



Rod R. Blagojevich, Governor  
Damon T. Arnold, M.D., M.P.H., Director

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**MEMORANDUM**

TO: EMS System Medical Directors  
EMS System Coordinators  
911 Dispatch Centers

FROM: Walter J. Bradley, MD, MBA, FACEP  
Senior Medical Administrator  
Office of Preparedness and Response

A handwritten signature in black ink, appearing to read "Walter J. Bradley", is written over the printed name and title.

Sam Gaines, MD, FACEP  
Medical Director  
Office of Preparedness and Response

A handwritten signature in black ink, appearing to read "Sam Gaines M.D.", is written over the printed name and title.

Cheryl J. Miles, MA  
Acting Division Chief  
Division of EMS & Highway Safety

DATE: February 19, 2008

SUBJECT: Emergency Medical Dispatcher (EMD) Licenses

The EMS and Trauma Center Code Section 515.710 (a)(5) entitled Emergency Medical Dispatcher states that *"The certification shall be valid for a period of four years."* It has come to the attention of the Division of Emergency Medical Systems and Highway Safety (EMS) that EMD licenses issued through 2005 were issued without expiration dates.

Upon conversion to the current EMS licensing database in late 2005, expiration dates of four years from the issue date were affixed to all EMD licenses. Therefore, the EMDs licensed prior to the conversion date were given an expiration date, but those EMDs were not notified of the expiration date or issued an updated license reflecting this date.

In order to rectify this issue, EMS will be mailing a cover letter and renewal notice to EMDs that were issued a license through 2005. The cover letter will instruct the EMDs to contact their respective EMS System Coordinator to verify they have met the requirements of 48 hours of continuing education. The EMS System Coordinators should then submit a Transaction Card and Child Support Statement for each active EMD licensed through 2005 to the Division of Emergency Medical Systems and Highway Safety.

cc: EMS Regional Coordinators  
Darlene Thorpe, Testing and Licensure  
Brandy Lane, IDPH

***Improving public health, one community at a time***

*printed on recycled paper*