



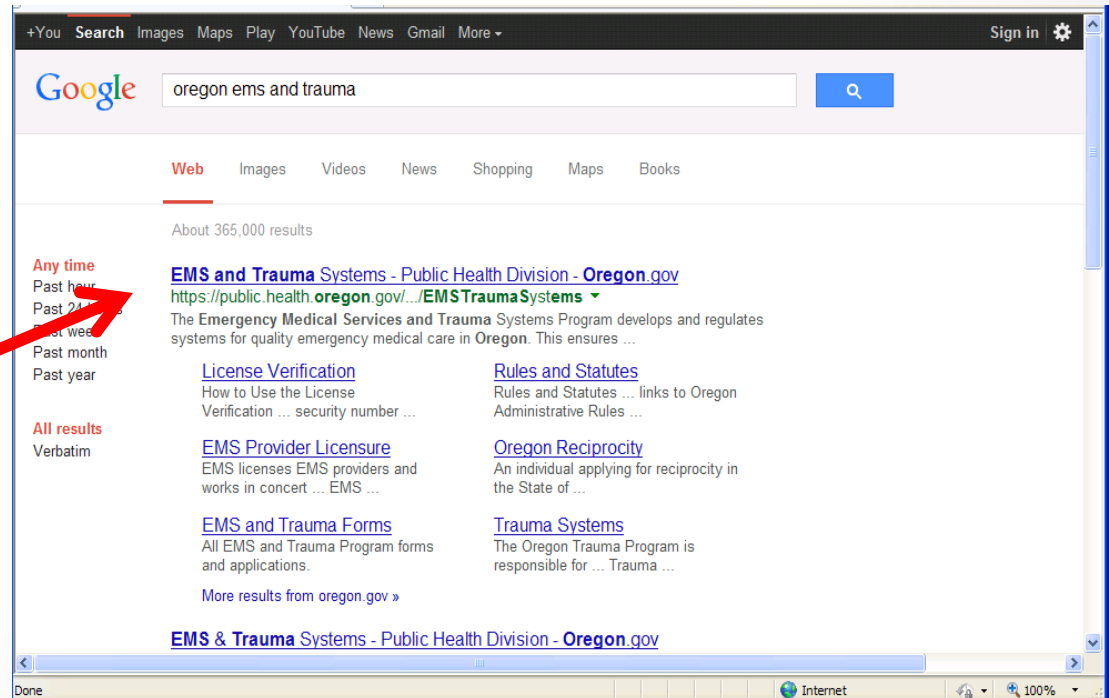
EMS License Renewal Instructions



- Created 4/2015

Step 1: Website

- Visit our website:
<https://public.health.oregon.gov/ProviderPartnerResources/EMSTraumaSystems/Pages/index.aspx>
- Or search “Oregon EMS & Trauma” in your web browser.
- The first link should be to Oregon EMS and Trauma Systems.



Step 1: Website

- Once on the EMS & Trauma home page, click “2015 License Renewal Login Page”



OREGON.GOV

TEXT SIZE: A+ A- A • TEXT ONLY

Select Language Search Oregon.Gov Find

Oregon Health Authority

Search Public Health...

About Us | Contact Us | Jobs

Public Health

Topics A to Z Data & Statistics Forms & Publications News & Advisories Licensing & Certification Rules & Regulations Public Health Directory

Public Health > Provider and Partner Resources > EMS and Trauma Systems

EMS and Trauma Systems

The Emergency Medical Services and Trauma Systems Program develops and regulates systems for quality emergency medical care in Oregon. This ensures that EMS Providers are fully trained, that emergency medical vehicles are properly equipped, and emergency medical systems are functioning efficiently and effectively.

Oregon EMS Provider Transition

- The transition period for EMRs, EMTs, Advanced EMTs, EMT-Intermediates and Paramedics is now in progress.
- Visit the [Transition information page](#) to review the new requirements.

License Renewal

[2015 License Renewal Login Page](#)

Note: The Emergency Medical Responder online License Renewal site has a high security level and is assured to be completely safe. If you get an error message or security warning when you try to log in, click 'yes' for Internet Explorer, 'proceed anyway' for Google Chrome, or 'I understand the risks' followed by 'add exception' for Firefox. (See sample error messages for Google Chrome, Internet Explorer or Firefox).

Resources

- Rules and Statutes
- Boards and Committees
- EMS and Trauma Forms
- License Verification
- Lost or Forgotten PIN

Contact Us

- Staff Directory
- Driving Directions to EMS Office

EMS and Trauma Systems

- EMS Provider Licensure
- Education and Training
- Ambulance Service Licensing
- Professional Standards
- Mobile Training Unit
- Awards and Recognition
- EMS for Children
- POLST
- Trauma Systems
- Site Map

LEARN HOW TO PREVENT THE FLU

Step 2: Returning User?

- If you have created a LOGIN before, click here and continue to Step 4.
- If you have never created a login, please continue with registration and enter your PIN, LICENSE # and SSN

Oregon Health Authority
Health Authority

EMS & Trauma Online Licensing Services

Licensed User Registration and Login

Use this online licensing service to renew your EMS provider license or make other changes such as address or phone number to your EMS provider license account.

New Online Users

From your Renewal Notice Letter, enter the PIN number, EMS provider license number and your SSN, then click the SUBMIT button below and you will be redirected to the New User Registration Page

PIN #: Oregon EMS License Number: SSN (e.g., 999999999):

Returning Online Users

If you have already registered and know your user ID and password click [LOGIN](#) here.

*To reset your user ID you will simply (re)enter your info as a 'New Online User'
*If you have forgotten your password, to reset it please click [HERE](#).

All information is secure.
To ensure your privacy, all information submitted is encrypted and is protected against third party disclosure.

[Privacy Policy](#) [Emergency Medical Services & Trauma](#) [Contact Us](#)

Step 3: Registration

- To register, after entering your PIN, LICENSE # and SSN, you need to create a username and password.



Oregon Health Authority
EMS & Trauma Online Licensing Services
Site Registration

When filling in information below:

- Fields marked with an asterisk (*) are required.
- If any problems, please [CONTACT](#) us.

First Name : Joe
Middle Name :
Last Name : Shmoe

* User ID :

* Password :

* Confirm Password :

Create a new **User ID** by typing it in the box to the left. It can be a mixture of letters and longer than 20 characters . Write this ID down and keep it in a safe place.

Create a new **password** by typing it into the box to the left. A password can be a mix minimum 6 and no longer than 20 characters. Write your password down and keep it in it along with your user id each time you log into the system.

- Create a reminder question in the space below in order to reset a forgotten password in the future

Enter Your Password Question:

Enter the Answer to Your Question:

Question examples: *What is my middle name?; What is my pet name?; What is the city*

[Privacy Policy](#) [Emergency Medical Service](#) [Contact Us](#)

Step 3: Registration

- To complete registration, fill in the PASSWORD QUESTION and ANSWER boxes. Click register.



Oregon Health Authority
EMS & Trauma Online Licensing Services
Site Registration

When filling in information below:

- Fields marked with an asterisk (*) are required.
- If any problems, please [CONTACT](#) us.

