



Certified and Licensed Emergency Medical Personnel Extension Request Form

Name: _____

Email Address: _____

Oklahoma Certification or License Number: _____

Expiration Date: _____

Describe the reason for requesting this extension. Include any documentation you feel is relevant to your request.

Return this form to OSDH – EMS Division by:

FAX 405.900.7560	Email: Esystems@health.ok.gov	Mail: OSDH – EMS Division 123 Robert S. Kerr Ave – Suite 1702 Oklahoma City, OK 73102-6460
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310:641-5-15. Expired certification and license

- (a) Any certification or license holder who fails to renew their Oklahoma emergency medical responder certification, or emergency medical personnel license, within the required time frame shall be considered to have an expired certification or license, and therefore no longer certified or licensed in the State of Oklahoma.
- (b) Certifications and licenses that are expired may be renewed within the grace period without penalty. Within this thirty day period, the certificate or license holder may operate within their scope of practice.
- (c) Requests for an extension due to hardships and unforeseen circumstances must be submitted to the Department in writing. Expiration date extensions may be provided without penalty and may be provided by the Department for a period not to exceed ninety (90) days after the expiration date.
- (d) Licenses may not be renewed after ninety (90) days.
- (e) An applicant may request a review of adverse decisions made within this section by applying in writing within thirty (30) calendar days after the notice of rejection. Review by the Department shall be held in accordance with the Administrative Procedures Act otherwise the decision shall be considered final to both parties.
- (f) Pursuant to 59 O.S. Section 4100.6 (relating to automatic extensions of professional licenses and certifications), certified and licensed personnel whose certificates or licenses expired while serving on orders for military are automatically extended without penalty while the licensee is on active military duty. Any person on active military duty has one year from the date of discharge to renew the license.