



Date: March 31, 2025

EMS Numbered Memo 25-01

To: EMS Medical Directors and Service Directors

From: OPEHC EMS Section

Service Medical Director Course

The Wisconsin Department of Health Services (DHS) Office of Preparedness and Emergency Health Care (OPEHC) is notifying emergency medical service (EMS) medical directors and EMS service directors that a new service medical director training course is now available.

The service medical director course consists of two components. All new service medical directors are required to complete the DHS-developed service medical director training course on Wisconsin-specific content through TRAIN Wisconsin. Additionally, new service medical directors are required to complete the eight-hour National Association of EMS Physicians (NAEMSP) Foundations of Medical Oversight course providing broader medical direction information unless they already meet one of the following criteria:

- EMS fellowship trained from Accreditation Council for Graduate Medical Education program

Or

- EMS Board Certified or Board Eligible through American Board of Emergency Medicine

Or

- Previously taken 24-hour (NAEMSP) medical director course

New service medical directors must meet these requirements within 180 days from the date of appointment under [Wis. Admin Code DHS §110.49\(1\)](#). If you feel you have completed training

equivalent to one of three criteria above, you may submit a request for review to the EMS Section at dhsemssmail@dhs.wisconsin.gov.

Current service medical directors are encouraged, but not required, to meet these requirements.

Please send any questions to dhsemssmail@dhs.wisconsin.gov.