

## Affirmation Question Guidance

The following document has been established to enable training program personnel to provide consistent guidance to EMS students when completing an EMS student application as required by the Department. EMS training programs should inform students they will be ineligible for clinical experience, ride time or certification testing until a student application is received, reviewed and approved by the Department. Specific questions regarding potential background disqualifiers or how a prior criminal offense or conviction may affect an EMS student's ability to obtain Iowa EMS certification should be directed to Travis Clark at (515) 281-0620 or [travis.clark@idph.iowa.gov](mailto:travis.clark@idph.iowa.gov).

**1: Do you have a medical condition which in any way currently impairs or limits your ability to perform the duties of this profession? Medical condition: means any physiological, mental, or psychological condition, impairment, or disorder, including drug addiction and alcoholism.**

### Guidance

- This question does **NOT** require a student to disclose acute or chronic medical conditions which will not impede the individual from performing the duties of an EMS provider. This question intends to determine if a specific medical condition, as diagnosed by a physician, will *impair or limit* the ability of the individual to provide EMS care. For example, if the student has migraine headaches, they would only need to disclose this information if it will impair or limit their ability to provide EMS care. Corrected vision, and asthma, do NOT need to be disclosed.

**1.1: If yes, provide a statement and a copy of relevant documentation including records from a physician or treatment program.**

- If the student answers "yes" to the previous question, the EMS student application will not be processed until a letter from a physician is received, reviewed and approved by the Department or the Department's medical director indicating the identified medical condition will not impair or limit the ability of the EMS provider to provide patient care.

**2: Have you, within the past five years, engaged in the illegal or improper use of drugs or other chemical substances?**

### Guidance

- This question addresses the illegal or improper use of any drug or chemical substance. Illegal or

improper use means the use of any drug or substance which is prohibited by state or federal law from use, possession or manufacture without a valid prescription. Additionally, improper use includes the excessive use, or use inconsistent with the direction, of prescribed medications prescribed to yourself or to another.

**2.1: If yes, provide a statement and copy of relevant documentation including records from a physician or treatment program.**

- If the student answers “yes” to the previous question the EMS student application will not be processed until a documentation surrounding the incident is received, reviewed and approved by the Department or the Department’s medical director indicating the previous or current usage will not impair or limit the ability of the EMS provider to provide patient care. An EMS student applicant may be required to submit to a substance abuse evaluation, at the student’s cost, prior to becoming eligible for Iowa certification.

**3: Have you ever been convicted of a misdemeanor or felony crime? (You do not need to answer yes if your sole conviction or convictions are for minor traffic violations with fines under \$250). In answering this question, note that a conviction means a finding, plea, or verdict of guilt made or returned in a criminal proceeding, even if the adjudication of guilt is deferred, withheld, or not entered. This means you must answer yes if a finding or verdict of guilt was returned against you in a criminal proceeding or if you plead guilty, entered a plea of nolo contendere, or entered an Alford plea in a criminal proceeding, even if the court expunged the matter or the court deferred judgment. You must submit the complaint and judgement of conviction for each offense.**

Guidance

- This question should include criminal charges or traffic offenses, including an incident which has been expunged or deferred, which exceed the referenced fine amount of **\$250**. Arrests for public intoxication, driving while barred, theft or similar criminal offenses would be reportable. A speeding ticket, failure to yield, parking ticket, or other common traffic offense need not generally be disclosed. For the purpose of this question a “fine” is to be considered under \$250 if the *total* amount of the citation, including court costs and surcharge, is equal to or less than \$250.

**3.1: If yes, include the date, location, charging orders, court disposition and current status (i.e. probation) for each charge.**

- If the student answers “yes” to the previous question **an in-depth explanation which provides details of the incident is required.** Simply stating “yes”, “deferred”, “theft” or “2005 in Dubuque” is not a sufficient response. Additionally, the documents which should be submitted are able to be retrieved from the clerk of court in the county where the offense occurred, an attorney used during the incident or from the arresting or charging law enforcement agency. A printed copy of documents from Iowa Courts Online summary is insufficient.

**4: Has any state or other jurisdiction of the United States or any other nation ever limited, restricted, warned, censured, placed on probation, suspended, revoked, or otherwise disciplined a professional license, permit, registration, or certification issued to you?**

Guidance

- This question is soliciting information regarding a **professional license issued by a licensing board or body**, not a driver's license, driver's permit or vehicle registration. Some examples of a professional license would be an EMS license, a nursing license, an electrician's license, plumbing license, or a medical license.

**4.1: If yes, include the date, location, reason and resolution.**

- A "yes" answer to the previous question should involve submission of any documentation or sanctions issued by the respective licensing board and any documentation from any incident leading to the action taken by the respective licensing board or body.

**5: Have there ever been judgments or settlements paid on your behalf as a result of a professional liability case?**

Guidance

- This question requires an answer if you were a defendant in a professional liability case. An example of this would be if you were named as a defendant in a lawsuit in which you hold, or held, a **professional license** (see 4 above). This question does not apply to being party to a divorce or other civil proceeding in which you were a named party.

**5.1: If yes, include the date, location, reason and resolution.**

- A "yes" answer to the previous question should involve submission of any documentation from the respective licensing board or body, as well as, any court or mediator involved with the incident.

**6: Have you ever had a license, permit, registration, or certification denied, suspended, revoked, or otherwise disciplined by a certification body?**

Guidance

- This question is soliciting information regarding a professional license issued by a licensing board or body, not a driver's license, driver's permit or vehicle registration. Some examples of a professional license would be an EMS license, a nursing license, an electrician's license, plumbing license, or a medical license.

**6.1: If yes, provide a description of the circumstances.**

- A "yes" answer to the previous question should involve submission of any documentation or sanctions issued by the respective licensing board and any documentation from any incident leading to the action

taken by the respective licensing board or body.