

2026 RENEWAL TROUBLESHOOTING TIPS

FEBRUARY 1, 2026 TO MARCH 15, 2026



Troubleshooting Issues with Progressing Through Renewal:

- Is your Professional Liability Insurance (PLI) updated, and a new certificate uploaded onto the portal? Enter the new information and upload the certificate of insurance – please use no commas or periods when entering the \$ value – enter 5000000
- Were you selected to provide background checks? They are to be uploaded onto your portal during the renewal process. Upload your three documents. If you don't have them or didn't know you were selected, please contact the college at info@collegeparamb.ca or 204-793-3592.
- Have you submitted your 2025/26 Program of Continuing Competency in your portal?

If not, you will need to follow these steps:

- a. Log out of your registrant portal and the renewal process.
 - b. Log back into your registrant portal and select PCC tab on the side menu.
 - c. Go into your 2025/26 PCC and complete the required documentation.
 - d. "Submit" your 2025/26 PCC (see Instructions for Electronic (online) Documentation 2025/26 on the CPMB website).
 - e. Log out of your registrant portal for the system to accept the submission.
 - f. Log back into your registrant portal to complete your renewal of registration.
- Did you forget your password or is your account locked?
 - If you have had 2 failed login attempts, choose Forgot Password to reset your password and you can also reset your security questions and answer
 - If you had 3 failed login attempts your account will lock, please email info@collegeparamb.ca for assistance with getting it reset
 - If you are still experiencing issues, please contact the college at info@collegeparamb.ca or phone 204-793-3592.