

## Affirmation Question Guidance

The following document has been established to provide guidance to applicants when completing the affirmation question portion of an Iowa EMS registration or application. Specific questions regarding potential background disqualifiers, or how a prior criminal offense or conviction may affect an applicant's ability to obtain an Iowa EMS certification, should be directed to Brad VandeLune, Compliance Officer at (515) 281-0601 or [brad.vandelune@idph.iowa.gov](mailto:brad.vandelune@idph.iowa.gov).

### Questions (from application) and Guidance

**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 an applicant to disclose acute or chronic medical conditions which will not impede the individual from performing the duties of an EMS provider. The intent of this question is to determine if there is a specific medical condition, as diagnosed by a physician, which will *impair or limit* the ability of the individual to provide EMS care. As an example, if the applicant has migraine headaches they would only need to disclose this information if it will in some way impair or limit their ability to provide EMS care.

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

- If the applicant answers "yes" to the above question the 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 in consistent 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 applicant answers “yes” to the above question the 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 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, or entered a plea of no contest to a misdemeanor or felony crime? (Other than minor traffic violations with fines under \$250). You must answer YES, if the court expunged the matter or the court deferred judgment.)**

#### 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. Arrests for public intoxication, driving while barred, theft or similar criminal offenses would be reportable. A speeding ticket, failure to yield, 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 applicant answers “yes” to the above question an in-depth explanation which provides details of the incident is required. Simply stating “yes” 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 or a medical license.

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

- A “yes” answer to the above 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. 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 above 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 or a medical license.

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

- A “yes” answer to the above 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.