Emergency Medical Services
Exemplary Service Medal

Alberta Awards Guidelines

The Emergency Medical Services Exemplary Service Medal is part of the Canadian Honours System. Created on July 7, 1994, this Honour recognizes professionals in the provision of emergency medical services who have performed their duties in an exemplary manner which is characterized by good conduct, industry and efficiency.

The Emergency Medical Services Exemplary Service Medal symbolizes outstanding performance as an emergency medical service professional.

How Does It Work

Each province and territory has an Awards Committee whose members are appointed by the National Advisory Committee. The Alberta Awards Committee is comprised of representatives from the Alberta College of Paramedics, Alberta Health & Wellness, Alberta Paramedic Guard of Honour Society and four (4) member-at-large positions.

The Alberta Awards Committee submits nominations for the Medal to the National Advisory Committee. This Committee reviews the eligibility of the nominees and, if acceptable, submits the nominations to the Chancellery, the branch of the Office of the Governor General. The Chancellery who is responsible for the administration of honours then submits the nominations to the Governor General for approval.

Who is Eligible to be Nominated for the Award?

The Regulation states that “the Medal may be awarded to any person who:

(a) was an emergency medical services employee, employed specifically and exclusively as a professional in that capacity on or after October 31, 1991;
(b) has completed at least twenty years of service with EMS, at least ten years of which have been served in the performance of duties involving potential risk, as determined by the Advisory Committee; and
(c) has a record of exemplary service of such a high standard as to merit award of the Medal.”

Emergency Medical Services is defined as:
“those divisions of Canadian ambulance services engaged in the provision of prehospital emergency medical services to the general public.”

The Alberta Awards Committee recognizes that being employed “specifically and exclusively” may look different than the EMR, EMT or EMT-P who works full-time in that capacity. When reviewing nominations that are atypical the Committee requests additional information to be submitted that supports rationale for the nomination. Each nomination will be reviewed on its own merit. The following examples are for illustration and must be considered in light of the regulations. Other exceptions may exist and may receive a recommendation from the Committee. Once the threshold of “exemplary” has been established,

- The most straightforward nominee has been a fulltime EMS paramedic [EMR, EMT, EMT-P] for at
least twenty (20) years at least 10 of which were in a position of risk.
  o This is interpreted to mean a road paramedic (or supervisor), working on a fulltime basis for a “licensed” public service whose regular duties involve providing emergency medical service to the general public.
  • The variation of this is a paramedic who, because of the employment market, works regularly for two (or more) qualifying employers (part-time jobs). Still, he/she is specifically and exclusively a paramedic.
  • Another variation is where, because of the employment market, the paramedic works less than fulltime hours but that is the working hours available and his only job (i.e. he/she is specifically and exclusively a paramedic).

**What Does “Potential Risk” Mean?**

Potential Risk is defined by the National Advisory Committee as time spent in duties in which the individual is personally required to provide emergency medical treatment to patients and is, therefore, personally subject to the potential dangers at the scene and resulting from direct contact with the patient.

This means the nominee must have a minimum of 10 years experience with regular, direct patient contact. Time spent in positions where the job descriptions do not require the nominee to come into regular, direct contact with the emergency scene and patients will not be counted towards the ten years of “potential risk.”

**What Does “Exemplary Service” Mean**

Section 2 of the Regulations governing the award states “exemplary service means service, characterized by good conduct, industry, efficiency that serves as a model for others.”

Exemplary service is not solely defined by years of service. Exemplary service is that standard of individual EMS performance, dedication, community service and professionalism that serves as the model for all EMS personnel.

An act of heroism is cause for nominating the individual for a Bravery Award within the Canadian Honours System. It would not be appropriate for the act itself to be the basis for recommending an EMS Exemplary Service Medal. It may be used as merely one of many examples to illustrate an individual’s extraordinary contribution to EMS.

The Alberta Awards Committee, in reviewing Section 2 of the Regulation, extracted the following definitions from www.dictionary.com to further explain *exemplary service*.

