



ST. LAWRENCE COUNTY
EMERGENCY MEDICAL SERVICES
ADVISORY BOARD

Minutes of the St. Lawrence County EMS Advisory Board
September 27, 2022

Meeting called to order by Chair Mark Deavers at 1900 hours
Roll Call taken and duly recorded.

Members present: James Barr, James Blackburn, Storm Cilley, Dr. Coates, Mark Deavers, Jay Moore, Carol Muench, Chris Towler.

Members absent: Eric Alan, Doug Bohl, Aaron Johnson, Tammy Sykes, Chris Velez, Nicholas Wildey.

Members excused: Dave Sherman, Donald Thompson, Kevin Wells.

Ex Officio Members present: Jonathan Mitchell, Ann Smith,

Ex Officio Members excused: Jolene Munger.

No quorum is present so no official action can be taken.

A correction was made to the 7/13/2022 minutes to show that a committee was formed to explore EMS Sustainability Options. Chris Towler and Don Thompson were appointed to the committee. Other members are being sought.

Office of Emergency Services had no report available. Jonathan Mitchell reported that a new command vehicle has been purchased. He reported on a meeting held regarding the use of the EMS Resource program. One of the concerns was the ability of volunteer agencies being able to report and update their status. A discussion ensued about the EMS Resource program.

Mark reported on the state meetings. They discussed the North Country's proposal to combine the EMT and AEMT courses, and an abbreviated version of the academy style class. The new practical exam which will be scenario based is not yet in effect. There is some controversy over its implementation. There are 20,000 people taking EMS courses in NYS this year. There are several new guidelines coming out. They will be published on line. There are several complaints about the electronic PCR's taking longer to complete than the call. There is an issue with reports not being able to be completed without checking the box for race. It is requiring people to guess. The issues seem to be with the specificity of NEMSIS. ET will be removed from the AEMT level on 1/1 if the Commissioner signs off. Digital cards are live, but cannot be accessed. There is a lack of education on access. Agencies will be able to access and print cards. Individual EMTs will not. The Bureau of EMS has increased staff, but remains dysfunctional. A rural EMS task force is being created. As of now there are no rural EMS providers on

said task force.

Ann reported on the program agency. There is a new email address for paperwork. CNY EMS website has a list of DOH portals. The NYS DOH does not. New protocols that were being developed pre covid have been updated in the app. Just in time for more changes. A CME management program is being developed. DOH is down to just two actual staff in Education. There is a high turnover rate with a corresponding loss of institutional knowledge. Jessica Thompson has been hired as Clinical Coordinator for the Fort Drum RHPO.

Upcoming training: Vital Signs - Albany Oct. 26 -30. Spring Fling - Last weekend of April. Guilfoyle - Oct 1. Oct 20 & 21 - Maximum Revenue Recovery Through Documentation. Ongoing Clarkson CMEs - many free. EMS classes. Looking for sponsors to help cover the cost of courses.

Old Business: Scratch rate reports started to be sent out to governments. Some people are upset. Some towns are reaching out to the squads. There are now 25 municipal CONs. An increase from 12. The mutual aid plan is stuck in the swamp.

Chris and Don have met twice on the sustainability issue. The immediate goal is to determine the path forward for the system, and how the legislature can move it forward. Funds have been earmarked, but the spending plan has not been approved. Carol Muench has joined the committee.

The St. Lawrence Health System may be willing to collaborate with the county to improve the EMS System.

NYS DOH EMS Policy Statement 22-11 -
Health Commerce System EMS Provider
Search & EMS Provider Online Certification

Masks are still required on ambulance until further notice from either the county or the state.

The meeting was adjourned at 2015 hours.

There will be a meeting on October 25th.



ST. LAWRENCE COUNTY
EMERGENCY MEDICAL SERVICES
ADVISORY BOARD

Meeting Attendance - 09/27/2022

Name	Signature	email
Members		
Eric Alan		eric.h.alan@protonmail.com
James Barr		jbarr@pvrs.org
James Blackburn		jblackburn4287@yahoo.com
Doug Bohl		dbohl@clarkson.edu
Storm Cilley		treasurer@ogdensburgrescue.org
Dr. Coates	Excused	ryan.w.coates@gmail.com
Mark Deavers		markdeavers@gvrs-ems.org
Aaron Johnson		johnson088@yahoo.com
Jay Moore		jaymore1@yahoo.com jmoore@gvnrhospital.org
Carol Muench		crimuen@aol.com
Dave Sherman	Excused	dsherm045@yahoo.com
Tammy Sykes		tsykes@cphospital.org
Donald Thompson	Excused	dthompso@northnet.org
Chris Towler		towlercd@gmail.com
Chris Velez		cujocop@yahoo.com
Kevin Wells	Excused	sheriffwells2430@gmail.com
Nicholas Wildey		wildeyns@gmail.com
Ex Officio Members		
Jonathan Mitchell		JMitchell@stlawco.org
Ann Smith		asmith@fdrhpo.org
Rita Curran		curranrp@yahoo.com
Jolene Munger	Excused	jmunger@stlawco.org

