

Ambulance Company or Rescue Organization Letterhead

Sample Letter Confirming 24 Months of EMS

May 2, 2018

Department of Public Health
Office of Emergency Medical Services
410 Capitol Ave, MS # 12-EMS
Hartford, CT 06134-0308

Re: **John Doe, EMS-I Applicant**

To Whom It May Concern:

In accordance with Conn. Regs. Sec. 19a-179-16a (d)(1)(B)(ii), this letter shall serve as documentation that the above named applicant for certification as an emergency medical services instructor has performed at least twenty-four (24) months of emergency medical service within the past thirty-six (36) months with this organization. The dates include _____.

If you have any questions, please contact me at _____.

Respectfully Yours,

Jane Jones
Chief of Service

Note:

The inclusion of "twenty-four (24) of the past thirty-six (36) months" verbiage meets the requirements of regulation.