

Emergency Medical Assistants Licensing Board

EMALB 2018-03 Examination Order Requirements for Emergency Medical Responders Responsible Branch: Emergency Medical Assistants (EMA) Licensing Branch Contact: Exam program area getanexam@gov.bc.ca	Reference Information (Manual, page number, chapter):
	Replaces former policy: n/a
	Date Effective: September 1, 2022
	Last Update: July 21, 2022
	Next Review Date: January 2025
Keywords	E.g. examinations, regulation, licensure etc.

1. Policy Rationale & Purpose:

Historically the branch has experienced a high volume of applicants that have not successfully completed the examination requirements within the 12-month requirement. These applicants typically have had at least one attempt at the practical examinations but have either not attempted or failed the online written and jurisprudence examinations.

In addition, these applicants have represented a substantial portion of the candidates that either fail to show up for a scheduled examination or cancel their scheduled examination without appropriate notification. Late cancellations and no shows significantly decrease or eliminate the branch's ability to accommodate waitlisted candidates which negatively impacts other candidate's ability to complete their examinations in a timely manner. Minimizing the number of cancellations and no shows maximizes the number of candidates the branch can accommodate.

The purpose of this policy is to outline the order examinations are required to be completed when practical examinations are required for Emergency Medical Responders (EMR).

2. Policy Scope

This policy applies to all EMR licence applicants that are required to successfully complete written, jurisprudence and practical examinations.

3. Exemptions

This policy does not apply to candidates that are part of a special examination session approved by the director.

4. Policy Statement:

Practical examinations for EMRs will be scheduled based on the date the candidate becomes eligible for practical examinations, which will be the date that the final online examination is successfully completed.

Examinations are required to be successfully completed in the following order

- Written and jurisprudence examinations (no order requirement)
- Practical examinations

Practical examinations **will not be scheduled** until a candidate has successfully completed both the online written and jurisprudence examinations.

5. Legal Authority:

[Emergency Medical Assistants Regulation Section 2\(c\)\(ii\)](#)

6. Key Stakeholders:

EMA Licence applicants

Reviewed by the EMA Licensing Board on: July 21, 2022

Approved (director name & signature):



Date approved: July 19, 2022

Drafted by: Kim Fiege

Change Index

Date	Author	Details
July 22, 2022	KFiege	Policy reinstated for EMR applicants
August 18, 2022	KFiege	Updated the policy to exempt all special session candidates
2023-11-03	Screamer	Policy reviewed, no updates