

**CONTINUING EDUCATION (CE) PROVIDER DOCUMENTATION
REQUIREMENTS**
Solano County Emergency Medical Services (EMS) Agency
355 Tuolumne Street, Suite 2400, MS 20-240, Vallejo, CA 94590



- In accordance with EMS Policy 4500 the following material must be submitted with your initial or renewal application form. Failure to provide the required material will delay your approval or re-approval as a CE Provider in Solano County.
- If the application is for a PROGRAM or CLINICAL DIRECTOR CHANGE, the application and an appropriate resume are the only required documentation.

Material to be submitted	Initial Program	Renewal	EMS AGENCY USE
Completed Application Form			
Program Director resume			
Clinical Director resume			
Instructor(s) resume			
Statement identifying types of CE classes to be offered and method of delivery			
Sample tamper-resistant course completion record (for training providers, i.e., schools, etc.).			
An annual calendar of anticipated classes to be offered			
A previous calendar of classes identifying course name, dates, and numbers of students			

☞ WHITE boxes indicate material that must be submitted with the application.

Please return application along with all required attachments to:

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 Solano County EMS
 355 Tuolumne Street,
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 Vallejo, CA 94590
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