



## COUNCIL MEETING HIGHLIGHTS

Friday April 13, 2018

**Present:** Jason Trask (President), Bill Fischer (Vice President), Kyle Sereda, Angela Graham, Kael Irvine, Betty Hoffart (Public Representative), Louise Durnford (Director of Operations), Collette Parks (Communications Coordinator), Jennifer Williams (Director of Professional Practice and Research), Tom Janisch (Public Representative), Olumide Adetunji (Public Representative)

**Regrets:** Aris Scott

### 1. Call to Order

- Jason Trask called the meeting to order at 8:37 a.m.

### 2. Approval of Agenda:

- Add:
  - 9.1 Code Orange Recognition
  - 9.2 Temporary Restricted Licences
  - 5.1 Draft Annual Report

**MOTION:** To approve agenda with additions **Angela/Kyle - Carried**

### 3. Approval of Minutes from January 26, 2018

**MOTION:** To approve the minutes from the January 26, 2018 meeting of Council **Bill/Betty - Carried**

#### 3.1 Business arising from the Minutes

1. Message to membership (website/email): provide clear definition of direct supervision, plus roles and responsibilities of the supervisor
2. Revisit the effectiveness of the online CME Course Approval process at the March Council meeting – Starting April 2018
3. Executive Director completed the first draft of a policy requiring program (i.e.: paramedic and EMR) instructors to be licenced

#### 4. Progress on Strategic Priorities:

##### 4.1 Strategic Outcomes Update (refer to table)

- Public engagement report at AGM
- Working with the Mental Health Commission of Canada (MHCC) to support the testing of tools to allow paramedic service organizations to assess psychological health and safety of their workers.
- Worked with JIBC to recognize and approve their PCP Refresher course for members of the Saskatchewan College of Paramedics seeking training.
- Critical Care Paramedic (CCP): on track to begin licensing on May 3. STARS and Saskatchewan Air Ambulance (SAA) practitioners will be grandfathered. New practitioners will be able to apply for licenses at the CCP level beginning with the 2019 renewal. STARS, SAA, and Orange are all approved programs. Any programs not approved will go through an equivalency assessment process.
- Introduction of mandatory licencing for all instructors involved in member certification training (i.e.: ITLS; BLS; EMR; etc.). Intent is to have an online program that all instructors could take. Hoping it would be low cost (\$100). It is important that all instructors “speak the same language” i.e. course objectives, outcomes, developing curriculum. Anticipate that it will take ~2 years to implement and will help to standardize the rollout of protocol changes and other mandatory signoffs. Does not include canned programs.
- Reached out to SK OH&S to discuss current Occupational Health & Safety (OH&S) requirements and implications when considering *The Paramedics Act*. The College has become aware that many employers are relying solely on the OH&S requirements when hiring Emergency Medical Responders (EMRs) and as such, are not that requiring practitioners are licenced. As EMR practice in Saskatchewan is regulated, it is essential that these individuals be licensed prior to initiating practice in any setting.
- Public Engagement project ongoing; Planning focus group activity for SCoP AGM
- Conducted full day HIPA training session for members
- Co-authored federal funding application for COPR to develop a national paramedic equivalency assessment system; funding approved in March 2018
- Initiated work on programming downloadable licences for members
- Proposed options for cost offset: eliminate plastic ID cards; restriction renewal fee proposal

##### 4.2 COPR National Exam Results

- Results were circulated to Council
  - PCP exam performance improved
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#### 4.3 EMR Exam Update

- Results were circulated to Council
- Better pass rates than with the last sitting

### 5. Additional Updates – Executive Director:

#### 5.1 AGM Draft Agenda

- Keynote speaker Brian Bardsley employed with Chicago PD SWAT Department. Worked traditional ground EMS. Was a marine. Background and expertise is trauma. Presentation will be on the pathophysiology of ballistics.

#### 5.2 AGM Resolutions:

##### 5.2.1 Professional Liability Insurance

- If a member stops at an accident scene and helps but something happens, they are not covered by their employer's insurance. Good Samaritan laws don't necessarily cover this.
- Liability Insurance would ensure when you are performing your services, you are covered.
- Only 2 members of NIRO don't require insurance (Psychologists and Paramedics).
- Policies usually cover errors and omissions, not necessarily professional conduct.
- Draft policy was circulated to Council.