First Name : Joe
Middle Name :
Last Name : Shmoe

* User ID :

* Password :

* Confirm Password :

Create a new **User ID** by typing it in the box to the left. It can be a mixture of letters and longer then 20 characters . Write this ID down and keep it in a safe place.

Create a new **password** by typing it into the box to the left. A password can be a mixt minimum 6 and no longer then 20 characters. Write your password down and keep it in it along with your user id each time you log into the system.

- Create a reminder question in the space below in order to res... a forgotten password in the future

Enter Your Password Question:

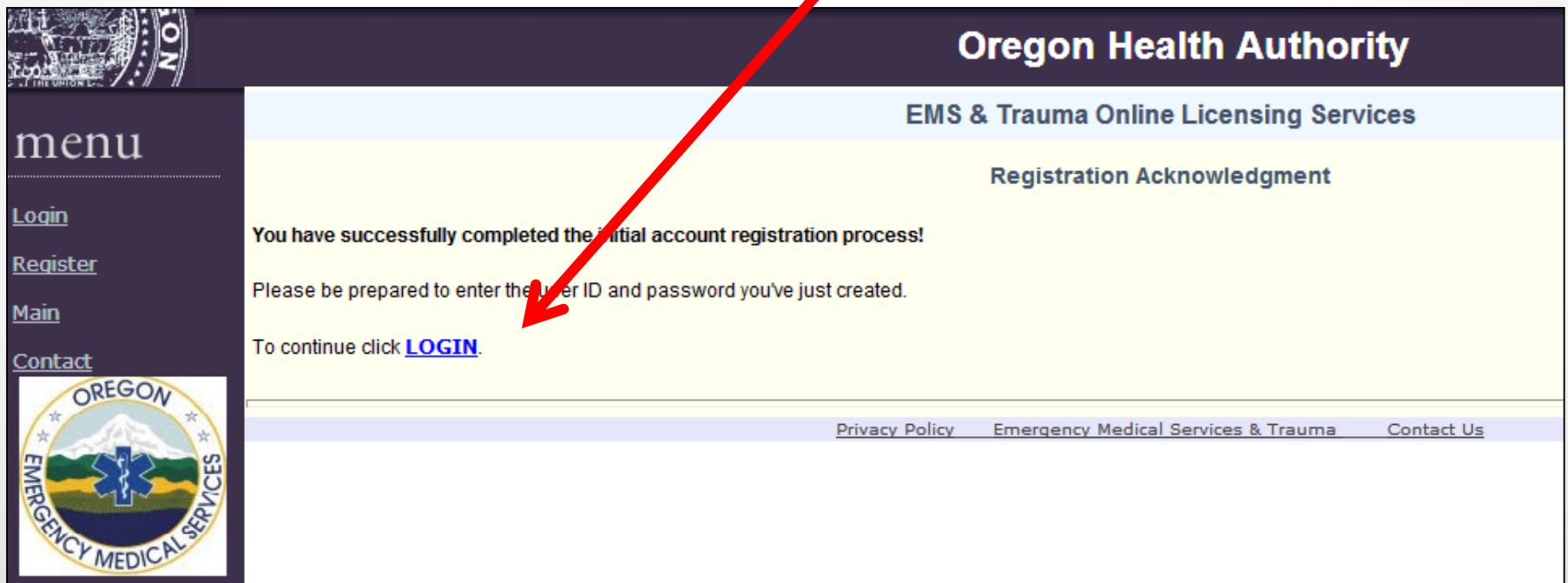
Enter the Answer to Your Question:

Question examples: *What is my middle name?; What is my pet name?; What is the city*

[Privacy Policy](#) [Emergency Medical Service](#) [Contact Us](#)

Step 3: Registration

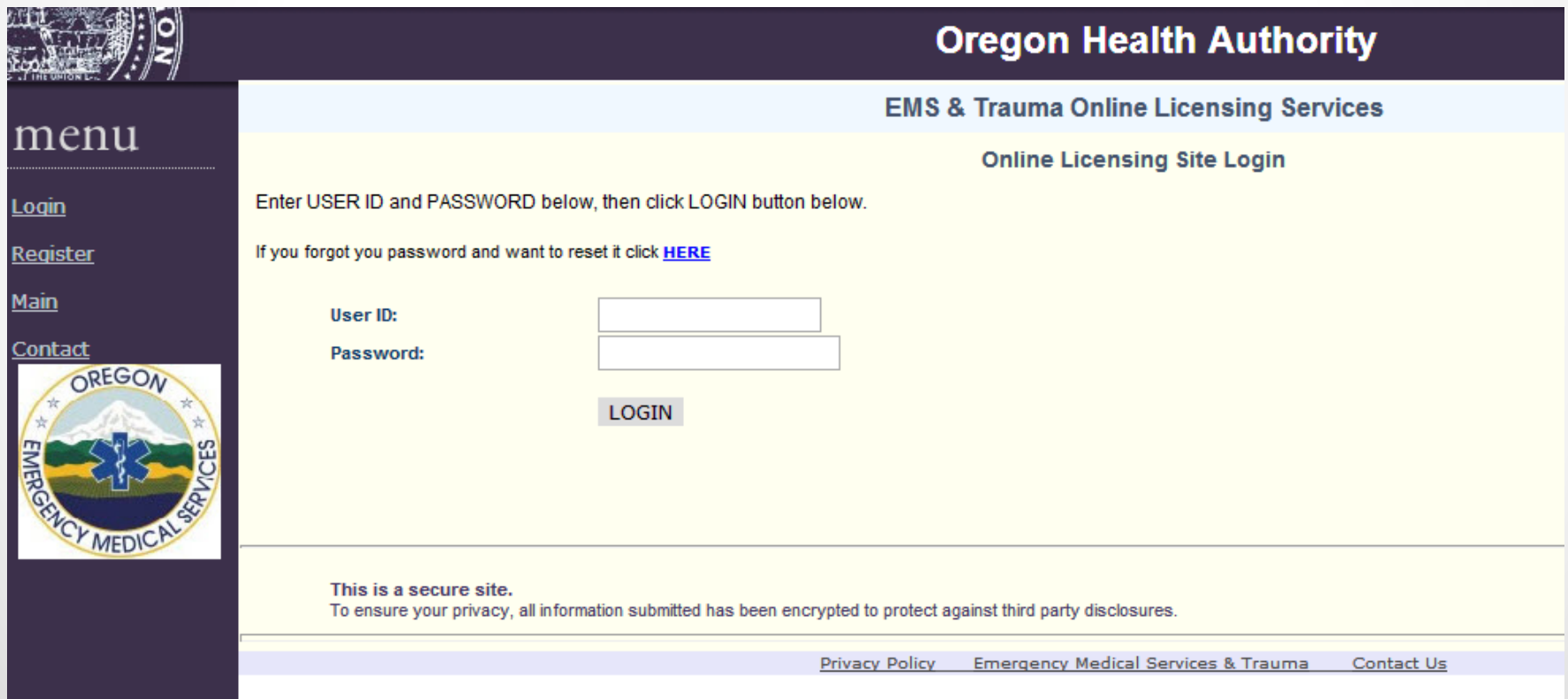
- After creating a USER ID, PASSWORD, and answering the questions, proceed to LOGIN



The screenshot shows the Oregon Health Authority website interface. At the top right, it says "Oregon Health Authority" and "EMS & Trauma Online Licensing Services". Below that, the page title is "Registration Acknowledgment". The main content area is yellow and contains the following text: "You have successfully completed the initial account registration process!", "Please be prepared to enter the User ID and password you've just created.", and "To continue click [LOGIN](#)". A red arrow points from the top right towards the "LOGIN" link. On the left side, there is a dark blue sidebar with a "menu" section containing links for "Login", "Register", "Main", and "Contact". At the bottom of the sidebar is the Oregon Emergency Medical Services logo. At the bottom of the page, there is a light blue footer bar with links for "Privacy Policy", "Emergency Medical Services & Trauma", and "Contact Us".

