

DRAFT

Type of Service	EMT Certification		
-----------------	-------------------	--	--

Workflow Task	# hours	Assigned	Cost
Review and Verification of Application, including age, employer, valid CA DL	0.10	EMS Secretary	\$5.96
Review and Verification of Course Completion or prior EMT-B in another LEMSA (initial) - CEU's and CE provider (recert).	0.25	EMS Secretary	\$14.91
Review and Verification of NREMT exam (initial) - skills verification (recert)	0.15	EMS Secretary	\$8.94
Review and Verification of CPR Certification	0.10	EMS Secretary	\$5.96
Review and Verification of DOJ and FBI background investigation	0.20	EMS Secretary	\$11.93
Create file to include scan of all required documentation	0.05	EMS Secretary	\$2.98
File Review and Approval	0.30	EMS Coordinator	\$26.42
Medical Director review for files with discrepancies		EMS Medical Director	\$0.00
Data Entry: State EMSA database, CVEMSA database and card creator, eSubscribe.	0.25	EMS Secretary	\$14.91

1.40 # staff hours per

EMS Secretary: Salary and benefits =\$42.59/hr plus indirect costs \$59.63/hr \$59.63

EMS Coordinator: Salary and benefits =\$62.91/hr plus indirect costs \$88.07/hr \$88.07

Cost per Certification \$92.01