



## Emergency Medical Services Council

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Health Services Building – MC L963  
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Minneapolis, MN 55415-1569

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### INSTRUCTIONS FOR HENNEPIN COUNTY MEDICAL CONTROL PHYSICIAN CERTIFICATION

1. Locate the Medical Control and Other Forms section online:
  - [Emergency medical services planning and regulation | Hennepin County](https://www.hennepin.us/business/work-with-henn-co/ems-planning-reg)  
<https://www.hennepin.us/business/work-with-henn-co/ems-planning-reg>
  - Click on the + symbol to open the drawer menu
2. Under the Initial Certification section, you will find three items needed to complete the certification process:
  - Instructions for medical control certification
  - EMS medical control – training program for emergency department physicians
  - Medical control certification form
3. Click on the link: EMS medical control – training program for emergency department physicians:
  - This will launch the training video (hosted on YouTube). Watching the training video is required; it will take approximately 25 minutes.
4. After completion of the training video, fill out the medical control certification form:
  - Each applicant for Hennepin County medical control physician certification must complete a medical control certification form. The Medical Director (or designee) must sign the certification form. The medical control certification form may be filled out by the applicant or other designee, but only the Medical Director (or designee) may sign it.

5. Submit a completed medical control certification form for each physician to the Hennepin County Public Health Dept/Health Authority either by e-mail (scan of your printed documents):
  - E-Mail                      [chd.ems@hennepin.us](mailto:chd.ems@hennepin.us)
6. Upon receipt of the medical control certification form a four-digit medical control identification number will be issued to each physician. A copy of the form with the unique medical control number will be emailed back to the applicant, the hospital, and the West MRCC.

If you have any questions, please feel free to contact the EMS Unit by phone at 612-348-5618 or e-mail at [chd.ems@hennepin.us](mailto:chd.ems@hennepin.us). -