



STATE OF NEVADA
 Department of Health and Human Services
 Division of Public and Behavioral Health
Emergency Medical Systems Program
 4150 Technology Way, Suite 101
 Carson City, Nevada 89706

**APPLICATION FOR AUTHORIZATION TO OPERATE A
 CONTINUING EDUCATION TRAINING CENTER**

Any university, college, school, service or other entity that wishes to establish a training center to provide continuing education courses must submit an application, with applicable fees and supporting documentation, at least 90 days before they intend to begin operating as a continuing education training center.

Entity Name				Permit or Training Center Number, <i>if applicable</i>
Training Center Address				Education Coordinator
City	County	State	Zip Code	Secondary Contact
(_____) _____ Primary Phone	(_____) _____ Fax Number	_____ Email Address		
Initial Application		Renewal Application		

What types of state-regulated continuing education do you intend to conduct? (check all that apply)

<input type="checkbox"/> State-Approved Continuing Education	<input type="checkbox"/> State Refresher – EMT (24 Hour Minimum)
<input type="checkbox"/> State Refresher – EMR (12 Hour Minimum)	<input type="checkbox"/> State Refresher – Paramedic (40 Hour Minimum)
<input type="checkbox"/> State Refresher –Advanced EMT (30 Hour Minimum)	

What types of non-state regulated trainings do you intend to conduct? (check all that apply)

<u>American Heart Association</u> <input type="checkbox"/> BLS for Healthcare Providers* <input type="checkbox"/> Advanced Cardiac Life Support* <input type="checkbox"/> Pediatric Advanced Life Support* <u>Emergency Driving Courses</u> <input type="checkbox"/> Emergency Vehicle Operators Course (EVOC)* <input type="checkbox"/> Certified Emergency Vehicle Operator (EVOC)*	<u>Pre-Hospital Trauma Life Support</u> <input type="checkbox"/> PHTLS Provider Course* <u>International Trauma Life Support</u> <input type="checkbox"/> ITLS Provider Course*	<u>Other Courses</u> _____ _____ _____ _____ _____
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All non-state regulated trainings must be taught in accordance with the sponsoring organization of the course.

* Participants who show a certificate of completion will receive four (4) CEUs which may be put towards the total required for renewal of their certification.

- Required Documents to be submitted with application:**
- \$200 Application Fee – DO NOT SEND CASH!
 - Checks – Make checks payable to: DPBH-EMS
 - Credit Card – Contact the Nevada State EMS office at (775) 687-7590
 - List of instructors, including EMS certification number and level.
 - If your instructor pool includes Physicians, Physician Assistants or Registered Nurses, please include of a copy of their state licenses/credentials.
 - A letter of support from the Physician who will be overseeing the training center.
 - Any additional information requested by the Division.

REQUIRMENTS FOR CONTINUING EDUCATION TRAINING CENTERS

1. Any university, college, school, service or other entity that wishes to establish a Continuing Education Training Center to provide State-approved continuing education must apply for authorization to operate a Training Center at least ninety (90) days before they intend to begin operating as a training Center. (NAC 450B.721)
2. An application for authorization to operate a Training Center must be accompanied by an application fee of \$200. (NAC 450B.700)
3. An applicant shall not provide continuing education instruction that has not been approved by the Division until the applicant has received approval to operate as a Training Center. (NAC 450B.721)
4. Authorization to operate a Training Center expires on June 30th of each year and may be renewed by submitting an application for renewal. Accompanied by a renewal fee of \$200. Renewal application must be received thirty (30) days prior to expiration. (NAC 450B.721) (NAC 450B.700)
5. Continuing education must be taught in accordance with the most current national EMS education standards as prepared by the National Highway Traffic Safety Administration of the United States Department of Transportation. (NAC 450B.380)
6. A Training Center may be audited at any time as deemed necessary by the Division. Training Centers are required to provide documentation as requested by the Division. (NAC 450B.722)
7. Training Centers are required to keep copies of all course documentation for a period of no-less than five (5) years. (NAC 450B.720)
8. Courses automatically awarded continuing education units (CEUs) by the Division do not count towards the minimum hour requirement for refresher training. The following courses are automatically awarded continuing education units:
 - Cardiopulmonary Resuscitation/Basic Life Support (CPR/BLS)
 - Advanced Cardiac Life Support (ACLS)
 - Pediatric Advanced Life Support (PALS)
 - International Trauma Life Support (ITLS)
 - Pre-hospital Trauma Life Support (PHTLS)
 - Emergency Vehicle Operators course (EVOG)
 - Coaching the Emergency Vehicle Operator (CEVO)
 - Other courses as approved by the Division
9. Students who participate in any course offered by a Training Center are required to attend 100% of the course to receive credit.
10. Training Centers are required to issue a certificate of completion for continuing education units when successfully completed by a registered student. This certificate is required to have the following information:
 - Training Center name
 - Training Center number
 - Name of student
 - State EMS number of student
 - Date completed
 - Number of continuing education units award
 - Signature of authorizing personnel

I, _____, HAVE READ AND UNDERSTAND THE GENERAL REQUIREMENTS FOR OPERATION OF A TRAINING CENTER.

SIGNATURE

DATE