



<b>College of Paramedics of Manitoba</b>		
Policy Name: Additional Access to the COPR Entry to Practice Exam	Policy Number: AE-3	Total # of Pages: 2
Approval Signature: <i>Original Signed by T. Bergal</i>	Section: Administrative – Education	
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### 1.0 PURPOSE

The College of Paramedic of Manitoba has defined the eligibility criteria for candidates wishing to access the Canadian Organization of Paramedic Regulators entry to practice exam. This *Policy defines the process for those who have been unsuccessful three (3) times, and who wish to re-attempt an entry to practice exam.*

### 2.0 DEFINITIONS

**Approved Education Program:** Paramedic Education programs approved by the College of Paramedics of Manitoba

**Canadian Organization of Paramedic Regulators – COPR**

**College of Paramedics of Manitoba - CPMB**

**Emergency Medical Responder – EMR**

**Primary Care Paramedic – PCP**

**Advanced Care Paramedic – ACP**

**Entry to practice exam:** the exam recognized, and developed, maintained and administered by COPR, as the requirement for registration as an Emergency Medical Responder, Primary Care Paramedic, or Advanced Care Paramedic with the College of Paramedics of Manitoba

### 3.0 POLICY

Upon completion of an approved education program, a candidate is eligible to apply for and write a COPR entry to practice exam up to three (3) times. If unsuccessful after three (3) attempts, the College of Paramedics of Manitoba requires the candidate to:

- Engage in a consultation process with a representative of the College of Paramedics of Manitoba.

If after the consultation process the candidate wishes to access the COPR entry to practice exam again, the candidate must:



[collegeparamb.ca](http://collegeparamb.ca)

- Successfully complete an CPMB approved “refresher” education program or
- Successfully complete an CPMB approved “full” education program

Upon completion of either a “refresher” program or “full” education program, a candidate initiates an **Eligibility Exception Letter** (found on COPR website [www.copr.ca](http://www.copr.ca)) and submits it to the College of Paramedics of Manitoba. Once obtained, the candidate can complete an application to write the COPR entry to practice exam a fourth (4<sup>th</sup>) time.

If unsuccessful on the fourth (4<sup>th</sup>) attempt, the candidate is required to successfully complete an approved “full” education program in order to have further access the COPR entry to practice exam.

#### 4.0 PROCEDURE

- a. Candidate enrolls in and successfully completes a CPMB approved paramedic education program
- b. Candidate submits an application to COPR and writes an entry to practice exam (*for CPMB exam access eligibility criteria, please see <https://collegeparamb.ca/public/becoming-registered/examinations/>*)
- c. Candidate can apply to access and write the COPR entry to practice exam three (3) times
- d. If the candidate is unsuccessful on the third (3<sup>rd</sup>) exam attempt, and desires to continue with a fourth (4<sup>th</sup>) attempt, they must contact the CPMB for consultation.
- e. Following consultation, if the candidate wishes to access the COPR exam they must enroll in and successfully complete a CPMB approved “refresher” or “full” education program,
- f. Following successful completion of a CPMB approved “refresher” or “full” education program, the candidate is required to provide an **Eligibility Exception Letter** to the CPMB.
- g. CPMB will forward the completed Eligibility Exception Letter to COPR and the candidate
- h. The candidate submits an application to COPR and writes the entry to practice exam a fourth (4<sup>th</sup>) time. ***The candidate must write the COPR entry to practice exam within six (6) months of completing the education program.***
- i. If the candidate is unsuccessful on the fourth (4<sup>th</sup>) exam attempt, and desires to continue with an additional attempt, they must contact the CPMB for consultation.
- j. Following consultation, if the candidate wishes to access the COPR exam they must enroll in and successfully complete a CPMB approved “full” education program,
- k. The candidate is required to provide an **Eligibility Exception Letter** to the CPMB.
- l. The candidate submits an application to COPR and writes the entry to practice exam an additional time. ***The candidate must write the COPR entry to practice exam within six (6) months of completing the education program.***