



**Hamilton
Health
Sciences**

**CENTRE FOR PARAMEDIC
EDUCATION AND RESEARCH**

CME PROGRAM and CATALOGUE 2017

*Maintenance of Certification Deadline
November 24, 2017 – 1600hrs*

WELCOME TO YOUR 2017 CME PROGRAM AND CATALOGUE!

WHAT IS CME?

Continuing Medical Education (CME) allows paramedics to maintain and enhance their knowledge, skills and to learn about different clinical situations that occur less often in the field. CPER strives to provide essential courses and new learning opportunities for paramedics through CME. In order for CME credits to be allocated, **the educational activity must enhance the clinical practice of paramedicine at the certification level of the paramedic and must be preapproved by CPER.**

Our continuing goal is to provide all paramedics an opportunity to self-direct their CME needs as much as possible. Our CME program provides a variety of options for paramedics to acquire all CME credits within the CME deadline. PCPs are encouraged to engage in as many CME activities as possible to support continued growth and improvement of skills.

WHAT CME CREDITS AND EXAMS DO I NEED TO COMPLETE TO MAINTAIN CERTIFICATION?

The requirements for CME credit reflects the provincial mandate of 8 credits annually for PCPs and 24 credits annually for ACPs. As always, 8 of these credits are accumulated when paramedics attend an education session in the form of an Annual Practice Review (APR) CME in each certification year.

In addition to successful completion of the 8 credit APR CME, ACPs are required to obtain a minimum of an additional **16 CME credits** during each certification year.

New for 2017: Emergency Childbirth (ECB)

ECB is an additional provincially mandated CME that will provide ALL paramedics with 8 CME credits. Therefore 8 additional self directed CME credits will be required for PCPs. PCPs will receive 16 CME credits for 2017 – 8 for APR, 8 for ECB. ACPs will receive 16 CME credits for 2017 – 8 for APR, 8 for ECB with 8 remaining available in the usual self-directed format for a total of 24 credits.

ECB training is scheduled to begin April 2017 and complete by December 2017. Stay tuned for more details.

ACPs and PCPs will also be required to complete all mandatory certification exams as prescribed by Medical Council and CPER Education. A list of exam release dates will be coming soon.

Although PCPs are not required to complete additional CME, both ACPs and PCPs are encouraged to engage in as many CME activities as possible and are responsible to keep up with all the knowledge required for the directives that they are authorized to perform.

All paramedics must complete all mandatory certification exams and CME requirements AND provide proof of completion when required to CPER by **November 24, 2017 at 1600hrs. It is the responsibility of each paramedic to ensure they have met the deadline for completion of all requirements in order to maintain certification.**

WHAT IS THE CME DEADLINE FOR 2017?

The deadline to acquire CME credits is **November 24, 2017 at 1600hrs.**

WHAT HAPPENS IF I DO NOT COMPLETE MY CME REQUIREMENTS?

Paramedics who do not complete the CME requirement prescribed by CPER are not eligible for annual certification and are subject to administrative deactivation. If a paramedic is administratively deactivated due to incomplete CME requirements, an assignment will be required to be completed. This assignment will be a part of a Reactivation process, which will be published later in 2017.

CAN I CARRY OVER CME CREDIT FROM ONE YEAR TO THE NEXT?

Any CME credit earned in **November 2017 only** are eligible for carryover into 2018, so long as 2017 CME credit requirements are met by the end of November 2017. You are allowed to carry over a maximum of 4 CME credits.

MAY I TAKE A CME NOT OUTLINED IN THE CME CATALOGUE?

CME credit pre-approval must be obtained from CPER prior to attending the desired program/event. If the CME is taken without prior approval, CME credits may or may not be granted.

CAN I ATTEND CME OFFERED BY OTHER BASE HOSPITALS?

Opportunities may exist for paramedics to attend CME delivered by another Base Hospital. Submission of a completion/ participation certificate by the respective BH will be required to enable CPER to award CME credits.

HOW DO I REGISTER FOR A CME EVENT DELIVERED AT CPER?

