



Memorandum

From: Ernie Doss, Deputy Director

To: EMS Community

Date: April 30, 2018

RE: Phase 2, Medic License Number Transformation

Last December, we notified you that the Office of EMS and Trauma (Department) had planned to complete Phase 2 of the Medic License Transformation project on April 1, 2018. Largely, due to the NEMSIS v3 transition also on April 1, 2018, we elected to delay and reschedule this project. Phase 2, Medic License Number Transformation has been rescheduled and **will take place on Wednesday, May 9, 2018.**

Here is the information about Phase 2 from the previous memo:

In 2015, the Office of EMS and Trauma (Department) began a two-step process to assure that individual license numbers were unique to one individual. Under this system the license level must be combined with the license number to identify a specific medic. For example, license number 1435 is assigned to five different license levels:

*1435 is assigned to an EMT
1435 is assigned to an EMT-I
1435 is assigned to an AEMT
1435 is assigned to a CT
1435 is assigned to a Paramedic*

The new license number format adds the license level as a permanent part of the number.

*E000000 - EMT
A000000 - AEMT
P000000 - Paramedic*

On July 1, 2015, all individual licenses issued in Georgia used this new format.

To complete the transition on April 1, 2018, the Department will convert all individual licenses issued prior to July 1, 2015 to the new format. Using example above:

EMT 1435	becomes E001435
EMT-I 1435	becomes I001435
AEMT 1435	becomes A001435
CT 1435	becomes C001435
Paramedic 1435	becomes P001435

On April 1, 2018, the Department will email an updated license to each licensee whose license number was converted to the new format.

Please visit our website at <https://dph.georgia.gov/links-medics> to review and update your license profile.

This change **DOES NOT** change the license number or in any way affect the license, it is a change to the format of the license that incorporates both components of the license: license level and license number.

----End of the December 2017 Memo----

On May 9, 2018, the Department will email an updated license to each licensee whose license number was converted to the new format.

If you do not receive an email on May 9, 2018, by midnight, please do the following:

- 1. Check you SPAM filter – we have had reports of SENDSS generated emails getting caught up in SPAM filters.**
- 2. If not in SPAM, make sure that we have your current email address and that it is correct. Visit our website at <https://dph.georgia.gov/links-medics> to make corrections.**
- 3. From the link above, you can print your license at any time.**