##### 5.2.2 Member Resolution – Restricted Licences

- Council discussed the issuing of restricted licences. Protection of the public remains a significant concern.
  - The proposed resolution is applicable at the PCP level; other paramedic regulators do not permit licensure until the applicant passes the COPR exam. (Other regulators don't offer restricted licences).
  - Currently a restricted PCP can be involved in patient care, and drive an ambulance, but cannot provide patient care without direct supervision.
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### 5.3 Policy Amendment Recommendations:

#### 5.3.1 Restricted Licence Extension Fee

- The College is proposing that an additional “restriction fee” (\$100) be levied for extensions to restricted licences, where in the evaluation of the Registrar, the member cannot demonstrate an effort to meet the requirements during the initial restriction period.
- The rationale includes the fact that many members do not make an effort to address the restriction requirements until nearing the expiry date (some take a full year); the College is required to review restrictions on a regular basis, and as such, extensions increase the review requirements on the part of the College.
- The Legislation and Bylaws Committee endorses this approach and recommends that the item be taken to Council for consideration with an emphasis on the ability for the College to consider fee waiver where circumstances merit such action.
- The College already asks people why they want their extension.
- Suggestion to create a form which asks the relevant questions. There needs to be a basis to exercise the discretion to not charge for the extension.

**MOTION:** When the restricted licence extension application is processed, it will be \$100 to extend the restriction, with the addition of the standard form. **Kyle/Olu - Carried.**

#### 5.3.2 Discontinuation of SCoP (plastic) member card

- Removal of SCoP photo membership card – policy change required
- The College would like to discontinue the use of member ID cards due to the following:
  - The card does not represent a specific licence function, and although convenient for the member, may actually confuse the public in terms of licence status;
  - It is very costly to produce and distribute the cards; on average, the card costs \$2.00 to produce and another ~\$2.00 to mail, which amounts to nearly \$4300 per year in expense (not considering changes of status etc. that necessitate a new card).
- The Legislation and Bylaws Committee endorses bringing this item to Council for consideration.

**MOTION:** To discontinue cards. **Betty/Bill - Carried.**

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## **6. Committee Reports for Information**

### **6.1 Executive Committee**

#### **6.1.1 Ratification of Executive Committee Decision(s)**

- Audited Financial Statements for approval were circulated to Council.
- Unqualified opinion from auditor
- Deferred membership fees down slightly because of withdrawal of fire members
- 2 discipline hearings

**MOTION:** To ratify the decision of Executive Committee. **Angela/Kael - Carried.**

### **6.2 Education Committee**

- Progression was made on the CCP requirements.

### **6.3 Audit Committee**

- The audit committee approved switching from Global Payments System to Blue Pay. No additional charge. Should result in some savings.
- The College pays over \$23,000 in fees for credit cards in November. New provider will accept VISA debit online now.

### **6.4 Professional Conduct Committee**

- 2017: 2 investigations still currently suspended.
- 2 are open and developing CCRA's. 1 is open.
- 2018: 2 new ones.
- No details of individual cases were discussed.

### **6.5 Discipline Committee**

- 2 matters last year. Decision for 1 is out. Decision for the other is also finished.
- No details of individual cases were discussed.

### **6.6 Legislation and Bylaws Committee**

- Minutes from the April 5, 2018 meeting were circulated.

### **6.7 Nominations Committee**

- No meeting to report.
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**7. Paramedic Practice Committee**

- No protocols submitted.
- MFI group is up and running. Have had one meeting to develop a process, and one to start reviewing.
- Looking at a few policy changes in the protocol manual regarding medication assisting and physician consultation.

**8. Meeting and Training Updates – no update to report**

**9. Other/New Business:**

**9.1 Code Orange Recognition**

**9.2 Temporary Restricted Licences**

- Received a letter from someone from out of province who wants to volunteer in Nipawin and Tisdale to give them time off. Had recently worked in that area.
- States of emergency allow for special considerations.
- Needs to have agreements in place by the providers, with disaster threshold indicated.
- Director of Professional Practice and Research had already emailed and offered to help, but they didn't need it.

**10. In Camera Session - MOTION:** To go in camera. Bill/Olu - Carried.

**10.1 ED Item(s):** if applicable

**10.2 Council Item(s):** ED excused for this portion of meeting

**11. Adjournment – Next Council Meeting:** June 15, 2018

**MOTION:** To adjourn at 1448: **Angela**

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