



College of Paramedics of Manitoba		
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Approval Signature: <i>Original Signed by J. Wade</i>	Section: Executive Expectations	
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1.0 PURPOSE

To outline the Council’s expectations of the Executive Director (ED)/Registrar with regard to operational delivery of the College of Paramedics of Manitoba (the College) regulatory requirements. The expectations meet the legislative requirements defined in the Regulated Health Professions Act (RHPA)

2.0 DEFINITIONS

N/A

3.0 POLICY

This policy is based on the mandate of the College to govern its registrants in a manner that serves and protects the public interests as outlined in the RHPA. The College protects the public from unsafe, unethical, and incompetent paramedic care.

3.1 General Principles for Regulatory Requirements Operations

The Executive Director/Registrar will ensure the following principles direct all regulatory operational processes:

- All decisions are made in the public interest
- All decisions are made based on the knowledge skills and judgements expected of registrants
- Decisions are guided by best practice in regulation, such as the Standards of Good Regulation from the Professional Standards Authority, or other type of research, expert opinion or benchmarking
- Policies and processes are clearly communicated to the public and registrants in order to be as transparent as possible
- Regulatory processes are timely, consistent, just and balanced in approach
- Regulatory processes and policies are compliant with legislation and regulation
- Regulatory processes are outcome focused so that outcomes can be tracked to demonstrate effectiveness and impact on the public interest



- When outcome measures suggest a concern with regulatory effectiveness or impact, an appropriate review will be conducted.
- Regulatory processes are developed in a collaborative framework with input from the public, registrants, and other health care regulators

3.2 **Requirements for Registration**

The ED/Registrar shall ensure the following principles direct the operational processes for Registration services:

- Requirements for registration are communicated and applied consistently
- Paramedics entering practice will demonstrate that they meet the entry to practice competencies established by the paramedic profession
- Paramedics renewing their license will demonstrate compliance with continuing competency requirements
- Paramedics applying for registration will demonstrate English language proficiency including in reading, writing, speaking and listening
- English language requirements are applied consistently to both North American and International Applicants
- Registrant processes are transparent, understandable, efficient, and user-friendly
- College staff assist registrants within 48 hrs during College operating hours

3.3 **Standards of Practice, Code of Ethics and Practice Directions Governing the Practice of Paramedicine**

The ED/Registrar shall ensure that the development of standards and practice directions meets the following principles:

- Practice standards, the Code of Ethics are used as the benchmarks for paramedic practice and are the foundation for guiding regulatory practices
- Standards of Practice, the Code of Ethics, and Practice Directions are brought to Council for approval prior to release
- All Standards, Code of Ethics, are reviewed every five years
- All Practice Directions are reviewed every three years

3.4 **Quality and Continuing Competency**

The ED/Registrar shall ensure the Quality and Continuing competency requirements are met as follows:



- Guidance documents communicate that individual paramedics are accountable for their professional actions and answerable for their practice
- Guidance documents and individual consultations assist paramedics to use their knowledge, skills, and judgement in practice situations
- Support to paramedics in meeting practice standards, code of ethics, and practice directions requirements is provided in a timely and effective way
- Guidance documents and continuing competency requirements incorporate an expectation for individual paramedic self-reflection and an awareness of professional obligations and accountability mechanisms for safe and effective practice
- Continuing competency programs support continuous improvement for safe, quality professional practice across a variety of roles
- Continuing competency assessment programs are measured for their effectiveness and are revised as supported by research

3.5 **Professional Conduct**

The ED/Registrar shall ensure that operational processes for professional conduct occur as follows:

- Appropriate and standardized processes options are in place to resolve practice concerns, as supported in legislation and regulation. This could include a formal complaint or an identified quality assurance concern
- Protocols are established and followed that ensure that professional conduct issues are managed confidentially, objectively, and in a timely manner. This includes a formal complaint, a quality assurance concern, or an employer report
- Consistent process for receiving and reviewing pertinent information related to the conduct matter are followed for registrants and complainants
- Appropriate actions, right-sized to the actual offence, following a decision of wrong doing, are taken
- Inquiry decisions are disclosed appropriately to the public, in keeping with legislation, regulation and Council policy
- Outcome measures related to conduct processes and decisions are tracked to demonstrate effectiveness to the public

3.6 **Education Program Approval and Examination**

ED/Registrar shall ensure that operational processes for education program approval and exam administration are followed:



- Consistent and fair criteria are established and communicated for paramedic education program approval
- Education approval occurs every at least every five years or more frequently if there are any demonstrated concerns
- Accreditation requirements for educational programs are achievable
- Exams are administered in a manner that is fair, respectful, transparent and unbiased