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To: Agencies/Lead Instructors
From: Travis Wilson, NRP, LI, EMS System Director
Date: 12/3/2018
Subject: Lead Instructor Administrative Rule Changes

Agencies,

Recently the Illinois Department of Public Health made changes to the EMS administrative code that effects Lead Instructors. The new rule states the following in regards to license renewal for lead instructors:

“Documentation of at least 40 hours of continuing education, of which 20 hours shall be related to the development, delivery and evaluation of education programs”

This will affect how one renews their licenses. Attached in a separate document are the number of hours required for licenses renewals beginning in January of 2019. If you or a provider in your agency has a Lead Instructor license that renews soon, please advise them to contact the EMS office in order to ensure proper renewal of their license.

Additionally, the EMS office will be developing education for lead instructors. This will assist with meeting the criteria. However, we recommend that instructors look for outside learning opportunities as well. It is the responsibility of the license holder to ensure they have adequate number of hours of continuing education. If you have any additional questions, please contact our office.

A handwritten signature in black ink that reads "Travis Wilson".

Travis Wilson, NRP, LI
EMS System Director

