

Policy:	Auxiliary Medical Directives – Primary and Advanced Care Paramedics	
Owner of Policy:	Regional Medical Director, Regional Program Manager	
Department/Program:	Southwest Ontario Regional Base Hospital Program	
Approval By:	Director, Emergency Services & Base Hospital	Approval Date: May 2011

Original Effective Date: May 2011	Last Review Date: June 2019	Last Revised Date: June 2019
	Reviewed Date(s): May 2012, Jun 2013, Apr 2014, Aug 2016, June 2017, June 2018	Revised Date(s): Jun 2013, June 2017, June 2018

POLICY

In addition to the core medical directives, the [Advanced Life Support Patient Care Standards \(ALS PCS\)](#) provide a number of auxiliary medical directives for both Primary Care [Paramedics](#) (PCP) and Advanced Care [Paramedics](#) (ACP).

This policy details the utilization of auxiliary medical directives (both controlled and non-controlled acts). Delegation must be provided exclusively by the Regional [Medical Director](#).

This policy specifies the requirements of the [Employer](#), the Southwest Ontario [Regional Base Hospital Program](#) (SWORBHP) and the individual [Paramedic](#). Failure to comply with all aspects of this policy may result in revocation of SWORBHP [authorization](#) to perform [controlled medical acts](#) through [deactivation](#) and/or [decertification](#) at the discretion of the [Medical Director](#).

PROCEDURE

- 1.0 SWORBHP will work collaboratively with the [Employer](#) to determine the need for [authorization](#) for the use of an auxiliary medical directives.
- 2.0 SWORBHP will determine training and certification requirements for new auxiliary medical directives.
- 3.0 The training requirements (material, delivery, evaluation tools, etc.) will be established and approved by the [Medical Director](#).
- 4.0 The [Employer](#) may elect to deliver the training using its own training staff when approved by the [Medical Director](#). In this situation, SWORBHP maintains the right to audit the training program as required. In specified situations, SWORBHP staff will be present to oversee formal evaluation (e.g. to proctor oral/written evaluations).
- 5.0 At the [Employer's](#) request, SWORBHP staff will provide training on auxiliary medical directives based on a mutually agreeable schedule.
- 6.0 [Paramedics](#) must successfully complete all aspects of the approved training program in order to be [authorized](#) to perform the medical procedure.
- 7.0 When the [Employer](#) provides the training, complete records (course roster, evaluation results, etc.) will be provided to SWORBHP within 5 business days.
- 8.0 Upon successful completion of the training and submission of course records, SWORBHP will update the [Paramedic's certification](#) in the [Paramedic Portal of Ontario \(PPO\)](#) to reflect all auxiliary medical directives that the [Paramedic](#) is [authorized](#) to perform. The [Employer](#) and the [Paramedic](#) have access to the [Paramedic Portal of Ontario \(PPO\)](#) and may choose to print a hard copy of the certificate or save an electronic copy to their file.

- 9.0 An implementation plan for the new auxiliary medical directive will be developed and agreed upon by the [Employer](#) and SWORBHP.
- 10.0 While it is understood that the [Employer](#) may not require all staff to be trained and [certified](#) in an auxiliary medical directive, [Paramedics](#) who are [certified](#) will be expected to perform (or at least attempt) these procedures in appropriate situations.

RECIPROCIITY OF AUXILIARY DIRECTIVES

- 1.0 [Paramedics authorized](#) to perform an auxiliary medical directive may do so in all SWORBHP Paramedic Services in which they are employed provided the [Employer](#) has endorsed the use of that auxiliary medical directive. It is the expectation of SWORBHP that all [Paramedics](#) use their complete skill set when indicated and appropriate for the greatest benefit of the patient.
- 2.0 Should a [Paramedic authorized](#) to perform an auxiliary medical directive that has been endorsed by their [Employer](#), leave the employment of that Paramedic Service and gain employment with another [Employer](#) where the auxiliary medical directive is not endorsed, the [Paramedic](#) does not remain [authorized](#) to perform the auxiliary medical directive. Should the [Paramedic](#) gain employment where the auxiliary medical directive is [authorized](#), or their current [Employer](#) now implements the use of that directive per the Certification Standard, the [Paramedic](#) would be expected to perform the auxiliary medical directive once authorized to do so.
- 3.0 The training requirements (material, delivery, evaluation tools, etc.) will be established and approved by the [Medical Director](#).
- 4.0 SWORBHP will honor reciprocity of auxiliary medical directive [certification](#) completed at other Ontario [Regional Base Hospital Programs](#).

DEFINITIONS

Authorization

Means written approval to perform Controlled Acts and other advanced medical procedures requiring medical oversight of a Medical Director.

Certification

Means the process by which Paramedics receive Authorization from a Medical Director to perform Controlled Acts and other advanced medical procedures in accordance with the ALS PCS.

Controlled Act

Means a Controlled Act as set out in subsection 27(2) of the Regulated Health Professions Act, 1991.

Deactivation

Means the temporary revocation, by the Medical Director, of a Paramedic's Certification.

Decertification

Means the revocation, by the Medical Director, of a Paramedic's Certification.

Employer

Means an ambulance service operator certified to provide ambulance services as defined in the Ambulance Act.

Medical Director

Means a physician designated by a RBH as the Medical Director of the RBHP.

Paramedic

Means a Paramedic as defined in subsection 1(1) of the Ambulance Act, and for purposes of this Standard a reference to the term includes a person who is seeking Certification as a Paramedic, where applicable.

Regional Base Hospital (RBH)

Means a base hospital as defined in subsection 1(1) of the Ambulance Act, and provides an RBHP pursuant to an agreement entered into with the MOHLTC.

Regional Base Hospital Program (RBHP)

Means a base hospital program as defined in subsection 1(1) of the Ambulance Act.

REFERENCES

[Advanced Life Support Patient Care Standards Version 4.5](#)

Emergency Health Services Branch Ministry of Health and Long Term Care, May 1, 2018

[Ontario Regulation \(O.Reg.\) 257/00](#)