COPR OCRP
Canadian Organization of Paramedic Regulators
Organisation Canadienne des Régulateurs Paramédicaux

COPR Entry to Practice Examinations

Handbook

September 18, 2026

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Our Purpose

The Canadian Organization of Paramedic Regulators (COPR) has two main purposes: to facilitate collective and collaborative action in the current and future interests of pan-Canadian Paramedic regulation and to support the development of a common understanding of provincial and federal obligations that may impact regulator functions. For more information about COPR visit the web site: www.copr.ca.

Abbreviations and terms used in this manual:
COPR = Canadian Organization of Paramedic Regulators
EMR = Emergency Medical Responder
PCP = Primary Care Paramedic
ACP = Advanced Care Paramedic
Provincial Regulator = Government department or self-regulatory college in each province that regulates the paramedic profession
CPCF = Canadian Paramedic Competence Framework
NOCP = National Occupational Competency Profile
Meazure Learning is COPR's contracted examination provider.

Contact COPR

For application assistance, including testing accommodations contact the COPR examination team at info@copr.ca.

Emails will be responded to within three (3) business days.

Competency Profile

The COPR Entry to Practice examinations have been based on the National Occupational Competency Profile (NOCP) for paramedics. Competencies tested will be based on the 2011 NOCP, which can be found on the Paramedic Association of Canada website.

In 2023, COPR released the Pan-Canadian Essential Regulatory Requirements (or PERRs). The PERRs documents include the Canadian Paramedic Competence Framework (CPCF) for EMRs, PCPs, ACPs, and CCPs. Since then, a mapping of the NOCP to the CPCF has been completed and new EMR, PCP, and ACP blueprints have been published on the COPR website www.copr.ca.

The transition to the CPCF will be gradual with an overlap of the CPCF and the NOCP for **EMR and PCP only**. Below is the overlap period when COPR will be providing examinations based on the NOCP and the CPCF. During the transition period, it is the candidate's responsibility to know which profile/framework they were educated to when submitting an examination application. The ACP examination will transition to the CPCF with no overlap. The final ACP NOCP examination will be offered in April 2027, and the first ACP CPCF examination will be offered in June 2027.

EMR Transition from NOCP to CPCF

The EMR transition from the NOCP to CPCF has been completed. Candidates taught to the NOCP framework are eligible to write the CPCF exam.

PCP: May, July, and September 2026

The PCP transition from the NOCP to CPCF has been completed. Candidates taught to the NOCP framework are eligible to write the CPCF exam.

ACP: June 2027

COPR will deliver 1 ACP examination with no overlap.

Timeline	# of Administrations	ACP Examination Delivery
April 2027	One ACP examination offered	Final NOCP Examination
June 2027	One ACP examination offered	First CPCF Examination

Examination Candidate Communication

COPR and Meazure Learning communicate with you via email.

It is essential to monitor your email, including your spam and junk folders, from the time you apply, throughout the examination process, and until you receive your official pass/fail result.

Failing to do so may result in missed messages or deadlines related to your examination, which could lead to forfeiting your exam and losing some or all associated fees.

Eligibility Requirements

Candidates who wish to write a COPR Entry to Practice Examination apply through the COPR online application portal at www.copr.ca. Candidates must follow the application instructions in the application portal. Candidates are not required to have successfully completed their course of study to apply for the examination; however, they **must** have completed all requirements and submitted 14 calendar days prior to the examination date or forfeit the examination and administration fee.

The COPR Examination is an entry to practice examination used solely for the purpose of entering the Emergency Medical Responder and Paramedic profession in Canada.

To write a COPR Entry to Practice Examination, a candidate must meet one of the following criteria:

- A graduate of an Emergency Medical Responder or Paramedic program, located in Canada, approved by a jurisdiction where the practice of paramedicine is regulated by legislation;
    - Graduates of an EMR program in BC must obtain approval of the provincial regulator in the intended province of licensure, registration, or certification.
- Or a graduate of a Canadian Emergency Medical Responder or Paramedic educational program listed on Accreditation Canada's List of Accredited / Registered Paramedic programs;
- Or an internationally educated individual who has completed the COPR assessment process and been advised by COPR to proceed with applying for the PCP or ACP examination;
- Or an individual approved by a Canadian Paramedic Regulator to undertake the COPR Entry to Practice Examination.

COPR accepts the following documentation of successful completion:

1. A copy of the candidate's official transcript; or
2. A certified copy of the candidate's graduation certificate; or
3. A signed letter from the educational institute's registrar confirming successful completion.

Candidates who falsify documents will not be allowed to write the Examination. If falsification is discovered after the Examination has been taken, the Examination results will be null and void.

Number of Attempts and Timelines

COPR limits the number of attempts to three (3) in one year (12 months) after successful program completion.