From: Mitchell, Jonathan <JMitchell@stlawco.org>
To: <>
Date: Tuesday, September 27, 2022 10:10:44 AM
Subject: EMResource Update - St. Lawrence County Dispatch
Folder: Inbox/treasurer@ogdensburgrescue.org

St. Lawrence County EMS Agencies,

I first want to thank you all for being so receptive in regards to utilizing the EMResource program. I understand change of any kind is difficult, and I want to express my gratitude to your willingness to improve our system as a whole. I want to touch on a couple key points about the utilization of this program, as well as address a few concerns that were brought forth in the implantation meeting a few weeks ago:

At this time, the EMResource program will be used for mutual aid purposes only. This will not affect calls in your primary jurisdiction; you will still be toned out in accordance with the new 0-4-8 policy, with the exception of the "Unavailable" status. Now, if mutual aid is requested into a jurisdiction that borders multiple other ambulance services, the closest* available staffed agency (in accordance with DOH policy) will be toned (within reason, of course). This is to reduce the 'domino affect' of toning agencies to reduce overall response times to patients.

Now, when changing your availability within the system, statuses shall be defined as the following:

Unavailable: No ambulances, staff, or volunteers available. ****CALLS WILL BE AUTO-AIDED****

Limited Availability: Operating on a volunteer basis and individuals are not scheduled. You must enter a comment.

Available: The resource is staffed with either paid or volunteer members. Members do not have to be at the building, but the ambulance must get out of service 100% of the time to first calls

Delay: The resource is staffed with either paid or volunteer members, but there is a delay in services (extended ETA of volunteer members)

For paid agencies, I would encourage that the system be updated every shift change, or when the staffing level changes. For volunteer agencies, I would encourage updating every time your staffing level changes (for example, duty crews, crews at the station, or crews at home who will answer calls).

Thank you all again for your support and please contact me with any questions,



Jonathan W. Mitchell, AEMT-CC
Deputy Director of Emergency Services

St. Lawrence County Office of Emergency Services
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Visit our Facebook Pages: [OES](#) , [EMS](#)

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ST. LAWRENCE COUNTY OFFICE OF EMERGENCY SERVICES
BUREAU OF EMERGENCY MEDICAL SERVICES
48 Court Street; EMS • Canton, NY 13617 • www.stlawco.org

NOTICE OF POLICY CHANGES

St. Lawrence County EMS Agencies,

The St. Lawrence County Office of Emergency Services Bureau of EMS and the St. Lawrence County EMS Advisory Board have been actively pursuing different avenues to mitigate EMS issues in St. Lawrence County. After the most recent meeting, it has been decided that in order to best serve those who request an ambulance in St. Lawrence County, significant changes to the dispatch policy and agency field operations must be made. **Effective 10/01/2022**, the following shall be enacted:

- 1) The EMResource program will be referenced by Emergency Services Dispatchers to determine the status of ambulance services (Known status); the information in which shall be used to determine, per New York State DOH Policy Statement 95-04, "...The closest (usually means the unit with the shortest response time to the patient) available EMS unit to respond to a patient's medical need..." to assist in selecting agencies for mutual aid response, or to determine if shorter paging durations may be required. It be recommended that agencies are pro-active in updating their status, as failure to do so will result in possible extended ETAs of ambulances to patients.

The EMResource program is offered by the North Country EMS Program Agency **at no cost** to agencies. To register for an agency account and/or to receive training, please contact the North Country EMS Program Agency Office at 315-755-2020 ext 52, or jcole@fdrhpo.org

- 2) Paging times for full crew acknowledgement shall be reduced to the following:

0 minutes – First Page

4 minutes – Second Page

8 minutes – Third Page / Mutual Aid

Paging times may be manipulated in the event the agency in question is not updating their status on EMResource to show availability

A conference call regarding these changes in dispatch policy shall be conducted on Saturday, 09/10/2022 at 4:00pm via Zoom. Please RSVP by emailing jmitchell@stlawco.org

Respectfully,

A handwritten signature in black ink, appearing to read "Jonathan W. Mitchell".

