



Date: June 19, 2013

### EMA Licensing Guidelines for Assessing Continuing Education (CE) Credits

#### What constitutes relevant CE activity

- ‘Relevant content’ is defined as being subject matter that would provide an EMA with knowledge or skills to aid in the carrying out of his or her EMA practice duties. Examples of activities that are **NOT** relevant are attached in Appendix A.
- The minimum learning time for continued education is **30 minutes**.
- All continued education activity must fall within at least one of the areas defined within the National Occupational Competency Profile (NOCP) for Paramedics. If more than one NOCP is covered by the activity, you should identify the most relevant one.
  - The NOCP’s can be found at the Paramedic Association of Canada’s website [www.paramedic.ca](http://www.paramedic.ca).

#### How credits are assigned

- Credits assigned for all eligible activity is 1 credit per hour of relevant content to a max of 20 credits per activity. For example:
  - If you participate in a 2 day seminar or course totalling 14 hours, but only 7 hours were spent on NOCP topics, then 7 CE credits can be assigned.
  - Alternately, if you complete a course that takes 48 hours of classroom time on NOCP topics, only the max of 20 CE credits can be assigned.
- EMALB reserves the authority to assess CE submissions including online learning websites, and make decisions regarding credit allotment outside these criteria.

#### Annual Maximums

- There are annual maximum credits established for each continued education type; for details check the Pre Approved Course lists.
  - [Approved Activities](#)
  - [Approved Other Activities](#)
- All maximums are annual maximums; there are no longer any multiyear maximums set. For example:
  - A course you submit this year can be taken again and submitted next year. However if EMA Licensing identifies a pattern of repeated education content, you may be asked to expand your continued education focus in subsequent years in order to meet requirements.
- Annual maximums are established based on the complexity of the activity and the amount of learning that can be expected to occur. For example:



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- A 1 hour safety meeting meets components of NOCP Area 3.3 therefore it is eligible for CE credits. However it is not likely to be an educational activity, nor is there much learning or continued education occurring. Therefore a maximum number of CE credit available for this activity is established per year.

**APPENDIX A**

**Examples of submissions NOT eligible for continuing education credits**

<b>Course/Activity Name</b>	<b>Description</b>	<b>Aligns with NOCPs</b>	<b>Aid in knowledge or skills</b>	<b>Reasons it is considered not relevant</b>
Forensic Anthropology	The theories and methodologies employed in the examination of human skeletal remains to determine such identifying traits as racial affinity, sexual morphology, stature, chronological age at time of death, are examined both during lectures and in the lab. In the field component of the course, working groups are required to process a crime scene from start to finish, including: initial scene analysis; gridding; measuring; recording; screening	Y	N	Although there may be some human anatomy content in this course, it is not reasonable to expect that while carrying out the role of a paramedic, a licensee would need to examine a body after it has been determined to be deceased. Nor is it a requirement for paramedics to process a crime scene.
BC Winter Games , Summer Games or Ironman Canada or similar events	Volunteer – First Aid or Leadership of First Aid team. Includes preparation for event.	N	N	Although there may be a briefing at the beginning of the games regarding first aid procedures and locations of various resources at the event venues, this activity does not meet continuing education requirements because there are no NOCPs for volunteer work and a volunteer at an event such as this is providing paramedic services not participating in continuing education.
Accident or Incident Investigations	Course instructing on how to approach work site incidents, procedures needed to properly investigate work site incidents. A detailed approach to investigate and report, what and where and how to look at the site and gain information from witness. When to report to WCB for incidents of death or gross injury in the workplace.	N	Y	Although some employers may require their employees to investigate incidents in the workplace as part of their employment and doing so may aid the EMA in identifying areas for policy or procedure change; such duties are not found in any of the NOCP areas.
Canadian Firearms Safety Course	Proper handling of all types of firearms, and the ability to make any firearm safe and secure. Course covers the safe handling and disarming of any and all types of firearms from rifles to handguns	N	N	There are no NOCPs covering the handling or securing of a firearm. It is not reasonable to expect that while carrying out the role of a paramedic, a licensee would need to move, handle or interact with a firearm in any way.



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Train the Trainer programs	Training for instructors to deliver various training programs.	N	Y	There are no NOCPs that cover learning to become an instructor. Train the trainer activities do not align with NOCPs, even though the material covered in train the trainer courses may be similar to the content of the course the candidates will be teaching in the future.
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**For More Information:**

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