



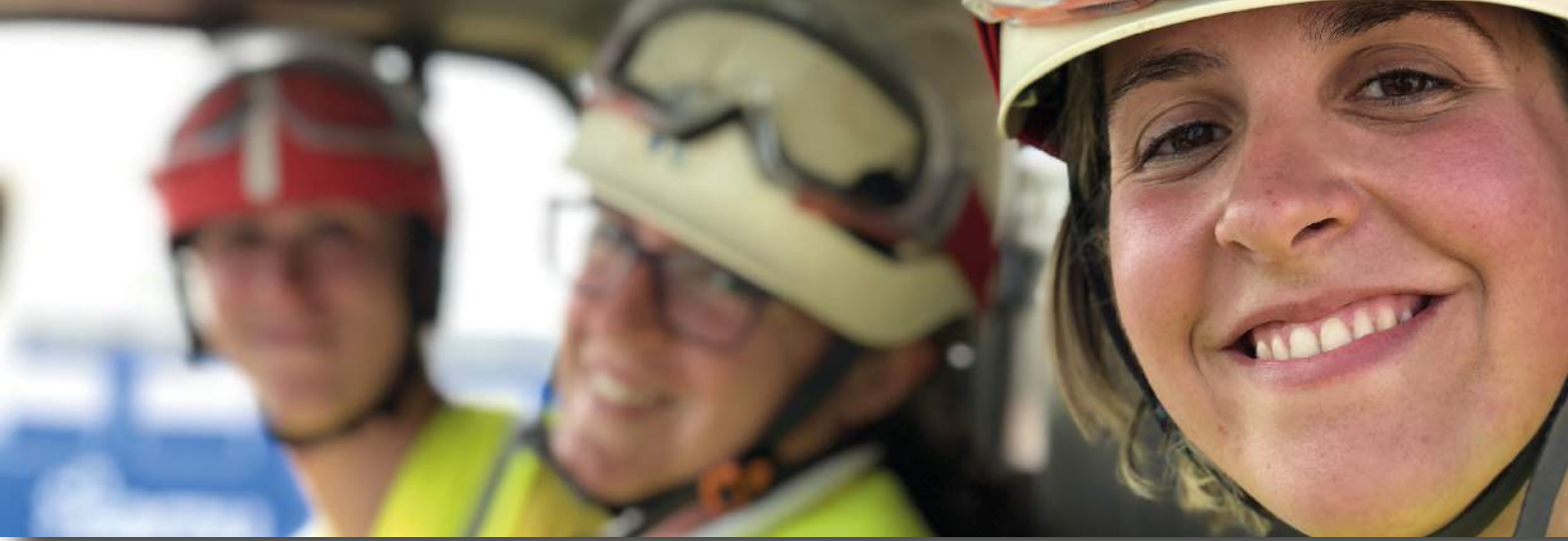
International Paramedic Registry™



IMPARTIAL - EXCEPTIONAL - COLLABORATIVE - INCLUSIVE - TRUSTWORTHY
IMPARCIAL - EXCEPCIONAL - COOPERATIVO - INCLUSIVO - CONFIABLE

Candidate Handbook

iprcert.net



Mission

It is the mission of the International Paramedic Registry (IPR) to work collaboratively with stakeholders to define and assess competency in the practice of paramedicine internationally and to maintain a current registry of individuals who attain and continually meet these standards.

Vision

The vision of IPR is to improve patient outcomes globally by certifying the initial and continued competence of prehospital providers in the latest evidence-based care standards. This independent, valid, and reliable certification will benefit providers, employers, educators, and governmental agencies by increasing accountability, value, professionalism, consumer confidence, and the overall quality of patient care.

Our Values

Impartial

We act with fairness and impartiality in conducting our activities. We work with our stakeholders to continually understand and overcome cultural influences and unconscious biases.

Exceptional

We strive for excellence in everything we do. Our practices are based on evidence. We develop new standards based on scientific methodologies. Our innovative and visionary approach enhances the profession.

Collaborative

We work collaboratively with stakeholders to meet the needs of the community, by establishing valid and reliable measurements of initial and continued competence.

Inclusive

We aim to leverage new ideas from diverse cultures from around the world so that we can localize and contextualize our services.

Trustworthy

Integrity and trustworthiness mean everything to us. In order to be reputable, we must ensure we deliver accurate and scientifically-proven measurements of competency.

Overview

The IPR Candidate Handbook has been developed to prepare candidates to successfully participate in an IPR cognitive and practical certification exam and maintain their IPR certification throughout their career as a prehospital care provider.