Paramedics are scheduled on a first-come, first-served basis and must register via email at education@cper.ca. CPER reserves the right to cancel the event if minimum class size is not met 2 weeks prior to the event. Registration will be accepted up to 2 days prior to the event. If you are unable to attend on the day you have booked, please contact CPER at education@cper.ca as soon as possible.

CAN I BE REIMBURSED BY CPER FOR REGISTRATION FEES FOR EXTERNAL COURSES?

CPER does not reimburse paramedics for any fees related to completion of CME credits. Only your Service Operator (employer) can determine if CME options will be compensated. Paramedics must contact their respective Service Operator (employer) prior to attending any CME option if they are seeking financial compensation.

HOW CAN I OBTAIN PRE-APPROVAL FOR EXTERNAL COURSE/EDUCATIONAL ACTIVITY TO USE TOWARDS MY CME REQUIREMENTS?

If the event is not listed below, please submit the CME Credit Request form to education@cper.ca at least 2 weeks prior to the course. The CME Credit Request form can be found by clicking [here](#).

Include any supporting documents (course syllabus, completion certificate etc.). Your request will be reviewed and an appropriate amount of CME credit will be given. The number of credits may or may not equal the number of hours actually spent completing the specified CME.

Information to provide:

- a. Course name, date, location and contact hours (usually listed in the course brochure)
- b. Outline of learning objectives

c. Describe how the CME enhances your clinical practice of paramedicine at your certification level

The test for CME credit allocation is – *"does the educational activity enhance the clinical practice of paramedicine at the certification level of the paramedic?"* In your application, pay particular attention to answering this question.

WHERE DO I FIND THE CME CREDIT REQUEST FORM?

CME Credit Request form can be found by clicking here: [CME Credit Request Form](#)

I AM A NEWLY CERTIFIED ACP. DO I NEED TO COMPLETE ALL 24 CME CREDITS FOR THE YEAR?

Newly certified ACPs are required to obtain CME credits, pro-rated based on your certification date. If you acquire your full ACP certification mid-way through the year, please confirm with a Paramedic Educator as to the number of CME credits that you will require.

ANY OTHER QUESTIONS?

If you have any questions or require further details, please feel free to contact one of the Paramedic Educators at CPER.

CPER DELIVERED CME

2017/2018 Annual Practice Review CME

As per past practice, paramedics who attend and successfully complete the APR will be awarded CME credit. Booking paramedics into the APR will be the responsibility of the Service Operators.
CME credit allotted: 8 CME credits

Regional CME (*For ACPs, this is replacing the ACP Spring Regional CME for 2017*)

New for 2017 – Emergency Childbirth (ECB) – MOH Mandatory Training

All paramedics (both ACP and PCP) will be required to attend.

ECB training consists of a mandatory classroom training day, as well as an optional pre-course package.

Although optional, the pre-course package is **strongly recommended**. Booking paramedics into the classroom CME will be the responsibility of the Service Operators. Information regarding the pre-course package will be made available as soon as it is released through the Ontario Base Hospital Group.

CME credit allotted: Classroom training: 8 CME credit; Pre-course package: 4 CME credits

Proactive Practice Days (PPD)

Proactive Practice Days (PPD) are educational days that will act as a support to those paramedics who are in need of a proactive plan in order to meet the new Maintenance of Certification standards. The curriculum for these dates will be skill/scenario based and will be influenced, in part, by paramedic request. Although these events are primarily to assist those in meeting their Maintenance of Certification, they are open to all paramedics.

PPD are scheduled on the following days from 1200-1600 and will be held at CPER:

| | | |
|----------|--------------|-------------|
| April 28 | September 18 | October 30 |
| May 18 | September 25 | November 10 |
| June 16 | October 16 | November 17 |

Registration requests are to be emailed to education@cper.ca.

CME credit allotted: 4 CME credit per event

DOC CME

Thursday June 15, 2017

CME credits will be granted to a paramedic who attends the annual CPER BH Physician DOC CME. Case based learning, interactive discussion/sessions on Prehospital and Emergency Medicine. Further information regarding speakers, venue, time, etc. to follow.

