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**Readopt with amendment Saf-C 5901.06, effective May 24, 2019 (Document #12790), to read as follows:**

Saf-C 5901.06 “Agreement” means the written contract between:

(a) An emergency medical service unit and its medical resource hospital, which covers procedures as defined in Saf-C 5919.01 and Saf-C 5920.02; or

(b) An emergency medical services instructor coordinator and hospital or unit which allows for student clinical or field experience as a part of a division approved training program.

**Readopt with amendment Saf-C 5901.08, effective May 24, 2019 (Document #12790), to read as follows:**

Saf-C 5901.08 “Assistant instructor” means a person who assists the emergency medical services instructor coordinator of any lesson in the demonstration and practice designed to develop and evaluate student skill competencies.

**Readopt with amendment Saf-C 5901.12, effective May 24, 2019 (Document #12790), to read as follows:**

Saf-C 5901.12 “Candidate” means a student who has completed a training program and has been listed by the training program’s emergency medical services instructor coordinator as eligible to test at the final division approved practical or cognitive examination.

**Adopt Saf-C 5901.331 and Saf-C 5901.332 to read as follows:**

Saf-C 5901.331 “Educational training agency education director” means an individual that designs, plans, and implements the training programs aligned with the objectives of the educational training agency.

Saf-C 5901.332 “Educational training agency medical director” means a physician who has the oversight of all associated activities and training programs within the educational training agency.

**Readopt with amendment Saf-C 5901.41, effective May 24, 2019 (Document #12790), to read as follows:**

Saf-C 5901.41 “Emergency medical services instructor coordinator (EMS I/C)” means the primary instructor licensed by the division to be responsible for all aspects of division approved training programs.

**Adopt Saf-C 5901.411 to read as follows:**

Saf-C 5901.411 “Emergency medical services instructor (EMS I)” means the primary or assistant instructor licensed by the division to be responsible for instruction conducted in division approved training programs.

**Adopt Saf-C 5901.511 to read as follows:**

Saf-C 5901.511 “Faculty” means individuals that holds an EMS I or EMS I/C designation and are employed by an educational training agency that are responsible for the delivery of educational content. This term includes the term “instructional staff.”

**Adopt Saf-C 5901.951 and Saf-C 5901.952 to read as follows:**

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Saf-C 5901.951 “Student competency portfolios” means the process by which the educational training agency tracks and documents student achievement of the vital skill sets and cognitive learning for each level of initial training.

Saf-C 5901.952 “Subject matter expert” means individuals that show expertise in a particular area of study and are responsible for the delivery of educational content. This term includes the term “guest lecturer.”

**Readopt with amendment Saf-C 5909, effective May 24, 2019 (Document #12790), to read as follows:**

**PART Saf-C 5909 EMS INSTRUCTOR COORDINATOR (EMS I/C) AND EMS INSTRUCTOR (EMS I) REQUIREMENTS**

Saf-C 5909.01 EMS I/C General Requirements. Each applicant seeking licensure for an EMS I/C license shall complete a division approved instructor training program. The division shall approve instructor training programs that meet or exceeds any edition of the NFPA standard for Fire and Emergency Services Instructor III professional qualifications.

Saf-C 5909.011 EMS I General Requirements. Each applicant seeking licensure for an EMS I license shall complete a division approved instructor training program. The division shall approve instructor training programs that meets or exceeds any edition of the NFPA standard for Fire and Emergency Services Instructor I professional qualifications.

Saf-C 5909.02 EMS I and EMS I/C License Application. Each applicant for an EMS I or EMS I/C license shall complete and submit “New Hampshire Bureau of EMS EMS Instructor/Coordinator License Application” form, as revised 4/2024, available at <https://www.nh.gov/safety/divisions/fstems/ems/documents/a29.pdf>.

Saf-C 5909.03 EMS I and EMS I/C License Application Statement of Certification. By signing the EMS I and EMS I/C application form, the applicant shall certify that:

(a) The information provided in the application is complete, truthful, and correct, under the penalties of unsworn falsification pursuant to RSA 641:3;

(b) The applicant complies with RSA 153-A and these rules;

(c) The applicant understands any material falsification of information shall result in license denial, suspension, or revocation, in accordance with Saf-C 5922.03, Saf-C 5922.04, or Saf-C 5922.05 and may be grounds for a misdemeanor conviction pursuant to RSA 641:3;

(d) The applicant has not been convicted or found guilty of an offense pursuant to RSA 153-A:13, I or Saf-C 5922.03(c)(5);

(e) The applicant has not been subject to limitation, suspension from, or under revocation or probation of the ability to practice in a health care occupation or voluntarily surrendered a health care license in any state or to any agency authorizing the right to work; and

(f) If the applicant is unable to certify compliance with Saf-C 5909.03(b) to Saf-C 5909.03(e) the applicant shall provide official documentation that fully describes the offense, current status, and disposition of the case.

