



EMS Instructor II Transition Document

Overview

This document represents the process used to recognize persons within the realm of public safety education who may be eligible for a waiver of the requirement within 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) have developed guidelines for those who may have equivalent education and training to meet the requirement as listed above.

The following EMS instructor certification courses are considered acceptable equivalents:

- **Current Emergency Services Instructor taken in and/or after 2013 (40 hour classroom)**
- **Current Fire Instructor II (or higher) taken in and/or after 2008**
- **Successful completion of the NAEMSE Instructor Course – Level 1 or 2 within the past two (2) years**
- **Successful completion of the NAEMT Instructor Course within the past two (2) years**
- **Successful completion of all WTCS FQAS requirements within the past five (5) years**

Additionally, equivalency may be gained by providing sufficient evidence of post-secondary or other relevant education related to the delivery of adult education.

The following guidelines are used when making this determination:

- **current EMS instructor certification from another state in good standing as determined by WTCS and DHS-EMS Section within the past two (2) years**
- **successful completion of post-secondary coursework in the field of education as determined by WTCS and DHS-EMS Section within the past five (5) years**
- **other training/education specific to adult education as determined by WTCS and DHS-EMS Section within the past five (5) years**

Each situation is evaluated individually. Determinations as to whether or not an equivalency has been achieved is made jointly by WTCS and DHS-EMS Section and all decisions are final.

Those persons who have demonstrated acceptable equivalency 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.wiemss.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 in which EMS instruction will be 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.