CME credit allotted: 8 CME credits

Auxiliary Directive CME

CME credits will be granted for Auxiliary Medical Directive CME where delivered by CPER (or designate) at the request of a Service Operator.

CME credit allotted: TBD

SELF DIRECTED ACTIVITIES

Our continuing goal is to provide all paramedics with the opportunity to, as much as possible, self-direct their CME needs. Education delivered in this style speaks to adult learning principles. The self-directed component of our CME program provides paramedics a variety of options that can be taken advantage of in order to acquire all CME credit within the certification year. It is expected that your self directed CME be of a different focus from year to year to allow for multi-faceted learning and professional development.

Conferences

Paramedics are encouraged to attend conferences related to the practice of paramedicine.

The following Conferences are pre-approved by CPER for CME credit:

OPA Conference *Paramedicine* <http://www.ontarioparamedic.ca/>

10 Minute Emergency Medicine Conference <http://fhs.mcmaster.ca/emergmed/tenem.htm>

Tri-City Emergency Medicine Conference <http://www.tricityemergency.com/>

Any Conference not listed above must be pre-approved for CME credit prior to attending (at least 2 weeks in advance of participation) through submission of the CME Credit Request form to education@cper.ca. On completion of the conference/workshop, submit your certificate of attendance to education@cper.ca.

CME credit allotted: 1 CME credit per hour; maximum of 12 CME credits per year

Self Development Courses

The listed self development courses will be awarded CME credit.

- Advanced Cardiac Life Support (ACLS)
- Pediatric Advanced Life Support (PALS)
- Advanced Pediatric Life Support (APLS)
- Pediatric Education for Prehospital Professionals (PEPP)
- Advanced Trauma Life Support (ATLS)
- Neonatal Resuscitation Program (NRP)
- Advanced Basic Trauma Life Support (ABTLS)
- Prehospital Trauma Life Support (PTLS)
- International Trauma Life Support (ITLS)

On completion of the course, submit your certificate or proof of successful completion to education@cper.ca.
CME credit allotted: 1 CME credit per hour; maximum of 12 CME credits per year

Teaching

Paramedics teaching paramedic-centered curriculum to paramedic students at an accredited college will be eligible to receive CME credit. CPER Instructors will also be eligible to receive CME credit when acting as a Lead Instructor at a CPER APR/ECB. In order to receive CME credit for teaching, submit a CME Credit Request form to education@cper.ca.

CME credit allotted: 1 CME credit per 8 hours of instruction; maximum of 4 CME credits per year

Preceptorship

Paramedics who take on the role of an ACP or PCP preceptor will be eligible to receive CME credit. Preceptorship must be a minimum of 140 hours with the same student. In order to receive CME credit, submit a CME Credit Request form to education@cper.ca.

CME credit allotted: 4 CME credits per student; maximum of 4 CME credits per year

CME offered by other Base Hospitals (BH)

Several opportunities exist for paramedics to attend CME delivered by another BH. Submission of a completion/participation certificate completed by the respective BH will be required in order for CPER to award CME credit. Submit documents to education@cper.ca

CME credit allotted: 1 CME credit per course hour

Journal Article Review

Paramedics may choose to review a medical journal article for CME credit. Journal articles must be relevant to prehospital or emergency care. Paramedics will be required to submit documentation on each article, which will include: Title, text/journal, author, date of publication, brief synopsis and how the information reviewed will influence your clinical practice. Submit journal review to education@cper.ca

CME credit allotted: 2 CME credits per journal review; maximum of 8 CME credits per year

CPER Digest Development

Paramedics may choose to write a CPER digest article. Paramedics will be required to contact an Educator at education@cper.ca prior to development of the article, to discuss learning objectives and article topic. Submitted articles will be reviewed by CPER Education for content and validity prior to CME credit being granted.

