

ADDITIONAL TRAINING FOR RESERVED ACTS





About Practice Directions

The College of Paramedics of Manitoba (CPMB) has the legislated authority through the Regulated Health Professions Act (RHPA) to establish Council-approved practice directions.

Practice directions set out requirements related to specific aspects of the RHPA, regulations and paramedic practice. Practice Directions also explain, add, or guide paramedics with respect to the subject matter described in the regulation or any other matter relevant to the practice of paramedicine. Compliance with approved practice directions is required as described under section 86 of the RHPA.

Questions related to the information in the College practice directions or the application of the information can be directed in info@collegeparamb.ca.

This Practice Direction was approved by the Transitional Council of the College of Paramedics of Manitoba on September 23, 2020.



Purpose

Regulatory scheme 1.1 (CPMB General Regulation)

Persons who practice paramedicine are regulated under *The Regulated Health Professions Act*, and the *Practice of Paramedicine Regulation, Manitoba Regulation 71/2018*, and the College of Paramedics of Manitoba's by-laws and practice directions.

Under the RHPA and the College of Paramedics General Regulation, before a Paramedic performs some reserved acts, additional training is required.

The focus of the additional training is to support safe, competent, patient-centered practice. This practice direction communicates the criteria required for the additional training.

Reserved acts requiring additional training have been identified as those activities that:

1. Require knowledge beyond the entry-level competencies.
2. Require theory and technical skills.
3. Pose a high risk to patient safety.

A list of all reserved acts applicable to Paramedic practice and their requirements are presented in Appendix A.

Definition: Additional Training

Definitions 1.2 (CPMB General Regulation)

"additional training" means a course, program of study, training or other structured process that meets approved criteria and the purpose of which is to provide a member with the competency to perform a reserved act.

'Approved' as stated in this definition means to be approved by the Council of the College.

Performing reserved acts 4.3(1) (CPMB General Regulation)

A member may perform a reserved act only if

- (a) the member is legally permitted and competent to perform the reserved act and it is safe and appropriate for the procedure being performed; and
- (b) it is appropriate to the member's practice setting.



4.3(2)

A member may perform only those reserved acts as set out in the Table in the Schedule or delegated to the member in accordance with this Part, and only if the member has a valid certificate of practice **and any additional training that is required.**

Roles and Responsibilities

The College

The College's role is to ensure the required additional training meets the approved criteria of the Council of the College, and that there is a mechanism in place to ensure compliance of these standards.

Employer

Employers provide additional training, approved by the College, to Paramedics based on the competencies required in the practice setting in which the Paramedic is employed. Employers must maintain a current record of Paramedics who have successfully completed the additional training required for a Reserved Act. Upon request, employers must provide to the College, the name(s) of the Paramedic(s) who demonstrated successful completion of the additional training required for the specific reserved act(s). The list includes:

- The Paramedic's name(s),
- Registration number(s),
- Area(s) of practice
- Date training was completed.

Paramedics

Paramedics need to ensure that they have completed approved additional training and have achieved and maintained the necessary knowledge, skill, and judgment prior to performing reserved acts listed in Appendix A. It is strongly recommended that the Paramedic keep their own record of successfully completed training. This record should include:

- The Paramedic's name
- Registration number
- Area of practice



- Date training was completed

The employer and Paramedic have a shared responsibility to ensure that the Paramedic has the appropriate knowledge, skill, and judgment to practice safely, competently, and ethically.

Criteria Required for Additional Training

The Plan

The plan contains a comprehensive approach that demonstrates the need for the reserved act in the practice setting and ensures the Paramedic can meet the learning objectives in order to perform the reserved act competently.

- The plan provides evidence that the reserved act is based on the needs of the resident population.
- The plan defines Paramedic selection criteria (What credentials/amount of experience is required before being eligible to receive the additional training).
- Resources are available to support the Paramedic.
- Processes are in place to support the employer or delegate in making decisions to remove a Paramedic from the additional training when the Paramedic is unable to meet the learning objectives, the learning activities, the evaluation methods, or demonstrates unsafe practice.

The Curriculum

The curriculum builds upon standards of practice and competencies to provide the learning experiences necessary for Paramedics to achieve competence for the reserved act.

The curriculum provides a framework which includes foundational elements applicable to Paramedic practice including:

- patient-centered practice
- collaboration
- communication
- documentation
- ethical considerations



The curriculum requires the Paramedic to achieve the competence for the reserved act while providing supervised/observed care directly with patients and/or through simulated experiences.

The curriculum is evidence-based.

The curriculum contains a description which includes the following:

- course content.
- learning objectives.
- learning activities.
- evaluation methods
- a plan to support the maintenance of competence in the new reserved act.

The Source for Additional Training Resources

The additional training course, program of study, training or other structured process provides quality education to the Paramedic to meet the Clinical Standards – Practice of Paramedicine and Reserved Acts in the Regulation. Resources should be credible and support/enhance the evidence-based curriculum. Reference material should be evidence based.

In addition, evidence that there is a process to ensure the educator has the knowledge, skill, and judgment to provide the additional training is required.

