



STATE OF MAINE  
DEPARTMENT OF PUBLIC SAFETY  
MAINE EMERGENCY MEDICAL SERVICES  
152 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0152



PAUL R. LEPAGE  
GOVERNOR

JOHN E. MORRIS  
COMMISSIONER

JAY BRADSHAW  
DIRECTOR

Thank you for your recent inquiry about becoming a licensed EMS provider in the State of Maine. To aid you in the process, we've enclosed the following documents:

- An *Application for Licensure to Practice Patient Care*.
- A Verification of EMT Certification form.

#### I. **Application Process**

1. The first step in applying for Maine EMS licensure is to complete the *Application for Licensure to Practice EMS Patient Care*.
  - A. You will need to fill out section 14, on page 2 of the application. Please refer to the application types listed below to determine what you will need to submit for review:
    1. **If you are applying for licensure based upon a license from another state** – complete parts a and c of section 14, and attach a copy of your current EMS license.
    2. **If you are applying for licensure based upon National Registry** – complete parts a and c of section 14, and attach a copy of your current National Registry card.
    3. **If you are not: licensed in another state; or, Nationally Registered** – you must complete part d of section 13 and submit the following to Maine EMS:
      - Copy of your course completion certificate including outline/course syllabus, copies of any refresher courses taken since your initial course, and any associated certifications (e.g. BCLS, ACLS, PHTLS etc.)
      - Name, address, telephone number, and contact person at the training facility where you received your EMS education.
      - Certification of state testing – if you have taken a state licensing exam in another state. If you have not taken a state-licensing exam, Maine EMS will review your training, and if approved, will inform you of your options for taking the Maine EMS licensing exam at the appropriate level (note: Maine EMS uses the National Registry exam at the First Responder, EMT-Basic and Paramedic levels).
  - B. The State EMS office you are currently certified/licensed with must complete the Verification of Certification form. Please complete the top portion and send it to your current certifying State along with a self-addressed, stamped envelope. Once they complete the form, it will be returned to you, **do not open the envelope**. Please send it along with your application.

C. There is an administrative fee for processing your application (which must accompany your application). Please enclose a check or money order made payable to: *Treasurer of State* in the amount of \$25.00 if you are applying for a First Responder or Basic EMT license and \$50.00 if you are applying for an Intermediate or Paramedic license.

D. **Effective October 1, 2003, all reciprocity applications must include an original of the criminal background check from the state(s) in which you have lived for the past 3 years. This report must be dated within 6 months of the application date. Online background checks are not acceptable.**

E. Once you have completed the application; attach all required documentation; enclose the administrative fee and mail your application package to:

Maine EMS  
152 State House Station  
Augusta, ME 04333-0152

**Please allow 3 weeks for the processing of your application.**

II. **Technical Assistance – If you have questions concerning the application process:**

1. If you are applying for licensure based upon an out-of-state license or National Registry certification, and you have questions regarding your application package, please contact Dawn Kinney, Alan Leo Maine EMS Licensing Agents or Karen Cutler, Maine EMS Licensing Assistant at (207) 626-3860;
2. If you are applying for licensure based upon courses which are not Maine EMS approved (e.g. out-of-state, out-of country), and you do not have a current state EMS license or National Registry, or, you are applying for approval of education in order to take the Maine state written and practical exams (including National Registry) please contact Kerry Pomelow, Maine EMS Education Coordinator, at (626-3860).
3. If you are interested in completing an initial course for licensure that is Maine EMS approved, please contact the regional office serving the area in which you live. Regional contact information can be found at <http://www.maine.gov/dps/ems/contact.html>.

III. **Employment Opportunities**

Approximately 80% of the EMS providers in Maine work in some type of volunteer capacity. There is a good chance that there is a volunteer service located in or near the city or town in which you will be living. You should check with these services to see if there are openings for licensed providers.

As far as full or part-time career opportunities in the State, it would probably be most beneficial for you to check with the proprietary services in and around the greater metropolitan areas of Portland, Lewiston/Auburn, Bangor and Presque Isle.

Once again, thank you for your interest in Maine EMS; one of the most progressive EMS systems in the country. The best of luck to you and, should you have questions, please feel free to contact our office.

Sincerely,

Karen Cutler  
Licensing Assistant