

**Nova Scotia Regulator of Paramedicine  
Board Meeting Summary – Session 4  
November 15, 2024**

1. The Chair called the meeting to order at 08:35.
2. Motion to approve the agenda for the November 15, 2024, Session 4 meeting of the Initial Board. Vote: Motion passed.
3. Motion to approve the minutes from the September 14, 2024, Session 2 Board meeting. Vote: Motion passed.
4. Motion to approve the summary of the September 14, 2024, Session 2 Board meeting agenda items and decisions for publication on the Regulators website. Vote: Motion passed.
5. Motion to approve the minutes from the September 27, 2024, Session 3 Board meeting. Vote: Motion passed.
6. Motion to approve the summary of the September 27, 2024, Session 3 Board meeting agenda items and decisions for publication on the Regulators website. Vote: Motion passed.
7. Regarding conflicts of interest, one Director referenced an agenda item and indicated they may have a bias with it based upon their current professional role and responsibilities. The Board concluded that all Directors are expected to make decisions that prioritize the public interest and that any bias in the decision-making process will be mitigated by the recognition and adherence to the duty to act in the public interest, which is a core expectation for all Directors.  
  
No other conflicts of interest were declared.
8. The Board had general discussions regarding board education, noting the importance of ensuring the Board receives regular education regarding their role and responsibilities.
9. The Board had general discussion regarding the following topics: Canadian Institute of Health Information Data Requests, the 2025 second quarter financials, updated administrative/operational policies, update on the development of the regulators regulatory tools, potential for expedited pathways for paramedic applicants from South Africa and the United Kingdom, Board and Committee member remuneration and an anticipated Holiday Open House in December.
10. The Board also discussed the importance of finding effective ways to connect with the public, recognizing the challenge of engaging with such a broad and diverse group. Directors were also encouraged to share insights or concerns regarding the public's interest in the practice of paramedicine that they may have encountered within their local communities. The Board recognized this information could help the Board assess whether issues align with the Regulator's mandate and inform future planning. No items were raised during this meeting.
11. Motion - Whereas the Nova Scotia Regulator of Paramedicine (NSRoP) conducted a 30-day public consultation, between September and October 2024, on an additional set of board bylaws detailed in the document titled NSRoP Subsequent Board By-laws dated September 27, 2024 for inclusion in the NSRoP By-laws approved and implemented on June 4, 2024 per Section 12(3) of the *Regulated Health Professions Act (RHPA)* and whereas the Board further considered the feedback provided from the 30-day consultation at the November 15, 2024 Session 4 meeting per Section (12)(4) of the *RHPA*, the Board approves all the additional bylaws, except for article 1.3, as detailed in the NSRoP Subsequent Board By-laws dated September 27, 2024 effective November 15, 2024. The Board further directs the ED/Registrar to work with legal counsel to effectively incorporate the subsequent bylaws into the June 4, 2024, bylaws so they flow in a logical and consistent order. Vote: Motion passed.

12. The Board conducted a review of the bylaw-making authority granted under Section 12(1) and (2) of the *Regulated Health Professions Act (RHPA)*. From this review, the Board discussed whether there is a need to develop additional bylaws regarding the term “specialists” and “reporting requirements for registrants who change practice areas.”

The Board concluded the discussion recognizing that developing bylaws around these two topics requires further exploration and should be considered during the ENDS work they will be conducting in the Spring of 2025.

13. Motion – In recognition that a continuing-competence program supports registrants in their effort to remain effective, knowledgeable, and safe in their practice, thus aligning with the Regulators standards and public expectations, the Board approves the modifications, including the incorporation of Emergency Medical Responder Graduates and Emergency Medical Responders licence categories, to the Nova Scotia Regulator of Paramedicine’s continuing-competence program, as presented at the November 15, 2024, meeting of the Board. Vote: Motion passed.

