



EMS Instructor II Transition Document

Overview

This is the process used to recognize persons within equivalent EMS Instructor II education and training as identified in Wisconsin Administrative Code DHS 110.28 (2)(e), which states “***proof of successful completion of an EMS instructor II orientation workshop conducted by the department and the WTCS board, or an equivalent determined by the department.***”

Wisconsin Technical College System (WTCS) and the Department of Health Services-EMS Section (DHS-EMS) recognize the following as equivalent education and training if successfully completed within the past two (2) years*:

- **WTCS Emergency Services Instructor Course**
- **National Association of EMS Educators (NAEMSE) Instructor Course – Level 1 or 2**

the two (2) year requirement only applies to those who are not currently licensed emergency services instructors.

Those instructors meeting the equivalency standard will need to meet all of the remaining licensing requirements according to Wisconsin Administrative Code DHS 110.28, which includes:

- **EMS Instructor II application** completed in DHS-EMS e-licensing system. Follow the directions for the uploading of documents. E-licensing can be located at <https://www.wi-emss.org/public/wisconsin>
- **EMS licensure in good standing** at or above level at which EMS instructor II licensing is sought with all required credentials, such as current CPR for all providers and ACLS for advanced level providers
- **NREMT Certification** in good standing at or above the level at which EMS Instructor II licensure is sought
- **Letter of Verification** confirming two (2) years of active EMS experience at or above the level at which EMS instructor II licensing is sought
- **Equivalent critical care experience** as determined by the department only for those seeking EMS instructor license at the paramedic critical care level
- **Supervised Teaching Evaluation** must be completed at each EMS training center in which EMS instruction will be delivered. EMS Instructor II Evaluation Form is located at <http://mywtcs.wtcsystem.edu/instructional-services/law-public-safety-and-security/ems> in the EMS Instructor I and II Section

- **EMS Instructor II Orientation Webinar & Teleconference** - go to:
<http://mywtcs.wtcsystem.edu/wtcsinternal/cmsspages/getdocumentfile.aspx?nodeguid=b979cb3f-0e3b-4aa0-8cf7-9d95a63666c8> for more information. Contact Tim Weir at WTCS at 608-266-0995 or timothy.weir@wtcsystem.edu with any questions
- **Local Credentialing Agreement (LCA)** is required for each EMS training center where EMS instruction is delivered. **PLEASE NOTE:** application for an LCA is **only allowed after EMS Instructor II license has been approved**

Questions on this process should be directed to either Tim Weir at WTCS at 608-266-0995 or email at timothy.weir@wtcsystem.edu or Ray Lemke at DHS-EMS Section at 608-266-0737 or email at ray.lemke@dhs.wisconsin.gov.