



# The Pulse by SCoP

The Saskatchewan College  
of Paramedics newsletter  
October 1, 2014

PARAMEDICS: TRUSTED – PROFESSIONAL

IN THIS ISSUE

## New spinal management protocol

A significant change to the management of trauma patients is now being implemented across the province. This change has been approved by the College of Physicians and Surgeons of Saskatchewan and is now being rolled out to all members of the Saskatchewan College of Paramedics.

Based on new research, paramedics in Saskatchewan will be making changes to how spine boards are used to immobilize trauma patients with suspected neck and spinal injuries. Evidence-based research suggests in-line stabilization of the neck and spine can be equally as effective using alternative methods without the need to use a spine board.

Limiting the amount of time a patient is placed on a spine board reduces risks such as respiratory compromise, discomfort, aspiration, and delays in transport associated with placing a patient on a spine board for prolonged periods of time.

Some circumstances may still dictate the need to use spine boards and so

their use may be appropriate depending on available resources and training level of the responder. If the circumstances require a long backboard, the patient should be removed from the board as soon as it is safe and practical, maintaining in-line stabilization of the spine.

First responders, first-aiders, and lifeguards are not licenced or regulated by SCoP and should continue to manage spinal injuries according to their training.

Training is currently being held across the province, and all SCoP members should be using the new Spinal Management Protocol by March 1. This change is reflected in the most recent versions of both protocol manuals in use by members. Ensure you are using the correct manual—both manuals were updated in September!

Visit the College website at [www.collegeofparamedics.sk.ca](http://www.collegeofparamedics.sk.ca) for more on this new protocol and the training you need. Also featured is a video lecture produced by Dr. Rob Woods and M.D. Ambulance about the science behind the changes.

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## Interprovincial health partnership being pursued in Lloydminster

Alberta and Saskatchewan are working together to ensure coordinated healthcare services for the residents of Lloydminster and area.

Last year, a working group of local stakeholders and government representatives from both provinces, called the Lloydminster Health Services Working Group, was created to address the unique health care needs of Lloydminster. This group is made up of representatives from the Saskatchewan College of Paramedics, Alberta College of

Paramedics, Saskatchewan Ministry of Health, Alberta Ministry of Health, Prairie North Regional Health Authority, and Alberta Health Services.

This topic is highly relevant for all paramedics, but it is especially important to those working in border communities. Protocols are managed provincially so when a patient is picked up on one side of the border, then transported across to the other side, the onus is on the member to choose the proper protocol.

In June, Alberta Minister of Health, Fred Horne, and Saskatchewan Minister Responsible for Rural and Remote Health, Tim McMillan, signed a memorandum of understanding that enhances the collaboration between the two provinces on the delivery of health services in the Lloydminster area.

Actions are being taken to ensure residents have access to consistent health care services:

- ➔ emergency care services and protocols will be standardized between Alberta and Saskatchewan to ensure consistency;
- ➔ physicians can now hold licences in both Saskatchewan and Alberta, allowing them to work in both provinces; and
- ➔ integration of Alberta Netcare, Alberta's Electronic Health Record system, is expected to be complete by the end of 2014, which will ensure better information access for health professionals and improve patient care.

SCoP will keep members up to date as more information becomes available on this issue.

(With files from the Saskatchewan Ministry of Health.)



*Outgoing President Derek Dagenais, Executive Director Jacquie Messer-Lepage, and new President Dan Lewis*



*Ron Bowles*

## 2014 Council election and AGM

The 2014 Annual General Meeting was on Friday, May 2 in Regina. Held at the Travelodge Hotel & Conference Centre, approximately 60 members attended the meeting.

Members enjoyed a presentation from Diane Aldridge, Acting Saskatchewan Information and Privacy Commissioner. Ms. Aldridge spoke eloquently about the Health Information Protection Act (HIPA) and how to keep it front and centre in patient care.

Ron Bowles, President of the Society for Prehospital Educators in Canada, also gave an engaging presentation on how to define the paramedic profession. Mr. Bowles spoke about the many hats that a paramedic wears, roles and boundaries as the paramedic profession matures,

professionalism and many other relevant topics.

