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MEMORANDUM

TO: All Paramedics and Paramedic Management of Beausoleil First Nations Paramedic

Services, Muskoka Paramedic Services, Rama Paramedic Services, County of Simcoe

Paramedic Services, Halton Region Paramedic Services,

Peel Regional Paramedic Services and Toronto Paramedic Services

FROM: Jeremy Kieffer, Coordinator, Paramedic Practice

DATE: September 2, 2020

RE: Elective CME: Options for 2020

This is to provide and update regarding Elective CME for 2020.

All Advanced Care Paramedics and applicable Toronto Level II's are required to complete education requirements for Maintenance of Certification as described in the Appendix 6 of the ALS PCS.

Based on consideration related to the COVID-19 pandemic, Sunnybrook Regional Base Hospital has amended the options for completing Elective CME for 2020:

1. Sunnybrook Regional Base Hospital is currently offering two online courses for Elective CME:

Improving Resuscitation Team Management: An Introduction to Crisis Resource Management https://paramedicportalontario.ca/course/view.php?id=1356

This course will be available starting September 14 at 0900

COVID-19 for the Prehospital Professional https://paramedicportalontario.ca/course/view.php?id=1359

This course will be available starting the week of September 21

For course descriptions, and to enroll in the course, **first** log onto the Paramedic Portal of Ontario, and **then** enter/click the link above.

2. Paramedics may take a course that has been "pre-approved" for meeting the requirements for Elective CME. *NOTE: all external courses require submission of an official certificate of completion. Any cost is the responsibility of the paramedic.





To view the pre-approved courses, log onto the Paramedic Portal, and enter/click this link:

https://paramedicportalontario.ca/local/document expiry/new.php?view=1&course id=1

A quick reference guide is attached with this memo to assist you in accessing the pre-approved courses and the upload instructions for your proof of completion document.

3. Paramedics may submit education activities for consideration for Elective CME. These activities should be submitted **PRIOR** to attending the event to ensure that it meets the requirements for Elective CME as per policy.

All Advanced Care Paramedics and applicable Toronto level II's are responsible for completing Elective CME requirements by **December 31, 2020.**

Reminder emails will be sent to the email on file until Elective CME requirements are marked complete.

For any issues related to the Paramedic Portal of Ontario, please email paramedic.portal@sunnybrook.ca

If you have any questions, please feel free to contact me by the methods listed below.

Sincerely,

Jeremy Kieffer, AEMCA, ACP Coordinator, Paramedic Practice Jeremy.kieffer@sunnybrook.ca

Tel 416.667.2200, ext. 243

Uploading External courses

Getting started

STEP 1: Go to www.paramedicportalontario.ca and Log in with your account

Paramedic Portal of Ontario

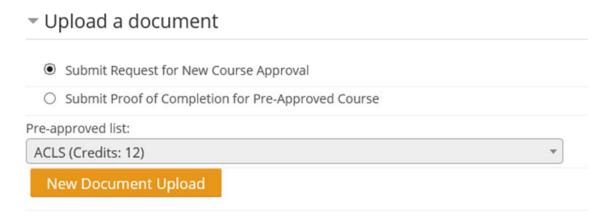


STEP 2: Click CME Requests



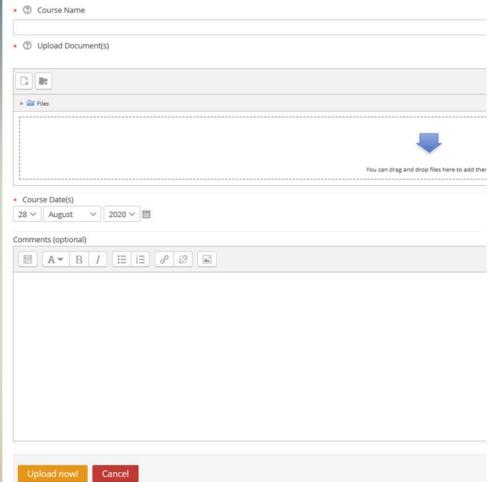
STEP 3: Select Submit Request for Approval

Select a Document type



STEP 4: Fill out the form then click Upload Now

Upload supporting document(s)



STEP 4: Base hospital will accept or reject your application

Name	Document Name	Course Date	Status	Action	Credits	Course	Туре	Edit
Test Paramedic	Test Course	2020-08-28	Pending admin approval	Waiting for admin.	N/A	N/A	upload	₩

Helpful Tip

You can review the status of your upload by checking:

https://paramedicportalontario.ca/local/document_expiry/index.php