



## COUNCIL MEETING HIGHLIGHTS

Wednesday February 26, 2020

**Present:** Bill Fischer (President), Jason Farago, Matt McGurk, Tim Hillier, Dan Lewis (arrived 10:58 a.m.), Joel Gritzfeld (Public Representative), Olumide Adetunji (Public Representative), Jacquie Messer-Lepage (Executive Director), Louise Durnford (Director of Operations), Collette Parks (Communications Coordinator), Rashed Al-Mamun (Policy and Research Analyst), Jennifer Williams (Director of Professional Practice and Research), Damilola Fadeyi (Research Analyst; student from Johnson Shoyama Graduate School of Public Policy),

**Phone:** Kyle Sereda (Vice President)

**Regrets:** Karen Gibbons (Public Representative)

### 1. Call to Order

- President of Council called the meeting to order at 0907.

### 2. Approval of Agenda:

- 7.5 ACLS and PALS equivalency
- 7.6 Standards Development
- To accept the agenda with additions. **Jason F/Tim. Carried.**

### 3. Approval of Minutes from November 22, 2019:

**MOTION:** To accept the minutes. **Matt/Joel. Carried.**

#### 3.1 Business arising from the Minutes

ACTION ITEM	ACCOUNTABILITY	Status	TIMELINE
1. Create a retention and destruction policy and include discipline and consensual resolutions. Council likes the CPSS reasons for keeping info and would like this reflected in the policy.	JML	<b>Underway</b>	<b>Ongoing</b>
2. Medicine Wheel Training/Indigenous Awareness	JML	<b>Underway</b>	<b>Ongoing</b>
3. Evaluate options regarding diverse Council representation (Rural, urban, industry, licence level, gender).	JML	<b>Underway; bylaw change required</b>	<b>Due: AGM 2020</b>

5. Council to review the Terms of Reference of Committees. Kyle will chair a sub-committee; anyone from Council interested in participating should email Kyle.	Kyle and all interested	<b>Underway</b> Bill, Karen, Kyle: met first week of February. Standardized a template. Gave direction to committees to review their terms of reference	<b>Ongoing</b>
6. Demo of Website	JML	<b>Delayed</b>	<b>Ongoing</b>
7. Circulate Business Requirements Doc (Info only)	JML	JML will send out	
8. Briefing Binder	JML/Rashed/Dami	Pended	Pended
9. Liability Insurance	JML	Potential bylaw to bring forward but must go through Leg & Bylaws Committee first. Coverage by Marsh, via Paramedic Association of Canada, includes misconduct.	

**Progress on Strategic Priorities:**

**4.1 INFORMATION – Strategic Plan Draft V3.0**

- Financial statements are done for the end of December - awaiting audit outcome.
  - Payment from Ministry of Health for licence renewal arrived December 23, 2019.
  - Registry project is underway.
  - Public engagement focus groups:
    - 2 completed with 4 people in first group; seniors and immigrants.
    - 10 people in second group; Indigenous Christian Fellowship.
    - 2 more sessions are scheduled.
  - SCoP Research Analyst is reviewing Professional Conduct Committee and Discipline Committee case files for trends.
  - Network of Inter-Professional Regulatory Organizations (NIRO) legislation review underway
  - Risk Management training in May.
  - COPR regulatory project regarding standards. Reworking the NOCPs, because they don't currently meet the regulatory requirements. For example, a scope of practice for Community Paramedicine is not captured in the NOCPs.
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- Met with All Nations Healing Hospital in Fort Qu'Appelle. Very interested in supporting any efforts made with regards to Indigenous communities. Helping with next focus group at Piapot.
- Quality Assurance: CME audits. Two services have been reviewed. One is in progress (would be done but there was a challenge in getting the documents needed).
  - Want to look at what the service is signing off on is consistent with what it is doing. Don't want to single out individuals.
  - Why audit service? We are not. We're auditing the CME programs to make sure what they say they are doing is accurate, and that the people who said they did them, actually did them. Not heavy handed, just a verification.
  - Services are expected to keep records.

**ACTION ITEM:** communicate to services, i.e. CME providers, the specifics of what they are expected to record. Curriculum, dates courses run, course rosters. (SCoP did send an email and notice with initial letter in May 2019.)