This handbook covers the candidate approval process and outlines the policies and procedures to register for an IPR Certification examination, the examination process and demonstration of continued competency.

Paramedicine

The International Paramedic Registry is proud to participate in an international effort to better define the prehospital profession. Based on recent nomenclature discussions in Canada, Australia, the United Kingdom, the United States, and Latin America, the Asian Association for EMS (AAEMS) defines paramedicine and the scope of practice as:

- Paramedicine is a specialized profession and an essential component of a healthcare system. The paramedic is a professional whose primary focus is to provide immediate, episodic, and unscheduled health care to individuals, families, and communities. Their care is patient-centered and focused on attaining and maintaining optimal health and quality of life.
- A Paramedic's practice is specialized in, but not limited to, emergency care and transportation. The paramedic works in a variety of environments, under high-risk conditions, and special events such as disasters and mass casualty incidents. Their care is delivered predominantly outside hospitals, but may also include clinic and in-hospital settings.

The International Paramedic Registry collaborates with local, state, national and international stakeholders to:

- Develop and review model standards for the knowledge, skills, and attributes necessary to the practice of paramedicine (prehospital care).
- Identify candidate eligibility.
- Develop and maintain certification exams to verify initial competency of prehospital providers.
- Develop and maintain standards for continued competency.
- Assist the development of the profession.
- Maintain a registry of certified prehospital providers.

The International Paramedic Registry does NOT play an active role in the following:

- Evaluate job performance.
- Establish scope of practice.
- Punish or investigate malpractice.
- License providers or authorize practice.

IPR certifications

Our certification exams are based on accepted international standards and localized to reflect the needs and cultural context of participating countries to develop a set of core minimum competencies.

We offer these unique certifications:

- Emergency Medical Responder.
- Basic Prehospital Care Provider.
- Advanced Prehospital Care Provider.

Eligibility

Expectation Agreement

IPR Candidates and IPR Paramedics must read, understand and agree to the policies and procedures that are incorporated in this handbook and its subsequent versions.

Who is an IPR Paramedic?

A paramedic with an IPR certification is a health care provider educated to provide prehospital care who has demonstrated they have met minimum entry-level competency in order to provide safe and effective care.

The IPR certification alone does not authorize a provider to practice as a paramedic. Paramedics must be licensed or authorized to practice by governments or service providers in accordance with local country, state or service provider licensing requirements.

IPR Paramedics must comply with all of the IPR certification and recertification requirements, follow the rules established by IPR, and meet its standards of professionalism. It is solely the responsibility of the IPR Paramedic to maintain their certification. Failure to meet any of the requirements and standards, may result in the inability to be authorized to attempt the IPR examination or the revocation of IPR certification.

To obtain an IPR Certification the Candidate must:

- Be authorized to test by an IPR authorized Training Center or IPR authorized Employer.
- Submit a complete and truthful examination application.
- If currently certified, licensed or authorized to practice, present documentation of such, and be free of any restrictions to practice at any level of care.

IPR certification may be denied or revoked based on the following:

- Falsifying information on the IPR application or any time during the exam or certification period.
- Having restrictions on a license to practice.
- Actions deemed by the local technical council to require certification suspension or revocation.
- Being under investigation or disciplinary action determined by the local technical council to require certification suspension or revocation.
- Conviction of a felony or other crime directly related to public health.
- Condena por un delito grave u otro delito directamente relacionado con la salud pública.
- Failing to pay any IPR fees.



Certification vs. Licensure

IPR certification does not grant a candidate authority to practice.

IPR follows the definition of certification described by the National Commission for Certifying Agencies in its Standards for the Accreditation of Certification Programs. This definition describes certification as “a process, often voluntary, by which individuals who have demonstrated the level of knowledge and skill required in the profession, occupation, role, or skill are identified to the public and other stakeholders”.

(<https://www.credentialingexcellence.org/page/ncca-mission-and-vision>)

As described by the National Registry of Emergency Medical Technicians (NREMT.org) in the United States of America, IPR considers certification a process by which a “non-governmental organization grants recognition to an individual who has met predetermined qualifications specified by that organization”.

(https://www.nremt.org/rwd/public/document/certification_licensure)

IPR does not offer licensure or authority to practice. The legal right or permission to provide health care is usually granted by a government or care-providing organization. The organization granting authority to practice is usually responsible for defining the scope of practice, care guidelines and any professional credentialing required.