Saf-C 5909.04 EMS I or I/C Licensing Requirements.

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(a) Each applicant for an initial EMS I/C or EMS I license shall provide the following with the application:

- (1) At minimum, a copy of a high school diploma or GED;
- (2) Proof of current registration at the minimum EMT classification level with the National Registry of Emergency Medical Technicians and registered at or above the classification level of the program to be instructed;
- (3) A current EMS provider's license, which at minimum, shall be at the provider level of the program to be instructed;
- (4) Proof of completion of a minimum of 20 hours of instruction in training program(s) approved by the division, under the direct supervision and preceptorship of an EMS I/C or EMS I assigned by the division;
- (5) Proof of attendance at an instructor orientation program for new EMS instructors conducted by the division; and
- (6) Submit an evaluation approved by the division, completed and signed by the EMS I/C or EMS instructor acting as the instructor's preceptor.

(b) An applicant for an EMS I license shall also provide proof of successful completion of an instructor training program in accordance with Saf-C 5909.011(a).

(c) Each applicant shall be notified by the division of the decision to approve or deny full licensure, in accordance with the requirements set forth in Saf-C 5909.05 or Saf-C 5922.03.

(d) All standards, certifications, and documents showing compliance shall be maintained and not allowed to lapse in order to retain their licensure. The division shall request any documentation that it deems necessary in order to verify compliance.

Saf-C 5909.05 EMS I and EMS I/C License Approval Process.

(a) Completed applications shall be approved in accordance with RSA 541-A:29.

(b) Upon approval of an application, the division shall issue an EMS I and EMS I/C license, commencing with the date of approval and expiring 30 days after the expiration date listed on the National Registry of Emergency Medical Technicians documentation provided for licensure.

Saf-C 5909.06 EMS I and EMS I/C License Renewal Process.

(a) Any currently licensed EMS I and EMS I/C shall be eligible for renewal in accordance with Saf-C 5909.03 and Saf-C 5909.04(a)(2) and (3).

(b) Any currently licensed EMS I and EMS I/C in the state shall be eligible for renewal upon meeting the following requirements within the previous 2 years as a licensed EMS I and EMS I/C:

- (1) At minimum, 20 hours of instruction in a training program(s) approved by the division or the Commission on Accreditation for the Pre-Hospital Continuing Education (CAPCE);
- (2) Attendance at EMS I and EMS I/C updates as required by the division, which shall be 8 hours or less; and

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(3) At minimum, attendance at 6 hours of continuing education in order to improve teaching skills such as educational methodology.

Saf-C 5909.07 Lapse of EMS I and EMS I/C License. Any previously licensed EMS I or EMS I/C whose license has lapsed shall meet the following in order to have their license renewed:

(a) If lapsed less than 2 years, the person shall meet the requirements set forth in Saf-C 5909.06;  
or

(b) If lapsed more than 2 years, the person shall meet the requirements set forth in Saf-C 5909.04.

**Readopt with amendment Saf-C 5911, effective May 24, 2019 (Doc. #12790), to read as follows:**

PART Saf-C 5911 PROVIDER TRAINING

Saf-C 5911.01 EMR Provider Training. The EMR provider training program shall meet or exceed the standards as defined in the National Emergency Medical Services Education Standards, Emergency Medical Responder, 2021 edition as published by the United States Department of Transportation, National Highway Traffic Safety Administration, available as noted in Appendix B.

Saf-C 5911.02 EMT Provider Training. The EMT training program shall meet or exceed the standards as defined in the National Emergency Medical Services Education Standards, Emergency Medical Technician, 2021 edition as published by the United States Department of Transportation, National Highway Traffic Safety Administration, available as noted in Appendix B.

Saf-C 5911.03 AEMT Provider Training. The AEMT provider training process shall include all of the following:

(a) Proof that the person is a current EMT approved by the division, prior to taking the AEMT training program; and

(b) A training program which meets or exceeds the standards as defined in the National Emergency Medical Services Education Standards, Advanced Emergency Medical Technician, 2021 edition as published by the United States Department of Transportation, National Highway Traffic Safety Administration, available as noted in Appendix B.

Saf-C 5911.04 Paramedic Provider Training Process. The paramedic provider training process shall include all of the following:

(a) Proof that the person is, at a minimum, a current EMT approved by the division, prior to taking the paramedic training program; and

(b) A training program which meets or exceeds the standards as defined in the National Emergency Medical Services Education Standards, Paramedic, 2021 edition as published by the United States Department of Transportation, National Highway Traffic Safety Administration, available as noted in Appendix B, and which shall be valid for a period of 2 years from the program end date.

**Readopt with amendment Saf-C 5914.04, effective May 24, 2019 (Doc. #12790), cited and to read as follows:**

Saf-C 5914.04 Paramedic Challenge.