Step 4: Login

- Enter your new (or existing) User ID and PASSWORD.



The screenshot shows the login interface for the Oregon Health Authority's EMS & Trauma Online Licensing Services. The page has a dark blue header with the Oregon Health Authority logo and the text "Oregon Health Authority". Below the header is a light blue banner with "EMS & Trauma Online Licensing Services" and a yellow section with "Online Licensing Site Login". The main content area is white and contains instructions to enter a User ID and Password, followed by two input fields and a "LOGIN" button. A security notice is at the bottom, and a footer contains links for "Privacy Policy", "Emergency Medical Services & Trauma", and "Contact Us".

Oregon Health Authority

EMS & Trauma Online Licensing Services

Online Licensing Site Login

Enter USER ID and PASSWORD below, then click LOGIN button below.

If you forgot you password and want to reset it click [HERE](#)

User ID:

Password:

LOGIN

This is a secure site.
To ensure your privacy, all information submitted has been encrypted to protect against third party disclosures.

[Privacy Policy](#) [Emergency Medical Services & Trauma](#) [Contact Us](#)


menu

[Login](#)

[Register](#)

[Main](#)

[Contact](#)



Step 5: Your Information

- Click RENEW LICENSE



Oregon Health Authority
EMS & Trauma Online Licensing Services
Your Information Page

Address and Contact Information

Name: Joe Shmoe
Address: 800 NE Oregon St.

City: Portland
County: Multnomah
State: OR
Zipcode: 97232

Primary Phone:
Other Phone:
Email:

Current Licenses

License #: 138972	Profession: Emergency Medical Services	Type: Emergency Medical Technician	Status: Active
Issued: 4/7/2015	Expires: 6/30/2017		

menu

- [Renew License](#)
- [Change Address](#)
- [Contact](#)
- [Logout](#)



Step 5: Your Information

- Confirm your information is correct.
- If your address is not correct, please change.



Oregon Health Authority
EMS & Trauma Online Licensing Services
Your Information Page

Address and Contact Information

Name: Joe Shmoe
Address: 800 NE Oregon St.

City: Portland
County: Multnomah
State: OR
Zipcode: 97232

Primary Phone:
Other Phone:
Email:

Current Licenses

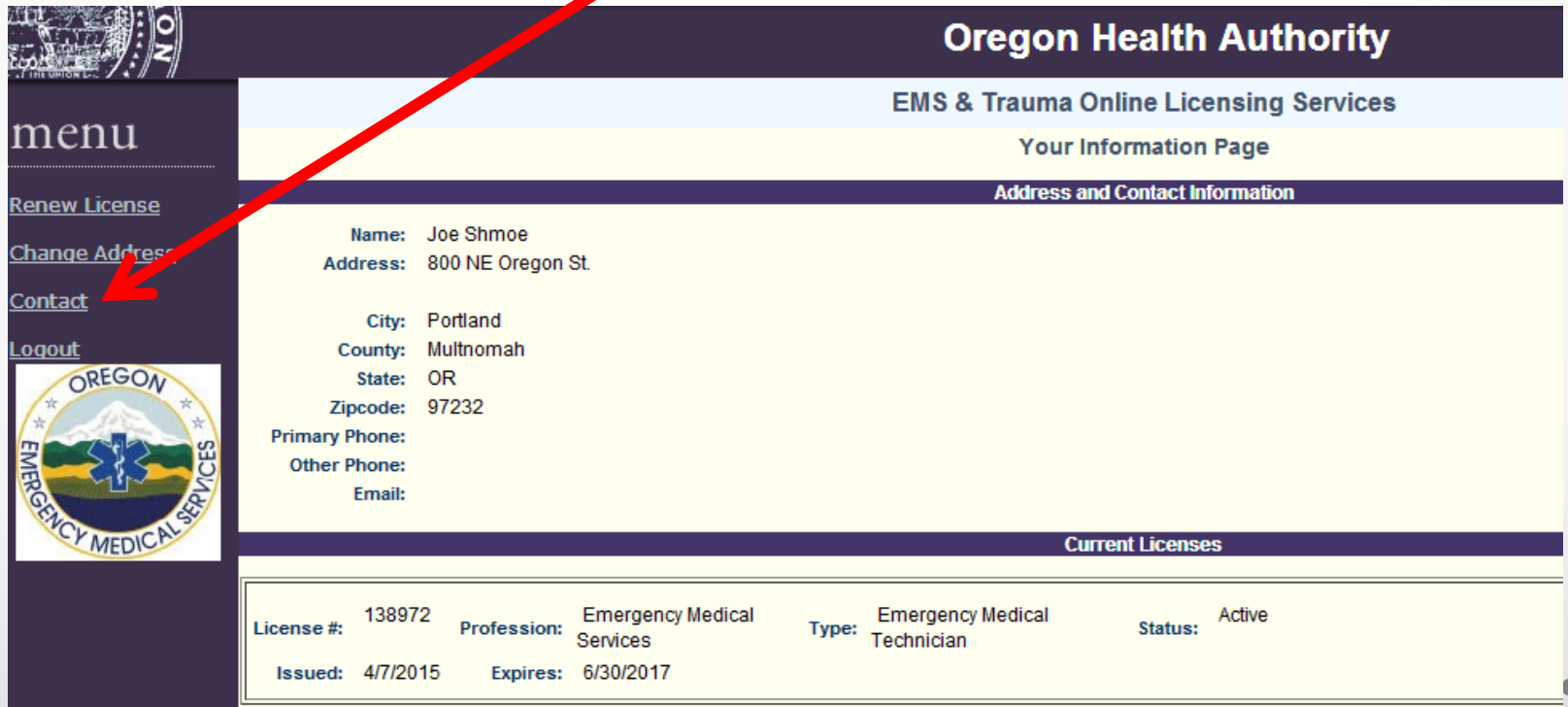
License #: 138972	Profession: Emergency Medical Services	Type: Emergency Medical Technician	Status: Active
Issued: 4/7/2015	Expires: 6/30/2017		

menu
[Renew License](#)
[Change Address](#)
[Contact](#)
[Logout](#)



Step 5: Your Information

- Confirm your license information is correct.
- If the license you are renewing is not correct, please contact the OHA office.



