



Region of Waterloo
PUBLIC HEALTH AND
EMERGENCY SERVICES

Frequently Asked Questions (FAQs)

Application

Q: I am a potential 2019 graduate, but don't have my AEMCA. Can I still apply?

A: Yes. You will be required to obtain a letter of intent to graduate from your educational institution. This letter will be used at multiple stages throughout the process.

Q: I wrote an equivalency test through the MOHLTC. Is that acceptable?

A: Yes. Please send a copy of the MOHLTC documentation that validates successful completion of the equivalency testing as well as any other "out of province" certification documentation.

Relatives Policy

Q: I have a relative who works for Region of Waterloo. Can I still apply?

A: Yes,

Class F Licence

Q: Do I need a Class F licence to write the exam? I have my test scheduled for after the exam date.

A: An F class licence is required to write the exam. You are required to bring your licence with you AND A PHOTOCOPY OF IT.

Q: I have an out of province equivalent to a Class F. Is that acceptable?

A: Yes. To begin the recruitment process an out of province F class licence is acceptable however, candidates will be required to obtain an Ontario's driver's licence, class F as soon as possible.

Driver's Abstract

Q: I requested that my abstract be mailed to my house, and it won't be here in time for the written exam. Can I provide the abstract at a later date?

A: No. The abstract must be provided at the written exam.

Written Exam

Q: I live out of province. Can I get a proctored exam?

A: No. Due to the large number of applicants, individuals who want to participate in the selection process must be physically present.

Q: I can't make the exam date. Is there an alternative date?

A: No. The only reason the entrance exam will be rescheduled is due to inclement weather.

Q: Can I reschedule into a different exam time?

A: No. Please consider the time you have been assigned as a concrete time.

Q: I require an accommodation for the written exam. What should I do?

A: Please connect with Sue Palmer in Human Resources and Citizen Service at 519-883-2266 to discuss your accommodation needs.

Q: Can I be provided with accommodation for religious purposes if I am unable to write the exam on the exam date?

A: Yes. We will have one alternate date available to write the test for those requiring accommodation for religious purposes.

Q: What should I wear to the written exam?

A: Dress code is business casual.

Physical Testing

Q: I'm a working paramedic. Do I need to do the physical testing?

A: Yes. All applicants are required to complete physical testing.

Q: I have a temporary medical condition, and cannot complete the physical testing during the specified timeframe. Can I reschedule for a later date?

A: No. Unfortunately you will need to participate in the physical testing during the timeframe prescribed.

Q: I got sick on my physical testing date. Can I reschedule for a later date?

A: Yes, you will be able to reschedule your physical testing. Instructions on how to reschedule will be made available on the physical assessment vendor's website. Please note that cancellation/ rescheduling fees may apply.

Q: When will I get my physical testing results?

A: The physical assessment vendor will notify you of your results within 72-96 hours. The results will also be provided directly to Region of Waterloo Paramedic Services.

Q: Can I receive feedback from the physical testing?

A: No, unfortunately we are not able to provide feedback on the physical testing component.

Q: Can I re-do my physical assessment test?

A: Yes, you will be able to re-do your physical assessment test where space and/or time permit.

Interviews/Scenarios/Driving

Q: Can I switch my time with a friend?

A: No. Please consider the time you have been given as a concrete appointment.

Q: What should I wear?

A: Please attend the interview/scenario testing in a Paramedic uniform with safety shoes.

Q: What can I expect in the multi-mini interview?

A: There will be several interviewers and you will rotate to each one at pre-set time intervals. Each interviewer will ask you a different question. You can expect a variety of technical and behaviour based questions related to the job.

Immunizations

Q: Can I provide the immunization list I provided to the school at registration?

A: No. Your immunization has to be provided on the Regional Ambulance Service Communicable Disease Standards form.

Q: Does the form need to be signed by a doctor?

A: Yes.

Q: My doctor is off on vacation/sick leave, and won't return before the documentation deadline. What should I do?

A: Arrange to have the form signed by an alternate doctor.

Q: I require a booster, but won't have results for 3 to 6 months. What should I do?

A: Submit the form with your current immunization information. We will review the form and follow up with you as needed.

Q: I am a Paramedic Services student with Region of Waterloo. Do I need to complete the immunization form again?

A: No, you do not need to complete a new form. We can review the immunization form which is in your student file.

Mandatory Documentation

Q: Does all the documentation need to be handed in at time of interview?

A: You will be asked to submit documentation at different stages of the selection process as specified in the [Required Documentation Timelines](#) document.

Q: Are you looking for reference letters or reference names?

A: We are looking for reference names and phone numbers as we contact them directly. They need to be someone that has supervised you before.

Q: Can I use volunteer placements as a reference?

A: Yes.

PRCs

Q: I am from Toronto and need a specific PRC form. Can you provide this form?

A: Yes, we can provide the form. Please contact us by emailing PSVRecruitment@regionofwaterloo.ca. Use “PRC Form Required” on the subject line.

Q: The OPP requires a letter addressed to them specifically before they will do my PRC. Can you provide such a letter?

A: Yes, we can provide a letter. Please contact us by emailing PSVRecruitment@regionofwaterloo.ca. Use “PRC Form Required” on the subject line.

Q: My PRC won't be in before the documentation deadline. What should I do?

A: We recommend that you initiate a PRC as soon as possible. We will be unable to proceed with your application if we have not received your PRC by the deadline.

Q: Can I provide a copy, not an original of my PRC?

A: You will be required to provide the original PRC. Please note that PRC's forms from Waterloo Region can no longer be copied. You can request up to 5 copies when requesting a PRC.

Q: If I am not a successful candidate, can I get my original PRC back?

A: Yes. Please contact us by emailing PSVRecruitment@regionofwaterloo.ca. Use "Return PRC" on the subject line.