(a) In order to challenge the National Registry examination and become a nationally registered paramedic, a medical professional shall:

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- (1) Have current NREMT certification as an EMT or AEMT;
- (2) Provide the division a legible copy of the following:
  - a. A current NH provider license; and
  - b. Current NH licensing credentials at the RN, PA, MD, or DO levels;
- (3) Provide a letter of recommendation from the applicant's EMS unit's medical director; and
- (4) Provide a certificate of equivalency from a division approved paramedic training program that meets the objectives of the USDOT, NHTSA, national emergency medical services education standards-paramedic, dated 2021.

(b) Upon completion of the requirements set forth in (a) above, the medical professional shall successfully complete:

- (1) A division approved paramedic final practical examination; and
- (2) The paramedic cognitive examination approved by the National Registry.

**Readopt with amendment Saf-C 5915.01, effective May 24, 2019 (Document #12790), cited and to read as follows:**

#### PART Saf-C 5915 EXAMINATIONS

##### Saf-C 5915.01 Final Practical Examination.

(a) Prior to taking a final BLS practical examination, a person shall successfully complete a training program in accordance with Saf-C 5911.01, Saf-C 5911.02, Saf-C 5913.01, Saf-C 5913.02, Saf-C 5914.03, or Saf-C 5914.05.

(b) Prior to taking a final ALS practical examination, a person shall successfully complete a training program in accordance with Saf-C 5911.03, Saf-C 5911.04, or Saf-C 5914.04.

(c) The EMS I/C shall be responsible for providing the final BLS practical examination for the candidates in the program and shall coordinate scheduling for the examination with the division

(d) The EMS I/C or the site coordinator, as defined in Saf-C 5901.93, shall be responsible for arranging a site location for the final practical examination by insuring that:

- (1) The site is adequate for the number of candidates attending the examination;
- (2) An adequate amount of station equipment is present and in good working order;
- (3) An adequate amount of evaluators, assistants, and patients are scheduled for the examination process;
- (4) The space used for each of the stations is adequate for the skill to be performed; and
- (5) All areas of the examination site provide for privacy.

(e) The educational training agency shall be responsible for providing the final BLS practical examination for the candidates in the program and shall be included as part of the integrated portfolio based assessment.

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**Readopt with amendment Saf-C 5915.04, effective May 24, 2019 (Doc. #12790), to read as follows:**

Saf-C 5915.04 Final Cognitive Examination Process.

(a) The final cognitive examination shall be administered by the National Registry of Emergency Medical Technicians.

(b) A candidate shall successfully complete the cognitive examination in accordance with the National Registry of Emergency Medical Technicians.

**Readopt with amendment Saf-C 5916, effective May 24, 2019 (Doc. #12790), to read as follows:**

PART Saf-C 5916 EDUCATIONAL INSTITUTIONS AND TRAINING AGENCIES

Saf-C 5916.01 Educational Training Agencies. In order to be approved by the division to conduct EMS training programs, an educational training agency shall:

(a) Have one or more EMS I/C's on staff, who meet the requirements of Saf-C 5909;

(b) Offer EMS training programs on a 12-month basis; and

(c) Maintain, at a minimum, 60% of the classroom hours of an approved training program utilizing either licensed and affiliated EMS I/C's or EMS I's, and document such attendance.

Saf-C 5916.02 Educational Training Agency Application.

(a) Each applicant for an educational training agency shall complete and submit "New Hampshire Bureau of EMS Educational Training Agency Application" form, as revised 4/2024, available at <https://www.nh.gov/safety/divisions/fstems/ems/documents/ETAApplication5-23-2023.pdf>.

(b) Applicant shall submit the following with the "New Hampshire Bureau of EMS Educational Training Agency Application":

(1) A copy of a current General and Professional Liability Insurance Binder;

(2) A list of the names of faculty and instructional staff, including EMS I/C or Instructor license number;

(3) A copy of resource or supporting documents;

(4) Evidence of the organization mission statement;

(5) Evidence of the education director job description;

(6) Evidence of the medical director job description;

(7) Evidence of the faculty or instructional staff job description;

(8) Evidence of the subject matter expert or guest lecturer vetting process;

(9) Evidence of the program syllabus for all disciplines taught;

(10) Evidence of all clinical affiliation agreements and associated supporting materials;

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- (11) Evidence of all equipment and supplies for each discipline taught;
- (12) Evidence of the promotion of an interactive learning environment for all students;
- (13) Evidence of the promotion of a student evaluation process;
- (14) Evidence of the student assessment process;
- (15) Evidence of the promotion of a program evaluation process;
- (16) Evidence of all processes related to publication and disclosures used to communicate to students;
- (17) Evidence of the process used to support fair and equitable access to programs;
- (18) Evidence of the process to maintain program records; and
- (19) Evidence of the processes on course or program management.

