

## FRD RENEWAL INSTRUCTIONS

First Responder-AED: To be relicensed as a First Responder-AED you must comply with the following System Requirements.

- A. Complete 24 hours of prehospital focused continuing education (CE) every 4 years. The System will review submitted CE for relevance to prehospital focus. CE Hours may include:
1. IDPH and System approved Agency First Responder CE
  2. Disaster drill participation (moulage, victim, evaluator, etc.)
  3. Hazmat or disaster training course
  4. Seminars/lectures with prehospital focus
- B. Submit a copy of your current Healthcare Provider CPR card. CPR shall cover adult one-rescuer CPR, Adult FBAO, Pediatric one-rescuer CPR, Pediatric FBAO, Adult two-rescuer CPR and AED.
- C. Approximately 60 days prior to your relicensure, IDPH will mail a "Renewal Notice/Child Support/Personal History Statement" form directly to your home. Complete this information on-line at [www.idph.state.il.us/ems](http://www.idph.state.il.us/ems). You will need the PIN # from this form. If you do not receive it contact the System for a copy. Once questions have been answered on-line you will be redirected to another page to make your renewal fee payment of \$20 on-line via credit/debit card.
- D. Submit documentation of renewal requirements at least 30 days prior to your FR expiration date to the System EMS Office. Upon receipt of this documentation, the EMS Office will process the renewal with IDPH. A FR whose license has expired but is within 60 days of the expiration date may still file for renewal but must include a \$50 money order made payable to the Illinois Department of Public Health.

### Summary of Renewal Requirements:

- 24 Hours of Prehospital based CE
- Current BLS CPR AED certification card
- IDPH \$20 Renewal Fee along with on-line statements

- E. Any First Responder not currently with an EMS System must independently submit renewal requirements directly to IDPH with a copy of the IDPH Independent License Renewal Form. This form may also be obtained on our website.
- F. Any First Responder whose license has expired beyond 60 days of the expiration date shall be required to complete a new training program and pass the test.

Revised 7/16