

**Government of Manitoba
Department of Health, Healthy Living & Seniors
REQUEST FOR EMS EXAMINERS**

Request for Proposal (RFP) #: MHHLS2015021

Issued by: Manitoba Health, Healthy Living & Seniors (MHHLS)

Issue Date: March 3, 2015

Submission Deadline: March 25, 2015 at 16:00 hours CST

Contract Period: 2 years (with two 1 year optional extensions)

The Emergency Medical Response and Stretcher Transportation Act C.C.S.M. c. E83 ("The Act") requires successful completion of a provincial licensing examination for EMS personnel.

An exam team provides evaluation of Emergency Medical Responders for the Provincial Technician licensing level. Seven positions are required.

Examiners are highly experienced paramedics with a unique sub-set of skills that allow them to provide consistent, unbiased evaluation of exam candidates with minimal oversight.

The Services to be provided by the Examination Team Member (ETM) shall be as follows:

1. Utilizing existing material previously published by MHHLS, The Act, and research on current information on examinations related to emergency medical services, the ETM will assist in the preparation of examinations for the purposes of licensing exam candidates under The Act.
2. The ETM will assist in the delivery of examinations for licensing and re-licensing candidates.
3. The ETM will assist in the evaluation and audit of Manitoba Education Agencies summative examinations.
4. Other projects that may be negotiated between MHHLS and the ETM.

The proponent must meet the following eligibility requirements in order to be considered for this opportunity:

- Must be currently licensed at a minimum Technician-Paramedic Level in Manitoba for at least 10 years.
- Must have a minimum of 5 years of experience in evaluation of exam candidates, with minimal oversight.
- Must have strong interpersonal skills.
- Must have excellent verbal and written communication skills.
- Must be effective in a team setting.

Conditions of Contract:

- Must be available Friday evenings and Saturdays for the exams.
- Must provide a minimum of 100 hours of evaluation per year.
- Travel within the province will be required.
- Remuneration will be \$35.65 per hour plus expenses at General Manual of Administration per diem rates.

Please indicate:

1. Proposal on how you meet the eligibility requirements listed above.

Proposals should be submitted in a sealed envelope and delivered personally, by mail or by courier to the address listed below. The envelope should be clearly marked with the RFP #MHHLS2015021, the submission deadline and the proponents name and return address.

Emergency Medical Service Branch
Manitoba Health, Healthy Living and Seniors
Unit #7 - 1680 Ellice Avenue
Winnipeg MB R3H 0Z2
Phone: 204-945-5613

Attention: A/Director, Emergency Medical Services Branch