



Northwest EMS Job Description

Paramedic

EEOC CATEGORY: Subordinate

PAY GROUP: Hourly

FLSA STATUS: Non-Exempt

SUMMARY OF POSITION

Must demonstrate competency handling emergencies utilizing all Basic & Advanced Life Support equipment and skills in accordance with all behavioral objectives in the DOT/EMT Basic curriculum and the FEMA document entitled "Recognizing and Identifying Hazardous Materials". EMT 1994 curriculum includes objectives pertaining to the use of the automated external defibrillator, basic patient care skills and published patient care protocols.

ORGANIZATIONAL RELATIONSHIPS

1. *Reports to:* Shift Captain
2. *Directs:* N/A
3. *Other:* Has frequent contact with other emergency agencies, other department employees, City officials, and the general public.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Receives call from dispatcher, responds verbally to emergency calls, reads maps, may drive ambulance to emergency site, uses most expeditious route, and observes traffic ordinances and regulations.

Assists in lifting, carrying, and transporting patient to ambulance and on to a medical facility. Reassures patients and bystanders, avoids mishandling patient and undue haste, searches for medical identification emblem to aid in care. Extricates patient from entrapment, assesses extent of injury, uses prescribed techniques and appliances, radios dispatcher for additional assistance or services, provides light rescue service if required, provides additional emergency care following established protocols.

Complies with regulations in handling deceased, notifies authorities, arranges for protection of property and evidence at scene. Determines appropriate facility to which patient will be transported, reports nature and extent of injuries or illness to that facility, asks for direction from hospital physician or emergency department. Observes patient en route and administers care as directed by physician or emergency department or according to published protocol. Identifies diagnostic signs that require communication with facility. Assists in removing patient from ambulance and into emergency facility. Reports verbally and in writing observations about and care of patient at the scene and in-route to facility, provides assistance to emergency staff as required.

Replaces supplies, checks all equipment for future readiness, maintains ambulance in operable condition, ensures ambulances cleanliness and orderliness of equipment and supplies, decontaminates vehicle interior, determines vehicle readiness by checking oil, gas, water in battery and radiator, and tire pressure, maintains familiarity with all specialized equipment.

Accesses protected health information and other patient information only to the extent necessary to complete the duties of this job, sharing information only with those persons who have a need to know to complete their job responsibilities relating to treatment, payment, or other related county operations;

Reports any concerns regarding the NWEMS policies and procedures on patient privacy, as well as any observed practices in violation of that policy, to the designated Privacy Officer;

Actively participates in the NWEMS privacy training and communicates privacy policy information to coworkers, students, patients, and others in accordance with NWEMS policies.

OTHER DUTIES AND RESPONSIBILITIES.

Performs such other related duties as may be assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of: Paramedic and first-responder protocols, policies, and procedures; incident command system and City Emergency Management Plan;

Skill/Ability to: Determines nature and extent of illness or injury, takes pulse, blood pressure, visually observes changes in skin color, makes determination regarding patient status, establishes priority for emergency care, renders appropriate emergency care (based on competency level);. May use equipment based on protocol approved by NWEMS.

CERTIFICATES AND LICENSES REQUIRED

Current Texas EMT-P certification or Paramedic Licensure,

ACLS

BTLS

PALS

Current Texas Drivers License

Current BLS certification

Qualifications

Successfully complete a department approved course. Verification of skills proficiency and achievement of a passing score on the written certification examination.

Must be at least 18 years of age. Generally, the knowledge and skills required show the need for a high school education or equivalent. Ability to communicate verbally; via telephone and radio equipment; ability to lift, carry, and balance up to 125 pounds (250 with assistance); ability to interpret written, oral and diagnostic form instructions; ability to use good judgment and remain calm in high-stress situations; ability to be unaffected by loud noises and flashing lights; ability to function efficiently throughout an entire work shift without interruption; ability to calculate weight and volume ratios and read small print, both under life threatening time constraints; ability to read English language manuals and road maps; accurately discern street signs and address numbers; ability to interview patient, family members, and bystanders; ability to document, in writing, all relevant information in prescribed format in light of legal ramifications of such; ability to converse in English with coworkers and hospital staff as to status of patient. Good manual dexterity, with ability to perform all tasks related to highest quality patient care. Ability to bend, stoop, and crawl on uneven terrain; and the ability to withstand varied environmental conditions such as extreme heat, cold, and moisture. Ability to work in low light and confined spaces.