Candidates who do not meet the eligibility, timeline, or attempt criteria, must submit an Eligibility Confirmation Letter signed by the paramedic regulator in the province where they intend to register/license/certify. Timelines and attempts do not reset after completing a refresher or retaking a full program of study.

Requirements for registration, licensure, or certification vary by province and may differ from COPR's eligibility policy, including timelines and limits on examination attempts. It is your responsibility to understand the requirements of the provincial regulator where you intend to practise.

Passing a COPR examination does not guarantee registration, licensure, or certification. You must meet all requirements of the applicable provincial regulator.

Educated outside Canada

Prior to applying to write a COPR PCP or ACP examination, an international candidate must complete the COPR international credential assessment process or have regulator approval to access an examination. Please refer to the International Assessment section on the COPR website for further information.

Internationally educated EMR candidates must contact the provincial regulator in the province where they are seeking registration/licensure/certification regarding assessment. If approved to write the COPR EMR Entry to Practice examination, the regulator will provide a *Letter of Eligibility.*

Candidates who reside outside of Canada who have completed a training program approved by a provincial paramedic regulator in Canada may apply without completing the international credential assessment.

Testing Accommodation Requests

COPR supports reasonable and appropriate modifications to the COPR Examination procedures and processes to accommodate candidates under the applicable human rights legislation.

Candidates with protected characteristics (e.g., disability, family status, religion) are entitled under provincial human rights legislation to reasonable accommodation in testing arrangements to provide for fair and valid assessment. COPR will consider any testing accommodation requests while ensuring the integrity of the Examination and that the examination tests the required competencies of entry level EMRs, PCPs, and ACPs.

To request testing accommodations please complete the accommodation request in the online COPR Examination Application. Accommodation includes any medication you want to bring into the Examination.

Where the requested accommodation relates to disability, current information must be completed by a qualified regulated health professional such as a medical doctor or psychologist on the ***COPR Disability Information Form***. The qualified regulated health professional must have specific training and expertise with respect to the disability for which accommodation is being requested, must be certified or licensed to practise in their field, and **must have assessed and treated you within the last year**. Upload the completed form to the online COPR Examination Application.

The documentation provided should confirm the existence of a disability and describe in detail the impact of the disability as it relates to completing the Examination, the candidate's specific needs and the proposed accommodation, with an explanation of how the requested accommodation will mitigate the impact of the disability in completing the Examination. COPR may require that candidates undergo an independent medical examination, where appropriate. It is important that both the testing accommodation request and the ***COPR Disability Information Form*** clearly provide specific details of the accommodations being applied for. For example, if extra time is a required accommodation, the application and disability form must specify the amount of extra time.

Requests for accommodation are considered on a case-by-case basis. COPR's *Testing Accommodation Policy* is available at copr.ca.

Note: Requests for accommodation received after the posted deadline prior to the Examination will not be considered, except in unusual circumstances, such as a recent injury.

Applying for an Examination

(See Appendix 4 for Flow Chart of Candidate Registration Process)

Submitting Your Application

Submit an Examination Application directly to COPR via the Applicant Portal available at copr.ca. There are no exceptions.

Deadline Dates

The deadline for applying to write the Examination is approximately 4 weeks prior to the Examination date. Specific deadline dates are available at copr.ca. **Late applications are not accepted.**

Examination Fees

- Each EMR attempt is $550 plus applicable tax(es)
- Each PCP/ACP attempt is $650 plus applicable tax(es).

The examination fee includes a non-refundable administration fee of $150 plus tax.

Payment Methods

Examination fees are payable online using VISA, Mastercard, American Express, or VISA/Mastercard Debit Cards at the time of application. Applications are not considered submitted until payment is made.

Examination Sites

The EMR, PCP, and ACP Examinations are offered using online proctoring.

Testing accommodations that require a brick-and-mortar test centre are available in limited capacity in major cities in provinces where the COPR Examination has been adopted as the provincial entry to practice examination. Current adopting provinces for PCP and ACP are British Columbia, Alberta, Saskatchewan, Manitoba, Nova Scotia, Prince Edward Island, Newfoundland and Labrador. Adopting provinces for EMR are Alberta, Saskatchewan, Manitoba, Nova Scotia, and Newfoundland and Labrador.

Language

The Examination is available in both of Canada's official languages, English and French. Applicants must choose their language preference as part of the application process.

Disclosure of Personal Information

COPR will only share a candidate's personal information with Meazure Learning, solely for the purpose of administering the examinations.

Candidate results will only be provided to provincial regulators that use the COPR examination for entry-to-practice. No other individuals or organizations will receive this information.

After Applying

Email Acknowledgement

Applicants will receive an email confirming the application was successfully submitted. Applicants will receive a second confirmation of eligibility email once the application is complete, which includes the candidate uploading a copy of their educational program transcript or certificate, or Eligibility Confirmation Letter, if required.

Reserve an Examination Seat

COPR examinations are administered with online proctoring using Meazure Learning's ProctorU service.