14. The Board discussed the NSRoP engaging with the Government for the purposes of seeking a regulatory amendment to the Hospital Regulations Section 13 (1) and (2) made under Section 17 of the Hospitals Act to authorize paramedics to release patients from health authority emergency departments or collaborative emergency centre in accordance with the conditions established by a health authority.

The Board concluded the discussion noting that this topic requires further exploration and should be considered during the ENDS work they will be conducting in the Spring of 2025.

15. The Board recognized that a review of its ENDS is to be conducted every five years. The last time ENDS were reviewed was in 2019, therefore, the Regulator must plan an ENDS development meeting for spring 2025.

16. Motion – Whereas requiring all licenced Registrants to possess professional liability insurance provides the public with the ability to seek financial compensation in the event of damages caused by a registrant, and protect registrants from personally bearing the costs of any harm a client may suffer due to their conduct, as well as the costs associated with any regulatory or civil procedures the Board requires all Registrant’s to obtain, and maintain their own professional liability insurance for as long as they hold a licence with the Regulator, in which the individual Registrant is the named insured. The professional liability insurance must cover the following:

- Professional liability for the individual in the amount of \$5,000,000 per occurrence and a \$10,000,000 aggregate limit. The aggregate limit of which should not be associated with occurrences involving more than one individual.
- Defence costs.
- Continuous individual insurance in the registrant’s own name. Neither practice specific, nor employer provided insurance will be acceptable.
- An Extended Reporting Period Endorsement.

Furthermore, the Board directs the ED/Registrar to ensure mechanisms are in place enabling licenced Registrants to demonstrate proof of possessing professional liability insurance, based on the requirements described above, during the Regulators annual licence renewal process between February 1 and March 31, 2025.

17. The Board discussed the composition matrix of the Subsequent Board and the appointments that must be made to that Board by no later than June 2, 2025.

18. The Board discussed the Department of Health and Wellnesses requirements for a minimum mandatory standard of practice associated with maintaining information on digital platform. The Board concluded the discussion with the recognition that the ED/Registrar will ensure:

- The Register information on non-licenced Registrant's will be accessible for a minimum of 25 years on the Regulators website.
- Administrative/operational and/or Registration and Licensing Policies will be updated accordingly.

19. The Board discussed the Department of Health and Wellness requirements for a minimum mandatory standard of practice associated with the sexual misconduct and sexual assault, as developed, and approved, by the Nova Scotia Regulated Health Professions Network on November 8, 2024.

The Board concluded the discussion with recognition that the:

- ED/Registrar is developing this new standard of practice in accordance with Executive Limitation Policy 2.9 Development Of Code Of Ethics, Standards Of Practice, Essential Competency Profiles, Continuing Competence Programs Governing Practice And Approved Education Program Standards With Criteria.
- New standard of practice must be in place by January 8, 2025.

20. Motion to accept the ED/Registrar's Executive Limitations Monitoring Report for EL 2.1 Treatment of Public, Registrants and Interested Parties as a reasonable interpretation of the policy and the evidence presented demonstrates compliance with the policy. Vote: Motion passed.

21. Motion to accept the ED/Registrar's Executive Limitations Monitoring Report for EL 2.5 Asset Protection as a reasonable interpretation of the policy and the evidence presented demonstrates compliance with the policy. Vote: Motion passed.

22. Motion that the Board of the Nova Scotia Regulator of Paramedicine confirms that it demonstrated compliance with governance process policy 3.0 Global Governance Process/Commitment, in part, by demonstrating compliance with GP policies 3.4 to 3.13, while recognizing the need to focus more on GP 3.11 Board Linkage to Owners, ENDS development and the planning cycle. Vote: Motion passed.

23. The Board held an in-camera session to address civil and court appeal proceedings, as well as the ED/Registrar's annual performance review.

24. The Chair reviewed a summary of the self-monitoring form from the previous meeting and asked the Board members to complete the Board Meeting Self-Monitoring Form via the provided hyperlink.

25. Motion to adjourn the November 15, 2024, Session 4 meeting of the Initial Board at 13:00. Vote: Motion passed.