Oregon Health Authority
EMS & Trauma Online Licensing Services
Your Information Page


Address and Contact Information

Name: Joe Shmoe
Address: 800 NE Oregon St.
City: Portland
County: Multnomah
State: OR
Zipcode: 97232
Primary Phone:
Other Phone:
Email:

Current Licenses

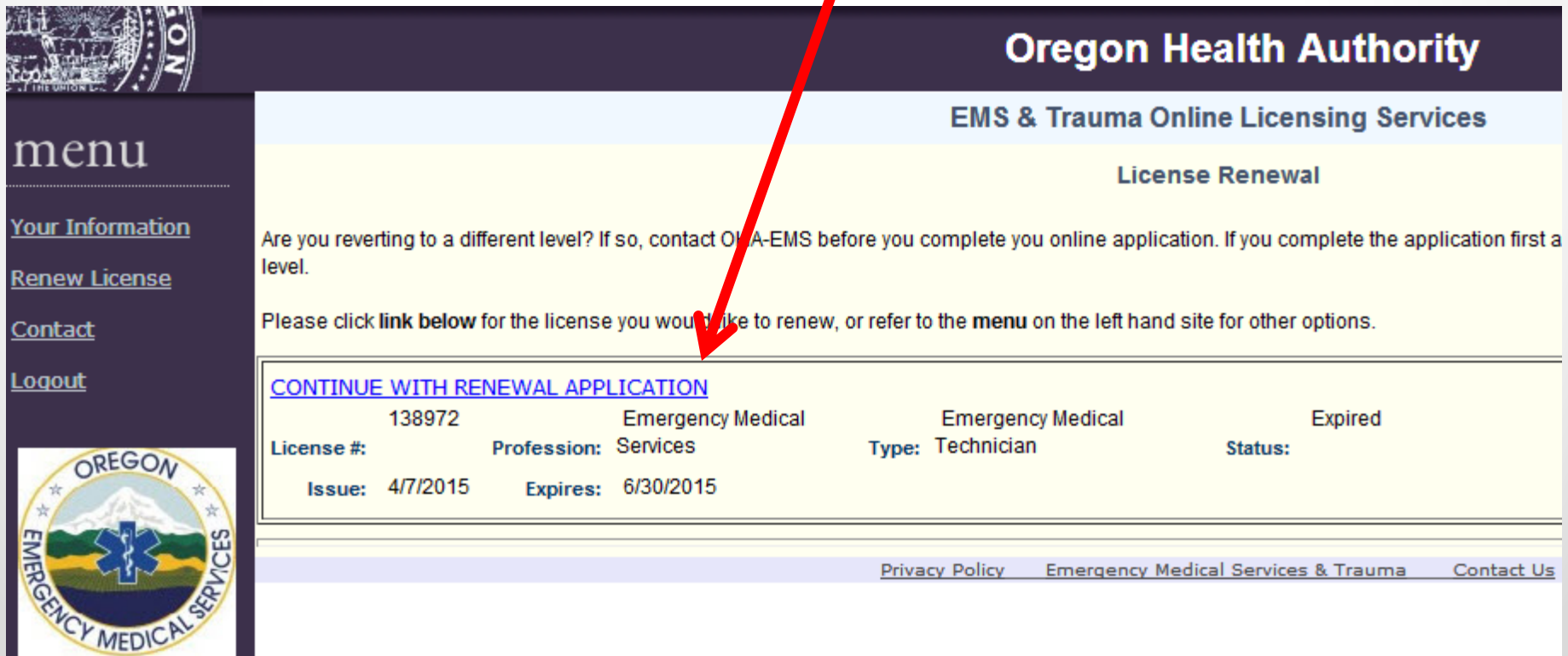
License #:	138972	Profession:	Emergency Medical Services	Type:	Emergency Medical Technician	Status:	Active
Issued:	4/7/2015	Expires:	6/30/2017				

menu
[Renew License](#)
[Change Address](#)
[Contact](#)
[Logout](#)



Step 5: Your Information

- If all of your information is correct, click CONTINUE WITH RENEWAL APPLICATION.



Oregon Health Authority
EMS & Trauma Online Licensing Services
License Renewal

Are you reverting to a different level? If so, contact OHA-EMS before you complete you online application. If you complete the application first a level.


Please click **link below** for the license you would like to renew, or refer to the **menu** on the left hand site for other options.

[CONTINUE WITH RENEWAL APPLICATION](#)

License #:	138972	Profession:	Emergency Medical Services	Type:	Emergency Medical Technician	Status:	Expired
Issue:	4/7/2015	Expires:	6/30/2015				

[Privacy Policy](#) [Emergency Medical Services & Trauma](#) [Contact Us](#)

menu
[Your Information](#)
[Renew License](#)
[Contact](#)
[Logout](#)



Step 5: Your Information

- Read this page carefully.
- You will need a Visa or MasterCard to submit payment for renewal. If you do not wish to use a personal credit or debit card, you can purchase a prepaid payment card and use that.



The screenshot displays the Oregon Health Authority website interface for EMS & Trauma Online Licensing Services. The header includes the Oregon Health Authority logo and the text "Oregon Health Authority" and "EMS & Trauma Online Licensing Services". The main content area is titled "License Renewal" and contains two paragraphs of text. The first paragraph states: "To complete online license renewal you will need a Visa or Mastercard, or your employer will need to have pre-paid for your EMS provider license. If you are unsure whether your license renewal has been pre-paid, check with your employer before continuing with this process. Payments made with Visa/Mastercard are non-refundable." The second paragraph states: "Be sure to update your contact information and agency affiliation as you progress through the online application. Incorrect or missing contact information can delay and in some cases may prevent your license renewal." Below the text is a button labeled "CONTINUE WITH RENEWAL APPLICATION". The footer contains links for "Privacy Policy", "Emergency Medical Services & Trauma", and "Contact Us". On the left side, there is a dark blue sidebar menu with the following items: "Your Information", "Renewal Checklist", "Demographics", "EMS Agency Affiliation", "Personal History", "Questions", "Applicant", and "Signature".

menu

[Your Information](#)

[Renewal Checklist](#)

- Demographics
- EMS Agency Affiliation
- Personal History
- Questions
- Applicant
- Signature

Oregon Health Authority

EMS & Trauma Online Licensing Services

License Renewal

To complete online license renewal you will need a Visa or Mastercard, or your employer will need to have pre-paid for your EMS provider license. If you are unsure whether your license renewal has been pre-paid, check with your employer before continuing with this process. Payments made with Visa/Mastercard are non-refundable.

Be sure to update your contact information and agency affiliation as you progress through the online application. Incorrect or missing contact information can delay and in some cases may prevent your license renewal.

As you navigate through the checklist items under the menu on the left-hand side of your screen, you will notice a checkmark in the boxes as each of the items are completed. You will not be able to finish your renewal application until all checklist items have been completed.