Jonathan W. Mitchell

Deputy Director of Emergency Services

1. SEMSCO met September 21 and 22, 2022 and, unlike the last meetings in July, both SEMAC and SEMSCO achieved quorums. Yay! Vids are at: <https://vimeo.com/749661212>. Thanks to notes from David Violante and Jason Haag, coupled with (painfully) watching hours of video, I'm writing these notes as though I was actually there.
2. Bylaw updates for SEMSCO are complete; they will have their first reading in December. Four meetings are planned for next year; despite the efforts to get these out well ahead of time, no dice - obviously reducing chances for quorums and participation. Tentatively, the four meetings will be: late Feb/early March, late May/early June, late Sept/early Oct, and December. A nominating committee for next year's officers was established; nominations from the floor were: Mike McEvoy for Chair, Jason Haag for Vice Chair, and Teri Hamilton for Second Vice Chair. Contact Jason Haag, Steve Kroll, or Al Lewis if you wish to nominate anyone else.
3. The EMS Memorial ceremony went off smoothly and honorably, despite moving indoors at the 11th hour due to rain. The EMS Memorial has run out of space, so it will now grow wings. The wings (delayed by stone supply chain issues) will allow more Stars of Life but ultimately, some will be cycled off the Memorial. All the names are to be featured on an engraved section of stone (that will allow etchings) and every hero permanently remembered in a touch screen kiosk. The kiosk will, for the first time, allow detailed descriptions of each fallen member. Kudos to the workgroup that put this genius together!
4. As threatened, Training Chief Jean Taylor actually did retire. Congratulations to her and muchas gracias for her many years of service to State EMS! A standing ovation recognized her 50 years of EMS service, 30 years as an instructor, and 20 years at DOH. Impressive! Her roles will be shared between John MacMillan and Drew Chesney (consult the Bureau web site) until someone fills Jean's sneakers.
5. The July T&E (Training & Education Committee) request that SEMAC bring NYS AEMT protocols in line with the National EMS Educational Standards by January 1, 2023 was approved but not without a kerfuffle. Long story short, endotracheal intubation was removed from the AEMT protocols effective 1/1/2023 but testing (written and skills) will be pulled from AEMT courses 12/1/2022. An accompanying transmission from T&E to SEMAC on use of medical devices by EMS providers vanished into space. I'll resurrect it in December.
6. While on the subject of T&E, the BLS PSE workgroup met, crafting revisions to a draft PSE manual. Bureau staff are consolidating these into a "sort of" final re-draft that might be ready for the December meetings. Prior to sending the proposed changes to Finance for budget considerations, the workgroup plans a series of "test" PSEs to better assess actual time, personnel, and \$ impacts.
7. The T&E paramedic program workgroup on accreditation and redesign issues has yet to be assembled, given other priorities. Following the July meeting, the National Registry proposed motion 22-13 that added state approved paramedic programs to CoA accredited programs as entry criteria to sit for the National Registry medic exam was rescinded.
8. Regional Faculty update training and the didactic portion of the CLI class will shortly be up on Vital Signs Academy (VSA). CLI candidates will complete skills validations with their Course Sponsors.

9. T&E noted that 500 new EMTs graduated from the Academy style courses the Bureau conducted at the start of this year; half were military and half civilian. The Bureau was encouraged to sponsor additional academy classes. That will happen.
10. No word from the Commissioner yet on the North Country proposal for a pilot combined EMT/AEMT program designed to get AEMTs into the system more quickly.
11. T&E also discussed funding and reimbursement concerns, length of training programs, and the need to evolve EMS education to better serve today's students. Jean Taylor announced that all Course Sponsors (not just specialty course sponsors) may soon be able to run CIUs (Certified Instructor Updates) and do CLI skills checkoffs using Regional Faculty. More on this is coming...
12. Digital cards are now available through the Health Commerce System. The process to get yours is challenging (who would have guessed that?) at best, nightmarish at least. If you really want to know all the details, see Policy Statement #22-11 at [DOH policy statements](#).
13. After cleanup by Systems and Legislative Committees, a revised "Part F" proposed EMS Reg changes was approved by SEMSCO and will go to the Comish. Since these are reg changes, they will follow the public comment process so fear not about opportunity to weigh in.
14. The Systems Committee is awaiting Bureau input on the physician fly-car rules. The apparent stumbling block is CON requirements. Stay tuned...
15. The EMS Sustainability TAG announced that they are officially behind schedule. No wonder, given nearly 45 folks who have been involved with the TAG. They continue to compile data for a draft white paper. Likewise, the Rural Health Taskforce is still seating members and will set to work shortly. That group was created by the Legislature, so you'd expect the speed to be set at, well, "molasses."
16. Controlled Substance (CS) renewals are due 30 days prior to expiration. "The dog at my renewal paperwork," and, "I had to track down my medical director for a signature," are not good excuses for missing the deadline. Just sayin...
17. Vital Signs is in Albany this year, October 27-30 at the Empire State Plaza. Scope out the details at www.vitalsignsconference.com. Two exciting new things to check out: a 3-day NAEMSE Instructor Course live on site **AND** on Oct 28, a physician-led full day program by the NY Chapter of [NAEMSP](#), "The Future of EMS: Looking at Yesterday, Today, and Tomorrow" will debut. Hotels and registration are open. Hope to see you there!
18. Med Standards, SEMAC, and SEMSCO passed a slew of protocol changes/updates including NYC General Pain Management, NYC Procedural Sedation, NYPD ESU Protocols, NYS Dysrhythmia Protocol, removal of GCS < 8 from the Collaborative RSI Protocol, adoption of the ACS 2022 Trauma Triage Guidelines (effective 1/1/2023), some miscellaneous Collaborative Protocol updates, and addition of TXA and oxymetazoline (Afrin® nasal spray) to the NYS Formulary. Previously mentioned; ET intubation (ETI) was removed from AEMT protocols, effective 1/1/23.
19. Interested in getting a jump on the revised Trauma Triage Guidelines? Well, the American College of Surgeons Committee on Trauma (ACS COT) has put together everything you need, including PowerPoints for newbies and seasoned folk: www.facs.org/quality-programs/trauma/systems/field-triage-guidelines/training-materials/. Talk about spoon feeding!

