

<b>Title:</b> Consolidation	<input type="checkbox"/> Policy	<input type="checkbox"/> Procedure	<input checked="" type="checkbox"/> SOP
<b>Category:</b> Certification <b>Dept/Prog/Service:</b> Northwest Region Prehospital Care Program	<b>Distribution:</b> NW Region Ambulance Operators & Paramedics, NW Field Office		
<b>Approved:</b> Program Medical Director & Program Manager	<b>Approval Date:</b> January 2009		<b>Reviewed/Revised Date:</b> January 2020

**CROSS REFERENCES:** Initial Certification (CERT-100), Maintenance of Certification (CERT-200), Cross Certification (CERT-300), Return to Practice (CERT-500), Remediation (CERT-600), Unsuccessful Certification (CERT-700), Decertification (CERT-800), Pre-requisite Mandatory Requirements (CERT-900), Consolidation Tracking (FM-CERT-05)

### 1.0 Purpose

1.1 Consolidation provides the opportunity for the Paramedic to integrate all components of assessment, treatment plans, critical thinking, skills, mentorship and confidence while providing a support mechanism as they transition to independent practice in the clinical setting. After successful completion of the Consolidation period, the Paramedic may practice independently at the qualified level of their Certification and Authorization.

### 2.0 Policy Statement

2.1 The Ministry of Health and Long Term Care (MOHLTC) Emergency Health Services Branch (EHSB) publishes the Advanced Life Support Patient Care Standards (ALS PCS) with amendments from time to time. The Certification Standard is Appendix 6 of the ALS PCS and outlines definitions, processes and requirements of parties involved in the Certification and Authorization of Ontario Paramedics. The ALS PCS Appendix 6 will serve as the policy as related to Consolidation.

### 3.0 External References

- 3.1 Ministry of Health and Long Term Care (MOHLTC); Emergency Health Services Branch  
Advanced Life Support Patient Care Standards Appendix 6 version 2.0 as updated from time to time.
- 3.2 Ontario Regulation (O.Reg.) 257/00

### 4.0 Definitions

- 4.1 Certification; means the process by which Paramedics receive Authorization from a Medical Director to perform Controlled Acts and other advanced medical procedures in accordance with the ALS PCS;
- 4.2 Consolidation; means the process by which a condition is placed on a Paramedic's certification restricting his or her practice to working with another Paramedic with the same or higher level of qualification (i.e. Certification);
- 4.3 Employer; means an ambulance service operator certified to provide ambulance services as defined in the Ambulance Act;
- 4.4 Medical Director; means a physician designated by a Regional Base Hospital as the Medical Director of the RBHP;
- 4.5 Paramedic; means a paramedic as defined in subsection 1(1) of the Ambulance Act, and for purposes of this Standard a reference to the term includes a person who is seeking Certification as a Paramedic, where applicable;
- 4.6 Patient care concern; means a Critical Omission or Commission, Major Omission or Commission, or Minor Omission or Commission;
- 4.7 Regional Base Hospital (RBH); means a base hospital as defined in subsection 1(1) of the Ambulance Act, and provides an RBHP pursuant to an agreement entered into with the MOHLTC;
- 4.8 Regional Base Hospital Program (RBHP); means a base hospital program as defined in subsection 1(1) of the Ambulance Act;

4.9 Remediation; means a customized plan by the RBHP to address a Patient Care Concern or to address any concerns identified during Certification, including a failure to meet a requirement for the maintenance of Certification.

#### 5.0 Procedure

5.1 The Medical Director shall require Consolidation on all new Certifications. A Medical Director may require Consolidation with respect to a Paramedic's Certification where the Paramedic is returning to practice, a Patient Care Concern has been identified in respect of the Paramedic, or as identified in the Paramedic's customized plan for Remediation. Consolidation provides for the opportunity to acquire more skills and confidence while ensuring that a support mechanism is in place for the Paramedic. The Medical Director shall determine the requirements for the Consolidation, which includes the presence of another Paramedic, the level of qualification of that other Paramedic, and the restrictions of the Paramedic's practice in relation to the presence of that other Paramedic. The Medical Director, in consultation with the Employer, shall determine the duration for the Consolidation. However, the duration for Consolidation on all new Certifications shall be a minimum of 36 hours for a Primary Care Paramedic (PCP) and a minimum of 168 hours for an Advanced Care Paramedic (ACP) or Critical Care Paramedic (CCP). The Medical Director shall provide notice of Consolidation and the requirements thereof in writing to the Paramedic and Employer within two (2) Business Days. Any changes to the Consolidation by the Medical Director shall be communicated to the Paramedic and Employer immediately and any changes to the requirements thereof shall be provided in writing as soon as possible.