[CONTINUE WITH RENEWAL APPLICATION](#)

[Privacy Policy](#) [Emergency Medical Services & Trauma](#) [Contact Us](#)

Step 6: Demographics

- Confirm your address is correct. This is where your new license will be mailed.
- If it is incorrect, click Update Address Information.

Oregon Health Authority
EMS & Trauma Online Licensing Service

Your Residential Address and Contact Information

Confirm the accuracy of the following information. Your license will be mailed to this address.

Name:	Joe Shmoe
Address:	800 NE Oregon St.
City:	Portland
County:	Multnomah
State:	OR
Zipcode:	97232
Primary Phone:	
Other Phone:	
Email:	

To change your address, phone, or email address, click **Update Address Information** and update the information in the fields provided.

Name changes must be done by submitting a [REPORTABLE ACTIONS FORM](#)

If all is correct click =====>

[Privacy Policy](#) [Emergency Medical Services & Trauma](#) [Contact Us](#)

menu
[Your Information](#)
[Renewal Checklist](#)
Demographics
EMS Agency
Affiliation
Personal History
Questions
Applicant
Signature
Finish
[Contact](#)
[Logout](#)

Step 7: Agency Affiliation

- Confirm your agency affiliation is correct. To complete online renewal, you must either be affiliated or chose OREGON UNAFFILIATED.
- If it is not correct, please UPDATE AFFILIATION.
- If your affiliation is correct, CONTINUE WITH RENEWAL.

Oregon Health Authority
EMS & Trauma Online Licensing Services
EMS Agency Affiliation

In order to complete the online application you must either be affiliated with an Oregon EMS agency, or choose "Oregon Unaffiliated".

To add an affiliation to an Oregon EMS agency or to select Oregon Unaffiliated click the **Update Affiliation** button below and follow the instructions.

[Edit](#)
Position: primary – paid Part Time: N
Start: 1/1/9999 End:
Agency: Oregon Unaffiliated

If everything here is correct click **Continue** button down below. If this is no longer the Oregon EMS agency(s) you are affiliated with click the EDIT link and add an end date.

To proceed click =====> **CONTINUE WITH RENEWAL APPLICATION** **Update Affiliation**

Privacy Policy Emergency Medical Services & Trauma Contact Us

Step 7: Agency Affiliation

- Type in your agency name and search.
- Then select the agency you are affiliated with.
- If you are Unaffiliated, skip to Step 8.



Oregon Health Authority



EMS & Trauma Online Licensing Services

EMS Agency Affiliation Search Criteria

You may only add an Oregon EMS agency(s) currently in the OHA-EMS database. If you are unsure of the name your employer or Oregon EMS agency uses, or the search feature does not find it you can look it up in [this document](#).

If your agency is listed, click it and continue on the next page.

If you do not find your Oregon EMS agency, or you are unaffiliated with an Oregon EMS agency, type Oregon Unaffiliated, or copy and paste Oregon Unaffiliated into the agency name box and Portland in the City box below and click the search button and select Oregon Unaffiliated from the list (it will be in the middle portion of the list and the list does not follow any particular order).

Agency Name:

City:

State:

Results

Employer/Agency Name	Street Address	City	State	Zipcode
Oregon Parks Foundation	707 SW Washington Street, Suite 934	Portland	OR	97205
Oregon Assn. of Clean Water Agencies	537 SE Ash Suite 12	Portland	OR	97214
Oregon Health Division DW	PO Box 14450	Portland	OR	97293
Oregon Unaffiliated	800 NE Oregon Street, #465	Portland	OR	97232
Oregon Emergency Medical Services #NT-010003	800 NE Oregon	Portland	OR	97232
Oregon First Responders #NT-000000	800 NE Oregon	Portland	OR	97232
Oregon Disaster Medical Team #2061	3181 Sam Jackson Park Road CDW-EM	Portland	OR	97239
Oregon Utility Notification Center	305 NE 102nd Avenue	Portland	OR	972204170
Oregon Arena Corporation #2648	1 Center Court, #200	Portland	OR	97227
The Oregon Community Foundation	Weston Investment Company	Portland	OR	97232
Oregon Chapter American Backflow Prevention Association	17752 NE San Rafael	Portland	OR	97230

[Back](#)

menu

- [Your Information](#)
- [Renewal Checklist](#)
 - Demographics
 - EMS Agency Affiliation
 - Personal History
 - Questions
 - Applicant Signature
 - Finish
- [Contact](#)
- [Logout](#)



Step 7: Agency Affiliation

- Copy and paste if your category and position at your agency.
- Enter a start date



Oregon Health Authority
EMS & Trauma Online Licensing Services
EMS Agency Information

menu

- Your Information
- Renewal Checklist
 - Demographics
 - EMS Agency Affiliation
 - Personal History
 - Questions
 - Applicant Signature
 - Finish
- Contact
- Logout

Attention: Indicate the **Category/Position** of your affiliation with this agency. Copy one of the **Categories/Positions** below that matches your affiliation and paste it into the **Position** text box.

primary – paid
primary – volunteer
secondary – paid
secondary – volunteer

To use calendar feature click on the 'Calendar' link. Select date, then press 'enter', then close calendar. Date (start or end) will be entered in the appropriate window.
Click "Add" when finished.

If Employer box displays **Oregon Unaffiliated** please, enter for Position - N/A and for Start Date - 01/01/9999
Fields with (*) are required.

Employer:

*Position:

*Part-Time:

Date Format: 99/99/9999 or use calendar

*Start: [Calendar](#)

End: [Calendar](#)



[Back](#)

Step 8: Unaffiliated

- Type in Oregon Unaffiliated and Portland, OR
- Select Oregon Unaffiliated.



Oregon Health Authority



EMS & Trauma Online Licensing Services

EMS Agency Affiliation Search Criteria

You may only add an Oregon EMS agency(s) currently in the OHA-EMS database. If you are unsure of the name your employer or Oregon EMS agency uses, or the search feature does not find it you can look it up in [this document](#).

If your agency is listed, click it and continue on the next page.

If you do not find your Oregon EMS agency, or you are unaffiliated with an Oregon EMS agency, type Oregon Unaffiliated, or copy and paste Oregon Unaffiliated into the agency name box and Portland in the City box below and click the search button and select Oregon Unaffiliated from the list (it will be in the middle portion of the list and the list does not follow any particular order).