- The process is rigorous, QA individual is working with Jen to ensure the validity.
  - Paramedic Practice Committee (PPC) is moving toward ensuring education from others is verified and appropriate.
  - SCoP would like to eliminate the need to review thousands of documents each year at renewal. Want to be able to trust documents are accurate and legitimate.
  - Saskatchewan Association of Licenced Practical Nurses (SALPN): no proof just a declaration, then audits where they had to show proof.
  - Jen Williams arrived at 10:00.
    - CME Program audit: have been using the process from before. Identify agencies; urban, rural, fire, industry. Request documentation for a 2-year period. Sign in sheets, rosters, list of employees they provided CME to at that time. Cross reference certificates with rosters. Ensure instructors have instructor certificates. Do a site visit plus meeting to answer questions.
    - Report with recommendations goes to agency. Compliant, compliant with caution, or non-compliant.
  - Council asked about receiving an update report.
    - The Education Committee can report on the outcomes they've achieved.
  - This is the only way we can look at individual members unless there is a report of incompetence or misconduct.
  - We are reviewing the education provider not the service specifically; we do contact the employer to ask about their CME process.
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- Education Committee can review the process.
  - Q: What is the Education Committee’s responsibility?
  - Q: What information is being transmitted to the service provider in advance of the audit?
  - How does EC relate to the individual submitting their CME? What are they submitting to their provider? (Who and what does the College audit with regards to CME? And why?)
- Funding of \$48,000 received for virtual reality (VR) project. Have 7 weeks to deliver. Need to demo the tech by March 31. Project involves the development of a Virtual Reality tool that evaluates NOCP Area 5.1 relating to airways; 5 sub-standards within that.

#### **4.2 INFORMATION ITEM - COPR National Exam Results**

- Results were circulated to Council.
- Small cohort for ACP. PCP had 89% pass rate on first try.

#### **4.3 INFORMATION ITEM - EMR Exam Update**

- Results were circulated to Council.

Dan Lewis arrived at 1058.

- St. John’s pass rate was low. Red Cross was good. SCoP is in constant contact with organizations and monitor pass/fail rates. Also monitor trends of individual instructors.

### **5. Additional Updates – Executive Director**

#### **5.1 Registration System Vendor**

- Vendor has assured the College that the project is on track.

#### **5.2 COPR Information Sharing Working Group (ISWG) Update**

- Last meeting was in December. Made changes to terms of reference.
- Collecting statistical data. Expanded reporting template. Gender and age by licence level, and labour mobility (number of forms submitted/received).
- Next meeting in March. Face to face in June in St. John’s.
- Switch to self-regulation in Manitoba is progressing nicely.

#### **5.3 Committee Reports for Information**

##### **5.3.1 Executive Committee**

- No decisions since last meeting
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### **5.3.2 Education Committee**

- Met January 31, 2020.
- Reviewed CME audit reports. Compliant with caution for two members. Heard an appeal from an internationally trained applicant.
- Con ED review has begun.
- Educator/Instructor Licence Endorsement. Looking at how credits are assigned, tabulated, skills evaluations, instructor endorsements, etc. to determine if still adequate and appropriate.
- No CME changes for 2021.

### **5.3.3 Audit Committee**

- Minutes from last meeting were circulated.

### **5.3.4 Professional Conduct Committee**

- Details of individual cases were not discussed.
- Eight investigations underway. Five opened at last meeting. Three in various stages of investigation and hope to close by end of March.

### **5.3.4 Discipline Committee**

- Details of individual cases were not discussed.
- Held a hearing in late 2019; member did not attend. Decision is being written. No present risk to the public or the College.

### **5.3.5 Leg and Bylaws Committee**

- No meeting since last Council meeting.
- Waiting to see if any resolutions for AGM from the membership.
- NIRO proposed amendments. Looking at an omnibus bill for template legislation.
- Some NIRO members are also associations. SRNA just recently divested themselves from the association side.
- SCoP does not have a bylaw on capacity and fitness to practice and should. According to our legislation you are a member forever unless you are stricken from the membership list.

### **5.3.6 Nominations Committee**

- Recommendations for 2020 committee membership were circulated to Council
  - Made every effort to ensure turnover is not more than 50% per committee.
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- The member that does not succeed as VP can be appointed to Council.
- Rural members have stated they don't run due to disparity between rural and urban voting power.

**MOTION:** To accept nominations as presented. **Dan/Jason F. Carried.**

#### **5.3.7 Paramedic Practice Committee (PPC)**

- Meeting is scheduled for Friday. Very short agenda.

### **6 Meeting and Training Updates**

#### **6.1 EMS Executive Leadership Committee (INFORMATION ITEM):**

- Executive Director attended. Minutes circulated as FYI to Council.
- Discussed Community Paramedicine and use of the endorsement. Endorsement is supported, but cost is barrier.
- SCoP cannot lower the standard but will work with Saskatchewan Health Authority (SHA) to do equivalency assessments. Will work with SHA and SaskPolyTech to bridge. CP endorsement expands the PCP practice.

#### **6.2 SRNA Council**

- Staff and Council met with SRNA Council in February. Meet and greet and Q & A. They had questions for us regarding correct regulation, which is a compliment.
- Have reached out to us regarding our Member Wellness initiative.
- Elder at every Council meeting to open and close the day and act as an advisor (paid advisor). Good thing for SCoP to consider.

