

Applying for a License

Applying for EMR

1. Log in to your account, labems.ldh.la.gov
2. Select the option that says "[Revise your license application.....](#)"
 - If you have previously selected this option, then select "[Complete your license application....](#)"
3. Proceed through the application
 - **License Details**
 - Select "[Yes](#)" to the question that states "[Do you wish to change your license level?](#)"
 - Select the option that says "[Emergency Medical Responder.](#)"
 - **The next question asks if you are a student and currently licensed**
 - If you are enrolled in a course to advance your license, please select "Yes."
 - If you are not enrolled in a course, please select "No."
 - **Enter your CPR information**
 - **EMRs are not required to have NREMT certification. Please leave this information blank**
 - If you are NREMT certified, you are welcome to select the option that says "Click this link to refresh your NREMT details."
4. Legal Questionnaire
 - Answer the questions to the best of your ability and upload supporting documents as necessary
5. Agency Affiliation
 - Please make sure you select the correct agency from the drop-down box and click on "add agency". The agency will appear in the white space below.
 - Select "[\(Insert Agency Name\)](#)" from the drop down box.
 - Click "[Add Agency.](#)"
 - If the agency you are currently employed with is unavailable, you will select the option that says "[Inactive](#)" for employment type.
 - The agency affiliation can be updated later by revising the application. Please [CLICK HERE](#) for instructions.
6. Review the Application and Submit
 - Review your license application
 - Read and check the affidavit
 - Submit your license application for verification
7. Applications will move through "Pending Employment Verification", "Pending Payment"/ "Pending Agency Payment Waiver", and "Pending Review". Once applications reach "Pending Review", they are reviewed and processed within 7 business days.
 - Applicants are notified by email once the application has been approved. Please log in to your account to print a copy of your card for your records.
 - [How to Print Licenses](#) from the public search.

***** Please note that applicants who receive compensation of any kind, including t-shirts, uniforms, stipends, banquets, bonuses, equipment, etc., are not considered volunteers according to the law. Applicants who receive any form of compensation, including but not limited to what was mentioned above, will be responsible for paying the \$10 initial license fee or \$5 renewal fees.**

[CLICK HERE](#) for an instructional guide on how to renew your EMR license.

For questions about licensing, please contact us!
225-925-7216 / EMS.Credentialing@la.gov