The AGM was the first opportunity for members to meet their new Council for 2014 – 2015. Newly elected Kyle Sereda joins Council for a two year term as a member-at-large. An ACP based out of Moose Jaw who has been practicing for almost 15 years, Kyle has experience on several SCoP committees including the Education Committee and the Provincial Emergency Services Practice Committee (PESPC). He is also an instructor at SIAST and a board member of the Saskatchewan EMS Association (SEMSA).

Jason Trask is the newly elected Vice-President of Council, replacing Dan Lewis who is now Council President. Jason was a member-at-

SERVICE APPRECIATION AWARDS



Derek Dagenais thanks Karen Bullock for her years of service on Council, 2011 - 2014.



Derek Dagenais thanks Kathy Christmann for her service as chair of the Professional Conduct Committee, 2011 - 2014.

large and his position has now been filled by Bill Fischer of Regina. Bill is an ACP with 30 years of EMS experience in British Columbia and Saskatchewan, including extensive experience as an instructor.

Votes for the Council election this year were submitted online in a quick and easy process for both members and College staff. The election ballot was randomized, with the list of nominees showing in a different order for each voter.

Outgoing Council President Derek Dagenais was honoured at the AGM for his many years of service to SCoP, and he in turn also presented awards to both Karen Bullock and Katherine (Kathy) Christmann thanking them for their service.

Those in attendance at the AGM also had the opportunity to discuss and vote on two resolutions brought forward.

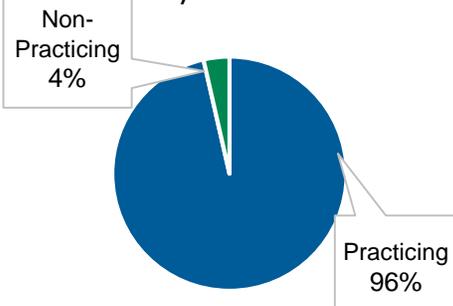
After some discussion, including assistance from David McNeil, a Parliamentarian tasked with ensuring proper protocol is followed, both resolutions were passed. SCoP will investigate prorating licence fees on a quarterly basis (January, April, July, October), and will also begin researching the feasibility of a member holding more than one licence level (i.e. restricted licence plus a full licence at a lower level.)

SCoP will update members on the results of these investigations as information becomes available.

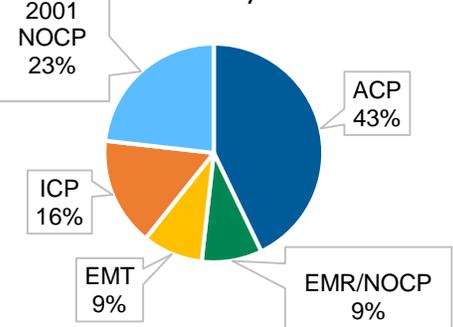
AGM ATTENDANCE



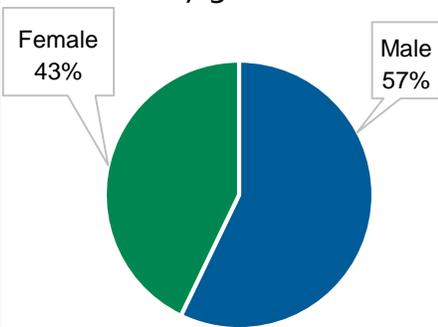
By licence status



By licence level



By gender



2014 – 2015 SCoP Council

*From left to right:* Betty Hoffart (Public Representative), Dan Lewis (President), James Struthers (Public Representative), Lindsay Holm (Member-at-large; Fire Representative), Kyle Sereda (Member-at-large), and Jason Trask (Vice-President).

*Missing:* Cari Evenson-Carleton (Member-at-large), Bill Fischer (Member-at-large), and Tom Janisch (Public Representative).