**ACTION ITEM:** Will ask the Ministry to help the College find Indigenous representation.

#### **6.3 West Central Municipal Government**

- Contacted the College to discuss educational requirements for EMRs.
  - Concerned the College is putting onerous restrictions that cause problems for small towns.
  - SCoP will be attending their next meeting.
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## **6.4 Research/Funding Meetings**

- a.** Patient Engagement Focus Group update
  - Once the next two focus groups are done, Policy and Research Analyst is being re-deployed for one month on a COPR project (evaluation of the NOCPs in the context of what do regulators need to see). Focus groups will resume after the project is complete.
- b.** Federal Grant update
  - Received concept approval for federal government grant for large VR project.
  - Need to submit full proposal by April 15. Applying for \$750,000 over 3 years. Will look at all the competencies that are in place and look at how we can apply VR technology. Members would be able to rent the equipment (gloves will be needed for tactile feedback, plus headsets), videos will transmit online, Director of Professional Practice and Research will review, technology can also assign pass or fail.
  - Will use for international applicants, recertifications, etc. In testing, will compare to a mannequin environment.
- c.** COPR Council Meeting update
  - Face to face meeting in June.
- d.** Ministry of Immigration and Career Training partnership update
  - Aside from VR: working on a project to train international medical school grads to the ACP level. SaskPoly is the bridge training facility. Ministry has formed a working group.
  - Internationally Educated Health Professionals (IEHP) Funding available for employers, to offset salary for a time to train these folks. Three months, up to 50% of wage, max \$15/hour. Looking for a pool of applicants. They don't need to live in Canada. To address unemployed and underemployed international medical graduates. Community Paramedic endorsement might be a great fit too.

## **7 Other/New Business**

### **7.1 Enterprise Risk Management**

- Executive Director taking training course. Embedding Risk Management, from Institute of Risk Management. Defer discussion to June or fall meeting with new Council.
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## 7.2 Annual General Meeting update

- Draft agenda was circulated to Council.
- Ethics and code of conduct interactive session.
- VR company will present on the project.
- SHIRP will speak. Want to make sure that paramedics in the province know they have access to this resource and their services.
- Send off speaker is comedian Big Daddy Tazz. Talks about his mental health journey and interactions with the healthcare system.

## 7.3 Registry System Replacement Project

- Vendor has assured on time completion.

## 7.4 Section 23 update

- Upon Ministry's recommendation, SCoP submitted proposal to remove CPSS obligations and oversight.
  - Was rejected by CPSS Council in part because they feel that the current system works as is.
    - The other reason for refusal stems from three or four proposals that were sent back to SCoP or rejected over 10 years, so did not want to change what was currently in place.
    - SCoP has requested more detailed information on how to remove this requirement.
  - Removing oversight may be a source of pride for the profession but it doesn't change how SCoP regulates. The rejection was not a comment on professionalism.
  - One concern raised by CPSS was the maturity of SCoP as an organization with regards to research. Also, lack of liability coverage for independent practitioners.
  - There's a need to integrate into the ER and the protocols aren't always thinking about the full circle of care and what happens after the patient leaves the care of the paramedic.
    - There are two physicians on the PPC committee; do they know their role? Should one of those people be from CPSS council? Also, SCoP can sit in on CPSS meetings (they're public); attend when discussing SCoP protocols?
  - Will gather more info on what is needed to remove this oversight. We probably won't consider another submission until asked.
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### 7.5 National/International Standards Development Involvement

- **Health Standards Organization (Accreditation Canada)**
  - HSO Leadership and Governance Standards Development Technical Committee
  - Leadership Working Group (Chairperson)
  - Governance Working Group – Policy advisor
- **Health Standards Organization**
  - Leading practices reviewer
- **Canadian Standards Association (CSA)**
  - CSA Technical Committee – Canadian Paramedic Information System (CPIS) – Regulatory authority representative
  - CSA Technical Committee - Work Disability Management for Paramedics Standards project – Service provider representative

### 7.6 ACLS and PALS equivalency

- Q: Can ACLS and PALS requirement be changed to ACLS and PALS *or equivalent*?
  - Requirements changing in future. Must use a feedback device or testing doesn't count. Feedback can be as simple as a mannequin with a click that shows you're reaching proper depth.
  - STARS does an equivalent. Airway, peds, trauma, cardiac equivalencies.
  - Why do we need these? Other provinces that don't have those classes have many more separate sign offs. SCoP would prefer the card to skill sign offs.
  - These courses do not change at all each year. They were designed for people who don't do them all the time. Many services teach above these courses.
  - **Decision:** wait until Education Committee has completed the review they're currently doing. Will add certifications to this review.

### 7.7 National and International Standards Development

- Update on what we're involved in.
- Executive Director on HSO Leadership and Governance Standards committees
- Still involved in Leading Practices reviews.
- CSA: Canadian Paramedic Information System; Workplace Disability Management for Paramedic Standards.

## 8 In Camera Session

### 8.1 Council Item(s) with ED

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

**9 Adjournment:** Next Council Meeting April 9, 2020

- Note: At the April meeting you will be receiving the draft Annual Report, reviewing and approving the final agenda for the AGM and receiving resolutions and legislative amendment proposals.

**MOTION:** To adjourn at 1440. **Jason F.**

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