The Evaluation

Evaluation supports the Paramedic in achieving the competence to perform the reserved act. Additional training must include:

- A process for Paramedic evaluation.
- Educators and Paramedic learners contribute feedback for auditing and revision purposes

Evaluation findings will be used to revise the Training plan.

APPENDIX A: SCHEDULE of RESERVED ACTS (Section 4.9)

Reserved act	Critical Care Paramedic	Advanced Care Paramedic	Primary Care Paramedic (Intermediate Care)	Primary Care Paramedic	Emergency Medical Responder
1: making a diagnosis that is appropriate to the member's practice of paramedicine and communicating it to an individual or their personal representative in circumstances in which it is reasonably foreseeable that the individual or representative will rely on the diagnosis to make a decision about the individual's health care	X	X	X	X	
2: with additional training, receiving reports of screening or diagnostic tests for the purpose of assessing, diagnosing or resolving a health condition that is appropriate to the paramedic's practice and in accordance with the National Occupational Competency Profile for Paramedics	X	X	X	X	
2: with additional training, receiving X-rays, but only for confirmation of device placement	X	X			
3(a): performing a procedure on tissue below the dermis for the purpose of wound management and of management of an impaled object	X	X	X	X	X
3(a): performing a procedure on tissue below the dermis for the purpose of any of the following: (i) removal of a foreign body, (ii) wound repair, (iii) venous blood sample acquisition, (iv) peripheral intravenous cannulation	X	X	X	X but only with additional training	

Reserved act	Critical Care Paramedic	Advanced Care Paramedic	Primary Care Paramedic (Intermediate Care)	Primary Care Paramedic	Emergency Medical Responder
3(a): performing a procedure on tissue below the dermis for the purpose of any of the following: (i) intraosseous device insertion, (ii) needle decompression for tension pneumothorax during cardiac arrest	X	X	X but only with additional training		
3(a): performing a procedure on tissue below the dermis for the purpose of needle decompression for tension pneumothorax	X	X			
3(a): with additional training, performing a procedure on tissue below the dermis for the purpose of thoracostomy	X	X			
3(a): performing a procedure on tissue below the dermis for the purpose of managing patients with an established indwelling arterial catheter	X	X but only with additional training			
3(a): with additional training, performing a procedure on tissue below the dermis for the purpose of any of the following: (i) umbilical arterial cannulation, (ii) arterial blood sampling via radial artery or established arterial line access	X				
3(a): performing a procedure on tissue below the dermis for the purpose of any of the following: (i) monitoring an established pulmonary artery catheter and interpreting data, (ii) umbilical venous cannulation	X				
3(b): performing a procedure on tissue below the surface of the mucous membrane for the purpose of any of the following: (i) wound management, (ii) management of an impaled object	X	X	X	X	X

Reserved act	Critical Care Paramedic	Advanced Care Paramedic	Primary Care Paramedic (Intermediate Care)	Primary Care Paramedic	Emergency Medical Responder
3(b): performing a procedure on tissue below the surface of a mucous membrane for the purpose of any of the following: (i) needle (percutaneous) cricothyroidotomy, (ii) surgical cricothyroidotomy	X	X but only with additional training			
3(d): performing a procedure on tissue below the surface of a tooth for the purpose of emergency tooth re-implantation	X	X	X	X but only with additional training	
4(a): inserting or removing an instrument or device into the external ear canal	X	X	X	X	X
4(b): inserting or removing an instrument or device beyond the point in the nasal passages where they normally narrow for the purpose of airway management	X	X	X	X	X
4(b): inserting or removing an instrument or device beyond the point in the nasal passages where they normally narrow for the purpose of any of the following: (i) nasal tracheal intubation, (ii) insertion of a device for epistaxis, with additional training	X	X			
4(c): removing a device beyond the pharynx for the purpose of any of the following: (i) orogastric tube (gravity drain) maintenance, (ii) nasogastric tube maintenance (gravity drain)	X	X	X	X	X but only with additional training
4(c): inserting a blind insertion airway device beyond the pharynx	X	X	X	X	
4(c): inserting or removing an instrument or a device beyond the pharynx for the purpose of any of the following: (i) maintenance of established internal esophageal probe, (ii) maintenance of established nasogastric tube (suction)	X	X	X	X but only with additional training	

Reserved act	Critical Care Paramedic	Advanced Care Paramedic	Primary Care Paramedic (Intermediate Care)	Primary Care Paramedic	Emergency Medical Responder
4(c): with additional training, inserting or removing an instrument or a device beyond the pharynx for the purpose of orogastric tube insertion and maintenance	X	X			
4(c): inserting or removing an instrument or a device beyond the pharynx for the purpose of removing a supraglottic foreign body	X	X	X	X but only with additional training	
4(c): inserting or removing an instrument or a device beyond the pharynx for the purpose of suctioning	X	X	X but only with additional training		
4(c): inserting or removing an instrument or a device beyond the pharynx for the purpose of any of the following: (i) nasogastric tube insertion, (ii) endotracheal intubation, (iii) forceps removal of tracheal foreign body	X	X			
4(c): with additional training, inserting or removing an instrument or device, hand or finger beyond the pharynx for the purpose of endotracheal intubation with paralytics	X				
4(d): removing a device from beyond the opening of the urethra for the purpose of urinary catheter maintenance	X	X	X	X	X but only with additional training
4(d): removing a urinary catheter	X	X	X	X	
4(d): inserting a device beyond the opening of the urethra for the purpose of urinary catheterization	X	X			
4(e): inserting or removing a hand or finger beyond the labia majora for obstetrical emergencies related to a prolapsed umbilical cord or for the purpose of airway management of the fetus during breech birth	X	X	X	X	X