20. The Health Commissioner has signed off on the iGel demonstration project for EMTs. Agencies wishing to participate should contact the Hudson Valley REMAC. Drew Chesney will be the BEMS contact.
21. Quality Metrics reported that their QI manual is nearly complete and should be TOT the Bureau by November. There is interest in what quality measures people would like to prioritize – please reach out to David Violante if you have thoughts. The committee noted three obstacles to collating quality data:
 - Getting every service in NYS on an ePCR
 - Data quality variations between the 17 ePCR vendors in NYS
 - Reporting/data visualization issues to assist with providing feedback
22. The DEI TAG gave a report. If you are not familiar with the abbreviation, “diversity, equity, and inclusion,” well – you have a huge problem. The TAG is working on a survey to collect information on harassment, bullying, and microaggression - potentially involving all NYS EMS providers. DEI also identified lack of REMSCO representation on their TAG; they’re seeking a rep from each REMSCO.
23. STAT Medivac (Pennsylvania) requested a staffing configuration waiver which failed to move. Info is needed on the many other out of state air med programs that fly into NY.
24. Some notes from Ryan Greenberg (State EMS Director, like you didn’t know that): the State Medical Director job description developed by SEMAC is at Civil Service for matching with other NYS positions. This will progress to posting, applications, and vetting and is expected to take 12-18 months. It will be a part-time position. Agency renewal packets are going out, full-service inspections being conducted, and course sponsor renewals have been emailed. A collation of e-forms listing will soon appear on the Bureau web site, courtesy of one of the many new staffers named ‘Alex’ (recently hired by the Bureau).
25. There can’t seem to be a State Council meeting without a topic or two going into the weeds (and staying there for what seems like forever). This time there were three:
 - Ambulance wall times
 - Blood transfusion and
 - The winner: a Suffolk County Spat
 - I’ll give the removal of ETI skills testing from AEMT an honorable mention for a SEMAC time suck award
26. Who has not seen wall times in excess of the CMS defined 20 minutes (> 20 minutes being an EMTALA violation)? PWW, a large EMS law firm, did a 3-part series on the subject: www.ems1.com/ambulance/articles/ambulances-held-hostage-can-the-hospital-make-you-stay-jQESFoe1BQTrtUYc/. Their ideas were, well let’s say, “interesting,” at the very least. Steve Kroll mentioned a California Hospital Association toolkit: <https://emsa.ca.gov/wp-content/uploads/sites/71/2017/07/Toolkit-Reduce-Amb-Patient.pdf> which, while applicable, is very dated (2014). California continues to work collaboratively on the problem: <https://calhospital.org/a-path-forward-on-ambulance-patient-offload-times/>. While not an EMS problem but more an *EMS consequence* of a hospital problem, the end result of the really, really long discussion was that we’ve failed to collaborate with the DOH hospital people, the Hospital Association of NYS (HANYS) and the hospitals themselves (in many cases). That will hopefully happen.

27. Blood transfusion reared its ugly head, yet again. Legislation authorized air medical blood transfusion last year, pending SEMAC rules. SEMAC is awaiting DOH draft. This will then follow the regulatory public comment process. “When” is ill defined and this one, I would not plan on being a stocking stuffer. It’s complicated (which is exactly how they list their relationship status on Facebook). On the ambulance side (and this is more humorous), any agency can file to be an ambulance transfusion service by going to the Wadsworth Labs site: www.wadsworth.org/regulatory/blood-program/ambulance-transfusion-services which links to the DOH site that links back to the Wadsworth Labs site. Seriously, based on the grilling the Wadsworth Labs folks got over their ridiculous and utterly insane rules presented at SEMAC a couple years back, they are likely hiding inside a blood cooler somewhere.
28. And then, the Suffolk County issue, OMG. Really, really long story shortened: Suffolk County REMAC restricted Northwell Health from providing ALS in their County. Northwell Health appealed to SEMAC. In a lengthy he said/she said/they said diatribe, it was eventually determined that the matter first needs to go to DLA (DOH Division of Legal Affairs) and, once the legal merits are established, come to SEMSCO/SEMAC. If you’ve run out of soap operas to watch, hop on the SEMAC meeting archive. You won’t be disappointed.
29. The last SEMSCO meeting for 2022 will be at the Hilton Garden Inn in Troy, December 6 and 7. There is a plan to announce all the dates for next year, hopefully before next year but really not in time for people to block their calendars. Maybe we’ll get more quorums. Just maybe.

These notes respectfully prepared by Mike McEvoy who serves on SEMSCO representing the NYS Association of Fire Chiefs. Contact Mike McEvoy at mmcevoy@saratogacountyny.gov. If you want a personal copy of these “unofficial” SEMSCO minutes delivered directly to your email account, go to <http://eepurl.com/iaXHY> to put yourself on the list (or adjust your delivery settings). Also, past copies of NYS EMS News are parked at the bottom of the EMS News page at www.saratogaems.org. Feel free to download any notes you missed. Tell your friends. The more, the merrier.