By completing the IPR certification the candidate grants permission for their certification status to be released to the public. The International Paramedic Registry therefore maintains a list of currently certified individuals.



Code of Conduct

It is expected that IPR Candidates and IPR Paramedics shall act in a professional manner. If an IPR Candidate and/or an IPR Paramedic engages in any of the following unprofessional behavior they may be dismissed from the examination process and/or have their IPR Paramedic Certification revoked including the forfeiture of any and all fees:

	 <p>Demonstrating abusive behavior, creating a disturbance or being uncooperative.</p>	 <p>Falsifying information.</p>	
 <p>Displaying or using electronic communications equipment or other means of communication during an examination process.</p>	 <p>Sharing of information with other examination candidates.</p>	 <p>Offering or receiving assistance to meet an examination requirement when the candidate is solely responsible for their performance.</p>	
 <p>Leaving the examination site or entering unauthorized areas without permission from the IPR Representative.</p>	 <p>Recording or attempting to record examination questions or practical simulations in any form including notes.</p>	 <p>Attempting to take the examination for another candidate, impersonate another candidate.</p>	 <p>Introducing or being found in possession of notes, books or other reference material during the cognitive exam.</p>

Evidence of misconduct is reviewed to determine whether the IPR candidate or IPR Paramedic will be allowed to reapply for examination or re-certification. If reexamination or re-certification is granted, a complete application and new fee are required to reapply.

Terms of certification

All initial and recertification profile information must be current and accurate. If information needs to be changed it must be updated within the electronic profile as soon as practically possible and within 30 days of a change of information. Inaccurate profile information may cause delays in the examination process and may result in denial of examination or revocation of certification.

The information outlined below is required in your portfolio:



REQUIRED

- Residence or Mailing Address.
- Phone Number.
- Email Address.
- Employment Status.
- Legal Name.
- Date of Birth.
- Sex.



OPTIONAL

- Ethnicity.
- Current Organizational Role.

Eligibility for certification may change if:

- Employment status is suspended or terminated for cause.
- A certification that is under review for revocation is assessed by the local technical council on a case-by-case basis.



Statement of Non-Discrimination

IPR does not discriminate among candidates on the basis of age, gender, race, color, religion, national origin, disability or marital status.



Research Statement

IPR reserves the right to perform and report research studies of its examinations and candidates. Data will be used to continuously inform examination development and advancement of paramedicine. Identifying candidate information will not be reported and confidentiality will be carefully upheld.

Accommodations

IPR has taken the initiative to ensure tests are administered in a location that is accessible for all persons with disabilities and provides assessments that accurately reflect a candidate's abilities.

The International Paramedic Registry complies with the Americans with Disabilities Act (ADA) in regards to requests for examination accommodations consistent with its mission and public protection.

Candidates requesting examination accommodations should share this information with individuals responsible for rendering a diagnosis of the specific disability so that appropriate documentation can be assembled to support the request for accommodations.

It is the policy of the International Paramedic Registry to administer its certification examinations in a manner that does not discriminate against an otherwise qualified applicant. IPR offers reasonable and appropriate accommodations for the computer-based written and psychomotor components of the examination for those persons with documented disabilities, as required by the Americans with Disabilities Act (ADA).

IPR urges candidates requesting any accommodation to submit such requests as early as possible to provide adequate time to resolve any documentation issues that may arise. At a minimum, all requests for accommodations must be received by IPR no less than forty-five (45) days before the scheduled test date.

IPR will review each request on an individual basis and make decisions relative to appropriate accommodations based on the following general guidelines:

Accommodations

1. To be considered for an accommodation under the ADA, an individual must present adequate documentation demonstrating that the condition substantially limits one or more major life activities.
2. Only individuals with disabilities who, with or without reasonable accommodations, meet the eligibility requirements for certification at the level of the requested examination are eligible for accommodations..
3. Requested accommodations must be reasonable and appropriate for the documented disability and must not fundamentally alter the examination's ability to assess the essential functions of out-of-hospital care, which the test is designed to measure.
4. Professionals conducting assessments, rendering diagnoses of specific disabilities and/or making recommendations for appropriate accommodations must be qualified to do so.
5. IPR realizes that each candidate's circumstances are unique and uses a case by case approach to review the documentation is required.
6. All documentation submitted in support of a requested accommodation will be kept in confidence and will be disclosed to IPR staff and consultants only to the extent necessary to evaluate the accommodation. No information concerning an accommodation request will be released to third parties without written permission from the candidate.



