

## **EMERGENCY MEDICAL SERVICES CONFERENCE APPROVAL POLICY**

A Conference Grant is available to EMS agencies to offset the expense of attending conferences approved by the Division of EMS and Trauma. Conference organizers that wish to have this program available for their attendees must meet the following conditions:

- A. Conference organizers must apply for a Conference Grant Program approval in the manner required by DEMST.
- B. The conference must be EMS focused, with the primary intended audience being EMS providers.
- C. Each two-day conference must offer at least 15 hours of continuing education. Each three-day conference must offer at least 9 hours of continuing education per grant day. DEMST must approve all continuing education hours.
- D. The conference must have an open registration, available to all EMS providers in the state.
- E. The conference must take place in North Dakota.
- F. The conference must provide a list of all registrants to DEMST not more than 2 weeks after the conference. The list must include state EMS number, name and EMS agency affiliation. Only one EMS agency affiliation may be listed.
- G. If approved, the conference organizers must inform the registrants that the conference qualifies for the Conference Grant Program.
- H. Conferences that are provided free of charge to the attendees are not eligible for this program.
- I. DEMST may deny approval based on other factors not listed here.

Contact DEMST if you would like your conference evaluated for participation in this program. Our phone number is 701.328.2388 or by email at [dems@nd.gov](mailto:dems@nd.gov).