



EMS ConnectME



v6.26.2025

Level 2 Approval Process

Before inviting a Level 2 applicant to interview, answer these questions:

- Does your agency have the capacity to take on a Level 2 Learner at this time?
- Does your agency have enough Mentors, and enough Mentor availability?
- Does your agency have enough call volume that a Learner would be able to go on calls?
- Is this likely to be a worthwhile experience for the Learner?

Before approving a Level 2 applicant, ask yourself these questions:

- Do you feel the Learner could be counted on to get you what you needed on an EMS call?
- Do you trust that they will follow instructions in a stressful situation?
- Do you feel they are mature enough to behave appropriately on an EMS call?
- Have they demonstrated that they are serious about considering a future in EMS, healthcare, and/or public safety?
- Do you think they are a good fit for your agency?

Steps when approving a Learner for Level 2:

- Communicate with the Learner's Instructor of Record.
 - The Instructor of Record needs to approve the Learner's application in the GenUS Learning Exchange, allowing them to advance to Level 2 assignments.
- Give the Learner a formal Level 2 offer, similar to a job offer.
- Create an eLicensing account with the Learner.
 - Add the Learner to your agency's roster, so that they can be documented on all calls that they attend.
- Request a Level 2 ID Card by filling out the Document Request Form found on the EMS ConnectME website, Agency Information page (maine.gov/ems/ConnectMEAgencyInfo).
 - Maine EMS sends formal ID cards to those who achieve Level 2 in EMS ConnectME.

Learner Name

Name of EMS Agency



999#####
Card Number

mm/dd/yyyy
Issue Date



■ THIS CARD IS NOT A LICENSE ■

The recipient of this card is not authorized to perform patient care in Maine.

If found, please return to:

Maine Emergency Medical Services
45 Commerce Drive
152 State House Station
Augusta, ME 04333-0152