CME credit allotted: 2 CME credits per article; maximum of 8 CME credits per year

AskMED - Questions

Paramedics may choose to submit a question for the AskMED physicians. If a paramedic's question is answered during the live AskMED event or by the AskMED physicians at a later date, CME credit will be granted to the paramedic. Questions can be submitted by following the directions on the CPER website under the AskMED section. Paramedics who watch the AskMED video and submit a summary on one question will be granted CME credit. The summary must focus on how the question/discussion will impact your current or future paramedic practice. Summaries can be submitted to education@cper.ca for review.

CME credit allotted: 1 CME credit per question/summary; maximum of 4 CME credits per year

College/University Course

Proof of completion of any prehospital related course will be considered for CME credits. The paramedic will be required to provide an official list of learning objectives and/or assignments, in addition to documentation of successful course completion to be considered for credit. Paramedics must complete a CME Credit Request form and submit to education@cper.ca

CME credit allotted: 8 CME credits per course; maximum 8 credits per year

Peer Chart Auditing

Paramedics (ie. CPER trained auditors) can perform up to 60 call audits per calendar year. No more than 15 audits for CME points can be performed monthly. These calls will be ALS PCS calls where an advanced life support skill is performed or where symptom relief medications have been administered. IV starts only or calls where no intervention has been initiated are not to be audited for CME credit. Paramedics will record the call date, call number and date that the audit was performed on a form within the BH office.

CME credit allotted: see below; maximum of 4 CME credits per year

| | |
|-----------|----------|
| 15 charts | 1 point |
| 30 charts | 2 points |
| 45 charts | 3 points |
| 60 charts | 4 points |

Research Project

Submission of research projects will be reviewed for CME credit. Paramedics are required to complete a CME Credit Request form and submit to education@cper.ca in order to be considered for CME credit. Research/case studies must be ongoing and relevant to Paramedicine. Application for CME point consideration will include specific research techniques to be utilized, goals and expected outcomes of the research experience.

CME credit allotted: TBD – at the discretion of Medical Council and assigned on a case-by-case basis; maximum of 8 credits per year

Webinar/Podcast Review

Paramedics can choose to review a webinar/podcasts, which may be chosen from a selection available on CPER's new LMS. After reviewing the webinar/podcasts, paramedics will need to complete a short quiz to validate learning. The new LMS will be operational within the first quarter of 2017. Watch for more information to come.

CME credit allotted: 1-2 CME credits per webinar/podcast review (dependent upon length); maximum of 8 CME credits per year

Webinar Development

Paramedics can choose to develop a Webinar, which may be later utilized for CME credit for other paramedics. Webinar topic must be current and relevant to Paramedicine. Webinars will be reviewed by CPER Education for content and validity prior to CME credit being granted. Detailed criteria to be obtained from CPER Education prior to beginning the webinar development. Paramedics are required to complete a CME Credit Request form and submit to education@cper.ca in order to be considered for CME credit.

CME credit allotted: 8 CME credits; maximum of 8 CME credits per year

Other

Paramedics may seek approval for potential CME opportunity. Applications should include objectives of the event and how it will enhance the clinical practice of the paramedic. Alternatively, as learning opportunities become available/scheduled throughout the year, offered either by CPER or through an outside agency, paramedics will have the chance to participate. These courses will be communicated as information becomes available. (ie. EZ-IO Cadaver Lab, Neonatal/PALS DOC CME, Annual Sim Competition, etc)

CME credit allotted: TBD/per case basis

CPEP CME Chart 2017 - Overview

| CME Opportunity | Description | Mandatory? | CME Credit |
|---------------------------------|---|------------|---------------------------------------|
| Annual APR | Skills review/competency practice and learning | Yes | 8 |
| Emergency Childbirth | MOH Mandatory Training Optional Pre-course | Yes No | 8 4 |
| Proactive Practice Day | Skill/scenario based educational days | No | 1 per hour |
| DOC CME | Annual BH Physician DOC CME | No | 8 |
| Auxiliary Directive CME | When the BH requires paramedics to be oriented to a new piece of equipment, procedure or Medical Directive, they will receive points towards their CME requirements | Yes | 1 per hour |
| Proactive Practice Day | Skill/scenario based educational days | No | 1 per hour |
| Conferences | Conferences must be applicable to the practice of paramedicine | No | 1per hour; maximum of 12 per year |
| Self Development Courses | ACLS, PALS, NRP, etc. (see list of preapproved courses) | No | 1 per hour; maximum of 12 per year |

