



Candidate

Instructor

EMS Office

IDPH

Successfully completes EMS Course

Creates an NREMT Account and Testing Application

Selecting Initial EMS Education Program Location

Local Agency

Choose Course Resource Hospital

Registers and Passes NREMT Exam

Choose LLCC

Complete Application

Sends NREMT Certificate to Instructor

Pays fee to IDPH

Folder created with necessary documents  
-T-Card Spreadsheet  
-Child Support/Felony Form  
-Fee Waiver (if applicable)  
-CPR Card  
-NREMT Certificate (Once received from Candidate)

Signs off on Skills in NREMT Portal

Reviews documents received, creates T-card and submits to IDPH

Signs off on Skills in NREMT Portal

Reviews Documents and Creates Account for Licensure

Emails Candidate to Pay License Fee

License Printed and Mailed to Candidate

