

## Instructions for Completing the Live Scan Fingerprinting Process

1. Complete the [Live Scan Application](#). Please note that some of the fields have been pre-filled with information specific to the Kern County EMS Department. **Do not clear, alter, or delete this information.** Print out two (2) copies of the completed application.
2. Take the two copies of the completed Live Scan Application to a service provider in your area. A [list of fingerprint service providers](#) can be found on the Attorney General's website.
3. The EMT-1 card can only be issued after the Kern County EMS Department receives the Live Scan results and all other requirements for certification are met.

It is important to note that the Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background check with the Kern County EMS Department ORIGINATING AGENCY IDENTIFIER (ORI) NUMBER must be listed on the Live Scan application. This information has been pre-filled into the Live Scan application that is linked to the EMS Department's website. As long as you have not altered or deleted the pre-filled information, there should not be any processing delays.

The DOJ and FBI background check for becoming a certified EMT-1 in Kern County is a one-time process, provided that the EMT-1 certification does not expire. The estimated cost for fingerprinting is \$10.00-\$20.00 dollars to the agency performing fingerprinting. Plus, a fee of \$51.00 for DOJ and FBI processing is required. The agency performing the fingerprinting will collect both fees at the time of processing.

**Live Scan applications processed and DOJ and FBI background checks completed without the Kern County EMS Department's originating agency identification (ORI) number are invalid for purposes of fulfilling the requirements for EMT-1 certification.**