

Please see the instructions below that each medic should follow to complete the Georgia Medic License Renewal Application smoothly without any issues.

Note: Medics SHOULD NOT be initiating the Georgia Medic License Renewal application until they have confirmed that they have met the 40 hours of Continuing Education training hours.

Step 1: Viewing Training Report in LMS – each medic should check first their training report to see how many hours they need in each content/topic.

1. Login to LMS (www.mygemsis.org/lms)
2. Click on **Training** then **Report**
3. On this report, you will see how many hours are required, completed and remaining under the required topics and content areas. Note: The requirements will default to your medic license.

Level	Requirement	Topic/Competency	Required	Max	Completed	Remaining
Paramedic Renewal Requirements						
Reporting hours/credits from 03/06/2018 to 03/06/2020						
Additional Content (Flex Hours)						
		CEU: Provider - Airway/Respiration/Ventilation	0.00	0.00	10.00	0.00
		CEU: Provider - Medical	0.00	0.00	8.00	0.00
		CEU: Provider - Operations	0.00	0.00	6.00	0.00
		CEU: Provider - OTHER-GENERAL	0.00	0.00	30.00	0.00
		Traffic Incident Management	0.00	0.00	0.00	0.00
		Requirement Total:	0.00		0.00 (54.00)	0.00
		Flex Hours:	0.00		0.00 (54.00)	0.00
AND						
Mandatory Content						
		CEU: Provider - Cardiovascular/Stroke (Does not include CPR/ACLS)	4.00	0.00	9.00	0.00
		CEU: Provider - Pediatrics	8.00	0.00	8.00	0.00
		CEU: Provider - Trauma	4.00	0.00	14.00	0.00
		Requirement Total:	16.00		16.00 (31.00)	0.00
		Flex Hours:	0.00		0.00 (15.00)	0.00
		Topic Requirements Total:	16.00		16.00	0.00

4. To see list of courses that are already entered in your training report, **click on the PDF icon** as shown below.

Level	Requirement	Topic/Competency	Required	Max	Completed	Remaining
-------	-------------	------------------	----------	-----	-----------	-----------

5. If you need to add more training to your report then follow Step 2 below. If you have all 40 hours complete then follow Step 3.

Step 2: To Add Continuing Education Training in LMS

1. Login to LMS (www.mygemsis.org/lms)
2. Click on **Applications** then **View my Applications**

Available Applications

Click "View My Applications" to view your personnel applications, or click one of the "View Service Applications" buttons to view the service licenses you can apply to for that service.



FAKEFAKE, DavidFake J (P030772)
Paramedic
Issue Date: 09/06/2019
Expiration Date: 12/21/2019

[View My Applications](#)

3. Locate the **Supplemental Training (Continuing Education) Documentation Application** and click on **Apply Now**.
Note: If you do not see it in the list, then click on **Applications > Continue** and find it there.
4. Read the instructions on how to enter the training/courses and follow through the remaining steps.
5. When you are done adding trainings, click Save and Continue to sign and date the application.
6. You can go back to the training report to see the updated hours.

ARE YOUR HOURS COMPLETE? (i.e. 0 hours remaining)?

- Yes? – Go to Step 3
- No? – You need to add more hours, go to Step 2

Step 3: Completing the Georgia Medic License Renewal Application

Stop!

ANSWER THE QUESTIONS BELOW

Did my current EMS Agency pay for my medic license renewal?

- If YES, complete the **Georgia Medic Renewal – for medics paid for by an agency (2020)** application
- If NO, complete the **Georgia Medic Renewal** application.

1. Click on **Applications** then **View my Applications**
2. Locate the application you need and click **Apply Now**. Note: If you do not see it in the list, then click on **Applications > Continue** and find it there.
3. The renewal application consists of three (3) different forms:
 - a. Compliance Status Verification
 - b. Renewal Training Hours Verification
 - c. Medic Renew License Application – (you will be asked to pay if this is the **Georgia Medic Renewal** app)
 - d. Your new license card will be emailed to you

For any questions or technical assistance, please email us at dph-phemsinfo@dph.ga.gov