- Approximately three weeks before the examination an email will be sent out to candidates from Meazure Learning with seat reservation instructions.

- Candidates have one week to complete the examination reservation and cannot be completed after the deadline.

Once the Examination seat has been reserved, a confirmation email listing the date, time, and details of the Examination will be sent via email. The email will also contain instructions on how to prepare for a virtual proctored session. Candidates are encouraged to check "junk" email folders to ensure they receive all email notifications. If a confirmation email is not received, the reservation was not successfully completed. **Failure to reserve a seat during this time will result in forfeiting your examination and a portion or all your examination fee.**

Candidates with approved testing accommodations that require an in-person test centre will be scheduled by Meazure Learning. More information is provided in the testing accommodation approval email.

Examination Cancellation and Refunds

Refunds will be provided to candidates who cancel their COPR Examination application, or who have not satisfied the registration pre-requisites 14 calendar days prior to the Examination based on the following:

- Candidates who cancel their examination application a minimum of 14 calendar days prior to the examination will receive 100% refund, less the administrative fee.
- Candidates who do not reserve their seat or submit their transcripts 14 calendar days prior to the examination forfeit their examination and will receive a 100% refund, less the administrative fee.
- Candidates who cancel their examination application less than 14 days prior to the examination will not receive a refund unless it is due to extenuating circumstances, as outlined in COPR's Examination Refund Policy.

All cancellation requests must be submitted via the online COPR Examination Application. COPR does not defer examination fees to future examinations.

Name and/or Contact Information Change

It is the candidate's responsibility to provide COPR with updated contact information. Please contact COPR at info@copr.ca to advise of changes to your address or contact information.

Preparing for the Examination

COPR Entry to Practice Examination Study Guide

The Study Guide can assist candidates in preparing for the examination process by providing tips and strategies for examination preparation as well as sample examination questions. Access the study guide on the COPR website.

Examination Platform Tutorial

Once granted access to the examination site, a tutorial is available to learn about the functionality and features of the examination software.

COPR Preparatory Tests

COPR's Preparatory Tests have been created to familiarize candidates with the format and style of the questions on the Examinations.

The Preparatory Tests simulate the format of the actual examinations, but on a smaller scale. The PCP and ACP Preparatory Tests contains 60 multiple-choice, single answer questions that align to the blueprint used in the examinations, while the EMR contains 30 questions. Purchasing a practice test does not confer any preferential treatment to candidates. Passing a COPR Preparatory Test does not infer a candidate will pass the Entry to Practice Examination. Purchasing a preparatory test does not provide any preferential treatment.

The Preparatory Tests use the same software and platform as the COPR Examinations. Upon completing the test, the system will provide the correct response to each question, a rationale for the correct response, the profile the question is blueprinted to (CPCF or NOCP - while applicable) and at least one reference. PCP and ACP Preparatory Tests can be purchased for $75.00 for each and the EMR $37.50 test by visiting https://coprpreptest.ysasecure.com/login and setting up an account. **COPR Preparatory Tests are intended for a single user; not for sharing, distribution, copying, or resale.**

COPR does not endorse, authorize, or validate any examination preparation materials from third parties or services that are not referred to in its study guide. COPR is not affiliated with external websites or organizations offering practice tests, study guides, or other preparatory resources. Candidates are advised to exercise caution when accessing such materials, as they may contain inaccurate or misleading information. For reliable information about COPR's examinations and assessment processes, please refer to COPR's website.

Examination Information

Examination Format and Breaks

COPR's examinations are computer-based and delivered in two equal parts. Refer to the Study Guide on the COPR website for more details about question format and sample questions.

One scheduled break of up to 10 minutes between parts 1 and 2 may be taken. The exam timer is paused during the scheduled break only. Once the break begins candidates cannot return to Part 1.
The exam software provides notification as each part nears its end. After the break, click Continue. Any unused time is forfeited for skipped breaks. The exam time and breaks will be adjusted as appropriate for candidates with pre-approved testing accommodations.

Candidates may leave the testing environment during the break; however, this remains part of the secure testing session. The rules outlined in the Examination security and confidentiality rules must be followed throughout the entire exam and break.

Plan to keep the time away from the testing environment to no more than 5 minutes, to enable the proctor to resecure the area before the end of the break period, otherwise the exam timer may resume prior to the completion of the security checks.