## PCP scope change

Changes to the scope of practice for primary care paramedics (PCPs) in Saskatchewan were announced last December, and so far over 200 members have upgraded from PCP 2001 NOCP to PCP 2011 NOCP.

The PCP scope of practice was expanded in Saskatchewan to align with new National Occupational Competency Profile (NOCP) guidelines approved by the Paramedic Association of Canada in 2011.

Saskatchewan moved to the 2011 NOCP guidelines to enhance patient care, and to ease labour mobility by aligning with other paramedic regulators and educational institutes across the country.

Current members at the PCP 2001 NOCP level have until **June 30**,

**2019** to fulfil the requirements needed to meet this increased scope.

Members not upgrading at that time will be re-licenced at the EMR level. Members at the EMT level will also need to choose to upgrade to the 2011 PCP level or be re-licenced at the EMR level.

Upgrading to the new scope of practice requires some independent study, the completion of an approved upgrade program if previous training did not include the 2011 NOCPs, as well as some self-reporting on how current knowledge of certain competencies was obtained.

Members who have submitted a PCP Scope Change Declaration form in eApplication, with everything correct, are finding it typically takes less than two weeks for the College to verify the information and see the change in their status. Newly upgraded PCPs

will also receive 20 continuing medical education (CME) credits, as well as credit for Medications Pertinent to Scope of Practice, the first year they renew their new licences.

If you are unsure if your upgrade is complete, check the member list on the main page of the SCoP website. Find your name on the Member List and check the Level of Practice column to see if your status has changed.

If you are still listed as PCP 2001 NOCP and you submitted all of the requirements more than two weeks ago, check your email inbox and junk folder. SCoP will always send you an email if your information is incomplete.

If you have any questions, please call the College at 306-585-0145 or 1-877-725-4202.

## What's new for 2015 renewal

When members renew their licence with SCoP this year, they will notice a few changes that should help in completing things on time.

This year, members will notice on the College website that the information for renewal is specific to each licence level. Each licence level has different educational requirements and these are now much easier to find. Visit our website and look for the "Renew Now" button on the main page, then choose your licence level to find information specific to you.

### Notice of approval by email

When your application for licence renewal is approved, we will send you an email. In the past, we were only

able to send an automatic confirmation that your application had been received, but we are now able to send one when your application is approved. Watch your inbox! If you do not receive an approval email or see your name on the Member List on the main page of our website, then please contact us to find out why.

Every application for renewal is processed individually in our office. We receive the form through eApplication with your supporting documents attached to it. Those documents are also automatically attached to the member's record in our database, which makes them easier to find in future years. We ask that skills and certifications be refreshed only every two years. This will ensure that our records are

current and will allow us to process your application more quickly. Processing a member's renewal is sometimes like putting together the pieces of a puzzle, and it can take us several days to work through the stack of application forms to get to yours.

Please watch your inbox for our emails, because we will also send you a message if your application is incomplete. During October, when we receive fewer applications, this will generally be within a couple of days after you submit. If you are submitting during the last two weeks of November, please understand that it may take the College several days to get to your application. Submit early—before November 15—to avoid delays in your application approval. If your application is approved before November 1, you could win one of two prepaid Visa cards valued at \$250.

Email is the most effective way for us to communicate with all 2,200 members of the College, so please keep your address current in eApplication. Everyone (in particular Hotmail users) should also add **@collegeofparamedics.sk.ca** to their whitelist so that all of our emails from all of our various accounts get through to your inbox. If you do not know how to whitelist an email address, visit Renewal Help on our website to find a link to a YouTube video that will explain how to do this.

### Member workstation

Another new feature to renewal is that we now have a member workstation in our office, which you are welcome to use any time we are open. We can scan documents for you and help you attach them in eApplication, as well as walk you through the entire process. Our office is located at 202 – 1900 Albert Street in Regina. Just ask security to let you up to our office on the second floor. We are open Monday through Friday, 8:30 a.m. to 4:30 p.m. and we are open over lunch.