Saf-C 5916.03 Educational Training Agency Application Statement of Certification. By signing the educational training agency application form, the applicant shall certify that:

- (a) The information provided in the application is complete, truthful, and correct, under the penalties of unsworn falsification pursuant to RSA 641:3;
- (b) The educational training agency complies with RSA 153-A and these rules;
- (c) The educational training agency will continue to maintain the necessary and required resources throughout the licensure period;
- (d) The educational training agency understands that announced or unannounced auditing and site visits may be performed to ensure the quality of education and licensing requirements; and
- (e) The educational training agency will notify the division with any substantive changes related to program and course processes and operations.

Saf-C 5916.04 Educational Training Agency License Approval Process.

- (a) Completed applications shall be approved in accordance with RSA 541-A:29.
- (b) Upon receipt of a completed application, the division shall conduct an educational analysis of the educational training agency based on the requirements set forth in Saf-C 5911.
- (c) Upon approval of an application, the division shall issue an EMS educational training agency license, commencing with the date of approval and expiring one year from the date of approval.
- (d) For a private for-profit or a private non-profit organization, the division shall verify with the secretary of state of New Hampshire that the organization is in good standing.

Saf-C 5916.05 Educational Training Agency Renewal Process.

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(a) Any currently licensed EMS educational training agency shall be eligible for renewal in accordance with Saf-C 5916.01.

(b) Any currently licensed EMS educational training agency in the state shall be eligible for renewal upon meeting the following requirements within the previous licensure period:

(1) Offer a minimum of one training program; and

(2) Submission and evaluation of their EMS educational training agency license application pursuant to Saf-C 5916.02;

(c) Upon receipt of a completed application, the division shall conduct an educational analysis of the educational training agency based on the requirements set forth in Saf-C 5916.

(d) Any educational training agency who has National Registry of Emergency Medical Technicians cognitive examination overall pass rates of 75% or less from the current licensing period, shall provide the division with a formal plan to address educational deficiencies and to increase their overall pass rate above 75%.

(e) The division shall conduct an evaluation on the plan outlined in (d) above, and an educational training agency who fails to make adequate changes to increase their overall pass rate above 75% within 18 months of licensure, shall be subject to disciplinary action pursuant to Saf-C 5922.

(f) Upon approval of an application, the division shall issue an EMS educational training agency license, commencing with the date of approval and expiring 3 years from the date of approval.

Saf-C 5916.06 Lapse of Educational Training Agency License.

(a) Any previously licensed educational training agency whose license has lapsed less than one year shall meet the requirements set forth in Saf-C 5916.05.

(b) Any previously licensed educational training agency whose license has lapsed greater than one year shall meet the requirements set forth in Saf-C 5916.02.

Saf-C 5916.07 Authorization Process.

(a) The division shall authorize training programs at any of the provider licensing levels set forth in Saf-C 5904.01 or any associated refresher training.

(b) Only licensed EMS I/C's, EMS I's, and approved subject matter experts affiliated with the licensed educational training agency shall act as instructors for training programs authorized in (a) above and shall be accountable for all of the requirements set forth in Saf-C 5916.

(c) Pursuant to Saf-C 5916.08, the educational training agency shall request authorization for a training program by completing and submitting form "Authority to Establish Courses" Rev. (04/24) <https://nhfa-ems.com/ems-resources/instructor-coordinator-course-request/>.

(d) Any training program authorized by the division in (a) above shall be issued a course approval number.

Saf-C 5916.08 Authorization Statement of Certification. By signing the "Authority to Establish Courses" form, the educational training agency shall certify that:

(a) The course shall be taught in an interactive learning environment; and



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(b) The course shall be taught in accordance with the training curriculum standards for which authorization is granted by the division.

Saf-C 5916.09 Training Program Authorization Requirements.

(a) The educational training agency shall provide a course outline along with the “Authority to Establish Courses” form, which shall include:

- (1) Dates; and
- (2) Times.

(b) The educational training agency shall submit any changes to the information set forth in (a) above to the division within 10 days of making the changes.

Saf-C 5916.10 Educational Training Agency Training Program Approval Process.

(a) The completed “Authority to Establish Courses” form shall be approved in accordance with RSA 541-A:29.

(b) The educational training agency shall be notified, in writing, of the approval or denial within 10 days of receipt by the division.

(c) The division shall notify the following of the training program’s approval:

- (1) The educational training agency requesting course authorization; and
- (2) The course medical director or their designee.

Saf-C 5916.11 Educational Training Agency Course Completion.

(a) The educational training agency shall verify that students accepted into the program have obtained a current certificate of CPR training and appropriate scope of practice program(s) for the level of training being conducted before the course is completed.

(b) The educational training agency shall submit, in writing, a division approved course completion roster to the division within 10 days of the completion of the program.

(c) All information submitted shall be typewritten or legibly printed.

