

Oregon EMS eLicense



Emergency Medical Services
eLicense



Oregon EMS eLicense Claim Your Account

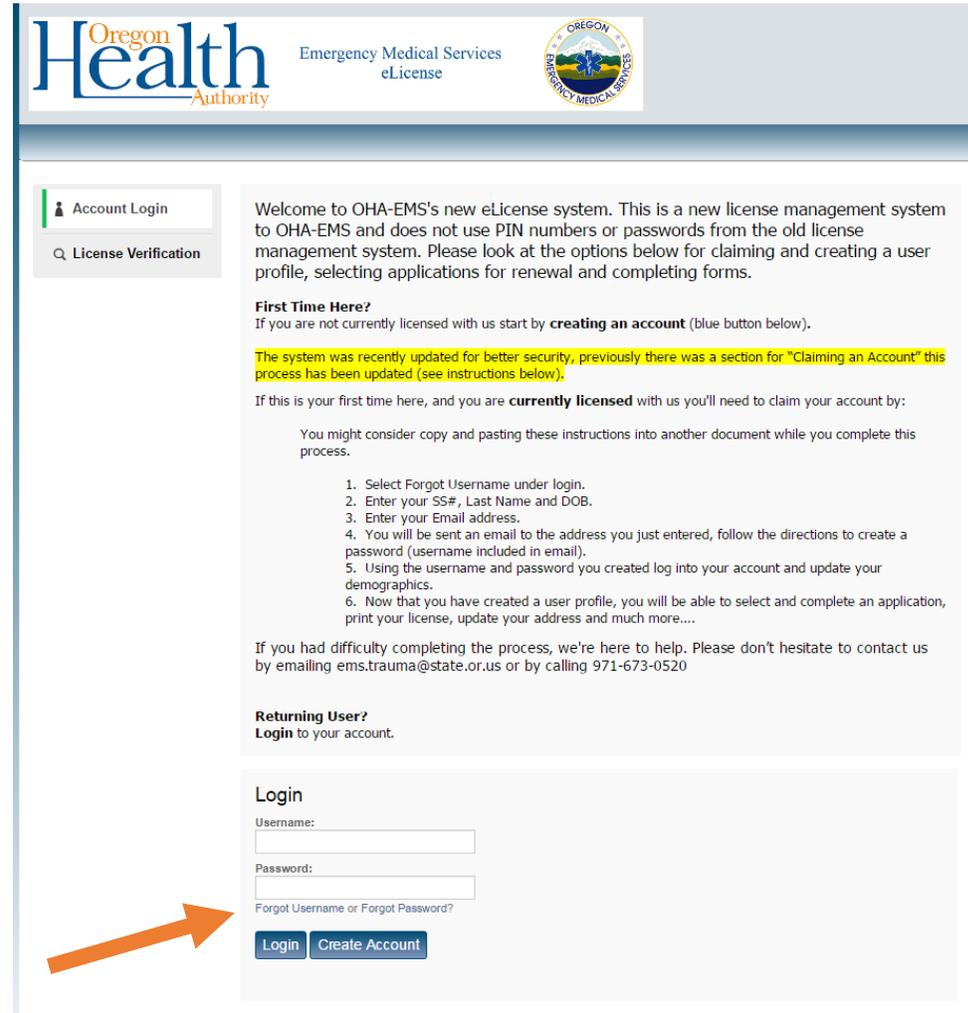
The following website is the new homepage for Oregon EMS licensing providers.

<https://oregon.imagetrendlicense.com>

Directions on the login page give step by step instructions on how to “Claim” an account if a provider is currently licensed with OHA-EMS.

Step 1:

Select “Forgot Username.” This is used for heightened security and can be used as needed for a provider who has forgotten their username.



Oregon Health Authority Emergency Medical Services eLicense

Account Login

License Verification

Welcome to OHA-EMS's new eLicense system. This is a new license management system to OHA-EMS and does not use PIN numbers or passwords from the old license management system. Please look at the options below for claiming and creating a user profile, selecting applications for renewal and completing forms.

First Time Here?
If you are not currently licensed with us start by **creating an account** (blue button below).

