



<b>Title:</b> Paramedic Field Evaluations	<input checked="" type="checkbox"/> Policy	<input checked="" type="checkbox"/> Procedure	<input type="checkbox"/> SOP
<b>Category:</b> Quality Management <b>Dept/Prog/Service:</b> Base Hospital Program	<b>Distribution:</b> NW Region Ambulance Operators & Paramedics		
<b>Approved:</b> Program Medical Director & Program Manager	<b>Approval Date:</b> January 2006		
<b>Signature:</b>  	<b>Reviewed/Revised Date:</b> April 2017		

## 1. PURPOSE

Base Hospital Program is mandated by our Performance Agreement with the Ministry of Health & Long- Term Care to conduct Paramedic Field Evaluations. We are responsible for field evaluations for all of the Paramedics employed by a Service Delivery Agent within the Northwest Region. This policy will provide a basic framework for Base Hospital Program Clinical Educator/Lead(s) and Medical Director(s) to carry out our mandated Paramedic Field Evaluations via ride-outs with the paramedics.

## 2. POLICY STATEMENT

The goals of the ride-out are to ensure that the paramedic is responding appropriately to patient care situations encountered during the course of the shift; while demonstrating the minimum competencies required to perform skills sets in a safe and efficient manner. This will provide opportunity for the paramedic(s) and medical director and/or clinical educator/lead to build on relationships, while working toward a common goal - to deliver quality patient care.

This may include assessment of: patient assessments, patient care and decision making skills of each paramedic - with a strong focus on advanced life support skill sets and protocols ; the utilization of online medical control and reporting to the ED; associated pathophysiology and medical terminology; and non-technical component competencies (i.e. the ability to communicate therapeutically with the patient, effectively with family members and by-standers, and to interact professionally with other health care professionals).

## 3. DEFINITIONS

Medical Director: means a physician designated by a Regional Base Hospital (RBH) as the Medical Director of the Regional Base Hospital Program (RBHP).

## 4. PROCEDURE

### Occupational Health and Safety

All Base Hospital staff and Medical Directors are required to wear safety boots or shoes and clearly displayed photo identification.

Base Hospital personnel may be required to sign a "Waiver of Liability "from the Service Provider.

### Notification of Field Evaluations

- I. All ride-outs will be pre-arranged with the Service Delivery Agent/Service Operator in advance.

The details of each ride-out i.e. time, date and location will be agreed upon between the Service Delivery Agent/Service Operator and the Clinical Educator/Lead and/or the Medical Director.

- II. The Service Delivery Agent/Service Operator will notify the Paramedic(s) of the ride-out.
- III. An overview of the field evaluation process will be provided to each Paramedic at the on-set of the day/shift/call.

#### FIELD EVALUATION PROCESS

- i. Introduction of the Base Hospital Paramedic Field Evaluation Form
- ii. Review of the Ambulance Call Report associated with each call evaluated
- iii. Review of all comments on the field evaluation form with the paramedic(s)
- iv. Paramedic(s) comments and signature(s) of the field evaluation form
- v. Copy of field evaluation to: the Paramedic(s), the appropriate Service Delivery Agent/Service Operator,
- vi. the Paramedic's Base Hospital Medical Director (if they are not the one doing the evaluation), and to the MOHLTC NW Field Office
- vii. If the field evaluation is being completed due to a remedial education program the evaluation will become part of the remedial review file for the individual Paramedic

#### **5. RELATED PRACTICES AND/OR LEGISLATIONS**

- i. *Ambulance Act (Ontario) and Ontario Regulation 257/00*
- ii. *Emergency Health Services Branch (EHSB), Ontario Ministry of Health and Long-term care (MOHLTC) and Thunder Bay Regional Health Sciences Centre (TBRHSC) Performance Agreement (PA), 2008*