

## Emergency Medical Assistants Licensing Board

<b>EMA's Duty to Report EMALB 2016-16</b>  <b>Responsible Branch: Emergency Medical Assistants (EMA) Licensing Branch</b>  <b>Contact:</b> Board Officer <a href="mailto:makeacomplaint@gov.bc.ca">makeacomplaint@gov.bc.ca</a>	<b>Reference Information (Manual, page number, chapter):</b>
	<b>Replaces former policy:</b> n/a
	<b>Date Effective:</b> January 1, 2017:
	<b>Last Update:</b> November 25, 2016
	<b>Next Review Date:</b> January 2019
<b>Keywords</b>	<b>E.g. examinations, regulation, licensure etc.</b>

### 1. Policy Rationale & Purpose:

The purpose of this policy is to describe the responsibility of an emergency medical assistant's (EMAs) duty to report to the EMA Licensing Board conduct by any EMA that puts the well-being and safety of a patient at risk.

Section 6 of the *Emergency Health Services Act* empowers the Licensing Board to investigate complaints. On receipt of a complaint or on its own motion and after a hearing, the licensing board may determine that an emergency medical assistant or former emergency medical assistant has incompetently carried out the duties of an emergency medical assistant, has breached a term or condition of his or her licence, or suffers from a physical ailment, emotional disturbance or an addiction to alcohol or drugs that materially impairs his or her ability to act as an emergency medical assistant.

It is a condition of every licence that an EMA must comply with the Act and the regulations, including but not limited to the Code of Ethics ([Appendix A](#)) set out in Schedule 3. The code of ethics provides general principals of ethical conduct to guide emergency medical assistants in meeting their duties to the public and the profession. For the purpose of determining an EMA's duty to report the Licensing Board refers to the following section of the EMA Code of Ethics:

- (f) provides that an EMA must "report to the appropriate authorities an incompetent, illegal or unethical conduct by colleagues or other health care personnel;"

### 2. Policy Scope

This policy applies to all emergency medical assistants (EMAs) that hold a valid EMA licence in British Columbia.

### 3. Policy Statement:

The EMA Licensing Board is the “appropriate authority” to report any conduct including one’s own, which may affect an EMA’s licence. While EMAs should report any incompetent, illegal or unethical conduct to the Licensing Board, this policy is not intended to restrict the responsibility of an EMA to also report to other agencies, (e.g. employers, police etc.). Some examples of incompetent, illegal or unethical conduct are:

- Providing service beyond an EMA’s licence category
- Incompetence within an EMA’s licence category
- Practicing while impaired by alcohol or drugs (including prescription drugs that impairs an EMA’s judgement)
- Criminal Code Offences

An EMA should report to the Licensing Board, conduct by any EMA, including oneself, that puts the well-being and safety of the patient at risk through illegal or unethical conduct, incompetence to practice, or practicing outside of the services the EMA is authorized to provide by contacting [makeacomplaint@gov.bc.ca](mailto:makeacomplaint@gov.bc.ca).

An EMA should also report to the Licensing Board, conduct by any EMA, including oneself, that puts the well-being and safety of the patient at risk if an EMA including oneself is practicing with a physical ailment, emotional disturbance or an addiction to alcohol or drugs that materially impairs his or her ability to act as an emergency medical assistant.

**NOTE:**

*It is not the Licensing Board’s intention to be punitive regarding EMAs suffering from physical ailments, emotional disturbances or addictions; however, the Board must ensure that EMAs “consider, above all, the wellbeing of the patient in the exercise of their duties and responsibilities” (Code of Ethics).*

*The Licensing Board works closely with EMAs suffering from physical ailments, emotional disturbances or addictions to ensure minimum impacts to their licence while they are undergoing medical treatment or a rehabilitation program.*

*Due to the sensitive and personal nature of reporting physical ailments, emotional disturbances or addictions these can be reported directly to the Board Officer by email at [makeacomplaint@gov.bc.ca](mailto:makeacomplaint@gov.bc.ca).*

The Licensing Board may find that an EMA has breached a term or condition of their licence under Section 11 of the Emergency Medical Assistants Regulation and may impose disciplinary action under Section 7 of the *Emergency Health Services Act* if the Licensing Board determines that an EMA had knowledge of any EMA, including oneself who has engaged in any incompetent, illegal or unethical conduct or that suffers from physical ailments, emotional disturbances or addictions and failed to report that knowledge to the Licensing Board resulting in risk to the well-being and safety of a patient.

### 4. Legal Authority:

- [Emergency Health Services Act Sections\(6\), \(7\), and \(8\)](#)
- [Emergency Medical Assistants Regulation Section11](#)

- [Emergency Medical Assistants Regulation Schedule 3](#)

**5. Key Stakeholders:**

- *Licensed EMAs*
- *Employers of EMAs*

**Reviewed by the EMA Licensing Board on:** December 16, 2016

**Approved:**



**Date approved:** December 16, 2016

**Drafted by:** Kim Fiege

## APPENDIX A

### Schedule 3

#### Code of Ethics

The purpose of this code of ethics is to provide general principles of ethical conduct to guide emergency medical assistants in meeting their duties to the public and to the profession.

- a) consider, above all, the well-being of the patient in the exercise of their duties and responsibilities;
- b) develop and maintain working relationships with other health professions and associations to ensure that patients receive the best possible emergency health care;
- c) protect and maintain the patient's safety and dignity, regardless of the patient's race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex or sexual orientation;
- d) preserve the confidence of patient information consistent with the duty to act at all times for the patient's well-being;
- e) not engage in any illegal or unethical conduct nor act in a manner that conflicts with the best interests of the profession;
- f) report to the appropriate authorities any incompetent, illegal or unethical conduct by colleagues or other health care personnel;
- g) carry out professional responsibilities with integrity and in accordance with the highest standards of professional competence;
- h) strive to improve the professional competence of colleagues serving under their direction;
- i) assume responsibility for personal and professional development, and maintain professional standards through training and peer mentoring;
- j) strive to encourage and merit the respect and trust of the public for members of the profession;
- k) refrain from impugning the professional reputation of a colleague or any other health care provider;
- l) promote and encourage compliance with the spirit of these standards within the profession.