The system was recently updated for better security, previously there was a section for "Claiming an Account" this process has been updated (see instructions below).

If this is your first time here, and you are **currently licensed** with us you'll need to claim your account by:

You might consider copy and pasting these instructions into another document while you complete this process.

1. Select Forgot Username under login.
2. Enter your SS#, Last Name and DOB.
3. Enter your Email address.
4. You will be sent an email to the address you just entered, follow the directions to create a password (username included in email).
5. Using the username and password you created log into your account and update your demographics.
6. Now that you have created a user profile, you will be able to select and complete an application, print your license, update your address and much more...

If you had difficulty completing the process, we're here to help. Please don't hesitate to contact us by emailing ems.trauma@state.or.us or by calling 971-673-0520

Returning User?
Login to your account.

Login

Username:

Password:

[Forgot Username or Forgot Password?](#)

Login **Create Account**

Oregon EMS eLicense Claim Your Account

Step 2:

Once “Forgot Username” is selected on the home page, the provider will be directed to enter their DOB, Last Name and SS#.

After entering the information select “Lookup”.

The screenshot shows the 'Forgot Username' page of the Oregon Health Authority's Emergency Medical Services eLicense system. The page header includes the Oregon Health Authority logo, the text 'Emergency Medical Services eLicense', and the Oregon EMS logo. On the left, there are two menu items: 'Account Login' (highlighted with a green bar) and 'License Verification'. The main content area is titled 'Forgot Username' and contains the instruction: 'Search for your username by entering the following information:'. Below this are three required fields: 'Date of Birth' (with a calendar icon), 'Last Name' (with a text input field), and 'Social Security Number' (with a 'Show SSN' checkbox). At the bottom of the form are 'Lookup' and 'Back' buttons. A red asterisk and the word 'required' are visible on the right side of the form area. The footer contains the copyright notice: '© 2016 ImageTrend, Inc.'

