

INSTRUCTIONS FOR ALL LICENSE APPLICATIONS

APPLICATION FORM – The application form must be completed, signed and the **original** form, along with the required documents, sent to Manitoba Health & Healthy Living (MHHL), Emergency Medical Services 1680 Ellice Avenue, Unit 7, Winnipeg MB R3H 0Z2. Retain a copy of the application form for your records. There is no fee for applying for a license at this time.

IDENTIFYING INFORMATION – The name you write on your application form should be the name you use in your employment. Your license will be in this name. Please provide all previous names by which you were known to allow for proper processing of your application. The documents that are part of your application may not have been issued in your current name.

PROOF OF AGE – Include a copy of identification that has your date of birth (e.g. driver's license, valid passport, birth certificate)

PROOF OF CRIMINAL RECORDS CHECK – All applicants must provide the **original** and current (dated no more than 60 days before submitting this application) Criminal Record Check including the Vulnerable Sector Screening.

PROOF OF CHILD ABUSE REGISTRY CHECK – All applicants must provide the **original** and current (dated no more than 60 days before submitting this application) Child Abuse Registry Check. This document is available through application in person at Provincial Services, #102 – 144 Garry Street, Winnipeg MB R3C 1G1; (204) 945-6967 or toll free 1-800-282-8069. The application and information are available on the MB Family Services & Housing website www.gov.mb.ca/fs/childfam/child_abuse_registry_form.html.

EDUCATIONAL QUALIFICATIONS (applicable to classification of license applying for) – In order to process your application the **original** official document from the educational institution confirming graduation or successful completion of the identified training/education within 12 months immediately preceding the application must be submitted. The **original** may accompany the application or be sent directly to MHHL, Emergency Medical Services from the educational institution. The **original** document will be returned to you.

EMS LICENSE HELD WITHIN ANOTHER JURISDICTION OF CANADA - Provide a copy of your current EMS license. Provide "License Registration Verification" form to your current licensing agency <http://www.gov.mb.ca/health/ems/forms/lrv.pdf>.

<u>License Classification</u>	<u>Educational Requirements</u>	<u>Approved Educational Programs</u>
Technician or Technician – MFR	EMR (Emergency Medical Responder)	Manitoba Emergency Services College Red River College Emergency Rescue Response Services Southern Manitoba Academy of Response Training ARHA EMTech Citi Care
Technician - Dispatch	EMR (Emergency Medical Responder) Call taking & dispatch education program approved by the minister	See above International Academy of Emergency Dispatch
Technician–Paramedic	PCP (Primary Care Paramedic)	CMA Accredited Program
Technician–Advanced Paramedic	ACP (Advanced Care Paramedic)	CMA Accredited Program
Stretcher Attendant	Standard First Aid / BCLS (Basic Cardiac Life Support) minimum 16 hour program	St. John Ambulance Canadian Red Cross Life Saving Society Standard First Aid Citi Care Emergency Rescue Response Services Southern Manitoba Academy of Response Training
Aeromedical Attendant <ul style="list-style-type: none"> ▪ Registered Nurse ▪ Advanced Paramedic 	Nursing Diploma & CCC or ENC or 2 years exp CAMATA / BCLS / ACLS / BTLS or TNCC ACP (CMA Accredited Program) & CAMATA / BCLS / ACLS / BTLS	
Air Ambulance Pilot <ul style="list-style-type: none"> ▪ Captain and First Officer 	Aviation Crew Aeromedical Training Program / BCLS	MHHL Aviation Crew Aeromedical Training Program Southern Manitoba Academy of Response Training

APPROVED EDUCATION PROGRAMS AND EQUIVALENCY – If the program has not been approved by MHHL, additional information will be required to determine if the program is equivalent to the approved courses.

REQUIREMENTS SPECIFIC TO AEROMEDICAL ATTENDANT – Applicants applying for this classification fall into one of two categories:

1. **Registered Nurse** - It is required that you maintain a valid registration with the College of Registered Nurses of Manitoba. Provide a copy of your registration plus official documents confirming successful completion of a recognized critical care course **OR** an emergency nursing course **OR** verification of at least two (2) years of related nursing experience
2. **Technician–Advanced Paramedic License** – It is required that you maintain a valid MHHL Technician–Advanced Paramedic license.

All Aeromedical Attendants must complete BCLS, ACLS and BTLS or TNCC

REQUIREMENTS SPECIFIC TO AIR AMBULANCE PILOT – Applicants applying for this classification fall into one of two categories.

1. **Air Ambulance Pilot – Captain** – It is required that you maintain a valid and current Airline Transport License, be endorsed for multi-engine instrument flight; have a valid pilot proficiency check on type of aircraft to be flown; and have a minimum of 500 hours multi-engine pilot-in-command experience
2. **Air Ambulance Pilot – First Officer** It is required that you maintain a valid and current Commercial Pilot's License; have a pilot competency check; and have a minimum of 500 hours total flight time

All Air Ambulance Pilot's must complete Aviation Crew Training and Basic Cardiac Life Support (BCLS) within the two years immediately preceding the application

PROVINCIAL EXAMINATIONS – A provincial licensing examination is required for all applicants seeking licensure as Technician, Technician-Paramedic, and Technician-Advanced Paramedic. They are conducted by Emergency Medical Services Branch. Once your application has been received and processed, confirmation of receipt of appropriate documentation will be provided with examination dates and contact information for exam registration.

PREVIOUS LICENSE– If you have held an emergency medical service license previously in Manitoba or any other jurisdiction.

PREVIOUS EMPLOYMENT – If applicable, list information regarding any employment experience you have had since graduation as a stretcher attendant or emergency medical service provider in Manitoba or any other jurisdiction.

DISCIPLINARY ACTION – Complete this information if you have ever had your registration/license cancelled, suspended, restricted or subjected to individual terms and conditions by any health profession/jurisdiction.

REQUIREMENTS FOR RENEWAL OF LICENSE– Technician, Technician–Paramedic, and Technician–Advanced Paramedic must either successfully complete a provincial re-licensing examination or an alternate skills maintenance and evaluation program