<table>
<tr><th colspan="2">EMR (Emergency Medical Responder)</th></tr>
<tr><td colspan="2">CPCF Exam – 125 questions
• Two parts of 75 minutes each
• 10-minute break between parts
• Total exam time: 150 minutes</td></tr>
<tr><th colspan="2">PCP (Primary Care Paramedic)</th></tr>
<tr><td colspan="2">CPCF Exam - 200 questions
• Two parts of 120 minutes each
• 10-minute break between parts
• Total exam time: 240 minutes</td></tr>
<tr><th colspan="2">ACP (Advanced Care Paramedic)</th></tr>
<tr><td>NOCP Exam - 200 questions
• Two parts of 120 minutes each
• 10-minute break between parts
• Total exam time: 240 minutes</td><td>CPCF Exam - 200 questions
• Two parts of 120 minutes each
• 10-minute break between parts
• Total exam time: 240 minutes</td></tr>
<tr><td></td><td></td></tr>
</table>

Examination Security and Confidentiality Rules

The Examination content is the property of COPR and must always remain secure. The Examination is administered under strict protocols to ensure that security and confidentiality are maintained. Candidates must use a computer that meets the equipment requirements outlined in this handbook. Accessing unpermitted items and/or participating in unpermitted behaviour may result in the proctor interrupting the exam to provide a warning, pausing the exam, or termination of the exam.

Permitted Items:

- Online Calculator (embedded into the exam platform)
- Online Notepad (embedded into the exam platform)
- Valid Government issued photo ID
- Prescription eyewear, if required
- Medication (all packaging removed)
- Water in a clear glass or bottle with no labels
- Mirror (for use during the online proctoring security check)

During the online proctoring security check, you will be asked to show the proctor your cell phone and the “selfie” camera may be used to show the proctor your computer monitor. You must follow the proctor instructions to secure your cell phone before the examination begins.

Prohibited Items:

- Notes, textbook, paper, pen/pencil
- Food and beverages (except water)
- Hair accessories, head coverings, or hats (unless worn for religious reasons)
- Jewelry or watches
- Purse, wallet, bag, briefcase
- Physical calculator
- Cell Phone/Smart phone (except during the online security check at the start of the exam)
- Wearable technology
- Headphones or earbuds
- Any other electronic or recording device

Prohibited behaviour:

- Do not communicate with anyone other than the proctor during the exam or the break.
- Do not allow anyone to enter the testing area during the exam or the break.
- Do not read questions aloud.
- Do not access any resources during the exam or break.

Candidate's Statement of Understanding

Candidates are required to agree to a Statement of Understanding prior to taking the Examination, which outlines the expectations ensuring security of content and confidentiality of results. See Appendix 1 for the full document.

- You must agree to abide by all regulations, as well as oral and written instructions controlling the conduct of the Examination. These regulations are intended to preserve the integrity of the Examination process by providing standard test administration conditions that yield valid and reliable results.
- Conduct occurring before, during, or after testing that violates principles detailed in the *Candidate Statement of Understanding* may result in invalidation of Examination results and/or other penalties and will be reported to COPR and provincial regulating authorities.
- Penalties may include, but are not limited to:
    - Invalidation of Examination results while being considered an attempt
    - Forfeiture of examination fees
    - Notification to provincial regulatory authorities

- On Examination Day, candidates must read and agree to the Statement.

Before Examination Day – Online Proctoring

Be sure that your computer and testing room meet the following requirements before examination day. If they do not meet the requirements, you will not be able to complete the examination and you will not be refunded.

Required Equipment

Below is a list of specific equipment required to complete the examination:

Computer

- Your computer must be a desktop or laptop computer, **not a Chromebook, tablet, Surface, or mobile device.**
- If you are using a laptop, keep it plugged into a power source for the entire examination.
- You may use Mac® or Windows® operating systems **You cannot use an iOS® operating system**.
- Always check the equipment requirements for the recommended operating system version. Using an unlicensed, inactive or unsupported version will prevent successful connection to the proctoring platform.
- Uninstall any remote access software from your computer (such as Teamviewer, AnyDesk, GoToMyPC, Ultraviewer, etc.).
- You may only have one monitor running during the examination.
- **Download and install the Guardian Browser from https://guardian.meazurelearning.com/ prior to examination day.**
- A hardwired connection is preferred; a wireless connection can be used but can sometimes be unstable with an increased risk of disconnection during the exam.
- Test your internet speed prior to the examination. You must have at least 3Mbps of upload and 12Mbps of download speed. You can use one of the following tools to test your internet speed:

  http://speedtest.googlefiber.net/
  http://beta.speedtest.net
  http://fast.com
- **If you do not have sufficient internet access at home, you are required to secure an alternate location that provides the necessary internet access and meets the testing area requirements outlined in this manual.**
- **Cell phone hot spots are not permitted**.
- If you are unable to complete your examination due to insufficient internet speed or inadequate computer requirements you will forfeit your examination and examination fee. Connectivity issues due to internet speeds or computer systems that do not meet the requirements are not justification for an appeal should you be unsuccessful at the examination.
- For additional support, you may be required to install a Proctor Chat application prior to connecting to a proctor. Be sure programs can be installed on the computer you intend to write the examination with. The program is not available for download prior to examination day, so you must have download (administrator) access.
- **Use the Guardian Browser to access the Examination Site on the day of the examination.**

Speakers

- You must use an internal or external speaker to hear the proctor (the speaker on your computer is acceptable if it is in working condition).
- Headsets or earphones are not allowed.

