



# ONTARIO BASE HOSPITAL GROUP MEDICAL ADVISORY COMMITTEE

## Ontario Base Hospital Group (OBHG) Paramedic Advisor Representation

Paramedics are important members of all OBHG committees. Many paramedics have asked questions over the past few years related to these committees and we would like to share some questions and answers with you.

### 1) What is the role of OBHG?

OBHG's function is to provide advice to the Ministry of Health (MOH) Emergency Health Regulatory and Accountability Branch (EHRAB).

### 2) How many committees are there and what are their respective functions?

#### 1: Medical Advisory Committee (MAC)

Advises the MOH on matters relating to patient care provided by paramedics and other relevant allied professionals. The MAC is responsible for making recommendations which represent the interest of the patients and citizens of Ontario through matters relating to leadership, administration, operation and funding and program delivery, in the interest of patient safety. They also advise the MOH on medical issues and the role of Base Hospitals related to the delivery of EMS-based prehospital care.

Committee Membership:

- Co-Chairs
- Medical Directors of the 8 Regional Base Hospitals
- Managers/Directors of the 8 Regional Base Hospitals
- Paramedic Advisors (ACP & PCP and/or rural and urban)
- MOH Emergency Health Regulatory and Accountability Branch representatives
- Ontario Association of Paramedic Chiefs (OAPC) representatives
- OBHG Education Subcommittee Chair
- OBHG Data Quality Management Subcommittee Chair
- Paramedic Program College representative

#### 2: Data Quality Management (DQM) Subcommittee

Advises on information gathering and database issues relating to the provision of ambulance based prehospital care in Ontario. Reviews current patient data collection and data reporting standards and practices and regularly updates the patients related data gathering and reporting requirements and practices necessary to meet the current and emerging needs of stakeholders. It is also responsible for assisting Base Hospital Programs to monitor the quality of patient care and service delivery in Ontario.

Committee Membership:

- Chair
- Representatives from the 8 regional Base Hospitals; with data or quality expertise
- Medical Advisory Committee (MAC) representative
- Paramedic Advisors (ACP & PCP and/or rural and urban)



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- MOH Emergency Health Regulatory and Accountability Branch representatives
- Ontario Association of Paramedic Chiefs (OAPC) representatives
- OBHG Education Subcommittee Chair
- Research and Epidemiologist representative

### 3: Education Subcommittee (ESC)

Reviews current paramedic education delivery and development standards and practices. It also provide educational objective development resources, delivers plans or programs necessary to maintain and improve the current and emerging needs of stakeholders.

Committee Members:

- Chair
- Representatives from the 8 Regional Base Hospital; Education lead or designate
- Medical Advisory Committee (MAC) representative
- Paramedic Advisors (ACP & PCP and/or rural and urban)
- MOH Emergency Health Regulatory and Accountability Branch representatives
- Ontario Association of Paramedic Chiefs (OAPC) representatives
- Paramedic Program College representative
- Data Quality Management (DQM) Subcommittee Chair

### 3) How often do these committees meet?

Most committees meet face to face four times a year with additional teleconferences and project meetings scheduled in addition; depending on the issues or projects at hand.

### 4) What is the role of the paramedic advisors on these OBHG committees?

Paramedics are the front line providers of paramedic services, and having their point of view heard and be part of the advice that is being forwarded to EHS is essential.

### 5) How can I apply to become an OBHG paramedic advisor? What qualifications are required to apply?

Every three years OBHG will distribute a call for applicants for paramedic advisors for the committees. Each applicant can indicate for which (or all) committee(s) they are applying to.

Selection criteria will include the following:

- They must meet the basic criteria which include a letter of support from both the appropriate Base Hospital and EMS service; we prefer candidates who are front line paramedics with at least a few years of experience. We aim for both urban and rural representation (and or PCP and ACP representation); we aim for representation from across Ontario, across all Base Hospitals.



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Application submissions should include the following:

1. Cover letter (specifically indicating your paramedic level I.E PCP, ACP; whether you work for rural or urban service, and where you practice I.E northern or southern Ontario; your interest in one or more committee(s), and identifying why you would be a good candidate to represent your peers).
2. Brief Curriculum Vitae
3. A letter of support from your respective ambulance service operator(s)/employer(s)
4. A letter of support from your certifying Base Hospital
5. At least one letter of support from a paramedic colleague

**6) What is the commitment of the paramedic advisor? What am I supposed to do?**

The commitment of the paramedic advisor is to attend the respective committee meetings in person or via teleconference; we ask for the support from your EMS services for all applicants to optimize the chances of you being able to attend the majority of meetings.

**7) How long is the term of a paramedic advisor on any OBHG committee?**

Each paramedic advisor will sit for a three-year term; in certain circumstances this will be amended due to changes in employment or position status. It is imperative that front line paramedics are represented.

**8) Do I receive compensation as a paramedic advisor?**

Travel expenses incurred to attend any of these committee meetings will be reimbursed only as preapproved. Your participation is strictly voluntary; there is no financial compensation available for wages.