(d) A course completion roster shall include the following information pertaining to all students who began the program, regardless of whether or not the student completed the program:

- (1) Full legal name;
- (2) Mailing address;
- (3) Telephone number;
- (4) Date of birth;
- (5) National Registry of Emergency Medical Technicians number, if applicable; and
- (6) Status, as follows:

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- a. "C" to indicate complete;
- b. "I" to indicate incomplete; or
- c. "F" to indicate failure.

(e) For those students with a status of "I", a division approved course completion roster addendum shall be submitted that demonstrates which modules were not completed and an updated addendum shall be submitted indicating completion or failure once a final outcome has been made.

(f) Students with a status of "I" for a period of 2 years from the program's end date shall be considered to have failed the program.

**Saf-C 5916.12 Educational Training Agency Authorized Training Program Audits.**

(a) The division shall conduct site visits, if applicable, without prior notice, for the purpose of auditing the quality of any training program offered by the EMS I/C.

(b) During the audit, the division shall, if applicable:

- (1) Review course outlines to ensure that the educational training agency is teaching the course(s) as indicated;
- (2) Assess the quality of the didactic content and practical skills instruction, to confirm alignment with the course's goals and objectives;
- (3) Identify any deficiencies in staff instruction or training equipment;
- (4) Confirm that the course encompasses both didactic content and practical skills components; and
- (5) Ensure that the equipment to student ratio meets the requirements of Saf-C 5910.03(c)(1)c.

**Readopt with amendment Saf-C 5922.02 – Saf-C 5922.04, effective March 20, 2023 (Document #13580) to read as follows:**

**Saf-C 5922.02 Complaints and Investigations Relating to Unit, Provider, PEETE, Educational Training Agency, EMS Instructor, or EMS Instructor Coordinator License Application.**

(a) Any person may file a complaint regarding the actions of any unit or provider licensed under RSA 153-A, or any person or entity believed to be in violation of RSA 153-A or Saf-C 5900 provided that the complaint shall be:

- (1) Submitted in writing to the commissioner;
- (2) Typewritten, electronic, or legibly printed; and
- (3) Reported within 60 days of the discovery of the alleged violation, except that any complaint involving criminal activity shall be investigated as long as the investigation is initiated, either by the division or other law enforcement authority, within the statute of limitations of any indicated criminal offense.

(b) The written complaint shall include:

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- (1) The name of the unit, provider, PEETE, educational training agency, EMS I, or EMS I/C against whom the complaint is filed, hereinafter called the “respondent;”
- (2) A concise statement of the facts that establish the alleged violation; and
- (3) The date of the alleged violation.

(c) Complaints shall be assigned to an investigator by the director in accordance with RSA 153-A:14. A complaint shall be deemed non-actionable if assuming the allegations in the complaint to be true, there would be no violation of RSA 153-A or Saf-C 5900.

(d) If there are sufficient factual allegations in a complaint to suspect a criminal violation has been committed, the matter shall be referred to the appropriate law enforcement authorities.

(e) If the director determines that a complaint is actionable, a letter shall be sent to the respondent, notifying the respondent of an investigation. With the letter, the respondent shall also receive a copy of the complaint or a version of the complaint redacted as necessary to preserve the integrity of the investigation, or a description of the complaint containing sufficient detail to provide the respondent with notice of the allegation or allegations being made.

(f) The letter and enclosures shall be sent by certified mail, and a copy of the letter shall be sent no earlier than 48 hours later to:

- (1) The head of the unit on whose behalf the respondent was acting at the time the alleged violation took place, or, if at the time of the alleged violation the respondent was not acting on behalf of a unit with which the respondent is affiliated, to the respondent’s primary unit;
- (2) If the bureau is seeking immediate suspension pursuant to RSA 541-A:30, III, to the heads of all units with which the respondent is affiliated; and
- (3) If the bureau is not seeking immediate suspension pursuant to RSA 541-A:30, III but the director determines that the allegations constitute a potential threat to public health or safety, to the heads of all units with which the respondent is affiliated.

(g) The investigator shall document facts collected in a report of investigation. The investigator shall recommend findings to the commissioner.

(h) If, after investigation, the complaint is determined to be exonerated, not sustained, or unfounded, the commissioner shall issue a written order dismissing the complaint and shall send a copy of such order to the complainant and respondent within 10 days by certified mail.

(i) If, after investigation, the complaint is determined to be sustained, the commissioner shall issue a written order reflecting the finding within 10 days and send a copy of such order by certified mail to the complainant and respondent which shall:

- (1) Specify the violation(s) of RSA 153-A or Saf-C 5900, or both;
- (2) Direct the respondent to comply with the provisions of RSA 153-A or Saf-C 5900, or both;
- (3) Inform the respondent that they may request a hearing within 10 days pursuant to RSA 541-A:31 and Saf-C 5922.09 for the purpose of challenging such finding;
- (4) Describe the facts surrounding the decision in sufficient detail to provide the respondent with the basis for the decision; and

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(5) Specify any sanction permissible under the law and these rules.