Microphone

- You must use an internal or external microphone that is not part of a headset to communicate with the proctor (the microphone on your computer is acceptable if it is in working condition).

Camera

- Your camera can be built into the computer or a separate webcam. You cannot use a cell phone as a webcam.
- The camera must be able to be moved to show the proctor a 360-degree view of the room, including your tabletop surface before the exam.
- A mirror or cell phone is required to show the proctor your monitor.
- If a desktop computer is used, the camera must be portable to complete the room scan.

Helpful links and information

Check equipment requirements **here.**

Download the Guardian Browser **here.**

Once you have access to the COPR Examination site, use the ***Test it Out*** feature to test your equipment. Use the Guardian Browser to access the site **here.**

View the Meazure Learning "What to Expect on Examination Day" test-taker video.

Review the quick reference guide to help you prepare for online proctoring **here.**

On Examination Day – Online Proctoring

Environment and Testing Area

Private Testing Area

- You must be alone in a well-lit room with no one else entering during the examination.
- The room must not have clear glass that allows others to view the computer screen.
- When possible, sit with your back to the door of the room so the proctor may view the entrance to the testing area.
- You will be required to have a hand-held mirror or cell phone to show the proctor the face of your computer.
- Testing in a public space such as a park, internet café, or restaurant is **not permitted**.

Workstation

- Your computer station must be prepared 30 minutes prior to your scheduled connection time to reduce potential connection issues.
- Your computer and keyboard must be on a desk or other tabletop surface.
- The tabletop and surrounding area must be clear of all items not permanently affixed or approved for use during the exam.
- You must sit in a standard chair; you may not sit or lie on a bed, sofa, or overstuffed chair.
- Food is not allowed during the test. Water in a clear glass without labels or logos is permitted.
- Recording devices of any kind are **strictly prohibited**.

Clothing/Acceptable Attire

- Your face and ears must remain visible throughout the test, not covered by sunglasses, hair, a hat, or other items.
- Ears will be checked for headphones, earbuds or earplugs, **which are not permitted**.
- You must be dressed appropriately for your test. You will be monitored via camera by the proctor and your test taking experience will be recorded.
- Items as smart glasses, watches, tie clips, cuff links, ornate clips, combs, barrettes, headbands, and other hair accessories are **not permitted**.

Note-Taking Materials/Calculator

- For security purposes, you **may not** take notes on regular paper or use a portable calculator.
- A notes page is available on the examination platform, as is an electronic calculator. You will be able to take notes directly on the examination and use the online calculator for calculations.

Monitoring and Recording

- A six-point camera scan of the testing area will be completed prior to starting the examination and after each break. You may use a cell phone “selfie” camera to show the proctor your computer. The proctor will advise you to shut the cell phone off and secure it **on camera** prior to accessing the examination.
- The testing area will be re-secured using the same process after the scheduled break.

- During the examination, a person will monitor you through a video camera and your computer through an online application to ensure examination integrity and security. The recording will be available to COPR and is stored at Meazure Learning for 12 months.
- The entire examination session is recorded. Meazure Learning and the ProctorU platform is based in the United States of America. The data collected will be subject to the laws of that jurisdiction and may be subject to access from the United States of America federal government.

Logging in

- Use the **Guardian Browser** to access the examination site.
- Your examination will not allow you to connect to a proctor until the scheduled start time; however, a countdown timer will be shown.
- Your scheduled connection time is critical. You must log into your examination at the scheduled time. **If you connect 15 minutes past the scheduled connection time, you will be denied access to the examination. The examination will show "expired" and you will forfeit your examination and examination fee. This does not apply if the proctor is delayed in connecting.**
- At the scheduled connection time, your examination status will change to "write exam". Click this to connect to the proctoring interface.
- During the launch process, follow the on-screen instructions to connect to the proctor. The chatbox is available in the Guardian Browser.
- In some cases, you may be asked to download and run a proctor chat application for the proctor to provide you with additional support.
- Once you are connected to a proctor, you will continue the launch process and be asked to:
    - show your current (not expired), government issued photo identification.
    - pan the room with your camera.
- Once the launch is complete, your examination will be released to you, and you can begin. **Note:** The examination timer does not start until you have started the examination.

During the Examination

- Make sure you can be seen on camera by the proctor at all times. Suspicious movements could invalidate your examination.
- **Do not read the questions out loud or communicate with anyone other than the proctor throughout the examination and break.**

Troubleshooting

If you are having trouble setting up your station, confirming preparedness, or connecting to the proctor, contact Meazure Learning directly using the below methods:

Meazure Learning- Support for the ProctorU proctoring platform

Phone: 1-855-772-8678, Option 1
Submit Online Ticket: https://support.meazurelearning.com
Click on "*create a ticket"*
Live Chat: here
Hours of Operation: 24/7

For Examination Day support, call or use the live chat for faster response time.

