



PROVINCIAL COMMISSIONER'S DIRECTIVE

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Subject

GUIDELINES FOR BRIGADE MEDICAL OFFICERS

(adapted from National guidelines)

Direction

These guidelines outline the role, responsibilities and qualifications for Brigade Medical Officers (MOs) at all levels. Provincial Commissioners may alter the terminology to suit differing local circumstances.

ROLE

To provide direction and assistance on medical matters to officers and members of the St. John Ambulance Brigade.

RESPONSIBILITIES

1. To advise and make recommendations to the Commissioner/Superintendent on all matters of a medical nature.
2. To provide medical guidance and direction to Brigade Officers and members through individual discussion, group talks and other resources (e.g. written materials).
3. To act as a professional resource for instructional sessions of the Brigade Training System.

cont...

Authority

RESPONSIBILITIES (cont.)

4. In cooperation with Brigade training officers and health care professionals:
 - a) ensure the application of national standards by Brigade members in the training, assessment and delivery of patient care services (first aid and CPR) to the community.
 - b) assist in the development and maintenance of a cadre of Brigade Training System (BTS) Instructors and Brigade Assessment Process (BAP) Evaluators.

To be able to do a) and b) above, MOs must have a detailed knowledge of the above-mentioned curriculum, including oxygen administration and the Brigade General Regulations, and be correct in their functioning with respect to each.

5. In cooperation with Division Superintendents, provide advice on the fitness of any Brigade member to perform public service. The limitations of members who are unable to perform all aspects of any public service must be recorded.

Note: Not to be released without the consent of the member and kept confidential.

6. To regularly visit Brigade members on public service assignments to monitor the quality of patient care and to provide professional advice to them.
7. To perform random checks on patient treatment records and recommend improvements providing remedial support or enhanced learning opportunities.
8. To act as a judge/professional resource person for Brigade patient care competitions (must be qualified to the level of competition).
9. To develop new courses/programs of interest to Brigade members and assist in their implementation (e.g. Emergency Room visitation by Brigade members).
10. To inspect and advise on medical equipment and supplies in first aid posts and in mobile units.
11. To provide direction and assistance on the application of the Critical Incident Stress (CIS) programme after suitable training.
12. To assist in emergency and disaster response planning, practices and operations.
13. To assist in the instruction or supervision of the Oxygen Administration course and testing of trainees.

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RESPONSIBILITIES (cont.)

14. To attend such meetings or special events as may be required by the relevant Commissioner/Superintendent.
15. To recommend and aid in the recruitment of new physicians for the Brigade where required and help to orient them as Brigade MOs.
16. To attend meetings as part of the management team of the Brigade at the appropriate level, as often as possible.
17. Provincial MOs:
 - a) to represent the Brigade on the Council's Medical Advisory Committee
 - b) to ensure junior MOs are meeting their requirements for membership
 - c) to keep junior MOs informed of developments/changes in the Brigade
18. To promote and enhance the image of St. John Ambulance as a charitable organization dedicated to the improvement of the health, safety and quality of life of Canadians through training and community service.

Note: Although the line officer to whom MOs are directly responsible is the Commissioner/Superintendent at their appointed level, they are also responsible to their next senior MO and are thus entitled to communicate directly with this officer on professional and first aid matters.

* Note: At any Brigade level where a MO does not exist, the next most senior MO is responsible for the above duties.

BRIGADE MEMBERSHIP REQUIREMENTS FOR MDs (MOs) (See Appendix A)

Brigade Medical Officers must be provided with the following resources:

- Standard First Aid Manuals (current editions)
- Guidelines for CPR and Emergency Care (current editions)
- BTS Manual and all updates
- Oxygen Administration Manual and all updates
- Brigade General Regulations and all updates
- Relevant administrative instructions and provincial documents and directives

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SERVICE AWARDS

To be eligible for Service Awards, MOs must maintain the required training and active participation in the Brigade (at least 60 hours of voluntary service per year).

DRESS

Brigade MOs wear the regulation St. John Ambulance Brigade uniform(s) with red piping around both shoulder straps. They also wear red piping around the welt of the cap.

DISCUSSION

To keep Medical Officers involved with the St. John Ambulance Brigade, recognition must be given to the fact that time constraints with other professional responsibilities may limit their involvement, particularly with attending weekly meetings and doing/visiting public events, especially at the divisional level. Notwithstanding, MOs enjoy teaching/participating and should be utilized for this and to develop/implement other programs, e.g. CIS course.

Since attendance at weekly meetings may be limited, Provincial MOs should ensure all other MOs in their areas are kept informed of their requirements for membership, as well as developments and changes in the Brigade. In this way, a dialogue between MOs can be instituted and their interest in the Brigade maintained.

**BRIGADE MEMBERSHIP REQUIREMENTS
FOR
MEDICAL DOCTORS/BRIGADE MEDICAL OFFICERS**

The following conditions must be met in order that Medical Doctors (MD) act in their professional capacity and/or attend a public duty as an independent caregiver (first aid level) as a Brigade member:

- Must hold a current valid license in the province of Brigade membership;
(Canadian license acceptable if performing administrative duties only)
- Must be actively practising their profession;
- Valid Standard First Aid (triennial) and CPR - level C (annual) certificates;
- Must adhere to the following requirements to provide first aid (independent patient care):

MD

(standard first aid & CPR are mandatory)

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provide independent patient care as a first aid provider

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BTS/BAP is mandatory

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How do you achieve BTS/BAP?

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submit equivalency request to Provincial Medical Officer

(equivalency will be considered for an MD in active clinical practice combined with a thorough and proficient knowledge of BTS - no testing required)

or

BTS/BAP program

or

comprehensive challenge assessment process