| | | | |
|----------------------------------|---|----|---|
| Teaching | Paramedics will receive CME credit for teaching at an accredited college or when acting as Lead Instructor at CPER APR | No | 1 per 8 hours of instruction; maximum of 4 per year |
| Preceptorship | Paramedics will receive a CME credit for preceptoring either an ACP or PCP student (minimum of 140 hours) | No | 4 per student; maximum of 4 per year |
| CME offered by other BH | Submission of completion/participation certificate by the respective BH will be required in order for CPER to award CME credit | No | 1 per course hour |
| Journal Article Review | Review of medical journal article and submit documentation outlining the following: title, text/journal, author, date of publication, brief synopsis of article, and how it will influence the paramedic's clinical practice | No | 2 per journal article; maximum of 8 per year |
| CPER Digest Development | Development of CPER digest article | No | 2 per journal article; maximum of 8 per year |
| AskMED Questions | Submission of a question or summary of a submitted question | No | 1 per question/summary; maximum of 4 per year |
| College/University Course | Proof of completion of a prehospital related course will be considered for CME credit. The paramedic will be required to provide an official list of learning objectives and/or assignments, in addition to documentation of successful course completion to be considered for credit | No | 8 per course; maximum of 8 per year |

| | | | |
|-------------------------------|--|----|--|
| Peer Chart Auditing | Up to 60 call audits per calendar year can be used towards CME credit. These calls will be ALS PCS calls where an advanced life support skill is performed or where symptom relief medications have been administered. IV starts only or calls where no intervention has been initiated are not to be audited for CME credit | No | Maximum of 4 per year |
| Research Project | Submission of research projects will be reviewed for CME credit. Paramedics are required to seek pre-approval. Research must be relevant to Paramedicine. Applications will include specific research techniques to be utilized, goals and expected outcomes of the research experience | No | At the discretion of Medical Council; per case basis |
| Webinar/Podcast Review | Review of webinar/podcast found on CPER LMS and completion of associated quiz | No | 1-2 per review; maximum of 8 per year |
| Webinar Development | Paramedics may choose to develop a Webinar, which may be later utilized for CME credit for other paramedics. Webinar topic must be current and relevant to Paramedicine. Webinars will be reviewed by CPER Education for content and validity prior to CME credit being granted | No | 8; maximum of 8 per year |
| Other | Paramedics may take part in learning opportunities not listed in this calendar or as advertised by CPER. Preapproval is required if event is not organized/endorsed by CPER. | No | Per case basis |

CME Credit Request Form

Name: _____

Email: _____

Phone Number: _____

Service: (circle all that apply) COBAS DCEMS GWEMS HCEMS HPS
 NCEMS NEMS ROWPS SNAS

Please fill out the appropriate section(s) below and submit to education@cper.ca

Preceptorship

Total hours: _____

Name of student: _____

Teaching

Date(s)/Hours of Instruction: _____

Educational Facility: _____

Research Project/Case Study

Research project topic: _____

*submit a summary report of research project, including specific research techniques to be utilized, goals and expected outcomes.

Webinar Development

Webinar topic: _____

*webinars will require review by CPER Education for content and validity prior to CME credit being granted

Conference

Name of Conference: _____

Date(s): _____

*please ensure to submit your certificate of attendance in order for CME credits to be granted

College/University Course

Educational Facility: _____

Course Title: _____

Date of Course: _____

*email official list of learning objectives and/or assignments, along with proof of successful course completion

For office use only

Date Received: _____ Date Reviewed: _____

Approved: (circle one) YES NO

CME Credit Approved for: _____

Reviewed by: _____