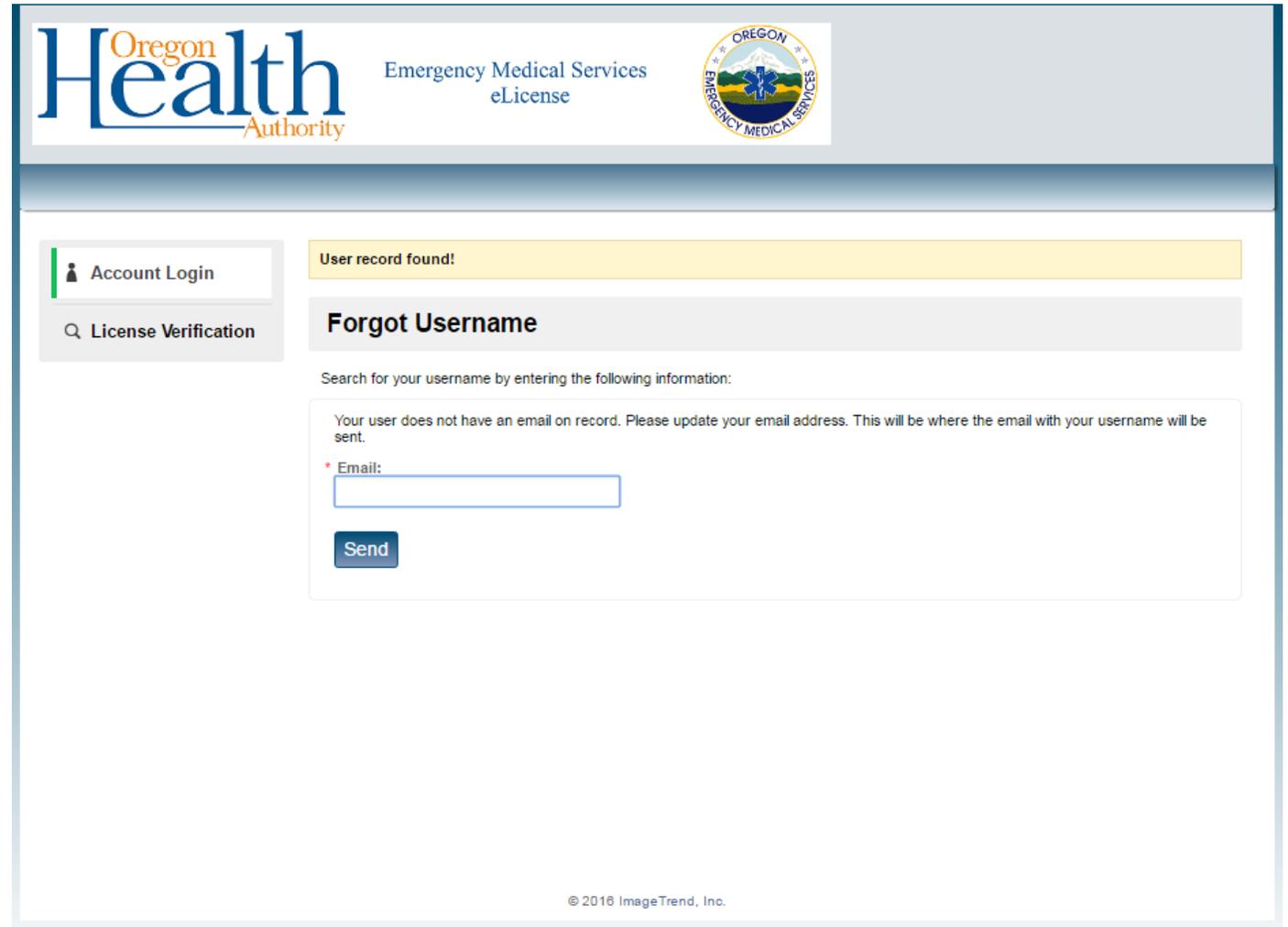
Oregon EMS eLicense Claim Your Account

Step 3:

If the provider has a license with OHA-EMS they will be directed to enter their email address. (This must be an email address that is NOT already in use by another licensee).

The provider will then receive an email with a link.

If the provider does not receive an email within one business day please contact Oregon EMS office at ems.trauma@state.or.us.



The screenshot displays the Oregon Health Authority Emergency Medical Services eLicense portal. At the top, the logo for Oregon Health Authority is visible, along with the text 'Emergency Medical Services eLicense' and the Oregon EMS logo. The main content area features a navigation menu on the left with 'Account Login' and 'License Verification' options. A yellow banner at the top of the main content area reads 'User record found!'. Below this, a section titled 'Forgot Username' contains the instruction: 'Search for your username by entering the following information:'. A message states: 'Your user does not have an email on record. Please update your email address. This will be where the email with your username will be sent.' Below this message is a form with a label '* Email:' and an empty text input field. A 'Send' button is positioned below the input field. At the bottom right of the page, the copyright notice '© 2016 ImageTrend, Inc.' is displayed.

Oregon EMS eLicense Claim Your Account

Step 4:

The provider will receive an email which looks just like the one to the right.

Note that the Username for the provider is listed, this is generated by the eLicense system.

Click on "HERE" and the provider will be directed to reset/set a password.

Dear Joe,

Below is your login information:

Username: Test.Joe

Password: Click [HERE](#) to reset your password.

Thank you,

EMS & Trauma Systems
Oregon Health Authority
www.healthoregon.org/ems



Emergency Medical Services
eLicense



This message contains information that may be confidential and privileged. Unless you are the intended recipient, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by error. If you have received this message in error, please advise the sender immediately by e-mail.