#### 6.0 Procedure

##### 6.1 Crew Configuration;

Paramedics in Consolidation may practice to the level of their Certification and Authorization only when they are partnered with a Paramedic of the same or higher level of Certification and Authorization whom also has a minimum of six (6) months of full-time equivalent experience. The partner of the Paramedic in Consolidation must be fully Certified and Authorized and in good standing with the Regional Base Hospital, and cannot have any clinical care concerns which is under ongoing investigation. The partner's role is to ensure appropriate patient care by providing support to the Paramedic in Consolidation for the duration of the patient contact.

In any rare or unforeseen event, e.g., an MCI, where the Paramedic in Consolidation is separated from their partner and is required to attend to a patient, the Paramedic in Consolidation may practice to the level of their Certification and Authorization. Following the completion of the call, the Paramedic in Consolidation must immediately notify their Regional Base Hospital, through the self-report process, and provide details of the circumstances surrounding this event and the management of their patient in this situation.

##### 6.2 Number of Hours and Expected Length of Time to Complete Consolidation;

For all newly Certified and Authorized Paramedics, including Paramedics employed on a part-time or casual basis, the minimum number of hours of Consolidation in a clinical patient care role will be thirty six (36) hours for a PCP and one hundred and sixty eight (168) hours for an ACP or CCP. The maximum time allowed for a Paramedic to complete Consolidation, without a specified exemption from the Medical Director, is ninety (90) days following the Certification event.

Where the Consolidation is related to a Patient Care Concern that has been identified, or as part of a customized remediation plan, the number of hours for Consolidation shall be determined by the Medical Director and will be completed as soon as possible. The Consolidation period should not exceed ninety (90) consecutive days. Factors to consider in these situations may include the length of time away from active clinical patient care practice, the level of Certification and Authorization of the Paramedic, or the gravity of the incident that may have been under review where a Patient Care Concern has been identified.

##### 6.3 Extensions to Consolidation;

Extensions to Consolidation will be granted at the sole discretion of the Medical Director, taking into consideration events such as but not limited to: vacation, injury, absences from work, identified clinical care concern(s). Extensions to Consolidation are exceptions, and not an inherent right. In situations where an extension to Consolidation has been granted, the Paramedic and the Employer will be notified in writing by the Medical Director within two (2) Business Days of this decision.

Notification will include acceptance of the request for the extension and the length of time for this extension. If at any time the Paramedic has questions or concerns regarding their Consolidation, they may contact the Regional Base Hospital Program.

6.4 Tracking Documents and Reporting;

The Employer will submit that the Paramedic completed the required Consolidation hours in writing, to the Medical Director within three (3) Business Days of completion of the last scheduled shift of the Consolidation period (see tracking form FM-CERT-05).

6.5 Special circumstances;

Where a Paramedic is employed with more than one Employer during Consolidation, the Paramedic will notify all respective Employer(s) and Regional Base Hospital Program(s) that they are in Consolidation, and will submit their hours completed from each Employer towards their Consolidation requirements.

6.6 Concluding Consolidation;

The Medical Director will determine whether or not to remove the condition on the Certification and Authorization of the Paramedic.

If the Medical Director deems that the Paramedic has completed the Consolidation hours in a clinical patient care setting, the Paramedic and the Employer will be notified in writing within three (3) Business Days of receipt of the documentation outlining that the Paramedic can practice independently to the level of their Certification and Authorization.

Should the Medical Director deem that the Paramedic has not met the requirements of Consolidation, the Paramedic and the Employer will be notified in writing outlining the rationale for the decision, required next steps and the Certification and Authorization status of the Paramedic within three (3) Business Days of receiving the documentation from the Employer or Paramedic.

7.0 Developed by

7.1 Ontario Base Hospital Group

8.0 In Consultation With

8.1 Ontario Base Hospital Group Medical Advisory Committee;

8.2 Data Quality Management Subcommittee and

8.3 Education Subcommittee

9.0 Approved By

9.1 Regional Base Hospital Programs of Ontario

9.1.1 Central East Prehospital Care Program;

9.1.2 Centre for Paramedic Education and Research;

9.1.3 Health Sciences North Centre for Prehospital Care;

9.1.4 ORNGE Base Hospital;

9.1.5 Northwest Region Prehospital Care Program;

9.1.6 Regional Paramedic Program for Eastern Ontario;

9.1.7 Southwest Ontario Regional Base Hospital Program and

9.1.8 Sunnybrook Centre for Prehospital Medicine, Regional Base Hospital Program.