**Exemplary** – Worthy of imitation; serving as a model; serving as an illustration.
Synonyms: admirable, virtuous, representative, sterling, praiseworthy, commendable, meritable, honourable and worthy.

**Industry** – Energetic devotion to a task or an endeavor, diligent activity directed to some purpose; ongoing work or study associated with a specified subject or figure.
Synonyms: diligence, skill, ability.
Efficiency – the production of the desired effects or results with a minimum waste of time, effort or skill. Synonyms: ability, adaptability; adeptness, capability, competency, efficacy, expertise, performance, proficiency, readiness, resourcefulness, response, skill, talent and thoroughness.

Conduct – The way a person acts, especially from the standpoint of morality and ethics. To lead. Synonyms: behaviour, doings, behavioral attributes, demeanour, deportment, carry on, deal, behave and comport.

Defining attributes of an Exemplary Service Medal nominee may include:

- Admired
- Leader/Definer
- Devotion
- Visionary
- Commitment
- Humble
- Champion for change
- Influential
- Selfless
- Advocate of the Profession
- Altruistic

Committee Decision

The decision of the Alberta Awards Committee is final and binding. The Committee will advise in writing the status of the nomination.

Presentations

The prestige and merit of the medal will be greatly enhanced through presentation at special events and potential media coverage. Whenever possible, the Lieutenant Governor or designate will make the presentations. The EMS Exemplary Medal is typically presented in conjunction with the Alberta College of Paramedics’ Annual General Meeting.

Nominations

The official Alberta Awards Committee Nomination Form is available on the Alberta College of Paramedics website. Contact the office at (780) 449-3114, toll free 1(877)351-2267, fax (780) 417-6911, email at acp@collegeofparamedics.org or at www.collegeofparamedics.org.

Nomination - Exemplary Service Medal

1. The nomination form may be initiated by any person, must be completed and signed by the nominator who affirms that, to the best of their knowledge, the nominee is deserving of the Medal and that no serious disciplinary action has been taken in respect of the nominee. Serious disciplinary action may include termination/suspension of employment, unethical conduct, existence of a disciplinary record with a regulator (Alberta College of Paramedics), criminal conviction, etc. Self-submissions will not be accepted.

2. The Certification Form must be signed by the Nominating Authority and is the recipient’s employer,
senior supervisor or other appropriate authority. The Nominating Authority also affirms that, to the best of their knowledge, the nominee is deserving of the Medal and that no serious disciplinary action has been taken in respect of the nominee. Serious disciplinary action may include termination/suspension of employment, unethical conduct, existence of a disciplinary record with a regulator (Alberta College of Paramedics), criminal conviction, etc.

3. Confirmation of employment history is mandatory and must identify:
   a. Years of Service in following format – month/year to month/year. Nominations made prior to full completion of the required years of service cannot be accepted.
   b. Ten (10) years of at risk service. See definition of potential risk on page 1.

4. The nomination must be accompanied by documentation that provides sufficient evidence of the exemplary nature of the nominee’s EMS history. Documentation must adequately illustrate where the performance of the nominee exceeds that expected of an EMS practitioner with a similar employment history. A cover letter must be included summarizing the exemplary service of the nominee and supporting documentation.

5. Nominations for EMS Exemplary Service Medals must be received at the office of the Alberta College of Paramedics to the attention of Alberta Awards Committee no later than November 30th each year. Nominations received after the deadline will be kept on file and reviewed the following year. Incomplete nominations will be returned. The Awards Committee will accept re-submissions as long as the re-submission is received by November 30th.

Nomination - First, Second or Third Bar

A person who has been awarded the Medal is eligible to receive a Bar for each additional ten year period of service provided that service is of such a high standard to merit official recognition.

1. Items 1, 2, 4 and 5 as outlined above apply
2. Confirmation of continued employment history is mandatory and must identify:
   a. Employment History following the 20 year period in respect of which the person was awarded the Medal. There is no need to provide the entire employment history as this information was previously verified and on file with the Alberta Awards Committee and the Chancellery.