Step 1: Create an IPR Profile and Apply

All IPR Candidates must create and maintain an IPR Account with accurate profile information throughout their certification. A link to create an IPR account can be found on the IPR Website. Candidates applying for IPR certification must create an IPR account and complete an on-line examination application.

- Apply for the certification exam that is most appropriate for your level of training:
 - Responder: This level is also known as Emergency Medical Responder, First Responder, or Rescuer. Candidates with this level of training complete approximately 40 to 200 hours of prehospital care training.
 - Basic: This level is also commonly known as Emergency Medical Technician (EMT: USA), Auxiliary prehospital nurse (Colombia), Basic Prehospital Care provider, or ambulance officer (Australia), paramedic assistant or attendant; Candidates with this level of training complete approximately 200 to 1000 hours of prehospital care training.
 - Advanced: This level is also known as Advanced Life Support Provider, Paramedic (USA, Canada, Australia, United Kingdom), Technologist (Colombia), Técnico Superior Universitario or TSU - Mexico. Candidates with this level of training complete more than 1000 hours of prehospital care training. This level provider is differentiated by their ability to more comprehensively assess and treat complex medical conditions, including, but not limited to, interpreting ECGs, administering medications, performing advanced airway maneuvers and being proficient in advanced cardiac life support (ACLS) and advanced prehospital trauma life support (PHTLS).

Physicians and nurses who have received prehospital education from academic institutions, formal training programs, or through their employment requirements may apply for IPR certification.

Candidates applying for International Paramedic Registry (IPR) certifications in the United States of America are required to hold the current National Registry of Emergency Medical Technicians (NREMT) certification prior to application. NREMT certification must be at the same level or above the certification the candidate seeks from IPR. Reciprocity is considered on a case by case basis once the application is received.

All applicants must specify who will provide authorization for them to attempt certification exam: Their training center, employer or independent review by the IPR authorized technical council in the country where they are testing.

Step 2: Application Review

Candidate applications will be reviewed and authorization to test (ATT) must be granted by either:

- An IPR authorized Training Center representative.
- An IPR authorized Employer representative.
- An IPR authorized technical council representative.

If the candidate has requested an authorization to test (ATT) be granted from an organization that is not currently an Authorized IPR Training Center or Authorized IPR Employer: The applicant should contact their training center or employer and request that an authorized representative of that organization apply to IPR for formal recognition, if this is not possible they should proceed to the secondary, less desirable option to request independent review of their application by the local IPR authorized Technical Council.

Candidates should be aware that a secondary review by the technical council will require additional time and possibly more documentation. It is therefore more desirable for the candidate to work with their employer or training center.

Candidates applying for certification in the United States of America are required to be currently certified by the National Registry of EMTs (www.nremt.org) at or above the certification level they seek from IPR. Proof of current and valid certification in good standing will be verified prior to authorization to test in the United States.

Step 3: Complete Payment and determine Exam Site and Schedule

A candidate who is fully authorized must purchase access to the exam with an authorized vendor and/or the exam site itself. Purchase details are determined by the Exam Site. An exact date and time for the exam will be sent to the candidate via email. The candidate must respond to confirm or risk losing their exam time.

Deadlines

- Ideally candidates should allow for a minimum of 90-days from the time of application submission to participate in an exam .
- Training Centers and Employers will have up to 30 days to approve candidates once notified by IPR of the pending application.

- If a candidate is not affiliated with an approved training center or approved employer they are encouraged to have the training center or employer submit an application for approval.
- If no training center or employer is available the candidates application will be reviewed by the technical council (this may delay processing) for an authorization to test.
- While not guaranteed, a time of less than 90-days is possible based on processing times and exam availability.
 - In the event of special circumstances candidates may contact IPR in writing to determine other options

Application Fees

- The access code fees for the IPR Cognitive Examination (Computer based exam) are posted on the IPR website
 - Fees vary based upon the level of certification.
 - o Emergency Medical Responde.
 - o Basic Prehospital Care Provider.
 - o Advanced Prehospital Care Provider.
- Cognitive examination fees are separate and distinct from the practical examination fees as assessed by approved examination sites.
 - Examination site fees for the practical examination are posted within the examination calendar and are visible prior to redeeming an access code or registering for an exam.
 - IPR does not set minimum or maximum practical exam fees or receive compensation from the examination site

Results

After completing both parts of the certification examination results will be delivered in person to the candidate by the IPR Exam Representative. Other examination staff are instructed not to share examination results except when directed by the IPR Representative.