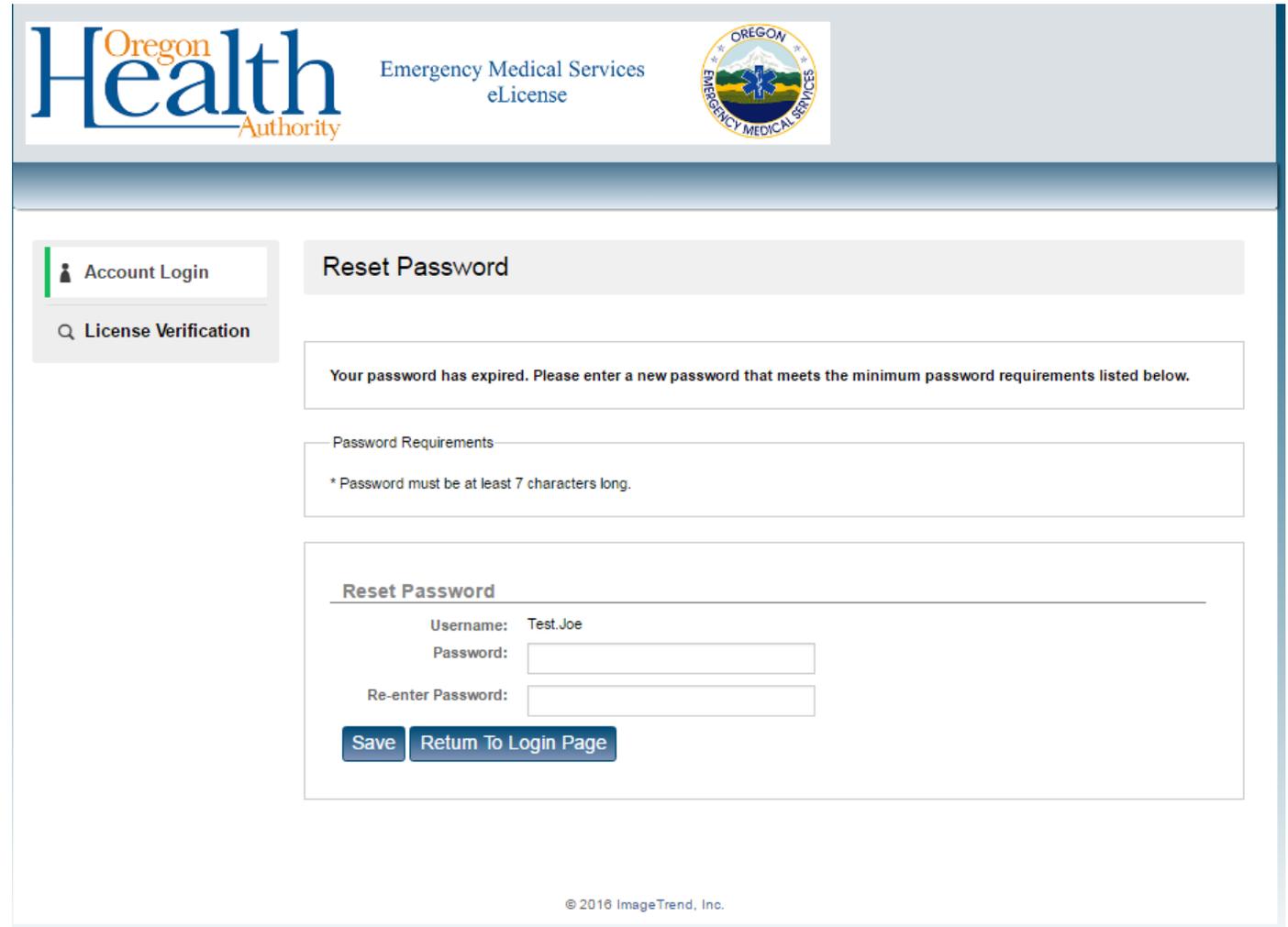
License Management System

Oregon EMS eLicense Claim Your Account

Step 5:

Enter a password and select “Save”

Note that the username is again auto-populated into the screen. This username will need to be remembered by the provider for future login to the eLicense system.



The screenshot displays the Oregon Health Authority Emergency Medical Services eLicense portal. At the top, the logo for Oregon Health Authority is on the left, and the text 'Emergency Medical Services eLicense' is in the center. To the right is the Oregon Emergency Medical Services seal. Below the header, there are two navigation buttons: 'Account Login' (highlighted with a green bar) and 'License Verification'. The main content area is titled 'Reset Password'. A message states: 'Your password has expired. Please enter a new password that meets the minimum password requirements listed below.' Below this is a section for 'Password Requirements' with a note: '* Password must be at least 7 characters long.' The 'Reset Password' form includes a 'Username' field with the value 'Test.Joe', a 'Password' field, and a 'Re-enter Password' field. At the bottom of the form are two buttons: 'Save' and 'Return To Login Page'. The footer contains the copyright notice: '© 2016 ImageTrend, Inc.'

