

Process for Revisions of Emergency Treatment Protocols

To ensure a thorough and orderly implementation of any changes, a regular review of the Protocol will be undertaken. All approved changes will be disseminated and implemented on an annual basis, unless exceptional circumstances dictate otherwise. The procedures to add to or change the Protocol are listed below. Manitoba EMS personnel may suggest a change using the prescribed method.

Manitoba EMS services, personnel and educational agencies will be provided with a reasonable time to incorporate Guideline changes into their practice.

Procedure For Annual Change

- requests for change or discrepancy review must be submitted in writing to the Emergency Medical Services Branch on the prescribed form (see end of this section)
 - submissions may be made at any time
- requests for change or discrepancy review must include the following information
 - detailed description of the proposed change or discrepancy
 - information or evidence used to formulate proposed change
 - algorithm of proposed change (if applicable)
- the Provincial Medical Advisory Committee (MAC) or designated subcommittee will review requests
 - only those approved by the Provincial MAC will be included in the annual Guidelines revision
 - feedback will be provided to the submitting person

Procedure for Changes Under Special Circumstances

From time to time, evolution in medical care will necessitate changes in the Guidelines prior to the annual review. A prompt change may also occur in the case of a discrepancy noted involving one or more Guidelines.

Under these circumstances, the Provincial Medical Director may implement an immediate Guideline change in the interest of public health and safety. Every effort will be made to seek Medical Advisory Committee approval prior to implementing the change, but this may not be possible in every situation. It may also not be necessary in the event of a minor discrepancy. The Medical Advisory Committee will consider each change that impacts significantly on the standard of patient care at their next scheduled meeting.

EMS personnel should use the same procedure for notification under these circumstances, using the prescribed form at the end of this section.

**Emergency Treatment Protocols
Review Submission Form**



Name: _____ License # _____
(Please Print)

Mailing Address: _____
Street or PO Box Number

City/Town Province Country Postal Code

Telephone No.: (____) _____ Email _____

Manitoba Ambulance Service/ Educational Agency affiliation: _____

Emergency Treatment Protocol under review: _____

Purpose for this review (circle one): proposed change discrepancy or error other

Details of proposed change or discrepancy (use additional paper if required):

Please provide evidence used to support your request for change. (Attach all relevant documents)

Forward documents to:

**Emergency Treatment Protocol Review
Emergency Medical Services
Manitoba Health & Healthy Living
7-1680 Ellice Avenue
Winnipeg, Manitoba
Canada R3H 0Z2**