NYS DOH EMS Policy Statement 22-11 - Health Commerce System EMS Provider Search & EMS Provider Online Certification



Feel free to print and post this notice at your agency or pass it on to others you think would be interested.

Policy Statement 22-11 consists of the cover page and additional pages covering steps 1 through 4:

- Step 1 - Instructions for EMS Providers to Create a HCS Account (Click [HERE](#))
- Step 2 - HCS process to Affiliate an EMS provider with an EMS agency (Click [HERE](#))
- Step 3 - HCS process to Update EMS provider licensure and certification information (Click [HERE](#))
- Step 4 - HCS EMT search instructions (Click [HERE](#))

After completing the process, EMS providers affiliated with an EMS agency will be able to access, download and print a PDF version of their current certification!

NYS DOH advises if an EMS agency or EMS provider has any questions related to the process to contact their Regional EMS Program Agency. Click [HERE](#) for list and counties served.

Jim Downey
Editor, PULSE Newsletter
Coeditor, BLANKET newsletter
NYS Volunteer Ambulance & Rescue Association
www.nysvara.org theblanket@nysvara.org

Instructions for EMS Providers to Create a HCS Account:

The Department of Health uses a "paperless" application process for Licensed Medical Professionals, Certified EMS Providers and Unlicensed Medical Professionals to apply for a Health Commerce System (HCS) account.

- Entirely electronic and does not require signatures and a notary.
- A NYS DMV Driver's License or a NYS DMV Non-driver Photo ID is necessary to apply.
- Upon completion of the application, immediate access to the HCS.
- A User account request should be completed by a HCS Coordinator for unlicensed professionals.

Certified EMS Providers and Unlicensed Medical Professionals:

If you are a Certified EMS Provider or Unlicensed Medical Professional, follow the two-step process outlined below which includes contacting your EMS Agency HCS coordinator. If you don't know your agencies HCS Coordinator or they don't have one, please contact your regional Program Agency for assistance.

1. REGISTER FOR ACCOUNT:

Certified EMS Providers and unlicensed medical professionals must register for a HCS user account through the NYS Department of Health.

- [Click here to register](#)
- [HCS Quick Reference Guide](#)

2. CONTACT YOUR EMS AGENCY HCS COORDINATOR:

The EMS Agency HCS Coordinator must enroll (activate) your account on the HCS after you have registered.

- Click here to see the steps your EMS Agency HCS Coordinator will complete to enroll you: **Step B** of the [Quick Reference Guide](#)
- Please Note: The "paperless" application process is not an option if a HCS account request is already in process. If attempted, you will receive an error message and may not proceed.

3. FOLLOW INSTRUCTIONS TO ATTACH EMS CERTIFICATION TO ACCOUNT:

- Once you have created an HCS Account and your EMS Agency HCS Coordinator has affiliated you with your EMS agency, the EMS provider must then follow the instructions add their license to their account.
 - An EMS Provider should follow the instructions listed in the policy statement online labeled:
 - “EMS Provider - Update HCS Licensure and Certification Information 2022”

NOTE:

If you DO NOT have a NYS DMV Driver's License or NYS DMV Non-driver Photo ID, you can still apply using the existing process which requires signatures and a notary. See instructions below.

- [Instructions on how to obtain an HCS account for licensed professional](#)
- [Instructions on how to obtain an HCS account for Certified EMS Providers and unlicensed professionals](#)

New HCS User Account

**Need a Health Commerce System (HCS) account?
Follow these steps (Register only once):**

- A. Create your unique User ID and set up Security Questions.
- B. Go to your HCS Coordinator with your user ID and valid photo ID for verification.
- C. Set your password and login.

FIRST—The New User will...

A. Create User ID & Set Up Security Questions

1. Go to <https://commerce.health.state.ny.us>
2. Click **Sign Up Here**
3. Click **No** (I am not a licensed medical professional)
4. Click '**Register for an account**'
5. Create/Enter a unique User ID
6. Enter your First Name, Last Name and Email Address
NOTE: Name is same as it is on your Photo ID
7. Click **Security and Use Policy (SAUP)** link and review
8. Check the box to confirm you read and understand the Security and Use Policy (SAUP)
9. Check "I'm not a robot" and complete CAPTCHA
10. Click **Continue**
11. Answer at least six Security Questions and click **Save**
12. Confirm: Step 1 Success message

You will receive two emails from camu@health.ny.gov:
"HCS Self Registration Account Created for <user ID>" and
"HCS security questions and answers have been changed for <user ID>."
Check junk mail if not received.

13. Go to your organization's HCS coordinator with your <user ID> and your valid photo ID e.g. NYS DMV Driver License, NYS DMV Non-driver Photo ID, Passport, Unexpired Foreign Passport, US Driver's license, etc.

SECOND—The HCS Coordinator will...

