

Accessing Your EMS System Organization or creating a new EMS System Organization

You must have an EMS System Organization before you can create an EMS Agency, Sponsor or Educational institute application.

1. On a Computer (Phones and Tablets are not recommended) browse to the PA EMS Registry at: <https://ems.health.state.pa.us/registry/logon.aspx>

Important: Internet Explorer or Edge are the recommended web browser with popups permitted.

2. Log on with your User ID "PA" followed by your state certification number
3. Hover your mouse over "Organizations" then click on "EMS System Organizations"

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pennsylvania DEPARTMENT OF HEALTH

Emergency Medical Services

Last Logged In: 1/7/2020 3:03:35 PM

Home Inbox Education ▶ EMS Practitioner ▶ Organization ▶ Reports Administration ▶ Help ▶ Downloadable Files ▶ Logoff

Session Timeout: 19: 34 EMS Agency Search EMS System Organization Medical Command Facility

Wednesday, January 22, 2020

4. If you are already associated with an EMS System organization, click on "Manage"

Provider Inbox

EMS System Organization Associated With Your Account

Business Name	Routing	Status	
Bucks County Emergency Health Services	Applicant	Approved	Manage
1			

5. If you are creating a new EMS System Organizations, you must 1st search the system to verify the name is not already in use.

EMS System Organization Search

Before adding a new EMS System Organization, please search to see if one already exists.

Business Name:

Doing Business As:

State:

County:

Coalition:

Enter you organization here, then click "Search"

6. If your agency name is on the search results screen, click "Select", if your agency name does **NOT** appear on the list click "Add New EMS System Organization"

EMS System Organization Search Results

[Back to Search Criteria](#)

Business Name	
Health Bucks County	Select
Community College	Select
Community College (ETA)	Select
Emergency Health Services	Select
Bucks County Rescue Squad	Select
Bucks County Technical High School	Select
1	

[Add New EMS System Organization](#)

Only if your name is not on the results list click "Add New EMS System Organization".

7. If you are adding a new EMS System Organization complete both tabs on the next screen
 - a. On the General Information tab. Be sure to check all roles your Organization will operate at.

General Information(EMS Org.) **Acknowledgment/Amend/Submit(EMS Org.)**

General Information

Populate

Application Types: Sponsor Education Institute EMS Agency (Check all that apply)

Parent Company Name:

Parent Company Tax ID:

Doing Business As:

- b. Check the box verifying accurate information has been entered and click on submit "EMS System Organization".

You will get a pop up window verifying you want to submit this application. If you do not get a popup window your application has not been submitted.

General Information(EMS Org.) **Acknowledgment/Amend/Submit(EMS Org.)**

Acknowledgment

As the person, or other entity, as an owner, agent or otherwise, do hereby certify that the information provided is the best of my knowledge, information and belief.

Notice

I further acknowledge that I am on notice of the fact that this information herein will be relied upon by a public official and I acknowledge that I have read this Notice and am aware that false statements that are made herein are punishable by law.

I understand that as the person, or other entity, as an owner, agent or otherwise, by completing this application and operating an EMS agency, does not guarantee issuance of certification, accreditation and or license to operate, conduct, maintain or be engaged in operating an EMS agency in this Commonwealth.

I further understand, if license, certification and or accreditation is denied or have disciplinary sanctions imposed as a result of its action and reasons for its decision on its web page and by the federal government.

[Submit EMS System Organization](#) [Cancel](#)