



# College of Paramedics of Manitoba

Protecting public interest through  
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## ► NEWSLETTER

### 2022 Spring Newsletter

As we enter the Spring season, we are reminded that in May, Paramedics are acknowledged for their dedication and service to their profession and the patients they serve through Paramedic Services Week. The theme for the 2022 Paramedic Services Week is “The Many Faces of Paramedics”. This past year we have met with paramedics from a variety of practice settings and who practice in all membership classes. Your diversity in experience and roles is exciting and inspiring to witness. Thank you, Manitoba paramedics!

The 21/22 Fiscal year ended on March 31, 2022. As this newsletter is being composed, College staff are also busy compiling the 21/22 Annual Report and preparing for the Annual General Meeting on June 23, 2022. This year’s AGM will be a hybrid event with both in-person and virtual attendance being offered. Further information on registration will be provided to all registrants.

#### Governance

Governance committee has received feedback related to the Council Bylaws. The feedback is being reviewed and discussed to determine if any further changes to the Bylaws will be made before being circulated to registrants. All registrants will be offered an opportunity to vote electronically on the Bylaws, that will occur in the week prior to the Annual General Meeting. Voting will be open for a five-day period.

#### Finance

Audited financial statements for the 21/22 fiscal year will be presented at the Annual General Meeting. Financial information for Q1 and Q2 of the fiscal year is provided in a dashboard format and has been posted on the College website. The dashboard is found [here](#). In the 22/23 fiscal year this information will be made available to registrants at the beginning of the 3<sup>rd</sup> quarter of the year. Feedback on the presentation of the dashboard is welcome!

#### Registration

The renewal period for the 2022-2023 registration year is now complete. Former Registrants who did not complete the registration renewal process, but who wish to reactivate their certificate of practice will be required to complete a new application for registration. All information for new applications, including registration requirements, can be found on our website at <https://collegeparamb.ca/public/becoming-registered/>. In order to link your application to your existing portal, please use the “forgot password” function from the New Applicant Portal. There is a reactivation/reinstatement fee of \$450 in addition to the application and registration fees. Please contact Christine Ewacha at [cewacha@collegeparamb.ca](mailto:cewacha@collegeparamb.ca) if you require further information.

A review of the renewal process will be conducted and the feedback we have received will be reviewed. Over the coming months, CPMB plans to refine the renewal process to ensure that in coming years it is easier for registrants to navigate. We thank you for your feedback and patience as we make the appropriate changes!



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CPMB staff are developing a “welcome package” to help new registrants navigate their responsibilities as a registrant of the college. This package will be included in a future newsletter and will be on our website so that all registrants can have access to this information.

### **Updating the Registrant Portal:**

All registrants are asked to update your Registrant Portal with the following information:

- Any change in employment
- Upload your renewed Professional Liability Insurance

You can also do the following in your Registrant Portal:

- Submit a document request (e.g. COPR Labour Mobility form)
- Submit a name change
- Submit a status change application (e.g. move from “primary care paramedic” to “advanced care paramedic”)

For Self-Service Guides, please click [here](#). The list of self-service guides includes:

- Registration Change Requests (Document Request, Status Changes, Name Changes)
- Setting Up a New Account
- Registrant Portal
- Picking up Where You Left Off

### **Complaints Investigation Committee – Volunteer Opportunity**

A volunteer opportunity is now available to serve on the Complaints Investigation Committee (CIC). The college is currently recruiting to fill a vacant paramedic representative role on CIC. For more details and to complete an expression of interest form please click [here](#).

### **Urgent Practice Issue – Documentation**

#### ***Registrants, this is a reminder of documentation responsibilities.***

The Patient Care Report (PCR) is a legal document and becomes a part of a client’s permanent health file, and may be reviewed for future care planning, legal considerations, quality assurance and program improvement initiatives, billing, research, and education. It may also be examined as part of a conduct investigation. Information on a PCR should allow the reader to form a clear picture of all the events within the client experience. All paramedics attending an incident – ambulance operators and attending paramedics - are ***equal partners in clinical decisions and procedures and the documentation of those decisions and procedures.*** All persons signing the PCR have a professional responsibility to proofread it, and a legal requirement to ensure that all information contained is an accurate, legible, complete, and concise record of the client contact.