B. Affiliate you with the organization

1. Login the HCS
2. Click **Coord Account Tools - HCS** under My Applications
3. Scroll down to **Request an account for a... User** (for non-licensed professionals)
4. Click **User**
5. Select **Yes, they have a Valid Photo ID**
6. Select your organization from the list
7. Enter the user's HCS ID and click **Next**
NOTE: Confirmation of user ID created was sent to the user via email with subject "HCS Self Registration Account Created for <user ID>"
8. Select option: NYS Photo ID or Non NYS Photo ID
NOTE: The information must match exactly. If the ID is not a NYS driver license, please enter the ID number in the Comments field.
9. Complete user's information based on photo ID and click **Next**
10. Enter the user's business contact information and click **Submit**
11. Confirm confirmation message "**Registration Success**" displays
12. Instruct the *newly* enrolled user to look for "Congratulations! You are enrolled on the HCS" email. This contains their link to set their password. *Existing users do not need to reset password.*

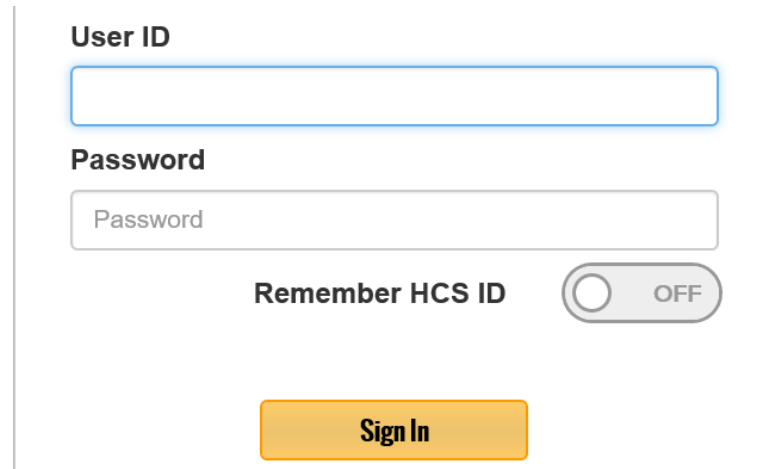
User Sets Password & Logs in...

C. Set your password upon receipt of "Congratulations! You are enrolled on the Health Commerce System (HCS)" email:

1. Click the link in your email **Note: Only newly enrolled users will receive an email; existing users will not.**
2. Enter your user ID
3. Check "I'm not a robot" and complete the CAPTCHA
4. Click **Continue**
5. From the Forgot your Password? screen, click one option e.g. [Reset my password using my NYS Driver License or NYS Non-Driver Photo ID](#) or [Reset my password using my security question answers](#)
6. **Login** to HCS.

How to Update NYS License Information on the Health Commerce System (HCS)

1. Log into your HCS account at: https://commerce.health.state.ny.us/public/hcs_login.html.



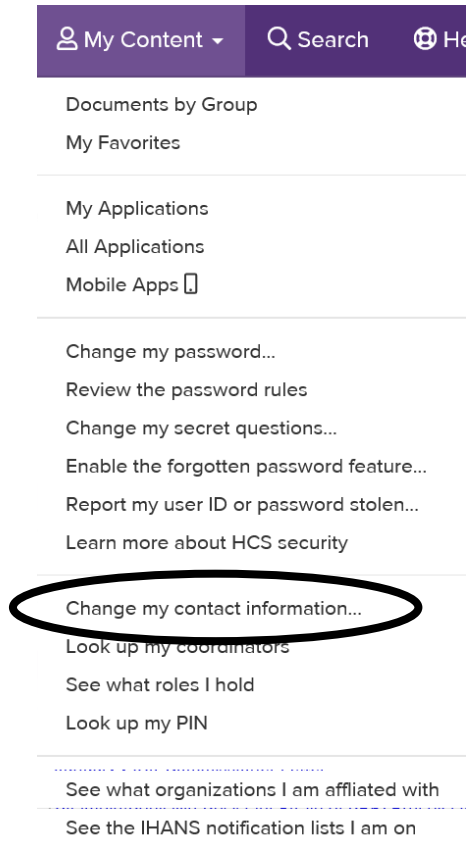
The screenshot shows a login form with the following elements:

- User ID**: A text input field.
- Password**: A text input field with the placeholder text "Password".
- Remember HCS ID**: A toggle switch currently set to "OFF".
- Sign In**: A yellow button.

2. At the top of the HCS home page, click 'My Content'.



3. Click on 'Change my contact information'.



4. Click on the 'Profession Information' tab.



5. If information is entered, verify for accuracy.
If no information is entered, click 'Add Profession'. Choose from the dropdown your profession type and enter NYS practitioner license number.

Business Contact Information Emergency Contact Information **Profession Information** MFA Information

Add Profession

Add a profession NOT listed above

Profession License Number **Add** **Cancel**

Submit **Reset**

6. Click 'Add'.

Business Contact Information Emergency Contact Information **Profession Information** MFA Information

Add Profession

Add a profession NOT listed above

Profession License Number **Add** **Cancel**

Submit **Reset**

7. Click 'Submit'.

The screenshot shows a web interface with four tabs: 'Business Contact Information', 'Emergency Contact Information', 'Profession Information', and 'MFA Information'. The 'Profession Information' tab is active. Below the tabs is a section titled 'Add Profession'. Inside this section is a form titled 'Add a profession NOT listed above'. The form has two main fields: 'Profession' and 'License Number'. The 'Profession' field is a dropdown menu with 'XXXX EMS Provider' selected. The 'License Number' field is a text input with '123456'. To the right of these fields are two buttons: 'Add' and 'Cancel'. Below the 'Add' and 'Cancel' buttons are two more buttons: 'Submit' and 'Reset'. The 'Submit' button is circled in black.

