

## Emergency Medical Assistants Licensing Board

<b>Removing a Suspension from an EMA’s Licence EMALB2016-13</b>  <b>Responsible Branch: Emergency Medical Assistants (EMA) Licensing Branch</b>  <b>Contact: Manager, Branch Operations</b>	<b>Reference Information (Manual, page number, chapter):</b>
	<b>Replaces former policy:</b> n/a
	<b>Date Effective:</b> June 28, 2016
	<b>Last Update:</b> July 5, 2016
	<b>Next Review Date:</b> April 5, 2017
<b>Keywords</b>	<b>E.g. examinations, regulation, licensure etc.</b>

### 1. Policy Rationale & Purpose:

The purpose of this policy is to describe the requirements for removing a licence suspension that was imposed by the Board for failing to meet continuing competence requirements.

The purpose of the continuing competence requirements laid out in [Part 4 of the Emergency Medical Assistants Regulation](#) is to ensure that each EMA demonstrates evidence on an annual basis that the EMA has the ongoing practical skills and knowledge to practice competently as an EMA in BC. The annual reporting period begins on April 1<sup>st</sup> and ends on March 31<sup>st</sup>.

During the first six month of every reporting period EMAs that have failed to prove that they have met the continuing competency requirements for the previous reporting period are given five opportunities to provide evidence that they have met the reporting requirements and are competent to practice as an EMA in BC. They are:

1. Complete the continuing competence requirements prior to April 30<sup>th</sup>
2. Request an adjudication within 37 days of date on the notice of shortfall
3. Successfully complete a written exam by July 15<sup>th</sup>
4. Successfully complete a practical exam by September 30<sup>th</sup>
5. Board Hearing – at the hearing the EMA may make a submission on their behalf for the Boards consideration

If the EMA fails to successfully complete at least one of the above requirements, their licence is suspended by the board as a result of the hearing. When an EMA’s licence has been suspended by the board as a result of failing to meet continuing competence requirements for the previous year’s reporting period, the EMA is still licensed; however **the EMA may not practice as an EMA until the suspension is removed.**

If the EMA wishes to continue practice as an EMA then they must prove competency to practice in order to remove the licence suspension. If the EMA no longer wishes to practice as an EMA in BC they may [relinquish their licence](#).

### 2. Policy Scope

This policy applies to all EMAs whose licence has been suspended by the Board for failing to complete continuing competence requirements for the previous year’s reporting period.

### 3. Policy Statement:

If an EMA's licence has been suspended by the Board as a result of failing to meet continuing competence, examinations are required to determine that the suspended EMA is competent to practice in BC. The following is required:

- [apply for the examination process](#)
- successfully complete the online written examination provided by the licensing branch
- successfully complete the practical examination for the licence category
- successfully complete the jurisprudence examination

The EMA has three attempts to successfully complete each of the required examinations: written, practical and jurisprudence. If the EMA has not successfully completed the examination requirements within one year of the licence suspension, the EMA's file will be referred to the Board with a recommendation of licence revocation.

If an EMA is unsuccessful at the examination process during the licence suspension the EMA will be required to successfully complete a training program recognized by the Board for the level and successfully complete the written, practical and jurisprudence examinations within three attempts in order to have the licence suspension removed or the eventual licence revocation reinstated.

### 4. Legal Authority:

- [Emergency Health Services Act Section 6 & 7](#)
- [Emergency Medical Assistants Regulation Part 4](#)

### 5. Key Stakeholders:

- Suspended EMAs

**Reviewed by the EMA Licensing Board on: June 28, 2016**

Approved: 

**Date approved: June 28, 2016**

**Drafted by: Kim Fiege**