SIGNATURES

Employee's Signature

Supervisor's Signature

Date

Date

Northwest Rural Emergency Medical Services is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, Northwest EMS will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

ADA Information

This attachment provides information on the job relating to the Americans with Disabilities Act.

FREQUENCY DEFINITIONS

The following frequency definitions are to be used in completing the Physical Environment and the Non-Physical Environment sections of this form:

C	=	Constantly (2/3 or more of the time)
F	=	Frequently (from 1/3 to 2/3 of the time)
O	=	Occasionally (up to 1/3 of the time)
R	=	Rarely (less than one hour per week)
N	=	Not Applicable (does not apply in this job)

PHYSICAL ENVIRONMENT

Descriptive examples of physical job actions (please use the letter corresponding to the appropriate frequency):

Requirement	Frequency	Example
Lifting : 250-300 lbs. (with a partner)	F	Patients from ground, bed, cars
Sitting:	F	Office work, driving
Standing:	F	On scene, sometimes extended standby times
Walking, on normal, flat surfaces:	F	Moving patients with stretcher
Walking, on uneven surfaces:	O	Moving patients from ditches, plowed fields, piers, etc.
Walking, on slippery surfaces:	F	Muddy fields
Driving:	C	Emergency and Non-emergency
Bending (from waist):	F	Treating and rescuing patients
Crouching/Squatting:	F	Treating and rescuing patients
Kneeling:	F	Treating and rescuing patients
Crawling:	O	Treating and rescuing patients
Twisting:	O	Treating and rescuing patients
Reaching:	F	Treating and rescuing patients
Balancing:	O	Treating and rescuing patients
Carrying:	F	Treating and rescuing patients
Pushing:	O	Treating and rescuing patients
Pulling:	F	Treating and rescuing patients
Throwing:	R	Treating and rescuing patients
Repetitive Motion:	F	Treating and rescuing patients, typing
Fingering (fine dexterity, picking, pinching):	C	Treating and rescuing patients, typing
Handling (seizing, holding, grasping):	C	Treating and rescuing patients
Wrist Motions (repetitive flexion/rotation):	C	Treating and rescuing patients typing
Feet (foot pedals):	F	Driving

SENSORY REQUIREMENTS

Descriptive examples of sensory demands (please use the letter corresponding to the appropriate frequency):

Sensory Demand	Frequency
Color (perceive/discriminate)	C
Sound (perceive/discriminate)	C
Taste (perceive/discriminate)	R
Odor (perceive/discriminate)	F
Depth (perceive/discriminate)	C
Texture (perceive/discriminate)	C
Visual (perceive/discriminate)	C
Oral Communications ability	C

NON-PHYSICAL ENVIRONMENT

Descriptive examples of non-physical demands (please use the letter corresponding to the appropriate frequency):

Non-Physical Demand	Frequency
Time Pressures (e.g., meeting deadlines)	C
Noisy/Distracting Environment	F
Performing Multiple Tasks Simultaneously	C
Danger/Physical Abuse	F
Deals With Difficult People	C
Periods of Idle time, Interspersed with Emergencies Requiring Intense Concentration	C
Emergency Situations	C
Tedious, Exacting Work	C
Works Closely with Others as Part of a Team	C
Works Alone	F
Irregular Schedule/Overtime	F
Frequent Change of Tasks	C
Other (describe)	O

WORK ENVIRONMENT

1. Please describe the degree of physical activity and effort required to perform your job, as well as any associated safety hazards and the level of risk of personal injury or illness (if any):

Must be able to lift and carry patients of all sizes. Must be able to reach patients in various situations by any physical means necessary (walking, running, climbing, crawling, etc.).

2. Please list your job exposure to environmental factors (if any), including extreme temperatures, respiratory hazards, airborne diseases, vibrations, loud noises, or other sources of discomfort:

May be exposed to infectious diseases, hazardous chemicals, and other dangerous substances. May encounter environmental extremes, violent individuals, and numerous other hazards.