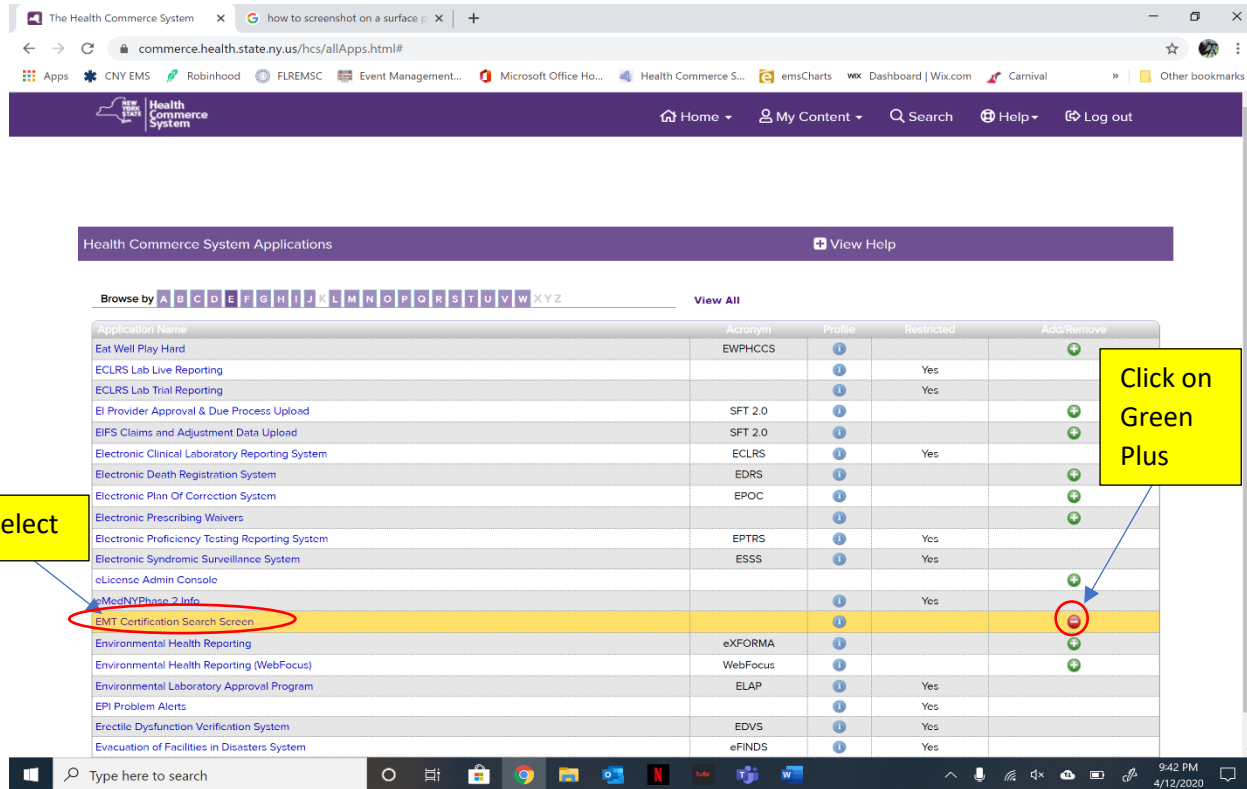
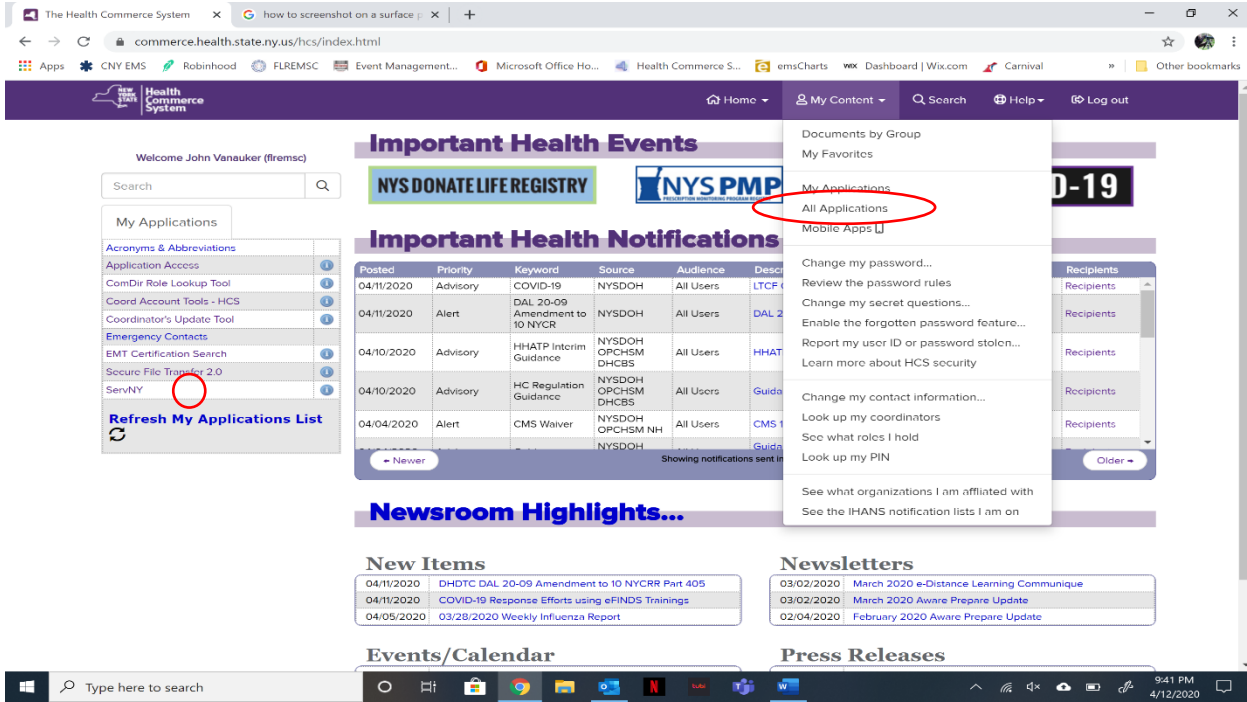
8. At the top, click 'Log out' and close browser.