Overview

An IPR certification is a two-portion test that is valid and reliable. The two sections are composed of a performance assessment and cognitive test. Certification is attained after earning a passing score on both portions of the test. Passing both portions of the test has displayed entry-level competency. The cognitive portion is a secure test administered in a proctored environment and delivered on a computer with an internet connection. The performance assessment is the psychomotor evaluation. You have six attempts to pass both portions of the IPR Examination.

Same day retests may be available based on time and availability. Same day retests can only be authorized by the onsite IPR Representative

Examination Copyright

All cognitive and performance assessment examination content is copyrighted protected. Content may not be shared, copied or transmitted in any manner.

Misconduct/Cheating

If a candidate engages in any of the following conduct during an examination they will be dismissed from the process, the application fee will NOT be refunded, and the score will be forfeited. Candidates may be ineligible for future attempts. The candidates educational institute and/or employer may be notified. Candidates are expected to behave in a manner befitting the seriousness of the certification process. They may not:

- Participate in a disruptive assessment environment, physically or emotionally abusive.
- Create or endorse an unwelcoming environment for candidates.
- Talk, communicate verbally or nonverbally with other candidates.
- Discuss examination content (test questions, scenarios) with other candidates.
- Attempt to record or disseminate examination content.
- Be observed with unapproved personal items (e.g. cell phone, camera, smart watch, notes).
- Receive or provide help/information specific to examination content to another candidate.
- Threaten, accost or attempt to bribe IPR staff.



Practical Exam

Overview

The performance assessment is the skills portion of the IPR Examination and evaluates candidate's ability to display necessary skills to provide safe and effective patient care in a real-life simulation. Candidates are required to respond to a predetermined number of scenarios and are evaluated both as a Team Leader and Team Member while working as a team throughout the standardized scenario. Each candidate must act in the Team Leader role for at least one scenario. Candidates are evaluated individually within their role as a Team Leader or Team Member.

Content

Candidates will respond to three scenarios with predetermined outcomes and are required to pass all three. Examples of topics for the simulated patient encounters may include, but are not limited to medical, cardiac, traumatic, obstetric, and/or psychiatric emergencies. The simulation may involve patients of any age, including pediatric or geriatric patients. There will be only one simulated patient in each scenario.

Grading

The evaluation has criteria for the following aspects of a patient encounter: Scene Size-up, Primary Survey, Secondary Survey, Patient Interaction, Treatment & Interventions, Patient Disposition, Team Leadership. Furthermore, the evaluation has essential tasks that must be performed to receive a passing score. A standard setting panel and measurement experts identified pass/fail points for each scenario

Scheduling

Performance assessments are scheduled in the same manner as the cognitive assessment through the candidate application process. Exams may only be scheduled once a candidate has been verified to test by their approved Training Center, Employer or the IPR Technical Council. Approved examination sites are responsible for administering the performance examination under the oversight of the onsite IPR Representative. Examination sites may determine a reasonable fee structure to deliver the performance assessment portion of the exam. This fee is separate from the IPR Exam Access Code fee for the cognitive examination.

Test Format

The performance assessment is conducted as a simulated patient encounter that has a predetermined objective and outcome.

The IPR Examination Site will provide the equipment and patients required. Before the start of each scenario candidates are encouraged to become familiar and inspect the equipment. Candidates are expected to provide patient care in a similar manner to a real patient encounter in real time.

Patient information will NOT be passively provided. Do NOT ask for patient's vital signs without performing the skills. If you want information about the patient you must interact with the patient. The examination proctor will ONLY interact with the candidate when it is essential, or the patient is unable to provide the information. Patients will have the required moulage for the scenario. For example, if you want to obtain a patient's blood pressure then use the stethoscope and blood pressure cuff. Confirm with the examination proctor the finding is correct, otherwise conditions will be referred to as "As you find it."

Validation Process

Prior to deployment all scenarios were reviewed by a minimum of three subject matter experts, a medical director, and field tested. Each scenario was designed and calibrated to assess entry level competency.

Results

A passing grade for each scenario is based upon successful completion of mandatory actions within each scenario. Some actions may be timed (e.g. initiated assisted ventilations within 2 minutes of arrival) while others are based on skill performance (e.g. performed the chest compressions at the correct rate and depth). Final results will ultimately be decided by the IPR Representative, but they will be informed by the evaluation of the practical examiner.

Results are reported individually only after all candidates have tested on all three patient encounters.

