

COUNTY OF SUFFOLK



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DEPARTMENT OF FIRE, RESCUE AND EMERGENCY SERVICES

Continuing Medical Education (CME) Program Information Packet

The Suffolk County Emergency Medical Services (EMS) Division is committed to working with the response agencies in our County to assure that the CME Program is available, beneficial and responsive to the needs of the agencies and the individuals who provide prehospital emergency medical care.

A New York State Department of Health approved CME-based recertification program is available for all levels of prehospital providers and for all members of EMS response agencies in Suffolk County. The Program allows qualified personnel, who are in continuous practice and who demonstrate competency, to renew their certification without having to take the State's traditional final practical skill and cognitive examinations.

The Suffolk County EMS Division serves as an affiliate to each agency that is registered with the New York State Bureau of EMS and Trauma Systems (NYS-BEMSATS) CME Program. The Division (as an affiliate of the agency) requires that all registered CME participants **submit all completed CME paperwork to the Suffolk County EMS Division in person no later than 60 days prior to the expiration of their certification.** This allows the Division several days to review the CME packet prior to submitting it to the NYS-BEMSATS by their 45 day rule. The mandatory 15 day lead time gives the Suffolk County EMS Division the opportunity to address any problems that may arise with the participant's CME paperwork prior to submitting it to the NYS-BEMSATS.

CME participants MUST email Dina.Wayrich@suffolkcountyny.gov or James.MacDonell@suffolkcountyny.gov to make an appointment to go over their paperwork. Unfortunately, walk-ins cannot be accommodated. **It is suggested to email at least 90 days prior to your expiration date for the greatest selection of available appointments.**

The Suffolk County EMS Division maintains a record of each provider who is in the CME Program. The list can be found on the Suffolk REMSCO website under "[CME Courses](#)". It is the responsibility of the provider and their agency to keep proof of all Non Core, Core, Specialized Courses and skills packets.

How to Register for the CME Program

Print the NYS-BEMS CME Recertification Tracking Form, page one of the application details the requirements the participant must agree to, and initial. Please make sure it is filled out in its entirety by the provider with participant's initials and applicant's signature on both affirmations. The forms for registration can be emailed to Raegin.Kellermann@suffolkcountyny.gov

Required Non-Core Content (Mandatory)

Mental Health of the EMT = 1 hour
Patient Lifting, Moving and Transportation = 1 hour
Safe Transport of the Pediatric Patient = 1 hour
Emergency Vehicle Operations = 2 hours
<https://collabornation.net/nyems>

The Suffolk County EMS Division is required to provide all of the Core content for the CME Program

The Suffolk County EMS Division's individual monthly BLS Core classes reflect the schedule listed below. It will include all of the Core for CFRs & EMT-Basics and some of the Mandatory Non-Core subjects:

Class 1 – Preparatory (1), Airway (2)
Class 2 – Pharmacology, Med. Admin., Emergency Meds. (1), Immunology (.5), Toxicology (.5), Endocrine (.5), Neurology (.5)
Class 3 – Abdominal, Geni-Renal, Hematology (1), Respiratory (1), Psychiatric (1)
Class 4 – Cardiology (2), Shock and Resuscitation (2)*
Class 5 – Trauma (2), Geriatrics (1.5)**
Class 6 – OB, Neonate, Pediatrics (1.5), Special Needs Patients (1), Safe Transport of the Pediatric Patient (1 – Mandatory Non-Core)**
Class 7 – EMS Operations (1), Mental Health of the EMT (1 – Mandatory Non-Core), Patient Lifting, Moving and Transportation (1 – Mandatory Non-Core)

* Class 4 is a 4 hour session.

**Classes 5 and 6 are 3.5 hour sessions.

[CFR CME Tracking Form](#)

[EMT-Basic Tracking Form](#)

[BLS Skills Sheets](#)

The Suffolk County EMS Division's individual monthly ALS Core classes reflect the schedule listed below. It will include all of the Core for EMT-CCs & EMT-Ps and some of the Mandatory Non-Core Subjects:

- Class 1 – Preparatory (2), Immunology (1)
 - Class 2 – Airway (3)
 - Class 3 – Pharmacology, Medication Administration, Emergency Medications (3)
 - Class 4 – Toxicology (1), Endocrine (1), Neurology (1)
 - Class 5 – Abdominal, Geni-Renal, GI, Hematology (1), Psychiatric (2)
 - Class 6 – Respiratory (3)
 - Class 7 – Cardiology (3)
 - Class 8 – Shock and Resuscitation (4)*
 - Class 9 – Trauma (3)
 - Class 10 – Geriatrics (2), Mental Health of the EMT (1 – Mandatory Non-Core)
 - Class 11 – OB, Neonate, Pediatrics (2), Safe Transport of the Pediatric Patient (1 – Mandatory Non-Core)
 - Class 12 – Special Needs Patients (2), EMS Operations (1)
- *Class 8 is a 4 hour session.

[EMT-Critical Care Tracking Form](#)

[EMT-Paramedic Tracking Form](#)

[ALS Skills Sheets](#)

All ALS Providers must also submit a current CPR, ACLS and PALS or equivalent certification card with a valid expiration date.

Skills Sign Off

The Suffolk County EMS Division will provide the signatures for both the Medical Director as well as the training officer on the individual NYS Recertification Tracking Forms. NYS BEMSATS requires that each provider have the NYS practical skills sheets as documentation. The State practical skill sheets need to be signed off by a NYS CIC at your level or above or by your Agency Medical Director.

What to bring to your CME Completion/Review Appointment

To make an appointment to review your CME paperwork, please email Dina.Wayrich@suffolkcountyny.gov or James.Macdonell@suffolkcountyny.gov. Please bring the following to your appointment:

- Completed applicable NYS Recertification Tracking Form;
- Copy front and back of or E-Card for all CPR, ACLS, PHTLS, AMLS, PALS, PEPP, etc. that is required or being used for Core and Non-Core;
- If using ACLS or PALS for Core please provide proof that the courses were **original courses**. Letters or emails from the instructor/institution with the days/times of the course will be acceptable.
- Copies of certificates, CME sheets and online certificates (in subject order) being used for Core. (Retain copies for your records and your agency's records.);
- Copy of certificates, CME sheets and online certificates (in date order) being used for Non-Core. (Retain copies for your records and your agency's records.);
- Required & completed NYS Skill Sheets;
- Signed CME Coordinators Verification Form; and
- 45 Day late form (if necessary)