- A proctor will perform basic troubleshooting for up to five minutes and will then transfer to a technical support agent. Technical support is offered as a courtesy and is not a guaranteed service.
- If there are repeated technical issues that occur during the examination, the technician may ask you to reconnect with a different computer or reschedule the examination.
- Technicians will troubleshoot for up to 20 minutes. If there is no resolution, candidates will forfeit their examination sitting and fee and will be required to reschedule the examination.
- **Contact COPR immediately at 1.306.545.2677 if you are requested to reschedule the examination.** COPR will make every effort to try and reschedule for later that day versus waiting until the next sitting of the examination. Same day rebooking cannot be guaranteed. Meazure Learning may charge a same day rebooking fee.

Examination Submission

- Once you have completed your examination, be sure to click on the "submit" button.
- At the end of the Examination, candidates will receive confirmation that their examination responses have been captured and submitted.
- COPR encourages candidates to complete both the Meazure Learning and the COPR examination surveys following the examination.

Failure to Take the Examination

No refund will be provided to a candidate who does not take the Examination at the approved test centre or online and at the scheduled date/time unless the failure to take the Examination is due to:

1. Death in the family (immediate), or
2. Sudden illness or injury (incapacitating), or
3. Other circumstances deemed by COPR to be commensurate to (1) or (2).

You have 10 business days from the date of the Examination to submit a refund request, with supporting documentation, to info@copr.ca outlining the circumstances that prevented them from taking the Examination on the scheduled examination day. If the refund request is approved, 100% of the examination fee, less the administrative fee, will be refunded.

After The Examination

Examination Marking Review

Following the administration of the Examination, all question data will be reviewed to ensure that questions meet best practice standards for high stakes examinations. If some questions do not meet such standards, they will be reviewed by a panel of subject matter experts (SMEs) to determine the most appropriate course of action to ensure examination fairness, which may include excluding a question from calculation of final scores.

Results

Results will be provided immediately following the examination marking review process, and determining the passing score. Results will be released approximately 3-4 weeks after the examination date. **Please do not contact Meazure Learning or COPR for examination results.** Examination results are distributed by COPR across the country simultaneously.

Although there are 200 questions on the PCP/ACP examinations and 125 on the EMR CPCF examination, not all of the questions are included in the results. COPR introduces newly authored questions each examination and then psychometrically monitors and evaluates them for future inclusion into the operational item banks. Learn more about setting the pass score **in this video**.

COPR Certificate

Effective January 1, 2025, candidates have access to an electronic Examination Certificate in addition to the Score Report in the applicant portal. To access, click “My Documents” in the applicant portal and download a copy for saving and/or printing.

COPR Certificate Replacement

Hard copy certificates were issued between 2018 and 2024.
To request a certificate replacement, contact COPR at info@copr.ca for information on how to complete the purchase through the applicant portal. The fee for this service is $75.

Candidate Standard Score Report

COPR utilizes standard score reporting. Each COPR Examination is assembled to cover the same proportion of examination content; however, each examination differs somewhat in its overall difficulty. To ensure fair and equitable examinations and not penalize candidates who receive more difficult examinations, scores are standardized to be comparable to previous examination scores.

In addition to the pass/fail status, candidates are provided with their performance in each competency area for either the NOCP or the CPCF.

- Red – Indicates areas of weakness. These likely represent focus areas for candidate growth.
- Yellow – Indicates candidate performance below acceptable performance.
- Light Green – Indicates acceptable performance.
- Darker Green – indicates area of strength.

Only the *Total Standard Score* determines the pass/fail result. A sample of the Standard Score Report can be found in Appendix 2.

Manual Verification of Results

Unsuccessful candidates can request a Manual Verification of their results whereby a manual rescoring is conducted to confirm the examination score. **Candidate responses to exam questions are not analyzed or reviewed**. The fee for a Manual Verification is $100 (EMR), $200.00 (PCP & ACP) and is non-refundable. Results of the Manual Verification will be provided generally within 5 to 7 business days of purchase. To request this service and submit payment, use the Manual Verification Form in the Applicant Portal which is available after an unsuccessful result is released. For information or assistance contact COPR at info@copr.ca.

Examination Appeal

A candidate who has failed the COPR Examination, may request a **formal review** of their examination. A candidate's Examination results may be reviewed **only based on suspected irregularities in the examination process**, and not because of alleged errors in content of the exam. The content of an examination is not subject for review at the request of the candidate either singly or as a group. A request to review the examination results based on process must present evidence that the alleged irregularity materially affected the candidate's performance. The existence of irregularities is not sufficient to reverse the results of the examination. Contact COPR at info@copr.ca for further information on this process.

Applying to Rewrite the Examination

Candidates who fail the examination must submit a new application through the COPR applicant portal to rewrite the examination. The eligibility criteria must be met, and fees are due for each attempt.