(j) Upon issuing the order specified in paragraphs (h) and (i) above, the commissioner shall send a copy of such order to the heads of all units who received notification of the investigation in accordance with paragraph (f) above.

(k) Investigation information shall be confidential, and shall not be released except in accordance with these rules.

(l) Notwithstanding paragraph (k) above, investigation information shall be released:

(1) To the department of justice in its capacity as legal counsel to the division;

(2) Pursuant to court order directing the division to release such information;

(3) During an adjudicative hearing subject to the provisions set forth in RSA 541-A:31 and Saf-C 200; or

(4) In the case of a possible violation affecting public health, to the department of health and human services, division of public health and bureau of infectious disease control.

(m) Any respondent against whom a complaint is determined to be sustained may request a hearing within 10 days of receipt of the order in paragraph (i) above, pursuant to RSA 541-A:31 and Saf-C 5922 for the purpose of challenging such finding.

(n) In the case of a sustained complaint, except cases in which a letter of concern is issued, if no hearing is requested, or following the conclusion of the requested hearing and any timely appeal, the division shall publish a public list of licensees found to have violated RSA 153-A or these rules, on the division website. The division shall not be limited to that method of publication.

(o) Such public list shall specify:

(1) The name of the licensee;

(2) The unit or provider license number;

(3) The provision(s) of RSA 153-A or the rules that have been violated;

(4) The date of the violation;

(5) Any action resulting in a change in status of the licensee's license, including any prerequisites to full restoration of license privileges; and

(6) The date of implementation and conclusion of any change in status.

(p) In the case of a sustained complaint, except cases in which a letter of concern is issued, if no hearing is requested, or following the conclusion of the requested hearing and any timely appeal, the division shall also notify the National Registry of Emergency Medical Technicians, National Practitioner's Data Bank and the Centers for Medicare and Medicaid Services of any unit or provider license revocation, suspension, or limitation.

(q) In the case of a sustained complaint, including cases in which a letter of concern is issued, if no hearing is requested, or following the conclusion of the requested hearing and any timely appeal, a copy of

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the report of investigation, a copy of the order in (i) above, and a copy of any hearing report shall be released to the heads of all units with which the respondent is affiliated, upon their request.

(r) Notwithstanding the provisions of this section, the release of any hearing report shall be in accordance with RSA 91-A.

Saf-C 5922.03 Denial of Unit, Provider, PEETE, Educational Training Agency, EMS I, EMS I/C, Chair Van Company, or Wheelchair Vans for Hire License Application.

(a) An application for a unit, provider, PEETE, educational training agency, EMS I, EMS I/C, chair van company, or wheelchair vans for hire license shall be reviewed by the division in accordance with RSA 541-A:29.

(b) The applicant shall be notified of any apparent errors or omissions in the application and allowed to resubmit the application within 30 days of initial receipt by the division.

(c) Applications for a unit, provider, PEETE, educational training agency, EMS I, EMS I/C, chair van company, or wheelchair vans for hire license shall be denied in accordance with RSA 541-A:29 for:

- (1) Failure to meet the qualifications;
- (2) Failure to submit required documentation;
- (3) Failure to complete a suspension period, pursuant to Saf-C 5922-04(e), or revocation period pursuant to Saf-C 5922.05(d);
- (4) Falsifications or omissions of items from a criminal background check; or
- (5) A conviction of any criminal offense:
  - a. Relating to the performance of duties or practice of EMS; or
  - b. That endangers the health or safety of the public.

(d) An applicant aggrieved by the decision of the commissioner relating to a denial of an application may request an adjudicative hearing in accordance with RSA 541-A and Saf-C 200.

Saf-C 5922.04 Suspension of Unit, Provider, PEETE, Educational Training Agency, EMS Instructor, EMS Instructor Coordinator License, Chair Van Company, or Wheelchair Vans for Hire.

(a) Any suspension of a unit, provider, PEETE, educational training agency, EMS I, EMS I/C's license, chair van company, or wheelchair van for hire shall be assessed for a period of up to one calendar year.

(b) All or any portion of the division's suspension imposed pursuant to (a) above may be deferred for a period of one year, conditioned upon good behavior and the completion of any requirements ordered as part of the suspension. If any misconduct occurs during the period of deferred time or the unit or provider fails to comply with any requirements ordered, a hearing shall be conducted to determine if the deferred suspension shall be imposed, in addition to any further disciplinary action taken on any misconduct that occurred during the deferred period.

(c) The division's period of suspension imposed pursuant to (a) above may be rescinded upon the licensee's correction of the violation(s) that caused the suspension.

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(d) Any suspension of a transport unit's license shall also result in the suspension of all vehicle licenses of the unit.

(e) If a licensee's license expires during the suspension period, the unit or provider may apply for a license in accordance with Saf-C 5903.02 following the expiration of the suspension period.

