

Alaska EMS Clinician Guide to Accruing Continuing Education for Relicensure, Surviving an Audit, and Frequently Asked Questions

National Continued Competency Program (NCCP)

The National Continued Competency Program (NCCP) has three components:

- The **National Component** is 50% of the NCCP, and it is subdivided into five **Categories**:
 - Airway, Respiratory, Ventilation (ARV)
 - Trauma
 - Medical
 - Cardiology
 - Operations
- The **Local Component** is 25% of the NCCP and is a flexible method for accruing CME hours required by the State or an EMS service. Just as an example of its flexibility, the Local Component may include (but isn't limited to):
 - Changes in local protocols
 - Tasks that require remediation based upon a quality assurance system
 - National EMS Information Systems (NEMSIS)
 - Run reviews and/or grand rounds
 - Community based needs assessments

The State of Alaska or local EMS agency may determine what education you should add to the local component. If there are no established local requirements, you can use any EMS direct patient care-related education. The 4-hour Traffic Incident Management (TIM) training is a one-time state of Alaska requirement for licensure or relicensure.

- The **Individual Component** is 25% of the NCCP and is even more flexible than the Local Component. To satisfy these requirements, an individual may select any AK OEMS recognized or CAPCE accredited EMS-related education. The AK OEMS has termed the Individual Component as the “Cats & Dogs” component, where it can be used for just any topic that is EMS-related. It is also used to take left-over National Component hours once that component has been satisfied.

The NCCP streamlines the relicensure process by indicating the continuing education needed to recertify and is constructed into the three above Components/Categories. Education or credits claimed must be at or above the individual’s certification level. This table below lists the required number of credits for continuing education by each level of Alaska EMS licensure and by the specific component.

Alaska EMS 2025 NCCP Model (effective 1 April 2025)					
<i>National Component Topic Areas (50%)</i> <i>(2016 NCCP in red)</i>		EMR	EMT EMT-1	EMT-2 EMT-3 All AEMT	All Paramedic
<i>* At least 10% of the National Component must be pediatric focused</i>		*0.8	*2	*2.5	*3
Airway	Total ARV Credits	1.5 (1)	4 (1.5)	5 (2.5)	6 (3.5)
Cardiology	Total Cardiology Credits	2 (2.5)	5 (6)	6 (7)	7 (8.5)
Trauma	Total Trauma Credits	1 (0.5)	3 (1.5)	4 (1.5)	5 (3)
Medical	Total Medical Credits	2.5 (3)	6 (6)	7 (7.5)	8 (8.5)
Operations	Total Operations Credits	1 (1)	2 (5)	3 (5)	4 (6.5)
Total Local / State Component Credits (25%)		4	10	12.5	15
Total Individual Component Credits (25%)		4	10	12.5	15
Total Required Credits		16	40	50	60
Notes:					
1. Complete the total number of credits in each National Component topic area.					
2. Complete the total required credits based on the State, Local, and Individual Component. 2025 allocations are unchanged.					
3. Local and Individual credits must relate to Emergency Medical Services or EMS patient care.					
4. Leflover National Component hours may be reallocated to State, Local, or individual components as needed.					
5. At least 10% of the National Component credits must be pediatric focused content.					
6. All AK EMS clinicians should refer to the 2025 NCCP Model Table for nationally-approved courses to supplement national component requirements (may also be used to fulfill state, local, or individual requirements as well.)					
7. Allocations in parenthesis and in red are the 2016/2019 allocations for reference only.					
8. AK ETT does participate in the NCCP. Allocations are based on 16-hours of general ETT CME or a 16-hour refresher course.					

Note that starting with the 2025 NCCP update, there is a requirement that pediatric CME hours must tally no less than 10% of the national Component and is based on level of licensure.

So, the total NCCP education hours are based on licensure level. Historically, and prior to 2016, AK EMS CME just had a general medical (EMS-related) hour requirement and was not targeted to specific topics or categories like the NCCP currently is. EMS CME nationwide must now be accrued according to the current NCCP requirements.