If a candidate wants to contest the results of a patient encounter or believe the assessment was unfairly administered, they MUST verbalize the concern prior to knowing the results. After declaring to contest the results the previous evaluations will

be forfeited regardless of a pass or fail grade.

Retest

Retest on the day of the initial test must be formally made in writing and are only provided if the conditions (time and resources) allow. It is desired to retest all candidates on the same day, but it might not be feasible. Resources, time, and number of retests may influence that option. Candidates should expect to be able to retest more than one portion of the exam on the day and should be cautious of retesting prior to any self-remediation.





Cognitive Exam

Overview

The IPR cognitive examination is computer-based. The test requires candidates to develop diagnoses, and provide interventions based on a comprehensive knowledge of pathophysiology, anatomy & physiology, medical terminology, lifespan development, public health, and pharmacology.

Content

The IPR examination has 150-175 test questions and covers the following seven content areas: Airway, Cardiology, EMS Operations, Medical, Obstetrics, Pediatrics, and Trauma.

Format

The cognitive examination is a secure test administered in a proctored environment and delivered on a computer with an internet connection. Candidates will see a series of individual questions displayed on the screen at a time. After the stem (question or vignette) of the item there are four answer options (A/B/C/D). You should select the answer that is the best or most correct. For each question only one option can be selected and there is only one correct response.

Validation Process

An international group of subject matter experts participated in all phases of the examination development process. A minimum passing standard is identified by a panel of experts using state of the art psychometric techniques. Technical councils ensure that the test is continually reviewed for local contextual relevance and linguistic variations. Changes are guided by the recommendations of content experts, measurement specialists, and paramedic practitioners.

IPR adheres to the guidelines established by the American Psychological Association standards for educational and psychological testing.

Examination Copyright

All cognitive and performance assessment examination content is copyrighted protected. Content may not be shared, copied or transmitted in any manner.

Examination Security

If a candidate engages in any of the following conduct during an examination they will be dismissed from the process, their application fee will NOT be refunded, and the score will be forfeited. Candidates may be ineligible for future attempts. Your educational institute and/or employer will be notified.

- Participate in a disruptive assessment condition, physically or emotionally abusive.
- Create or endorse an unwelcoming condition for candidates.
- Talk, communicate verbal or nonverbally with candidates.
- Discuss examination content (test questions, scenarios) with candidates.
- Attempt to record or disseminate examination content.
- Observed with unapproved personal items (cell phone, camera, notes).
- Receive or provide help/information specific to examination content.
- Threatening, harassing, or attempting to bribe IPR personnel.

Scoring

Answering a question correctly earns 1 point and incorrect receives 0 points. After all questions are answered, the questions answered correctly are divided by total number of questions. Values range from 0-100% and if the score is equal to or greater than the cut score the candidate has earned a passing score. Unanswered questions are marked incorrect and awarded 0 points. Results of your test are delivered on site after the exam.

Results

The IPR cognitive examination is a criterion referenced examination and has a predetermined cut score or a pass/fail point. A cut score was developed by subject matter experts to set a standard for a minimally acceptable entry-level candidate. The cut score is the score that separates passing examinees from failing candidates; candidates that meet or exceed the cut score pass the exam.

Examination results will be shared individually with each candidate on the day of the examination. While not recommended same day retests may be offered based on time and resources available as determined by the onsite IPR Representative.

Candidates that pass the examination will receive an email with an examination status "PASS" that includes a digital certification. The IPR certification is valid for a two-year period.

Candidates that fail the examination will receive notification on site after the exam has concluded.

Candidates may request a retest within 15 days after the initial test date if not offered a same day retest. Candidates have two additional attempts to pass both portions of the test (three total attempts). If a candidate fails three times they must submit documentation that they have completed a remedial training program in order to access three additional attempts (a maximum of six attempts).

Review/Contest

All cognitive examinations are scored electronically. A candidate may request to contest the examination results which requires a manual re-scoring of the attempt. The process for contesting the examination results is listed below.

1. Fewer than 30 days from the attempt
2. Written statement stating the reasons why the candidate is contesting the results
3. Test center location
4. Date of attempt
5. Candidate profile information
6. A fee of \$100 will be charged for manual re-scoring of an exam attempt.



Keep in touch!



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A reliable and affordable international certification...



**International
Paramedic
Registry™**

Candidate Handbook
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This Candidate Handbook was approved by the International Paramedic Registry (IPR) Assessment and Credentialing Board. It has been reviewed and approved by the technical councils of each country participating in this certification. Please visit iprcert.net for an updated list of Councils and Committees.

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