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### Program of Continuing Competency

At the time of registration renewal, registrants were asked to complete attestation questions declaring their completion of the PCC requirements for the 2021-22 cycle. The new Learning Plan tab for the 2022-23 PCC is not yet available in the Portal. Registrants will be receiving an email when it is loaded in the Registrant Portal. As with the 2021-22 PCC cycle, registrants will need to engage the self-reflection process, select the required number of learning indicators, describe the learning goals from the indicators and two learning objectives/activities per goal for the 2022-23 PCC cycle.

Before submitting the PCC, each registrant is required to complete the required documentation of your learning activities by inputting a ***date of completion***, filling in the ***Learning Activity Details*** and ***Impact on Practice*** reflection questions, and uploading the appropriate documentation. Additional resources for PCC are found [here](#).

### Continuing Competency Committee (CCC)

An expression of interest for the Continuing Competency Committee was circulated, and the interview and appointment process for membership has concluded. The list of paramedic and public members appointed to the committee can be found [here](#). Part of the legislated requirement of a continuing competency program is the annual review of registrants' PCC submissions. The Continuing Competency committee will establish the process for review of PCC submissions with the aim of encouraging registrants to enrich their PCC engagement. More information will be shared with registrants as the process is finalized.

### Education Approval

The College is required to set the standards for and approval of paramedic education programs. The Reserved Acts as outlined in the College of Paramedics of Manitoba General Regulation were based on current practice in Manitoba and now define the scope of practice for all classifications of paramedics in Manitoba. The College identified that the scope of practice exceeds the National Occupational Competency Profile (2011), and educational standards needed to be amended. In addition, the College is now a Provincial Service Client for Equal Canada (Accreditation Canada) and is an active partner in the Accreditation process.

Paramedics now have an independent scope of practice. This means paramedics no longer practice under a physician's license and no longer receive Transfer of Functions as was the case prior to self-regulation. Paramedics must now be able to proficiently demonstrate competence in their full scope of practice upon registering with the College. There was a need to make significant changes, especially with the Emergency Medical Responder and Primary Care Paramedic programs, and the College is working with education providers and other stakeholders to meet the new standards.



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### **Entry to Practice Exams**

All the entry to practice exams (EMR, PCP, ACP) are offered by the Canadian Organization of Paramedic Regulators. Registration for these exams is done directly with COPR at [www.copr.ca](http://www.copr.ca). More information regarding eligibility and deadlines can be found on the College website at <https://collegeparamb.ca/public/becoming-registered/examinations/>

### **Presentations to Students and Practice Consultations**

The College has extended an offer to all education programs to speak to students (future registrants) about self-regulation, professional requirements, and privileges, and to answer questions about the new registration process. It has been a privilege to speak with two cohorts to date. The College is also willing to speak with paramedics one-to-one, or in groups – face-to-face or via Teams – to provide information about new regulatory requirements. As always, questions regarding professional requirements, PCC, and professionalism can be emailed to Leith Saunders at [lsaunder@collegeparamb.ca](mailto:lsaunder@collegeparamb.ca)

### **Communication Reminders**

Please remember to check your email often for messages from the College including checking your junk/spam folders. Please add [info@collegeparamb.ca](mailto:info@collegeparamb.ca), as well as email addresses of staff to your safe sender's list.

We invite the public and registrants to contact us at any time with questions about policy or processes. Please use the Contact Us Form <https://collegeparamb.ca/contact-us/> or email the College at [info@collegeparamb.ca](mailto:info@collegeparamb.ca)

### **Website**

A reminder to all registrants to use our website as a source of information as the answers to many of your questions can be found there. The website is updated regularly to keep you informed regarding college activities and professional responsibilities. Please take time to explore the website at <https://collegeparamb.ca/>