Reserved act	Critical Care Paramedic	Advanced Care Paramedic	Primary Care Paramedic (Intermediate Care)	Primary Care Paramedic	Emergency Medical Responder
4(e): inserting or removing a hand or finger beyond the labia majora for obstetrical emergencies related to limb presentation	X	X	X	X but only with additional training	X but only with additional training
4(e): inserting or removing a hand or finger beyond the labia majora for obstetrical emergencies related to uterine inversion	X	X	X but only with additional training	X but only with additional training	
4(e): inserting or removing a hand or finger beyond the labia majora for obstetrical emergencies related to shoulder dystocia	X	X but only with additional training			
4(e): with additional training, inserting or removing a hand or finger beyond the labia majora for obstetrical emergencies for the purpose of bimanual compression	X	X			
4(f): inserting or removing an instrument or device beyond the anal verge for the purpose of continuous core temperature monitoring	X	X	X but only with additional training	X but only with additional training	
4(g): inserting or removing an instrument or device into an artificial opening in the body for the purpose of any of the following: (i) positive pressure ventilation with a tracheostomy, (ii) suctioning a tracheostomy	X	X	X	X	X but only with additional training
4(g): inserting or removing an instrument or device into an artificial opening into the body for the purpose of managing obstructed tracheostomy	X	X	X	X but only with additional training	X but only with additional training
5(a): administering a substance by injection	X	X	X	X	
5(a): administering a substance by injection for the purpose of tube maintenance	X	X	X	X	X but only with additional training
5(b): administering a substance by inhalation	X	X	X	X	
5(c): administering a substance by mechanical ventilation using a bag-valve mask	X	X	X	X	X

Reserved act	Critical Care Paramedic	Advanced Care Paramedic	Primary Care Paramedic (Intermediate Care)	Primary Care Paramedic	Emergency Medical Responder
5(c): administering a substance by mechanical ventilation for the purpose of continuous positive airway pressure	X	X	X	X but only with additional training	
5(c): administering a substance by mechanical ventilation for the purpose of bi-level positive airway pressure	X	X but only with additional training			
5(d): administering a substance for the purpose of eye irrigation	X	X	X	X	X
5(d): administering a substance the purpose of wound irrigation	X	X	X	X	X
5(d): administering a substance for the purpose of bladder irrigation	X	X	X	X but only with additional training	
5(e): administering a substance by enteral instillation or parenteral instillation for the purpose of tubes maintenance	X	X	X	X	X but only with additional training
5(f): administering blood products by transfusion, if there is an order specific to the patient from a regulated health professional who is legally permitted and competent to give the order	X	X but only with additional training			
9: administering oxygen	X	X	X	X	X
9: if there is a standing order and with additional training, administering a drug, except vaccines, by (i) auto-injector, (ii) inhalation, metered dose inhaler or nebulizer, (iii) buccal, oral or sublingual routes, (iv) intranasal route	X	X	X	X	X
9: if there is a standing order and with additional training, administering a drug by any method, except vaccines, incidental to the practice of paramedicine	X	X	X	X	

Reserved act	Critical Care Paramedic	Advanced Care Paramedic	Primary Care Paramedic (Intermediate Care)	Primary Care Paramedic	Emergency Medical Responder
9: administering a vaccine by any method in accordance with provincial requirements if the vaccine is required as part of a communicable disease response or in a public health emergency	X	X	X	X	
10(a): with additional training, applying point-of-care ultrasound to facilitate intravenous cannulation	X	X			
10(a): with additional training, applying point-of-care ultrasound in approved circumstances	X	X			
10(b)(ii): applying or ordering the application of electricity for cardiac pacemaker therapy	X	X			
10(b): applying electricity for any of the following: (iii) cardioversion, (x) transcutaneous cardiac pacing	X	X	X but only with additional training		
10(b)(iv): applying electricity for automated or semi-automated defibrillation without rhythm interpretation	X	X	X	X	X
10(b)(iv): applying electricity for non-automated defibrillation	X	X	X	X but only with additional training	
12: setting a fracture of a bone for the purpose of restoring perfusion, extrication or immobilization	X	X	X	X	X
12: setting a dislocation of a joint in approved circumstances	X	X	X but only with additional training		
14: managing the delivery of a baby only where delivery is imminent while the patient is in the care of a paramedic	X	X	X	X	X