Examination Development Process

A rigorous development process is used to ensure the exam is reliable, valid, and defensible.

Blueprint Development

An Examination Blueprint outlining the content to be tested in the examination was developed and is reviewed periodically. The Blueprint includes the competencies - that is, the content that forms the basis for test development. It also specifies variables that provide structure for the Examination, as well as guidelines and specifications for weighting the competencies to ensure that the Examination accurately reflects the practice of entry level EMRs and paramedics. A link to the Examination Blueprints can be found on the COPR website. A short video explaining blueprinting is available here.

Item (Question) Development

Exam questions are created by qualified EMR and paramedic SMEs who follow COPR's Item Writing Guide and work under the direction of a Psychometrician and the Exam Development Manager. Each question must align with the CPCF or NOCP. Every question includes one correct answer with reasonable but clearly incorrect distractors, a rationale explaining the correct choice, and references from approved textbooks. In addition, the rationale, references, call type, question focus, patient gender, age group, and the cognitive level are developed. This process ensures all exam items are consistent, fair, and based on national standards. A short video explaining the development process is available here.

Item Review

A panel of SMEs review each exam question to ensure accuracy, clarity, relevance, and the absence of bias. They make sure all questions align with the CPCF or NOCP and follow COPR's Item Writing Guide, using a national perspective that avoids regional language or content. The panel checks that each item is clear, fair, and well-structured. They work together to revise and improve questions if needed and remove those that don't meet the standards.

Examination Monitoring & Approval

Each version of the examination is created by COPR's contracted testing agency using items from the item banks, ensuring the exam meets blueprint specifications. A testing expert called a psychometrician guides the validation committee to verify the examination meets the blueprint and the competencies in the CPCF/NOCP and ensures the entire exam meets the current standard of practice without regional bias. Finally, the team makes sure the answer key is correct and sets the pass mark using statistical methods and psychometric guidance to ensure fairness, consistency, and defensibility.

Standard Setting

The standard for the examination is established by using the professionally accepted and widely used Modified Angoff Method and/or Statistical Equating. The passing score represents the minimal performance expected of entry level EMRs and paramedics. COPR does not use a bell curve. Each candidate is measured against the same pass standard. For more information on setting pass scores, watch this short video.

Translation

Examinations are translated into French by an official translator, further reviewed, and validated.

Appendix 1: Candidate Statement of Understanding

Conduct occurring before, during or after testing that violates principles detailed in this *Statement of Understanding* may result in invalidation of Examination results and/or other penalties and will be reported to the Canadian Organization of Paramedic Regulators (COPR) and provincial regulating authorities.

For the purposes of this Statement of Understanding, "during testing" includes all time spent in the testing environment, including any breaks.

1. The COPR Entry to Practice Examination is highly confidential. The Examination questions are the property of COPR. Unauthorized disclosure of the Examination questions is prohibited under copyright laws. By signing this statement of understanding, you agree to maintain the confidentiality of the COPR Examination questions. You must therefore:
    - Keep the Examination content confidential, **even after the Examination**. This also includes not discussing the content with anyone who wrote the Examination before you, with you, or who has not written the Examination yet.
    - Not use or be in possession of any electronic device (such as phones, mobile devices, watches, cameras, wearable technology, etc.) **during the Examination.**
    - Any recording or memorization of Examination questions is strictly forbidden.
2. Candidates will be observed at all times while they are taking the COPR Examination. Invigilators (Proctors) are required to report behaviour that may violate the terms and regulations of COPR or other forms of irregular behaviour.
3. Any cheating and/or breach of confidentiality/security or any attempt to subvert the Examination process by any candidate violates the purpose and principles of the Examination. Any candidate, who carries out, takes part in or who witnesses such behaviour must report it to the invigilator and/or COPR as soon as possible.
4. COPR strives to report results that accurately reflect the skill and performance of each candidate and represent a valid measure of their knowledge or competence as sampled by the Examination. Accordingly, our standards and procedures for administering Examinations have two related goals: giving candidates comparable opportunities to demonstrate their abilities; and preventing any one person from gaining an unfair advantage over others. To promote these objectives, COPR reserves the right to cancel or withhold any Examination results when, in the sole opinion of COPR, a testing irregularity occurs; cheating has occurred; there is an apparent discrepancy in, or falsification of, a candidate's identification; a candidate engages in misconduct or plagiarism; when anomalies or irregularities in performance are detected for which there

is no reasonable and satisfactory explanation; or the results are believed to be invalid for any other reason.

Additional penalties may include, but are not limited to:

- Invalidation of examination results while being considered an attempt
- Forfeiture of examination fees
- Notification to provincial regulatory authorities

Candidates must abide by all regulations, as well as oral and written instructions controlling the conduct of the Examination. These regulations are intended to preserve the integrity of the Examination process by providing standard test administration conditions that yield valid and reliable results.

