

Even if a student has not renewed their training subscription, Blue Card will make a student available in the Dept.'s RMS system to be certified within their 1 year window of completing their online training program.

Once certified, all Blue Card CE modules viewed by the student will be credited to them as CE hours and the student can now be added to a Dept. CE Roster using the RMS tools.

IC Recertification

After the student has successfully passed the evaluation lab and has obtained their IC certification, their certification will be valid for a 3-year period from the date that the sim evaluation process was completed. At the end of the 3 year certification period, the student must have the following to maintain their Blue Card IC certification for another 3 year certification period:

1. 36 hours of documented CE on the Blue Card RMS system
2. All IC simulation/live event evaluations done for both IC roles for all 5 building types documented on the Blue Card RMS system
3. 90 to 0 days prior to expiration, complete a 5 hour online refresher module on the 8 Functions of Command
4. 90 to 0 days prior to expiration, pass a 40 question multiple choice test on the 8 Functions of Command

The student's dashboard will display their progress in the certification and re-certification process every time they log into the training program.

If a student has the first 2 items completed in the list above 90 days prior to their expiration date, item #3 (a 5 hour online refresher module on the 8 Functions of Command) will become available to the student via their dashboard.

Once the student has completed their 5 hour refresher module, a 40 question multiple choice test on the 8 Functions of Command will immediately become available to the student via the dashboard. The student will have 3 attempts to pass the 40 question multiple choice test with a minimum score of 70%.

Once the student has successfully passed the recertification exam, their IC certification will be valid for another 3 year period. The student's dashboard will reset and the same 3 year CE, evaluation, and testing requirements will begin again.

The RMS system will allow an automatic 30 day extension period to a student's recertification period for all certified IC's who are about to expire.

All certified IC's certification will officially expire if:

- They do not have the required CE hours within their certification period (36 hours in 3 years)
- They do not have all of their required IC evaluations completed within their certification period
- They do not complete the 5 hour recertification refresher module within their 90 day window
- They do not complete their 40 question recertification test within their 90 day window
- They fail their 40 question recertification test after their 3rd attempt

If any of the above happens and a student has a current \$125 renewal in place, in order to recertify, the student must:

1. Complete the entire 8 Functions of Command training modules again
2. Successfully complete a simulation evaluation session

if the student has a current \$125.00 renewal subscription in place, the student's dashboard will automatically reset the student's 8 Functions of Command training modules and the dashboard will continue to display the student's current status in the certification/recertification process.

Any student who has been offline (no active subscription) on the system for over a 3 year period will be considered to have their IC certification **EXPIRED.** Any student/dept. wanting to recertify as an IC after they have been offline for a 3 year period will need to:

- Purchase a \$125 1 year renewal
- Complete the entire 8 Functions of Command training modules over again
- Successfully complete a simulation evaluation session