### More upload boxes

We have also added more boxes on the renewal form for supporting documents, including Continuing Medical Education (CME) documents. Many members like to take online courses such as those through 24-7,

and each of those courses provides a certificate of completion. This year on the 2015 Renewal Form you will see four boxes for CME, as well as another two boxes for the Requirements Reporting Form (one for each side). Only one document can fit in each box, so members should now have enough space to upload all documents.

The renewal form in eApplication is also now in four pages, instead of three. We haven't added any questions so don't worry! We split the last page, which was very long, into two pages—one for employment information, and the last page is for the privacy declaration, payment, and supporting document uploads. Please also read this page carefully, as we've added to the privacy statement.

### eTransfer

New in payment this year, we are trying out eTransfer as part of your payment options. If you prefer to send us an eTransfer through your online bank account, it is now an option on the 2015 Renewal Form. Once you choose it, you'll see a message asking you to send the correct amount to our Office Manager. It will be up to you to ensure that you send the correct payment quickly. Remember: anything received after December 1 will automatically cause you to incur late fees. If you choose eTransfer, please go ahead and

transfer the money immediately so that you don't forget. The email address you send it to will be on the form.

### Criminal record check

If you answer yes to the Criminal Record Check question, indicating that you have been charged or convicted for something in the past year, you will be asked to send a new criminal record check with vulnerable sector query to the College. Please initiate a request for an updated record, and continue with your application.

Lastly, as we did last year, we are adding more help options all of the time. We have more help online, including:

- ➡ - specific information on how to upload documents to eApplication
- ➡ - how to retrieve your username or password
- ➡ - what to do when it looks like your documents won't upload
- ➡ - how to add the College to your email whitelist

We also have a brand new phone system. If you call and we are unable to answer the phone, you'll be taken to a system which will allow you to hear information on some of the most common questions we receive during renewal.

## Is a restricted or a non-practicing licence right for you?

Non-practicing licences are a great option for anyone on maternity leave, paternity leave, medical leave, and those who are leaving the profession or the province (in case you change your mind).

Incomplete applications are subject to late fees that will continue to grow until all licencing requirements are met. Rather than incurring late fees,

consider applying for a restricted or non-practicing licence if you think you will need more time to gather information or meet requirements.

### Practicing licence

A practicing licence for 2015 costs \$470 plus all mandatory certificates, skills and CME credits must be submitted along with the fee. This licence allows you to work in any setting within the province.

### Non-practicing licence

If you are not planning to work or volunteer as a paramedic in the immediate future, you can choose a non-practicing licence instead. It costs \$50 and you do not have to submit any certificates, skills, or CME credits. You can remain non-practicing for up to 2 years without consequence (you do have to renew your non-practicing licence for \$50

each year), as long as you are not working or volunteering as a paramedic. When you want to change your status back to practicing, you will be required to submit your certificates, skills and CME, pay the practicing fee (\$470 for 2015) plus the \$50 change of status fee.

- ➔ **After 2 years** you will be required to complete a refresher course if you wish to become a practicing member.
- ➔ **After 5 years**, you will be required to complete the entire training program again.

## Reinstatement

Reinstatement costs more than taking a non-practicing licence. If you do not renew your licence and instead let it lapse, you will need to go through reinstatement in order to re-licence. Reinstatement costs \$275 plus the licence fee of \$470 for 2015. If you have never written a licencing exam, you will also be responsible for writing

and passing the exam at a cost of \$300 for EMR members, and \$630 for PCP and ACP members. A licence not renewed prior to February 1 requires reinstatement.

## Restricted licence

Restricted licences are available to those who have not completed all of their mandatory certificates, skills, or CME credits. You can apply for a restriction for \$100, which will give you an extra 3 months to complete your requirements.

You will not be able to work alone with a restricted licence, as you will be required to have someone at your licence level or higher supervising your work until the restriction is lifted (once requirements are met). Call us if you do not currently have a restricted licence and would like to choose one.

## Late fees

Late fees are collected on any licence renewals that are not submitted in full

by December 1. All mandatory certificates, skills and CME credits must be submitted with the licence fee before midnight on December 1. Anything received after the deadline will incur late fees.