Agency Name:

City:

State:

Results

Employer/Agency Name	Street Address	City	State	Zipcode
Oregon Parks Foundation	707 SW Washington Street, Suite 934	Portland	OR	97205
Oregon Assn. of Clean Water Agencies	537 SE Ash Suite 12	Portland	OR	97214
Oregon Health Division DW	PO Box 14450	Portland	OR	97293
Oregon Unaffiliated	800 NE Oregon Street, #465	Portland	OR	97232
Oregon Emergency Medical Services #NT-010003	800 NE Oregon	Portland	OR	97232
Oregon First Responders #NT-000000	800 NE Oregon	Portland	OR	97232
Oregon Disaster Medical Team #2061	3181 Sam Jackson Park Road CDW-EM	Portland	OR	97239
Oregon Utility Notification Center	305 NE 102nd Avenue	Portland	OR	972204170
Oregon Arena Corporation #2648	1 Center Court, #200	Portland	OR	97227
The Oregon Community Foundation	Weston Investment Company	Portland	OR	97232
Oregon Chapter American Backflow Prevention Association	17752 NE San Rafael	Portland	OR	97230

[Back](#)

menu

[Your Information](#)

[Renewal Checklist](#)

- [Demographics](#)
- [EMS Agency Affiliation](#)
- [Personal History](#)
- [Questions](#)
- [Applicant Signature](#)
- [Finish](#)

[Contact](#)

[Logout](#)



Step 8: Unaffiliated

- Once you have selected Oregon Unaffiliated, enter **N/A** for your position **No** for part time and the start date **01/01/9999**. No end date is required.

menu

- [Your Information](#)
- [Renewal Checklist](#)
 - Demographics
 - EMS Agency Affiliation
 - Personal History Questions
 - Applicant Signature
 - Finish
- [Contact](#)
- [Logout](#)

Oregon Health Authority

EMS & Trauma Online Licensing Services

EMS Agency Information

Attention: Indicate the **Category/Position** of your affiliation with this agency. Copy one of the **Categories/Positions** below that matches your affiliation and paste it into the **Position** text box.

primary – paid
primary – volunteer
secondary – paid
secondary – volunteer

To use calendar feature click on the 'Calendar' link. Select date, then press 'enter', then close calendar. Date (start or end) will be entered in the appropriate window.

Click "Add" when finished.

If Employer box displays **Oregon Unaffiliated** please, enter for Position - N/A and for Start Date - 01/01/9999

Fields with (*) are required.

Employer:

*Position:

*Part-Time:

Date Format: 99/99/9999 or use calendar

*Start: [Calendar](#)

End: [Calendar](#)

[Back](#)

[Privacy Policy](#) [Emergency Medical Services & Trauma](#) [Contact Us](#)

Step 9: Personal History

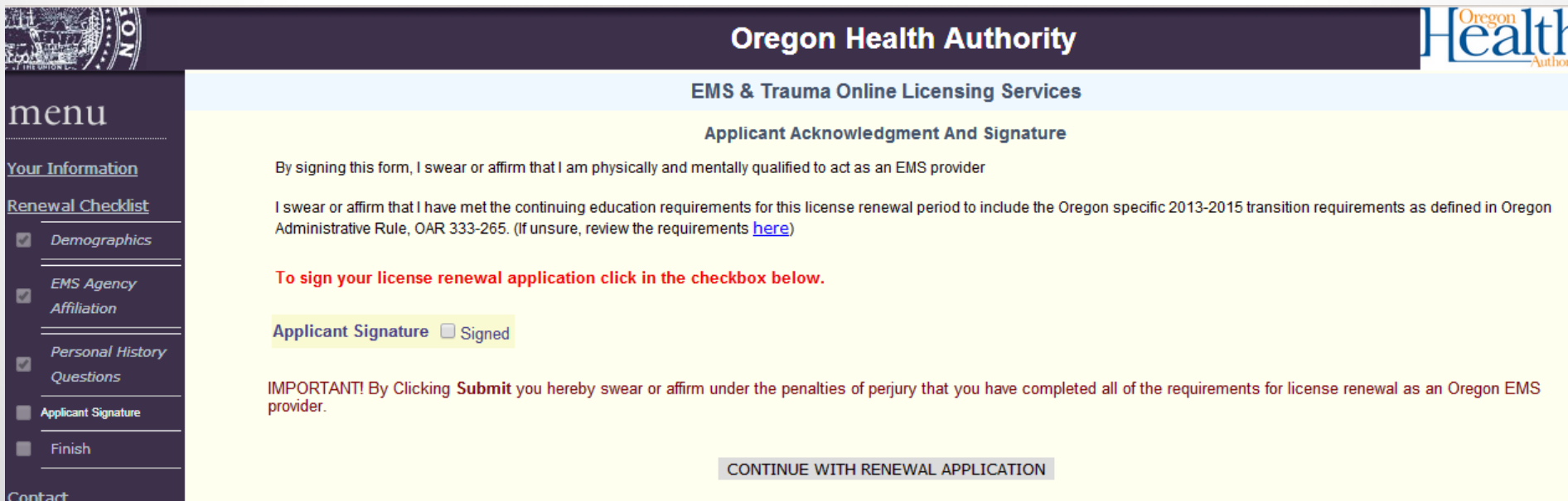
- **READ CAREFULLY**
- Answer each question with a YES or NO.
- If you answer YES, please explain. The more detail you provide, the quicker it will be for the OHA office to process your renewal.
- If you do not explain a YES answer, your renewal will be marked incomplete and it will not be processed.

The screenshot shows the 'Personal History Questions' section of the Oregon Health Authority's online licensing portal. The page has a dark blue header with the OHA logo and the text 'Oregon Health Authority' and 'EMS & Trauma Online Licensing Services'. A left-hand navigation menu includes 'Your Information', 'Renewal Checklist', 'Demographics', 'EMS Agency Affiliation', 'Personal History Questions' (which is selected), 'Applicant Signature', 'Finish', 'Contact', and 'Logout'. The main content area contains a title 'Personal History Questions' and a paragraph explaining that 'YES' answers require an explanation. Below this, there are five numbered questions, each with a 'Please Choose' dropdown menu and an 'Explanation' text box. The questions are: 1. Physical/mental condition impairing duties; 2. Use of chemical substances; 3. Excessive use of alcohol or drugs; 4. Arrests or convictions; 5. Disciplinary action against you.

Question	Answer	Explanation
1. Since last licensed - Have you experienced any physical or mental condition that impairs, could impair, or has impaired your ability to perform the duties of an EMS Provider (this includes any medical related lapses in consciousness)? If you answer yes, explain whether your condition is controlled in the corresponding explanation textbox below.	Please Choose	
2. Since last licensed - Have you used or are you currently using any chemical substance that could impair, currently impairs or has impaired your ability to practice as an EMS provider safely and competently (this includes prescribed and non-prescribed, legal or illegal substances)? If you answer yes, explain whether your condition is controlled in the corresponding explanation textbox below.	Please Choose	
3. Do you currently engage in the excessive or habitual use of alcohol or drugs or do you currently have, or since last licensed a dependency on the use of alcohol or drugs whether treated, diagnosed, rehabilitated from or not? If you answer yes, explain whether your condition is controlled in the corresponding explanation textbox below.	Please Choose	
4. Since last licensed - Have you been arrested, charged with, or convicted of any misdemeanor or felony? (Minor traffic violations need not be reported.) If you answer yes, provide a detailed explanation in the corresponding explanation textbox below.	Please Choose	
5. Since last licensed - Has an employer or supervising physician taken disciplinary action against you related to your duties as an EMS...		

Step 10: Signature

- Please READ CAREFULLY and SIGN your renewal by checking the box next to SIGNED.
- Click CONTINUE WITH RENEWAL APPLICATION.



