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**DATE:** October 28, 2013

**TO:** All Wisconsin Licensed Emergency Medical Services (EMS) Personnel

**FROM:** Brian Litza, Director, WI EMS Program

**SUBJECT:** EMS System Providers Preparation for 2014-2016 Renewals

The WI EMS program is preparing for the 2014-2016 licensing renewal process. Throughout the renewal period from November 1, 2013 to June 30, 2014, renewal notices will be electronically sent to you using the WI [E-Licensing](#) system, and through regular mail via the U.S. Postal Service.

For these notices, the EMS program will use the mailing address that is in your personal [E-Licensing](#) account. Therefore, we are requesting that you log into your [E-Licensing](#) account to verify your current email address and mailing address so that you will receive all of the important renewal information pertaining to your professional EMS license or certifications. Please note that mail sent by the EMS program is not forwarded, but is returned to the EMS Office.

If you do not remember your username or password, please use the tools provided at the login screen to recover that information.

Again, the 2014-2016 renewal process begins on November 1, 2013 and will continue through June 30, 2014. We appreciate your attention to this important issue as this will help avoid delays in renewal of your professional EMS provider license or certification.

For more information, please visit <http://www.dhs.wisconsin.gov/ems/index.htm>.  
For assistance, please contact [dhsemssmail@wisconsin.gov](mailto:dhsemssmail@wisconsin.gov).

Thank you!