If you cannot meet your licence requirements, consider choosing a non-practicing or restricted licence rather than incurring late fees.

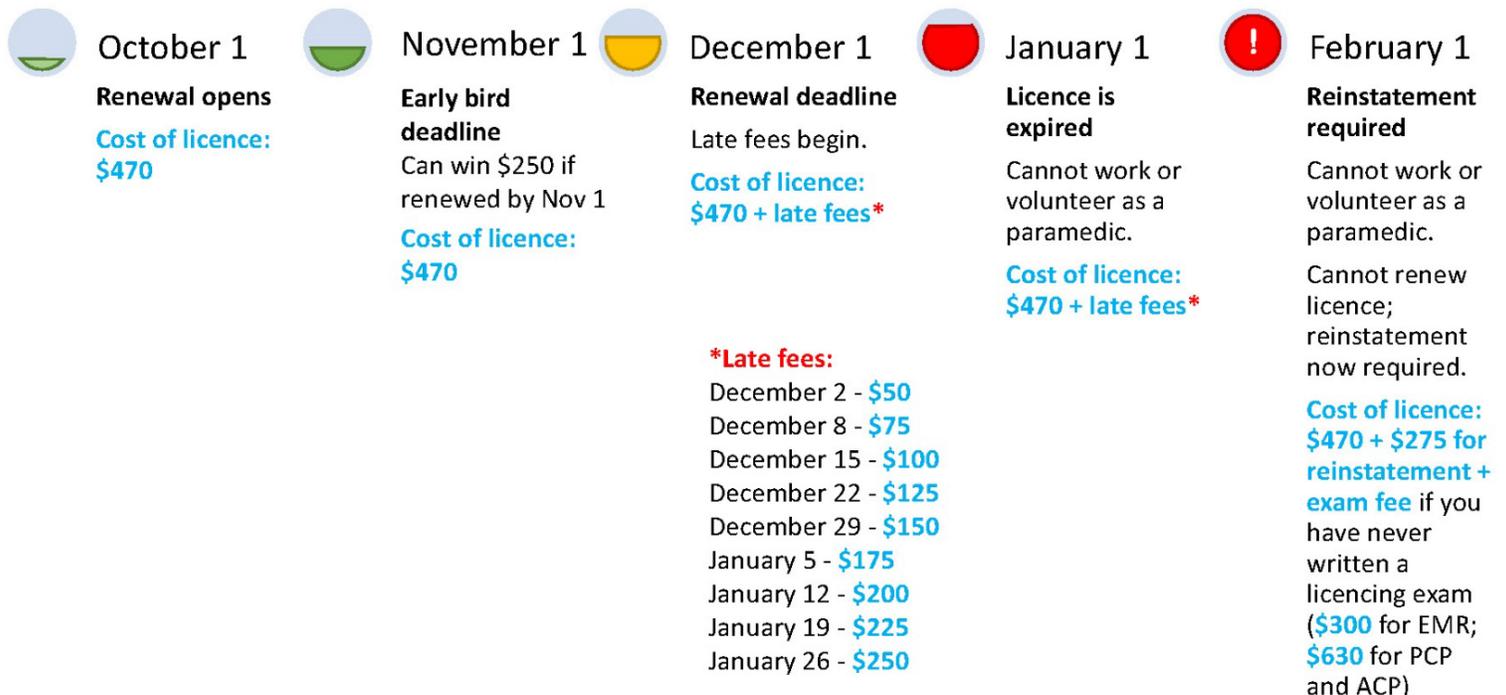
Late fees continue to accumulate by \$25 each week until your renewal is completed and all payment is complete. This means if you wait an extra week to pay late fees, you will be charged an extra \$25.

## KEEP IT CURRENT

If you email address changes, you can update it in either ePortfolio or eApplication. Please keep it current!

All members, but particularly Hotmail users, should whitelist all email coming from [@collegeofparamedics.sk.ca](mailto:@collegeofparamedics.sk.ca). There is more information in the Renewal Help section of our website.