The screenshot shows the Oregon Health Authority website interface for EMS & Trauma Online Licensing Services. The page title is "Applicant Acknowledgment And Signature". The main content area contains the following text:

By signing this form, I swear or affirm that I am physically and mentally qualified to act as an EMS provider

I swear or affirm that I have met the continuing education requirements for this license renewal period to include the Oregon specific 2013-2015 transition requirements as defined in Oregon Administrative Rule, OAR 333-265. (If unsure, review the requirements [here](#))

To sign your license renewal application click in the checkbox below.

Applicant Signature Signed

IMPORTANT! By Clicking **Submit** you hereby swear or affirm under the penalties of perjury that you have completed all of the requirements for license renewal as an Oregon EMS provider.


At the bottom of the page, there is a button labeled "CONTINUE WITH RENEWAL APPLICATION".

The left sidebar contains a "menu" with the following items:

- Your Information
- Renewal Checklist
 - Demographics
 - EMS Agency Affiliation
 - Personal History
 - Questions
 - Applicant Signature
 - Finish
- Contact

Step 11: Confirmation

- Confirm that all fields are correct.
- Proceed to Check Out.



The screenshot shows the Oregon Health Authority's online licensing interface. The header includes the state seal and the text "Oregon Health Authority" and "EMS & Trauma Online Licensing Services". The main content area is titled "License Summary" and "Licensee Information" for applicant Joe Shmoe. It displays mailing address (800 NE Oregon St, Portland, OR 97232) and contact fields (Phone, Other Phone, Email). A table shows the license being renewed: License # 138972, Profession Emergency Medical Services, Type Emergency Medical Technician, and Status Expired. The issue date is 4/7/2015 and the expiration date is 6/30/2015. A "Proceed To Check Out" button is visible at the bottom of the main content area. A sidebar on the left contains a "menu" with sections for "Your Information", "Renewal Checklist" (with checkboxes for Demographics, EMS Agency Affiliation, Personal History Questions, Applicant Signature, and Finish), "Contact", and "Logout". The footer contains links for "Privacy Policy", "Emergency Medical Services & Trauma", and "Contact Us".

Oregon Health Authority
EMS & Trauma Online Licensing Services

License Summary
Licensee Information

Applicant: Joe Shmoe

Mailing Address: 800 NE Oregon St.
Portland, OR 97232

Phone:
Other Phone:
Email:

License Being Renewed

License #: 138972	Profession: Emergency Medical Services	Type: Emergency Medical Technician	Status: Expired
Issue: 4/7/2015	Expires: 6/30/2015		

[Proceed To Check Out](#)

[Privacy Policy](#) [Emergency Medical Services & Trauma](#) [Contact Us](#)

menu
[Your Information](#)
[Renewal Checklist](#)
 [Demographics](#)
 [EMS Agency Affiliation](#)
 [Personal History Questions](#)
 [Applicant Signature](#)
 [Finish](#)
[Contact](#)
[Logout](#)

Step 12: Payment

- If you are affiliated and your agency paid for your renewal, you should have a \$0.00 balance.
 - If this is incorrect, please contact our office.
- If you are paying for your renewal, you should see the appropriate fee for your provider level below.



Oregon Health Authority

EMS & Trauma Online Licensing Services

Fee Assessment

If your Oregon EMS agency pre-paid your license renewal fee, you will see a balance due of \$0.00.

If you submitted your renewal application on or after May 2, 2014 the balance due will include a 40.00 late application penalty. If you have been pre-paid by your Oregon EMS agency for any late penalties. Payments must be made online to complete your application.

Even if you have a \$0.00 balance you must continue with the renewal application until complete.

License Number	Description	Fee Amount
138972	Renewal Fee	\$55.00

Credit Card Payment
Total Amount: \$55.00

[Click Here to Complete Application](#)

* If your credit card was declined, you cannot proceed with the online recertification process.
Please contact our office for further instructions.

menu

[Your Information](#)

[Renewal Checklist](#)

- Demographics
- EMS Agency Affiliation
- Personal History Questions
- Applicant Signature
- Finish

[Contact](#)

Step 12: Payment

- Select Credit Card Payment.
- Click Complete Application.

Oregon Health Authority
EMS & Trauma Online Licensing Services

Fee Assessment

If your Oregon EMS agency pre-paid your license renewal fee, you will see a balance due of \$0.00.

If you submitted your renewal application on or after May 2, 2014 the balance due will include a 40.00 late application penalty. If you have been pre-paid by your Oregon EMS agency for any late penalties. Payments must be made online to complete your application.

Even if you have a \$0.00 balance you must continue with the renewal application until complete.

License Number	Description	Fee Amount
138972	Renewal Fee	\$55.00

Credit Card Payment
Total Amount: **\$55.00**

[Click Here to Complete Application](#)

* If your credit card was declined, you cannot proceed with the online recertification process. Please contact our office for further instructions.

menu

[Your Information](#)


[Renewal Checklist](#)

- Demographics
- EMS Agency Affiliation
- Personal History Questions
- Applicant Signature
- Finish

[Contact](#)

Step 12: Payment

- Enter your billing information.
- Please make sure every box required (*) is correct.
- If your information here does not match up with your renewal information, you will not be able to proceed with renewal.

 **OREGON.gov**

Payment Process

You have selected to pay by credit card. Complete Customer Billing Information and enter Credit Card Information.

Transaction Summary

Description	Amount
Oregon Health Authority licensing fee	\$55.00
TOTAL	\$55.00

Transaction Detail

SKU	Description	Unit Price	Quantity	Amount
1REN4301044343		138972 \$55.00	1	\$55.00

Customer Billing Information

Complete all required fields [*]

Name *

Company Name

Billing Address *

Billing Address 2

Billing City *

Country *

State *

ZIP/Postal Code *

Phone Number

Step 12: Payment

- Continue with the required information.
- If your payment is declined, you will not be able to proceed with online renewal and you will need to contact the OHA EMS & Trauma office.

Phone Number
###-###-#### or #####

Email Address
Please enter your email address.

Receipt Email Addresses
Enter the email addresses you want copies of the confirmation receipt sent to.

Credit Card Information

Complete all req

Credit Card Type *

Credit Card Number *

Expiration Date *

Name on Credit Card *
exactly as it appears on the card

Verification Code *
1

printed on back of most credit cards

printed on front of American Express

2010 NIC Services, LLC. All Rights Reserved. [security statement](#) | [faq](#)

tpe The Transaction Pro

Step 13: Receipt

- You have now completed the online renewal process.
- Print this page for your records. Do not go back a page, if you do, you will not be allowed to return.
- The OHA EMS & Trauma office will process your renewal and your license will be sent automatically.



The screenshot shows a web page for the Oregon Health Authority. The header includes the Oregon Health Authority logo and the text "Oregon Health Authority EMS & Trauma Online Licensing Services License Renewal Payment Receipt". A left sidebar contains a "menu" with links for "Your Information", "Renewal Checklist", "Contact", and "Logout". Below the menu is the Oregon EMS & Trauma logo. The main content area contains a thank you message, a "Print" button (highlighted with a red arrow), and a table of license details. A note at the bottom explains that the "Received Amount" and "Total Paid" will be \$0.00 if the agency has already paid.

