



CENTRAL DUPAGE HOSPITAL  
EMERGENCY MEDICAL SERVICES SYSTEM  
POLICY & PROCEDURES

TITLE: ECRN INITIAL LICENSING

SECTION: LICENSING / ENTRY

POLICY NUMBER: G-1

APPROVED BY: DR. STEVE GRAHAM EMS MEDICAL DIRECTOR

EFFECTIVE DATE: 01 JULY 2019

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**PURPOSE:**

To define the Central DuPage Hospital Emergency Medical Services (CDHEMSS) policy regarding initial licensure for Emergency Communications Registered Nurse (ECRN) applicants within the CDHEMSS.

**POLICY:**

CDHEMSS will only endorse state initial licensing requests for candidate who have completed an ECRN Training Program under a site code submitted by CDHEMSS.

1. Upon successful completion of all requirements of an ECRN training course, the ECRN instructor shall submit to the EMS System Coordinator, a copy of the ECRN candidates AHA CPR for Healthcare Provider card, RN license, and CDHEMSS Personnel Information Form. The ECRN candidate shall also submit to the CDHEMSS System a certified check in the IDPH required amount for initial licensure.
2. The ECRN candidates course transcript shall be reviewed, and if all requirements are met, the EMS System Coordinator shall complete and sign the IDPH T-Card.
3. Upon signed completion of the T-card, the EMS System Coordinator mail via certified mail to the licensure section at IDPH in Springfield.

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