



Arkansas Department of Health

5800 West 10th Street Suite 800 • Little Rock, Arkansas 72204-1763 • Telephone (501) 661-2262

Governor Mike Beebe

Nathaniel Smith, MD, MPH, Director and State Health Officer

To all EMS instructors and training sites,

In efforts to make CE entry more streamline and less tedious the Section of EMS will require all CEU hours to be entered on the CEU website. In order to enter CE hours you will need to register for an account. Please refer to the Power Point found on our website at www.healthy.arkansas.gov/ems for questions regarding how to register. Click [here](#) to be directed to the Online CEU website User Guide Power Point.

After you have created an account you will be allowed to enter CE hours. When entering CE hours please select a course topic from the drop down menu (All course topics found on the CE website are pre-approved by the Section of EMS. If you feel a course should be included in list of pre-approved topics please contact the Section of EMS). Once a course topic is selected from the menu a course ID will self-generate. Please enter sponsoring institution name and address as well as contact information for instructor conducting course. After all course information is entered select Add Class.

The next page will allow you to enter each Emergency Medical Service Provider (EMSP) that attended the class. Fill in the EMSP license number and hit enter. The first and last name of the EMSP will auto populate. It is important to check both name and EMSP number for accuracy. After all students have been entered, select the Finish button. You will be directed to final page in which you will need to read the disclaimer in red. After reading the disclaimer you will need to check the box and initial before you hit the submit button. Please print a screen shot for your personal record.

If you have any questions feel free to give me a call. I am listing the web site below for you to use. Thank you for your time on this matter.

<https://webdata.emsdata.com/ArkansasCert/CE>

Karston Bradford
EMSP License Administrator
Phone 501-661-2744
karston.bradford@arkansas.gov