Oregon Health Authority
EMS & Trauma Online Licensing Services
License Renewal Payment Receipt

Thank you for completing the Online Renewal process. Your application has been submitted.
Your license will be mailed to you soon.

You can logout now.

Please print this page and retain a copy as proof of payment. You will not be able to see this page again.

Licensee:	Joe Shmoe
License Number:	138972
Agency:	Oregon Health Authority
Process:	Renew License process
Order Number:	
Received Amount:	\$0.00
Received Date:	4/7/2015 11:40:15 AM
Total Paid:	\$55.00

**Note: If your Agency already paid for your license renewal the 'Received Amount' and 'Total Paid' will show \$0.00*

[Print](#)

Privacy Policy Emergency Medical Services & Trauma Contact Us

Step 13: Receipt

- If you were not able to print this page, don't panic!
- Simply log out and log back in.



Oregon Health Authority
EMS & Trauma Online Licensing Services
License Renewal Payment Receipt

Thank you for completing the Online Renewal process. Your application has been submitted.
Your license will be mailed to you soon.

You can logout now.

Please print this page and retain a copy as proof of payment. You will not be able to see this page again.

Licensee:	Joe Shmoe
License Number:	138972
Agency:	Oregon Health Authority
Process:	Renew License process
Order Number:	
Received Amount:	\$0.00
Received Date:	4/7/2015 11:40:15 AM
Total Paid:	\$55.00

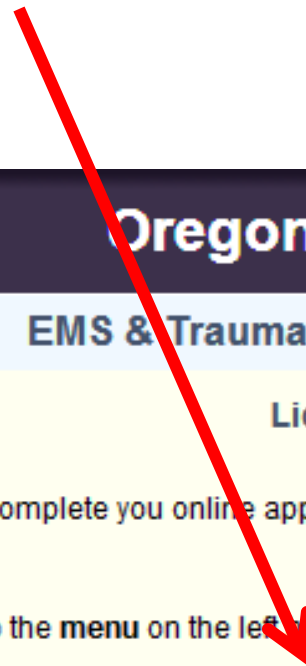
**Note: If your Agency already paid for your license renewal the 'Received Amount' and 'Total Paid' will show \$0.00*

[Print](#)

Privacy Policy Emergency Medical Services & Trauma Contact Us

Step 13: Receipt

- Once you log back in, if your application was accepted, you should see that no license is available for renewal.



Oregon Health Authority

EMS & Trauma Online Licensing Services

License Renewal

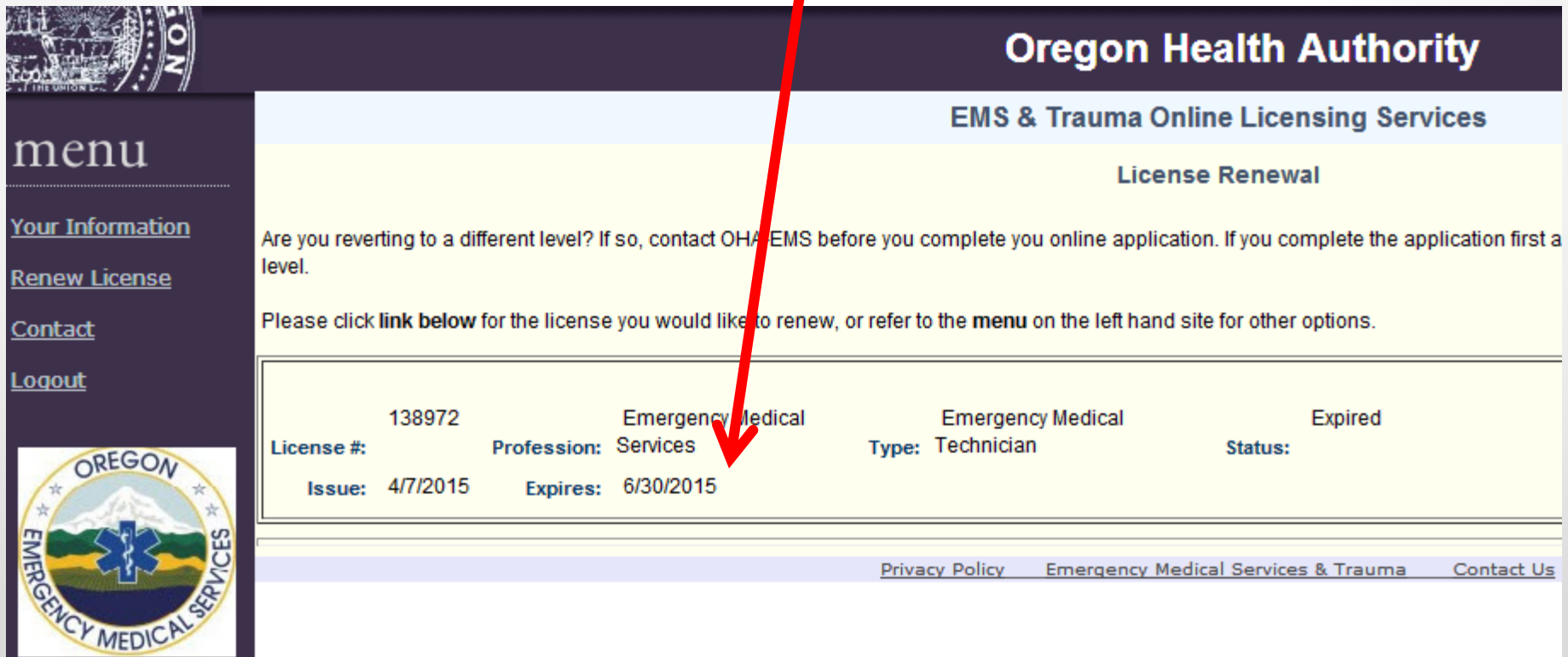
Are you reverting to a different level? If so, contact OHA-EMS before you complete your online application. If you complete the application first and then revert, you may be required to re-apply for a license. For more information, please click **link below** for the license you would like to renew, or refer to the **menu** on the left hand side for other options.

No licenses for renewal

[Privacy Policy](#) [Emergency Medical Services & Trauma](#) [Contact Us](#)

Step 13: Receipt

- If you log back in and see an updated expiration date of 6/30/2017 on your license, your application has been processed and your new license is on it's way.



Oregon Health Authority
EMS & Trauma Online Licensing Services
License Renewal


Are you reverting to a different level? If so, contact OHA EMS before you complete you online application. If you complete the application first a level.

Please click **link below** for the license you would like to renew, or refer to the **menu** on the left hand site for other options.

License #:	138972	Profession:	Emergency Medical Services	Type:	Emergency Medical Technician	Status:	Expired
Issue:	4/7/2015	Expires:	6/30/2015				

[Privacy Policy](#) [Emergency Medical Services & Trauma](#) [Contact Us](#)

menu
[Your Information](#)
[Renew License](#)
[Contact](#)
[Logout](#)



DONE!

- Your new license will be sent to the address provided and you should receive it within 14 business days.
- **Thank you for renewing your Oregon EMS provider license.**