# Renewal timeline



## COPR exam fee increase

In a letter dated September 18, 2014, the Canadian Organization of Paramedic Regulators (COPR) announced that it is increasing the fees for the national exam. What follows is the content of the letter from Bud Avery, Chair of the COPR/OCRCP Examination Committee.

This letter is to inform you that COPR/OCRCP Council has approved the following fees for the COPR/OCRCP Examination:

Effective December 1, 2014 -  
\$600.00 plus tax

Effective December 1, 2015 -  
\$650.00 plus tax

Fees for the COPR/OCRCP Examination are set on a cost recovery basis. Since inception of the examination, COPR/OCRCP has been able to minimize fees to candidates based on considerable in-kind contributions from provincial regulators and residue federal grant funds obtained to create the Canadian Organization of Paramedic Regulators/Organisation Canadienne des Régulateurs Paramédicaux (COPR/OCRCP) and the examinations.

These fees represent actual costs to maintain the existing examination, while at the same time continue to test and grow the examination banks for both primary care and advanced care paramedicine. All portions of the examination fees are used for expenses directly related to the examination program and are separate from COPR/OCRCP general operations.

COPR/OCRCP Council is dedicated to maintaining a psychometrically sound, defensible, reliable and valid entry to practice examination for the paramedic profession while at the same time minimizing costs to examination candidates.

## SCoP has moved

Our office has moved! We are now located at:

202 – 1900 Albert Street  
Regina SK S4P 4K8

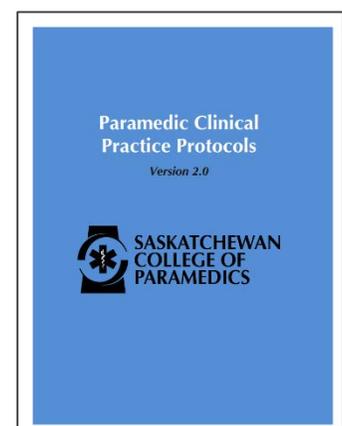
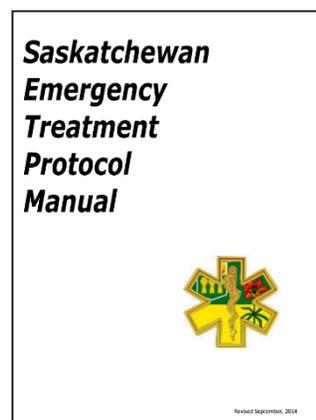
All of our other contact information remains the same.

Visitors are asked to stop in at the security desk to be let up to the second floor.

SCoP is open from Monday through Friday, from 8:30 a.m. to 4:30 p.m. and we are open over lunch.

## Updated protocol manuals

Both protocol manuals were updated in September to reflect the new spinal management protocol, among other updates. Ensure you are using the newest version by visiting our website.





**SASKATCHEWAN  
COLLEGE OF  
PARAMEDICS**

# YOUR LICENCE IS EXPIRING

**Renew by  
November 1  
to win \$250!**



Early birds  
can win 1 of 2  
prepaid Visa  
cards worth  
\$250 each!

Your licence to practice expires at the end of the year. Complete your renewal by December 1, 2014 to avoid paying late fees. Complete it by November 1 and you'll be entered to win 1 of 2 prepaid Visa cards worth \$250 each!

To renew your licence, you'll need to fill out an electronic renewal form in SCoP's eApplication, provide proof that you have met the educational requirements for this year, and pay the \$470 renewal fee plus any applicable late fees.

Your renewal is not considered complete until all of these are done.

The info you need is all on our website!

**collegeofparamedics.sk.ca**

## HOW TO RENEW:

Gather your  
certificates, have  
your skills assessed,  
and complete 20  
CME credits

Submit renewal  
form in SCoP's  
eApplication

Pay the \$470  
renewal fee

## EARLY BIRD DEADLINE

November 1, 2014

## LICENCE RENEWAL DEADLINE

December 1, 2014

collegeofparamedics.sk.ca