



Emergency Medical Services Council

Health Services Building – MC L963
525 Portland Avenue South
Minneapolis, MN 55415-1569

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INSTRUCTIONS FOR HENNEPIN COUNTY MEDICAL CONTROL PHYSICIAN CERTIFICATION

1. Go to <http://www.hennepin.us/ems>
2. Locate the Medical Control and Other Forms section:
 - Click on the + symbol to open the drawer menu
3. Locate the Initial Certification section. You will find three items needed to complete the certification process:
 - Instructions for medical control certification
 - EMS medical control – training program for emergency department physicians
 - Medical control certification form
4. Click on the link: EMS medical control – training program for emergency department physicians:
 - This will launch the training video (hosted on YouTube). Watching the training video is required prior to taking the exam, and will take approximately 25 minutes.
 - At the end of the video you will be directed to complete the Hennepin County medical control physician exam. The exam is currently being waived, and no exam is required to complete your certification.
5. After completion of the training program fill out the medical control certification form:
 - Each applicant for Hennepin County medical control physician certification must complete a medical control certification form. The Medical Director (or designee) must sign the certification form. The medical control certification form may be filled out by the applicant, but only the Medical Director (or designee) may sign.

6. For each physician submit a completed medical control certification form to the Health Authority either by mail or e-mail (scan of your printed documents):
 - E-Mail chd.ems@hennepin.us
 - Mail: Emergency Medical Services Planning and Regulation Unit
 Hennepin County
 Human Services and Public Health Department
 525 Portland Ave South, MC 963
 Minneapolis, MN 55415-1569
7. Upon receipt of the medical control certification form a four-digit medical control identification number will be issued to each physician.

Should you have any questions, please feel free to contact the EMS Unit by phone at 612-348-6001 or via e-mail at chd.ems@hennepin.us.