(f) After notice and an opportunity for a hearing pursuant to Saf-C 5922.09, the commissioner shall suspend a unit's license for:

- (1) Negligence or incompetence in the provision of emergency medical care as specified in RSA 153-A:13, I(a);
- (2) Rendering unauthorized treatment as specified in RSA 153-A:13, I(b);
- (3) Unethical conduct as specified in RSA 153-A:13, I(d);
- (4) Fraud in representations as to skills or ability of the licensed level as specified in RSA 153-A:13, I(f);
- (5) Negligent, unsafe, or illegal operation of a vehicle, or negligent or unsafe use or maintenance of a vehicle's safety systems as specified in RSA 153-A:13, I(j);
- (6) Failure to maintain insurance pursuant to these rules;
- (7) Call jumping;
- (8) Failure to maintain requirements specified in Saf-C 5903.04, or Saf-C 5903.05;
- (9) A second offense of:
  - a. Failure to license a vehicle pursuant to Saf-C 5904.01 through Saf-C 5904.03;
  - b. Failure to have 2 licensed providers in the land or water vehicle pursuant to Saf-C 5902.07;
  - c. Failure to have at least one nationally registered EMT-basic, EMT-intermediate or EMT-paramedic provider in the air medical transport vehicle; or
  - d. Use of the vehicle's emergency warning lights or siren during EMS calls for purposes other than the response to or transport of an emergent sick or injured patient, pursuant to RSA 266:78-g; or
- (10) A third offense of:
  - a. Failure to maintain the land vehicle's inside air temperature at a minimum of 50 degrees while the vehicle is not in use pursuant to these rules;
  - b. Failure to maintain the vehicle shelter pursuant to these rules;
  - c. Failure to maintain vehicle equipment and supplies; or
  - d. Failure to maintain the vehicle in good operating condition.

(g) After notice and an opportunity for a hearing, the commissioner shall suspend a licensee's license for:

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- (1) Negligence or incompetence in the provision of emergency medical care as specified in RSA 153-A:13, I(a);
- (2) Rendering unauthorized treatment as specified in RSA 153-A:13, I(b);
- (3) Unethical conduct as specified in RSA 153-A:13, I(d);
- (4) Acts or offenses as set forth in RSA 153-A:13, I(e) and (h);
- (5) Having a license or registration to practice suspended in another jurisdiction or having disciplinary action taken by the registering authority of another jurisdiction or the National Registry of Emergency Medical Technicians as specified in RSA 153-A:13, I(i);
- (6) Negligent, unsafe, or illegal operation of a vehicle, or negligent or unsafe use or maintenance of a vehicle's safety systems as specified in RSA 153-A:13, I(j);
- (7) Call jumping pursuant to Saf-C 5902.04;
- (8) Failure to renew certification(s), within 30 days, after notice has been given;
- (9) Failure to supervise an educational program and ensure that all materials presented by guest lecturers or assistant instructors are in accordance with NREMT educational curricula and these rules;
- (10) Failure to provide appropriate training materials or equipment in working order;
- (11) Failure to maintain requirements specified in Saf-C 5909; or
- (12) A conviction of criminal offense:
  - a. Relating to the performance of duties or practice of EMS; or
  - b. That endangers the health or safety of the public.

(h) After notice and an opportunity for a hearing, any violation(s) which has not been corrected at the end of the period of suspension, shall result in the revocation of the licensee's license.

(i) Notwithstanding the provisions of this section, the commissioner may issue a letter of concern in lieu of a suspension, in accordance with the criteria provided in Saf-C 5922.11

**Readopt with amendment Saf-C 5922.05, effective May 24, 2019 (Doc. #12790), to read as follows:**

Saf-C 5922.05 Revocation of Unit, Provider, PEETE, Educational Training Agency, EMS I, EMS I/C, Chair Van Company, or Wheelchair Van for Hire License.

(a) Any revocation of a licensee's license shall be assessed for a period of up to 5 calendar years.

(b) All or any portion of the division's revocation imposed pursuant to (a) above may be deferred for a period of 5 years, conditioned upon good behavior and the completion of any requirements ordered as part of the revocation. If any misconduct occurs during the period of deferred time or the unit or provider fails to comply with any requirements ordered, a hearing shall be conducted to determine if the deferred revocation shall be imposed, in addition to any further disciplinary action taken on any misconduct that occurred during the deferred period.

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(c) Any revocation of a transport unit's license shall also result in the revocation of all vehicle licenses of the unit.

(d) If a licensee's license is revoked, the licensee may apply for a license in accordance with these rules after the completion of the revocation period.

(e) After notice and an opportunity for a hearing, the commissioner shall revoke a unit's license for:

- (1) Falsifying licensing information on the unit or vehicle application form as specified in RSA 153-A:13, I(c);
- (2) Unauthorized use or disclosure of patient record information as specified in RSA 153-A:13, I(k) or these rules;
- (3) Failure to provide sufficient funds for payment of a license; or
- (4) Any violation(s) which has not been corrected at the end of the period of suspension pursuant to Saf-C 5922.

