you may contact the EMS Licensure Staff at 217.785.2080, or visit our website at: **www.dph.illinois.gov/topics-services/emergency-preparedness-response/ems**

Illinois Department of Public Health
Division of EMS and Highway Safety
422 South Fifth Street, Third Floor
Springfield, Illinois 62701

Phone: 217-785-2080
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Email: DPH.EMTLIC@illinois.gov

State of Illinois
Illinois Department of Public Health

EMS License Renewals

IDPH
Illinois Department of Public Health

How do I renew my EMT license if I am affiliated with an Illinois EMS system?

Sixty (60) days prior to the expiration date on your license, you should receive a renewal notice form in the mail from the Illinois Department of Public Health, Division of EMS and Highway Safety. You may complete your renewal online at the website listed on the form. You must submit your continuing medical education (CME) hours to your EMS System Coordinator to determine if you meet the CME requirements for renewal. For a mail in submission, the renewal form can be found at:
www.dph.illinois.gov/sites/default/files/forms/ems-renewal-notice.pdf

How do I renew my EMT license if I am an independent?

Sixty (60) days prior to the expiration date on your license, you should receive a renewal notice form in the mail from the Illinois Department of Public Health, Division of EMS and Highway Safety. You must complete this form in its entirety and contact the Division of EMS and Highway Safety by telephone. The Division's EMS Licensure Staff will then refer you to the Regional EMS Coordinator in your area to process an independent renewal request.
www.dph.illinois.gov/sites/default/files/forms/ems-independant-renewal.pdf

What will happen if I allow my EMT license to expire?

Once your EMT license expires, you can no longer function as an EMT in the State of Illinois. You will have up to 60 days from the expiration date to meet all educational requirements, pay your renewal fee and $50 late fee in order to renew your license. You can have your license reinstated within 36 months of your license expiring through a reinstatement process.
www.dph.illinois.gov/sites/default/files/forms/ems-license-reinstatement.pdf

I need more time to complete my continuing education requirements, but my license is due to expire soon. How can I maintain my license?

Depending on the number of continuing education hours you currently have, your EMS Medical Director may grant an extension of your license. You must submit an Extension Request Application before the expiration date of your license. If you are affiliated with an EMS System, you must forward the extension application to the EMS Medical Director. If you are an independent, you must forward the application to the Illinois Department of Public Health, Division of EMS and Highway Safety. (the address is on the back of this brochure)

Note: Submitting an application is not a guarantee that your license will be extended. Your EMS Medical Director will be the approving authority to determine if your license will be extended. Only one (1) extension per four-year license renewal cycle is allowed.

www.dph.illinois.gov/sites/default/files/forms/ems-extension-request-application.pdf

I will not be functioning as an EMT for a lengthy period of time. How do I place my license in inactive status?

You must submit an Inactive Request in order to be placed on inactive status prior to your license's expiration date. If you are affiliated with an Illinois EMS System, the request must be submitted to your EMS Medical Director. If you are an independent, the request must be mailed directly to the Illinois Department of Public Health, Division of EMS and Highway Safety. (the address is on the back of this brochure)
www.dph.illinois.gov/sites/default/files/forms/formsoprems-inactiverequest.pdf

Licensing questions can be addressed via email by writing to:
DPH.EMTLIC@illinois.gov

How do I update my address on my license?

You can change your address by logging onto our website at:
https://emslicensing.dph.illinois.gov/Clients/ILDOHEMS/Private/AddressChange/AddressLogin.aspx

How do I change my name on my license?

You may contact the Illinois Department of Public Health, Division of EMS and Highway Safety, in writing. (the address is on the back of this brochure)

Note: You must provide a copy of a legal document with name change (e.g., marriage license, divorce decree, official court documents with the name change).

How do I apply for an Illinois EMS License through Reciprocity?

IDPH may grant reciprocity for qualified applicants based on the applicant holding a current out of state license or National Registry Certificate. Reciprocity is based on equivalent education, testing, and scope of practice with the applicable Illinois license. Reciprocity applications can be submitted at any time. However, the application must be submitted at least 60 days prior to the expiration date of the applicant's Out-of-State license or certificate. Applications for reciprocity and instructions can be found on the Departments website at:
www.dph.illinois.gov/topics-services/emergency-preparedness-response/ems