Acceptable Education

The State of Alaska Office of EMS (AK OEMS) does review education to determine if one meets the requirements for relicensure. The AK OEMS accepts the following education:

- Approved by a U.S. State EMS Office or Designated Authorizing Agency (DAA)
- Accredited by the Commission on Accreditation for Pre-Hospital Continuing Education (CAPCE)

- Outlined in the National Registry Accepted Education and Documentation, Academic Credit, and Alternative Relicensure Credits policies
- Distributive or distance learning is no longer limited in the number of hours an EMS clinician may accrue towards fulfilling the NCCP requirements, as long as it meet the general EMS CME requirements.

Continuing education must be directly related to the knowledge, skill, or abilities in providing clinical patient care in the field of emergency medical services.

Accepted Education Categories

The AK OEMS accepts several types of continuing education. We'll take you through some of the most common types of continuing education we see on an application.

Academic/College Courses

These courses must be from an accredited college or university and must relate to your role as an EMS Professional. The amount of continuing education credits the AK OEMS will accept is based on the date the education was earned.

Education Earned	Course Hours to Credits	Example
Before April 1, 2023	1 course hour = 8 credits	3-hour Pathophysiology = 24 credits
After April 1, 2023	1 course hour = 10 credits	3-hour Pathophysiology = 30 credits

Keep in mind, the course syllabus description must explain why and/or how the course can be related to your role as an EMS clinician. For example, a Pathophysiology course describes the processes of diseases by organs which are directly related to patient care.

You cannot claim academic credit without providing the AK OEMS with a course syllabus. Any Academic hours submitted without a course syllabus will be denied.

Note: Academic courses **are not** accepted in the NCCP National Component.

Standardized Courses

Standardized courses are an easy way to earn education. The National Registry has predetermined the maximum number of credits that are allowed per course and has predetermined the national component domains the education can be applied to. The AK OEMS has adopted the NREMT standard for this. The 2025 Standardized Course List is

found at this [LINK](#) in the AK EMS Public Portal.

Once someone enters this type of course into their “My Reports” tab in their Portal account, that assists the AK OEMS licensing specialist during the relicensure validation and during audits. An important note is that once your national component has been fulfilled, remaining hours from these courses can then be applied to your local and individual components in your account as applicable.

For more details on the maximum credit limits and standardized courses accepted, see the [Alaska-Specific NCCP 2025 Model](#) documents in the Public Portal. It is also in prior sections above in this document.

Initial EMS Programs

Education presented by your agency that meets the acceptable education requirements as listed above, can be used towards your relicensure application and applied on a 1:1 ratio. Instructing an EMS course and wilderness training are additional examples of this type of education.

Refresher Course Content

Refresher courses at your current AK EMS licensure level are accepted if taken during your certification cycle. Ensure the refresher schedule has allocated the topics into the NCCP. Your instructor should have accomplished this during the course application submittal phase.

Continuing Education that is not accepted

The AK OEMS does not accept the following for continuing education:

- **Performance of duty or volunteer time with agencies:** Paid or volunteer working or duty hours for any organization, agency, or medical facility.
- **Clinical rotations:** Clinical rotations that are not part of an EMS Education Program.
- **Instructor methodology courses:** Includes all courses to become an instructor or courses to achieve instructor-level certifications. These types of hours are actually allocated to required recertification hours for an instructor credential, and not for individual EMS clinician relicensure requirements.
- **Management/leadership courses:** Includes business management and leadership, Fire/EMS administrative courses.

- **Preceptor hours:** Courses in which an individual takes to become a preceptor or that cover preceptor methodologies.
- **Duplicate courses:** Courses that are the same content or title and instructed by the same program, instructor, or organization within the same certification cycle.
- **College courses:** Most core or general education college course topics, such as algebra, statistics, chemistry, biology, sociology, languages, psychology, and so on that do not apply directly to EMS. A course syllabus will assist you to determine if it applies to patient care.

