

Responsibilities of Personnel licensed under *The Emergency Medical Response and Stretcher Transportation Act* and the *Land Emergency Medical Response System Regulation*

Licensed Technicians, Technician-Paramedics, and Technician-Advanced Paramedics are responsible to be familiar with the *Emergency Medical Response and Stretcher Transportation Act* and the *Land Emergency Medical Response System Regulation* as well as other applicable legislation listed in G-2 of the Emergency Treatment Guidelines. Licensed technicians may only perform those procedures or functions, for their category of license, as set out in the Manitoba Emergency Treatment Guidelines.

Employment

It is the EMS personnel's responsibility to provide verification of licensure at time of initial employment and any changes that occur to their licence thereafter.

Change in Status

EMS personnel are required to notify Manitoba Health Emergency Medical Services Branch in the event of a change to their status. This includes:

- change of name (legal documentation verifying legal change of name is required)
- change of address
Fill out the detachable section of the blue personnel license that was issued to you and return it to the Emergency Medical Services Branch. Please ensure that the appropriate support documentation is included (example: copy of marriage certificate).
- change from one license holder (employer) to another
- resignation from license holder (employer)
- working for more than one license holder (employer)

A technician who wishes to be employed by more than one land system, or wishes to transfer between land systems, must submit notification to the branch (letter of verification of employment form) prior to starting to provide services with the alternate or additional land system.

Medical First Response or Dispatch license holders who wish to work on car must submit notification to the branch to obtain appropriate licensing prior to starting to provide services.

Maintenance of License

There are 2 options for maintenance of license in the Province of Manitoba as follows:

OPTION 1 – Re-licensing examination

Personnel must submit a Renewal and/or Upgrade Form 60 days prior to license expiration and successfully pass the Licensing Examination for their level of licensure. Forms are available on the Emergency Medical Services web site.

OPTION 2 - Alternate Route to Maintenance of Licensure program

Personnel must successfully complete the 3 year cycle (consecutively) of the Alternate Route for Maintenance of Licensure Program. Annual notification (filling out and sending to Manitoba Health, Emergency Medical Services, the ARML Annual Status Report) of completion of yearly requirements by license expiry anniversary date is required.

The license expiry anniversary date is the month and day listed on your license (example: if you expiry date is July 31, 2008 then your license anniversary date is July 31).

Upgrading your license

To upgrade your license to a new level in the Province of Manitoba, personnel must;

- submit a Renewal or Upgrade Application form
- successfully pass the Licensing Examination for the new level of licensure

Renewal of License

Personnel who have not met the annual requirements of ARML will be required to renew their license 60 days prior to the expiry of their license

- submit a Renewal or Upgrade Application form
- successfully complete the Licensing Examination

Transfers of Function

A technician may only perform

- those procedures or functions for their category of license
- the medical acts that are specifically authorized by the medical director of the license holder (employer) you are employed by
- if the license holder's agreement with a medical director is for any reason terminated, all transfers of function are immediately suspended

Annual Recertification Requirements

- Emergency Treatment Guideline G-13 states that you must remain current with your certification and ensure that you are proficient in all aspects of CPR. Heart and Stroke Foundation requires yearly certification.
- Emergency Treatment Guideline G-16 states that in order to operate a vehicle registered as an ambulance or designated emergency medical services vehicle you must possess a valid Class 4 or higher driver's license.
- Transfers of Function Skills must be recertified on an annual basis.

Audits

Manitoba Health, Emergency Medical Services retains the right to audit a technician's documentation related to the Alternate Route program credit requirements to verify compliance.

Manitoba Health, Emergency Medical Services retains the right to require technicians who have completed their maintenance of licensure activities in the previous year to participate in a written and / or practical evaluation of core competency.

All inquiries in regards to Personnel Licensing should be made to:

Personnel Licensing
Manitoba Health
Emergency Medical Services Branch
Unit # 7 1680 Ellice Ave.
Winnipeg MB R3H 0Z2
www.gov.mb.ca/health/ems

