



EAST JEFFERSON FIRE RESCUE

JOB DESCRIPTION

Number: 0014

Emergency Medical Technician – Single Role

SECTION 1.0 PURPOSE

This document shall establish a Career Single Role Emergency Medical Technician (SR-EMT) job description under the supervision of the Emergency Medical Services Program Manager (EMS Manager) or another ranking officer. Individuals classified as an SR-EMT predominantly perform inter-facility transport services as a member of EJFR Emergency Medical Services (EMS) Division. In addition to inter-facility transports, an SR-EMT may deliver expanded role emergency medical services such as mobile integrated healthcare and injury reduction/prevention programs.

Work is performed in accordance with specified policies, procedures, and practices learned on-the-job and often performed under unpleasant, stressful and/or hazardous conditions. Individuals spend substantial amounts of time engaged in routine inspection, testing, cleaning and maintenance of EMS equipment, transport apparatus, living quarters and/or other associated training.

SECTION 2.0 SCOPE

The non-firefighter position of SR-EMT works under the direct supervision of the assigned EMS Manager in conjunction with other EJFR Staff and the overall direction of the Fire Chief. The primary responsibility of the SR-EMT is to provide BLS care and transport of patients as a component of the EJFR EMS delivery system.

An SR-EMT is required to be able to make critical decisions that impact the safety, well-being, or life of patients and members of EJFR in stressful situations. The SR-EMT is expected to execute sound judgment that demonstrates the highest of ethical and moral standards in the performance of job duties and other situations with and without explicit direction.

Individuals are expected to perform conscientiously, proficiently and independently at any and all emergent and non-emergent assignments and duties of a regular or irregular nature. Responsible for recognizing the importance placed on activities by the public and for tactful and respectful treatment of citizens. Work involves the potential for personal injury, and individuals must be able to act without supervision and to exercise independent judgment and discretion in meeting emergent situations. Performance is reviewed on a continuous daily basis by superiors through an appraisal of work methods, results achieved, reports personal inspection and discussion. An occasional personal performance check list may be provided to the employee.

Americans with Disabilities Act ~ Essential Skills

The employee shall not pose a direct threat to the health or safety of other individuals in the work place. The SR-EMT is expected to negotiate obstacles while carrying heavy loads, operate mechanical equipment, and endure physical discomfort for various periods of time. The SR-EMT must possess a variety of essential abilities. These include (but are not limited to) vision correctable to Department of Licensing standards for motor vehicle operators, mobility without human or mechanical assistance and dexterity sufficient to safely lift, carry, manipulate and patient transport equipment. The ability to meet these physical, mental and emotional requirements shall be determined by pre-employment testing, medical examination and regular performance evaluations.

SECTION 3.0 TYPICAL DUTIES

- 3.1** Operate EJFR owned transport vehicles as directed, including driving to and from medical emergencies as part of the ambulance transportation team including inter-facility transports.
- 3.2** Evaluate the ill and injured, document findings and actions on a medical incident report to include the collection and documentation of patient information per EJFR policy.
- 3.3** Render basic life support and first aid to patients and transport to appropriate or directed care facility within scope of practice.
- 3.4** Follow all Federal, State, County, Local, and EJFR, regulations, protocols, policies and guidelines.
- 3.5** Deliver expanded role emergency medical services such as mobile integrated healthcare and injury reduction/prevention programs as assigned.
- 3.6** Perform cardiopulmonary resuscitation, including the use of mechanical adjuncts to basic cardiopulmonary resuscitation and automated external defibrillators (AED).
- 3.7** Use various types of stretchers and body immobilization devices to include lifting patients into ambulances on a gurney.
- 3.8** Assist a Paramedic in the pre-treatment set up for Advanced Life Support procedures as directed.
- 3.9** Contact receiving hospital during transport to communicate patient assessment findings and treatment information.
- 3.10** Clean and decontaminate equipment including but not limited to, ambulances and EMS equipment.
- 3.11** Conduct readiness checks of transport apparatus and equipment.
- 3.12** Maintain and restock inventory of transport ambulances and station EMS supplies.
- 3.13** Perform preventative maintenance inspections on assigned apparatus.
- 3.14** Attend and successfully complete EJFR and hospital training sessions and drills.
- 3.15** Perform other duties as directed by the EMS Manager or other supervisory staff.

SECTION 4.0 QUALIFICATIONS AND ABILITIES

- 4.1** This position requires knowledge in the field of assignment and physical and mental ability sufficient to perform thoroughly and accurately the full scope of responsibility as illustrated by example in the above job description. Must be a minimum of eighteen (18) years of age.
- 4.2** Employees must meet provisions as established by the Board of Fire Commissioners.
- 4.3** Employees must have a diploma or GED certificate.
- 4.4** One-year work experience as a practicing Emergency Medical Technician.
- 4.5** The ability to satisfactorily complete course work and training or by attendance at special schools or applicable position specific training as assigned is required.
- 4.6** Possess or ability to obtain a valid State of Washington Driver's License, and, as required, Emergency Vehicle Incident Prevention Certificate, with a driving record free of any significant moving violations as determined by EJFR.

- 4.7 A driving record free of violation which related to ability to learn the awareness, responsiveness and skill necessary to drive ambulance transport vehicles safely and effectively under non-emergency and emergent conditions.
- 4.8 Maintain insurability to drive/operate a motor vehicle in Washington State.
- 4.9 Ability to learn principles and techniques of modern, medical procedures and techniques.
- 4.10 Ability to learn to read, interpret and properly apply laws applicable to ambulance transport service work.
- 4.11 Possess and maintain a valid State of Washington or National Registry Emergency Medical Technician Certification.
- 4.12 Ability to express self clearly, concisely in speaking and writing and legibly in writing or printing.
- 4.13 Ability to memorize and recall detail e.g., streets, roads, medical facilities, and related geographical features.
- 4.14 Ability to maintain composure and self-control under adverse conditions, e.g., critical injuries and death.
- 4.15 Ability to cope with situations firmly, courteously, tactfully and with respect for the rights of citizens, customers, and stakeholders.
- 4.16 Ability to establish and maintain effective working relationships with other employees.
- 4.17 Possess and maintain the ability to utilize computer programs and record management systems utilized by the Employer.
- 4.18 Ability to perform duties and maintain personal conduct, attitude and appearance that conform to strict policies, procedures, discipline and within a “chain of command” management system.
- 4.19 Ability to hold self in readiness at all times to answer requests for service, accept authority, obey orders of superiors and accept a strict personal organizational code of conduct and ethics.
- 4.20 Ability to adjust to a lifestyle that requires working twenty-four hour shifts or other work schedules, including work on holidays and being subject to overtime, holdover and callback at any time.
- 4.21 Ability to maintain a balanced perspective about life in general notwithstanding a continuous potential life-threatening situation.
- 4.22 Must have no felony convictions including no convictions in Domestic Violence, crimes against children, elderly or sex offense convictions.

The statements contained herein reflect general details as necessary to describe the principal functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, equalizing peak workload.

EFFECTIVE DATE: 5/16/18	REPLACES: N/A
FIRE CHIEF:	