(f) After notice and an opportunity for a hearing, the commissioner shall revoke a provider, PEETE, educational training agency, EMS I, and EMS I/C's license for:

- (1) Falsifying licensing information on the application in accordance with RSA 153-A:13, I(c);
- (2) Unauthorized use or disclosure of patient record information as specified in RSA 153-A:13, I(k), or these rules;
- (3) Acts or offenses as set forth in RSA 153-A:13, I(l) which occur during the licensing period;
- (4) Rendering care beyond the level of training or licensing in accordance with RSA 153-A:13, I(d);
- (5) Fraud in representations as to skills or ability as specified in RSA 153-A:13, I(f);
- (6) Willful or repeated violation of this chapter or of rules as specified in RSA 153-A:13, I(g);
- (7) Having a license or registration to practice revoked in another jurisdiction as specified in RSA 153-A:13, I(i);
- (8) Any violation(s) which has not been corrected at the end of the period of suspension pursuant to Saf-C 5922.04;
- (9) For failure to pay a fine imposed by the commissioner as specified in Saf-C 5908; or
- (10) A second offense of:
  - a. Negligence or incompetence in the provision of emergency medical care as specified in RSA 153-A:13, I(a);
  - b. Rendering unauthorized treatment as specified in RSA 153-A:13, I(b);
  - c. Acts or offenses as set forth in RSA 153-A:13, I(e) and (h);



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- d. Having a license or registration to practice suspended in another jurisdiction or having disciplinary action taken by the registering authority of another jurisdiction or the National Registry of Emergency Medical Technicians as specified in RSA 153-A:13, I(i);
- e. Negligent, unsafe, or illegal operation of a vehicle, or negligent or unsafe use or maintenance of a vehicle's safety systems as specified in RSA 153-A:13, I(j);
- f. Call jumping;
- g. Failure to renew certification(s), within 30 days, after notice has been given; or
- h. Unethical conduct as specified in RSA 153-A:13, I(d).

**APPENDIX A**

<b>Rule</b>	<b>Specific State Statute the Rule Implements</b>
Saf-C 5901.06	RSA 541-A:7
Saf-C 5901.08	RSA 541-A:7
Saf-C 5901.12	RSA 541-A:7
Saf-C 5901.331 and Saf-C 5901.332	RSA 541-A:7
Saf-C 5901.41 and Saf-C 5901.411	RSA 153-A:2, VII; RSA 541-A:7
Saf-C 5901.511	RSA 153-A:2, XI
Saf-C 5901.951 and Saf-C 5901.952	RSA 541-A:7
Saf-C 5909.01 and Saf-C 5909.011	RSA 21-P:12-b,II(e),(f); RSA 153-A:20, VIII
Saf-C 5909.02 – Saf-C 5909.04	RSA 21-P:12-b, II(e), (f); RSA 153-A:11, II; RSA 153-A:20, VIII
Saf-C 5909.05	RSA 21-P:12-b, II(e), (f); RSA 153-A:20, V; RSA 541-A:29
Saf-C 5909.06 and Saf-C 5909.07	RSA 21-P:12-b, II(e), (f); RSA 153-A:20, V
Saf-C 5911.01 – Saf-C 5911.04	RSA 21-P:12-b, II(e); RSA 153-A:11, IV; RSA 153-A:20, VIII
Saf-C 5914.04	RSA 153-A:16, I; RSA 153-A:20, XII
Saf-C 5915.01 and Saf-C 5915.04	RSA 21-P:12-b, II(e); RSA 153-A:11, IV; RSA 153-A:20, VIII
Saf-C 5916	RSA 21-P:12-b, II(e); RSA 153-A:20, XIII; RSA 541-A:29
Saf-C 5922.02	RSA 153-A:14; RSA 153-A:20, VII
Saf-C 5922.03 – Saf-C 5922.05	RSA 153-A:13, III; RSA 541-A:29

**APPENDIX B**

<b>Rule</b>	<b>Title</b>	<b>Obtain at:</b>
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<p>Saf-C 5911.01(a)                  Saf-C 5911.02(a)                  Saf-C 5911.03(b)                  Saf-C 5911.04                  Saf-C 5911.04(b)                  Saf-C 5914.04(a)                  Saf-C 5914.04(a)(4)</p>	<p>National                  Emergency                  Medical Services                  Education                  Standards (2021)</p>	<p>US Department of Transportation (DOT)                  National Highway Traffic Safety Administration (NHTSA)                  1200 New Jersey Avenue, SE                  Washington, DC 20590   <a href="https://www.ems.gov/assets/EMS_Education-Standards_2021_FNL.pdf">https://www.ems.gov/assets/EMS_Education-Standards_2021_FNL.pdf</a></p>
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