Oregon EMS eLicense Claim Your Account

Step 6:

The provider will be directed to update their demographics and once complete select “Save”.

The provider has now “claimed their account” and updated their profile.

A provider can now complete an application, print a license, update an address and much more.....

Oregon Health Authority
Emergency Medical Services eLicense

Welcome, Joe Test | Logout

My Account
Profile
Applications
Service
License Verification

Please Complete the following user demographic information.
Please provide Address information for your account.

Test, Joe ()

My Profile

Make any updates to your demographic information of your profile. When you are finished, make sure to click **Save** from the bottom of the page. Some fields are pre-populated and cannot be changed without submitting a change form. If there are errors in your information and you are unable to change them, please email us with your information at ems.trauma@state.or.us

Demographics | Licenses

Account Demographics

* First Name: Joe

Middle Name (If none leave blank):

* Last Name: Test

Prefix:

Suffix:

Maiden Name:

Preferred Name:

* Social Security Number: - - - - - Show SSN

What is this?

* Birth Date: 11 / 12 / 1983

* Gender: - Gender -

* Race: Available Selected

- Hispanic or Latino
- Black or African American
- Not Recorded
- American Indian or Alaska Native
- White
- Not Reporting
- Not Applicable

Oregon EMS eLicense View Available Applications

By selecting “Applications” the provider will find available applications based on their profile.

- Renewal applications will be available in the “applications” section during the renewal period.

Oregon Health Authority
Emergency Medical Services eLicense

Welcome, Joe Test | Logout

Available Applications

To begin an initial application, renewal application or any other form, click on the **Apply Now** button below.

If you are returning to continue with an application you've already started, click one of the links in the menu to the left to continue with that selection on your application.

My Applications

Test, Joe ()

Applications	Action
Initial EMS License Use this form to apply for a NEW, EMT, AEMT, Intermediate or Paramedic license you do not currently hold with the state of Oregon. This can also be use if applying for reciprocity as an EMT, AEMT or Paramedic.	Apply Now
Initial EMR License Use this form to apply for a NEW Emergency Medical Responder (EMR) license you do not currently hold with the State of Oregon.	Apply Now
Information Update Form Use this form to update information on a current license you already have. Information such as address, phone number and email can be updated. This is not a necessary form if you're are renewing, reinstating or applying for an initial license.	Apply Now

Records 1-3 of 3

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Oregon EMS eLicense View Your License

By Clicking on “My Account” the provider will be taken to their home screen where they can:

- Select “View License” and print their license. (Printing can be done by right clicking on the license once it appears and select print.)

The screenshot displays the user interface for the Oregon Health Authority's EMS eLicense system. At the top, the logo for Oregon Health Authority is on the left, and the text 'Emergency Medical Services eLicense' is in the center. To the right is the official seal of the Oregon Emergency Medical Services. Below the header, a navigation menu on the left includes 'My Account', 'Applications', 'Service', and 'License Verification'. The main content area is titled 'My Account' and contains a welcome message for 'Joe Test'. It provides instructions on how to apply for a license and how to view and print it. A section for 'Joe Test' shows his role as a Paramedic, license number 8675309, issue date of 01/02/2015, and expiration date of 06/30/2017. A blue 'View License' button is present next to this information, with an orange arrow pointing to it. To the right of the user information, there is a 'No forms pending' status. At the bottom, there is a search section for personnel with input fields for license number, first name, and last name, and a 'GO' button. The footer contains the copyright notice '© 2016 ImageTrend, Inc.'

Oregon EMS eLicense

Here is an example of how a provider license looks.

Each license will have a unique QR code.

When scanned with a QR reader it will access the license verification portion of the OHA-EMS website and provide further verification of the license.