I have read, understand and agree to abide by the above statement.

Appendix 2: Standard Score Report Template

Candidate Standard Score Report

COPR Canadian Organization of Paramedic Regulators | OCRP Organisation Canadienne des Régulateurs Paramédicaux

The following report shows your results on the [redacted] administration of the COPR Entry to Practice Examination for Primary Care Paramedic. Results are provided in 3 areas: Pass/Fail status (upper right), overall standard score versus passing mark (middle), and standard score performance versus passing mark for each National Occupational Competency Profile (NOCP) area (bottom). Details on standard scores are provided at the bottom of this report.

We are pleased to inform you that you have met or exceeded the minimum standard score required to pass on this examination. The score you achieved was 550, shown in Figure 1 by the length of the blue bar, while the required score to pass was 450, represented by the black vertical line.

Exam Performance Report

Name:	[redacted]
Candidate ID:	[redacted]
Date of examination:	[redacted]
Exam result:	Passed

Your Total Standard Score

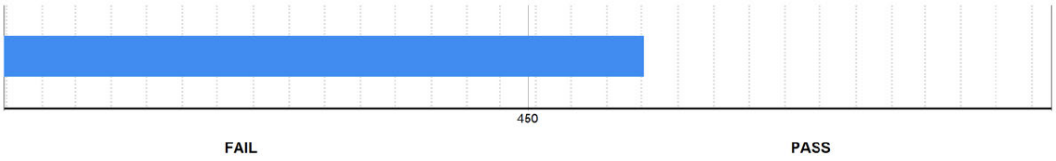


Figure 1. Your standardized total score, which determines your Exam Result (Pass/Fail)

Your performance in each NOCP Competency Area is shown in Figure 2. In this graph, the length of each bar represents the level of your performance and the vertical black line represents the approximate level of acceptable performance for each respective Area. The bars are also colour-coded as follows: red indicates likely areas of weakness; yellow indicates below acceptable performance; light green indicates acceptable performance; darker green indicates a likely area of strength. Note that only your Total Standard Score determines your Pass/Fail result; the second graph is information only.

Your Competency Standard Scores

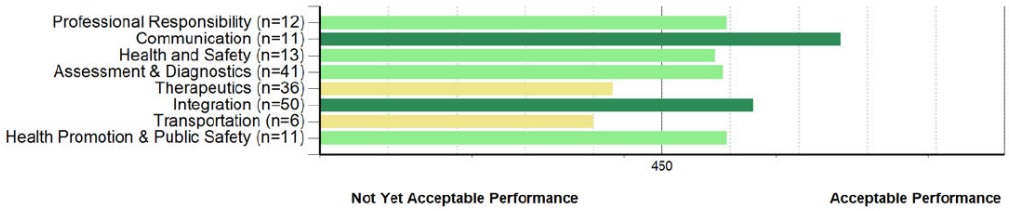


Figure 2. Your standardized competency scores for each NOCP Competency Area.

Note on Standard Scores: Every COPR Examination is assembled to cover the same proportion of exam content. However, each exam differs somewhat in its overall difficulty. To not penalize candidates who receive more difficult exams, scores from each exam are **standardized** to be comparable to previous exams' scores. For example, 70% on a more difficult exam will be rescaled to a **higher** standard score than 70% from an easier exam. Using standard scores, passing scores are all the same across all examinations (in this case, 450) and scores on different examinations can be directly compared.

Appendix 3: Provincial EMR and Paramedic Regulators

Candidates who have passed the Examination and want to work in a regulated jurisdiction are required to contact the regulatory body in that province for registration/licensure/certification requirements. (Links to all paramedic regulators in Canada can be found on the COPR website at copr.ca).

The following provinces utilize the COPR PCP and ACP Entry to Practice Examinations:

- Alberta
- Manitoba
- Nova Scotia
- Prince Edward Island
- Saskatchewan
- Newfoundland and Labrador
- British Columbia

The following provinces utilize the COPR EMR Entry to Practice Examination:

- Alberta
- Manitoba
- Saskatchewan
- Nova Scotia
- Newfoundland and Labrador

Appendix 4: Candidate Examination Registration Process

Timeline	Candidate Action
At least 4 weeks prior to the Examination	Candidate completes COPR Examination Application via application portal on the COPR website and submits payment. No applications are accepted after the posted deadline.
3-4 weeks prior to the Examination: Seat Reservation	Meazure Learning emails candidates their credentials with details of how to log in and reserve an examination seat. Candidates log into the examination site and complete the reservation. Candidate checks to ensure a confirmation email has been received.
2 weeks prior to the Examination: Documentation and Reservation deadline	No further reservations are accepted. Deadline to submit proof of educational program completion, or Eligibility Confirmation Letter, if not already submitted with examination application.
Prior to Examination Day	Candidates writing the examination with online proctoring must complete the computer equipment test to ensure all technical requirements are met.