9. Go to https://commerce.health.state.ny.us/public/hcs_login.html and log back in.

To Access the Health Commerce System

- Log in



Return to the Home Screen and Select

Welcome John Vanauker (fremsc)

Search

My Applications

- Acronyms & Abbreviations
- Application Access
- ComDir Role Lookup Tool
- Coord Account Tools - HCS
- Coordinator's Update Tool
- Emergency Contacts
- EMT Certification Search
- Secure File Transfer 2.0
- ServNY

Refresh My Applications List

Important Health Events

NYS DONATE LIFE REGISTRY **NYS PMP** **COVID-19**

Important Health Notifications

Posted	Priority	Keyword	Source	Audience	Description	Recipients
04/11/2020	Advisory	COVID-19	NYSDOH	All Users	LTCF COVID-19 IPC Assessment Tool	Recipients
04/11/2020	Alert	DAL 20-09 Amendment to 10 NYCRR	NYSDOH	All Users	DAL 20-09 Amendment to 10 NYCRR Part 405	Recipients
04/10/2020	Advisory	HHATP Interim Guidance	NYSDOH OPCHSM DHCBS	All Users	HHATP Interim Guidance regarding SPT	Recipients
04/10/2020	Advisory	HC Regulation Guidance	NYSDOH OPCHSM DHCBS	All Users	Guidance on Homecare Regulations temporarily suspended	Recipients
04/04/2020	Alert	CMS Waiver	NYSDOH OPCHSM NH	All Users	CMS 1135 Waivers	Recipients
			NYSDOH		Guidance for Resident and Family Communication at ACFs	

Showing notifications sent in the past 30 days.

Newsroom Highlights...

New Items

04/11/2020	DHDC DAL 20-09 Amendment to 10 NYCRR Part 405
04/11/2020	COVID-19 Response Efforts using eFINDS Trainings
04/05/2020	03/28/2020 Weekly Influenza Report

Newsletters

03/02/2020	March 2020 e-Distance Learning Communique
03/02/2020	March 2020 Aware Prepare Update
02/04/2020	February 2020 Aware Prepare Update

Events/Calendar

Press Releases

EMT Search

commerce.health.state.ny.us/hpn/cgi-bin/applinks/comdir/SearchEmt

New York State Department of Health
EMT Certification - Search Screen

EMT Number: EMT Last Name: GO

To obtain a listing of EMTs to choose from please type in an EMT Number - OR - EMT Last Name and click on the 'GO' command button.

Enter either the EMT Number OR Last Name

Type here to search

9:43 PM
4/12/2020

Search Results -

NEW YORK STATE Bureau of Emergency Medical Services and Trauma Systems

PROD PROD PROD

EMS Provider Search Administration

Show 10 entries Search:

Provider Id	Last Name	First Name	Middle Initial	Certification Status	Certification Level	Action
06				Currently Certified	Emergency Medical Technician-Paramedic (EMT-P)	View Details

Showing 1 to 1 of 1 entries

Previous 1 Next

Printing Certification – Click on View Details

NEW YORK STATE Bureau of Emergency Medical Services and Trauma Systems

PROD PROD PROD

EMS Provider Search Administration

EMS PROVIDER CERTIFICATION

[Back to Search Results](#)

Provider ID: 06
Name: [redacted]
County: [redacted]
Status: Status OK

Certification Level	Expiration Date	Print
Emergency Medical Technician-Paramedic (EMT-P)	02/28/20	Print Certificate

Click on Print Certificate. A PDF version of the certificate will be created.

The PDF version can be printed or saved for later use.

***Note Only the Certificate holder can print or create a PDF version. ***