

Frequently Asked Questions

March 05, 2025

Who can call themselves a Paramedic on PEI?

In both official languages, the titles, abbreviations, and initials of PCP, ICP, ACP, and CCP, are protected under the *Regulated Health Professions Act* and shall only be used by those who are duly Registered with the College.

Practising as an PCP, ICP, ACP, or CCP without a valid registration with the College of Paramedicine of PEI is prohibited by Section 2(3) of the Regulated Health Professions Act .

Wasn't this profession always regulated in PEI?

The profession of paramedicine was regulated by the Government under the EMS Board. The Government regulated profession of paramedicine transitioned over to self-regulation on April 1, 2024, and as such is now being regulated by the College of Paramedicine of PEI under the Regulated Health Professions Act (RHPA) and associated Professional Regulations. This Act and new Regulations assist the CPPEI in regulating the profession of paramedicine and governing the conduct of paramedics in the public interest.

The CPPEI should not be confused with any Association or Society – these are membership-based organizations which, prior to Regulation, may have held its members accountable to a code of ethics and standards of practise in order to maintain their membership with the organization but are not regulatory bodies.

Prior to April 1, 2024, I was a paramedic practicing in PEI, what do I have to do to become registered with the College?

If you were practicing as a paramedic in Prince Edward Island registered with the EMS Board with a registration expiring on March 31, 2025, you were transitioned into the CPPEI register and MUST now renew your registration with CPPEI by completing the online renewal process. CPPEI is using the last known email provided to the EMS board to pre-populate your name into our online renewal application portal. Please contact the registrar at registrar@cppei.ca should you be unable to access your application. DO Not pay the \$150 new application fee. We need to resolve the email issue so you can access the online account already existing in the system.

All required documentation AND payment must be received in order to complete you renewal and be granted registration to practice as a paramedic on PEI. **The deadline to complete the 2025 registration renewal is March 15, 2025. Late fees of \$100 apply from March 16 to March 31 and reinstatement is triggered as of April 1, 2025.**

How do I complete my registration renewal as a Paramedic in PEI?

The requirements to become registered in PEI are found in the *Regulated Health Professions Act* and its *General Regulations* and *Paramedicine Regulations*. You must complete the online renewal process to continue working on PEI as of April 1, 2025.

(New graduates or Labour Mobility applicants please reach out to registrar@cppei.ca or visit our [website](#) for detailed information on how to initiate your registration)

All Paramedics must complete the renewal requirements in order to be eligible to work as of April 1, 2025.

- **Provincial Jurisdiction Assessment:** Successful completion of the assessment.
- **Professional Liability Insurance:** Proof of professional liability insurance or protection with coverage of not less than \$5,000,000 per claim or occurrence and an aggregate limit of not less than \$5,000,000 excluding legal or court costs.
- Populate all information in the **General and Contact Tabs** of the application.
- Complete the attestation statements in the **Legal tab** of the application
- Self-declare the currency hours in the **Currency Tab (minimum is 1125 calculated over the last 3 years)**
- Populate your Employment information in the **Employment Tab**

NOT required at the 2025 registration renewal (for former EMS registrants only)

- Criminal record check
- Evidence of education or COPR examination (optional- if you have you may upload to your file but not required at this time)
- Continuing education is not required. College is working on developing a program which will be launched in April 2025.

What are the fees, deadlines, and Registers for the College?

The fees of the College are listed in the current College Bylaw, last adopted in April 1, 2025.

There are three (3) Registers: General Register, Provisional Register, and Special Register.

General Register: All professionals under CPPEI who are practising without supervision in PEI are deemed to be General Registrants on the College Register. General Renewal Fee: \$475.00 annually.

Deadlines for Renewal must be met. Missing a deadline will result in additional fees, including a Late Fee, Reinstatement Application Fee (where applicable), and Unauthorized Practice Fee (if applicable).

Provisional Register: All Graduates Awaiting Results (GAR) under the profession of the CPPEI who are practicing with supervision in PEI are deemed by Council to be Provisional Registrants on the Provisional Register. The Provisional registrant has 12 months to complete the COPR entry to practice examination and upon successful completing may be granted General registration.

Special Register: Pursuant to section 13 of the Act providing for a request for registration for a limited time or for a special purpose. Contact the Registrar for details.

Deadlines for Renewal must be met. Missing a deadline will result in additional fees, including a Late Fee, and Unauthorized Practice Fee (if applicable).

New Applicants: If you have not worked as a Paramedic in PEI during the 12 months prior to April 1, 2025, you may apply as a new applicant.

You must complete the Initial Application for the appropriate register and pay the Initial Application Fee: \$150.00 (non-refundable) for General and Provisional Registration, and if the applicant qualifies, the appropriate Registration Fee must be paid.

Other fees – such as verification fee, late fee, unauthorized practice fees – can be found in the Bylaws under Fee Schedule for CAHPPEI.

If you allowed your registration with the former EMS Board to expire within the last 3 years from March 31, 2025, you may apply to the College for reinstatement. Please contact the college for details and requirements on the reinstatement process.

When are renewal applications and fees due?

Completed renewal applications (including **all** required information) **and** renewal fees are due and payable **no later than March 15th each year**. This allows for processing and review by College before the new registration year starting April 1st.

Registration renewal forms and fees submitted after March 15th are subject to an additional late fee. These late submissions may not be processed in time for the April 1st registration.

An application and payment for **renewal** may only be made until March 31st in any registration year. Thereafter an **application for reinstatement** is required to register where new requirements may need to be met.

Practising as a Paramedic without a **valid** registration is prohibited by law.

What if I am retiring from my profession? Do I need to renew my registration and pay \$475?

If you plan on retiring and will not be working as of April 1, 2025, please contact the college to inform us of this milestone. We will ensure that we do not send repeated reminders to your email for renewal.

What if I am going on parental leave soon? Do I need to renew my registration and pay \$475?

If you were working as a Paramedic on PEI and are **presently on a parental leave** you may allow your registration to expire on March 31, 2025. You will need to apply for reinstatement prior to returning to work. You may pay the renewal fee prior to March 15, 2025 and retain your registration while not working.

If you are **planning on going on parental** leave sometime in 2025 but wish to work after your March 31, 2025 registration expires, you will need to renew at this 2025 renewal cycle. There are no prorated fees on projected days or months a paramedic plans on working.

Reinstatement Process

Should you decide not to renew your registration at this time, you will need to be reinstated upon completion of your parental leave and pay the reinstatement fee of \$150 along with the registration fee of \$475 (prorated to the month returning). Please note that you cannot work in your profession while on parental leave if not registered with CPPEI.

Reinstatement requires that you inform the college 8 weeks prior to returning to work in order for the process to be completed in a timely fashion. In addition to the documents required for renewal. The documents required for reinstatement are.

1. Criminal Record check (cannot be older than 12 months from the date of application for reinstatement)
2. Copy of valid/current Professional Liability Insurance. Paid receipts will NOT be accepted as proof of holding insurance
3. A letter from your employer(s) confirming your currency hours

Will the College use the same registration numbers as issued by the Government?

The CPPEI will NOT be issuing the same registration numbers as you held with the former EMS Board. The online system adopted by the CPPEI was not able to populate the numbers accurately. All registrants will be issued a new registration number.

Where can I find forms and more information?

Forms and information can be obtained from the Registrar by emailing: registrar@cppei.ca