NEW PA EMS REGISTRY GOES LIVE

January 23, 2018

The Pennsylvania Department of Health, Bureau of EMS, has developed a new EMS Registry System. Below are highlights of changes with the new system that may affect you as a provider, continuing education sponsor, or educational institute. Within the new system is a help menu that has videos and how-to guides to help you navigate the EMS Registry. Please consult the help menu prior to contacting your regional EMS council.

Logging in to the new system

1. The website address will remain the same
   http://ems.health.state.pa.us/emsportal/
2. Your new USER ID will be PA followed by your cert number (PA######). This is not case sensitive. You will not be able to change your user ID.
   i. With the exception of User IDs used for ambulance licensure, your old User ID will not work
3. The temporary password will be "Password1"
4. Upon initial log in you will be prompted to verify your identity using the last 4 digits of your social security number, and change your password.
5. When you log in with the new password you will have to update your profile and set up 3 security questions that will be used in the event you need to unlock your account or reset your password.
6. Each individual will have only one User ID that will be utilized for their personal record and any organizations they may be affiliated with.

Providers

Reregistration (Recertification)

In compliance with the EMS Systems Act Rules and Regulations, providers will now be required to log in to the EMS Registry to reregister their certification. Reregistration will no longer be automatic.

- Providers can re-register within 90 days of their expiration
- Must have valid and current CPR card data on their provider record
- Meet all continuing education requirements for the certification they are trying to renew

CPR Cards

Providers will now enter their own CPR card information on the EMS Application Tab in their provider record. Regional councils will no longer be collecting copies of everyone's CPR cards. Providers will be subject to audit by regional councils. There is an optional upload feature to upload a copy of your CPR card if you wish, or upon audit by the regional council.

NEW PA EMS REGISTRY GOES LIVE

Continuing Education by Endorsement Applications

The continuing education by endorsement process has been streamlined into an electronic application that can be found at the bottom of the Con Ed tab in your provider profile.

Continuing Education Certificates

Certificates for Continuing Education Classes will now be available for download from your provider record. As soon as a Continuing Education Sponsor finalizes a roster, your certificate will be available.   Classes taken on Train PA will not have certificates available in the EMS Registry, you will need to obtain those certificates from your Train PA account.

Ed Institutes and Continuing Education Sponsors

Rosters

Educational Institutes and Continuing Education Sponsors will now be required to submit all rosters for classes via the EMS Registry System.

User Management

Organizations will now have the ability to assign user roles to their own personnel within their organization. The regional EMS council will associate the primary user and that person will be responsible for assigning user rights to the rest of their organization as appropriate.

Continuing Education Certificates

Once a roster is finalized by a Continuing Education Sponsor, that record will populate immediately to the providers record and they will have the ability to download a copy of the certificate for that class.

EMS Applications

As a general rule, any application that was previously submitted via paper will be completed in the EMS Registry System with document uploads where required

EMS Agencies

EMS Agency licensure will not be transitioned to the new EMS Registry system until Summer of 2018. EMS agencies will continue to use their current log in credentials for the EMS agency application.