AK EMS Clinicians with Concurrent NREMT Certification (EMT, AEMT, NRP)

Best practice will be to always renew your NREMT certification BEFORE you relicense with the State of Alaska. The advantages are:

- **NREMT NCCP education requirements upon recertification cancel having to complete the State education requirement for relicensure:**
 - Validation of NCCP CME has already been done by the NREMT.
 - NREMT CME entry was simplified in 2025.
- **The AK EMS applications have a checkbox to validate NREMT status:**
 - The EMS clinicians check the box and provide the renewed NREMT certification card with the application for relicensure. That completes the education requirements for AK EMS relicensure.
 - The EMS clinician can also request that their NREMT expiration aligns with their AK EMS expiration. That simplifies relicensure going forward.

Random Education Audits and Your License's Survival

Accepted Education and Documentation types

When randomly selected for an audit, individuals are required to submit document proof of their continuing education. Accepted proof of documentation must be one of the following:

- Certificates of course completion
- Copies of standardized course cards and certificates of completion will be accepted for courses listed on the National Registry Standardized Course Guide.
- A roster that includes all data elements on the training organization's letterhead and includes the Training Officer's signature.

- Data imported directly in the National Registry transcript from an approved, trusted source for continuing education.
- Official transcript from an accredited school, university, or state-approved EMS program.
- Downloaded report of completed education through an educational provider or platform that contains the name and signature of the verifying Training Officer or downloaded from the source directly—not a written letter of completion.

Here’s a best practice tip for an audit: If you load your certificates into the documents section of your Portal Licensing account throughout the licensing period, it serves several purposes:

- During the audit, the examiner will have all documents needed to validate your education requirements for the period covering the audit.
 - A stress-reliever for the EMS clinician being audited.
- By accessing your Licensing account frequently throughout the duration of licensure, you keep your account alive, reducing the frequency of requests to unlock the account or refresh the account password. A time saver for all.
- The approved documentation type listed above must follow accepted education and documentation standards and should including the following proof:
 - Name of individual
 - Date of course completion
 - Number of credits/hours/or continuing education units awarded
 - Scope (course topic, course name, or description)
 - Name of certificate issuer (training provider name and preferably a signature)
- Name of course issuer/approver (education accepted or approved by CAPCE, State EMS Office, Academic Institution, local service, or independent instructor).

FREQUENTLY ASKED QUESTIONS to AK OEMS on Education (FAQ)

FAQ: My ACLS course offers more hours than is listed as the maximum credits that AK OEMS accepts. Can I use the higher amount?

You will not be able to exceed the credit limit for standardized courses in the national Component of the NCCP. You can, however, allocate the residual CME hours to the Local or Individual Components. You should not lose CME hours.

FAQ: My PALS refresher course offers four hours, which is less than the 12 credits than on the NCCP Standardized Course. Will I be able to apply for these four credits?

Yes, you will be able to apply the refresher course's four hours, but you may not exceed the maximum 12 credits for AK OEMS relicensure.

FAQ: My EMS service offers refresher training in our EMS protocols, equipment, skill refreshing, and other internal training requirements. Will I be able to use those hours towards my NCCP requirements?

Yes, you would allocate those hours to the Local Component and any hours left over can be allocated to the Individual Component. You should not lose CME hours.

FAQ: The State requirement for the one-time four-hour TIM Responder Course exceeds the total hours in my EMT-1 National Component-Operations Category. Will the excess hours be lost to me?

No, you would allocate those hours to the Local (also call it the State) Component. If you have also completed the Local Component and still have hours left over, they can be allocated to the Individual Component. This pertains to excess hours from the National Component as well. You should not lose CME hours.

FAQ: I have CME from outside national programs like from Wilderness Medical Associates or the National Outdoors Leadership School. Can I use that for some of my CME?

Yes, however, it must meet the same NCCP requirements as your EMS CME. It must:

- Have a direct correlation to EMS knowledge and skills.
- Be up to the EMS clinician (not the AK OEMS) to request detailed information from the program to outline where its product is broken up into the NCCP.
- Be able to be attached to the program certificate for submission of NCCP education for relicensure.

Without the EMS clinician providing the NCCP breakdown from the external program, the AK OEMS will not accept the education hours.

Contact at the AK OEMS for any Education-Related Questions for Relicensure:

- The State EMS Training Coordinator
 - Brian Webb, FF2/Paramedic, NRP, FP-C, CCCEMT-P, TP-C, COSS
 - EMStraining@alaska.gov
 - Office: 907.754.3481