

MORGAN COUNTY POSITION DESCRIPTION

TITLE: <u>Paramedic</u>	GRADE: <u>6</u>
DEPARTMENT: <u>Morgan County Ambulance</u>	DIVISION: <u>Emergency Med. Response</u>
EXEMPT/NON-EXEMPT: <u>Non-Exempt</u>	REVISED: <u>July 2018</u>

GENERAL STATEMENT OF DUTIES:

This is a rescue and advanced life support position at a Paramedic level. Responsible for administering basic and advanced life support care under standard protocols and ensuring that other Emergency Medical Technician (EMT) and Paramedic personnel provide same under existing requirements and laws.

SUPERVISION RECEIVED:

Director of Morgan County Ambulance, Paramedic Supervisors as well as from the Physician Advisor, who has been selected by the service as a requirement of the State of Colorado, to oversee the medical treatments provided by members of the ambulance service.

ESSENTIAL FUNCTIONS:

The following duty statements are illustrative of the essential functions of the job and do not include other nonessential or marginal duties that may be required. The County reserves the right to modify or change the duties or essential functions of this job at any time.

- ◆ Must be able to read, write, and understand English medical terms as they apply to Pre-Hospital Emergency Medicine.
- ◆ Must successfully complete a pre-hire written, practical, and oral exam at a Paramedic level.
- ◆ Assists in the development and implementation of goals, objectives, and priorities for the Ambulance Service.
- ◆ Provides daily direction for employees'/ volunteers assigned to the department. Assists with implementation of patient care protocols established and/or approved by the Physician Advisor.
- ◆ May be required to develop and deliver Ambulance Service training and ensure that all required certifications resulting from training and/or continuing education are maintained in a timely manner.
- ◆ Coordinates ambulance response activities with other County departments, divisions, and outside agencies in the absence of the Director and or Paramedic Supervisors. Coordinates intrafacility transfers, and ensures stand by and other special events are covered in the absence of the Paramedic Supervisor.

- ◆ Ensures that medical reports specific to their involvement are accurate, complete, and filed in a timely manner.
- ◆ May be required to participate in screening, training, evaluating, and other related duties as assigned of the Emergency Medical Technicians, other Paramedics and EMS students.
- ◆ Ensure that proper safety precautions are taken during non-response as well as response activities.
- ◆ Makes recommendations on safe work practices.
- ◆ Operates rescue and emergency vehicles, transports patients, and delivers advanced life support care. Shares duties of “On Call” status.
- ◆ Performs other duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES:

- ◆ Advanced knowledge of incident management, emergency medical principles and procedures, rules, regulation and standard operating procedures associated with medical response, and has the ability to apply that knowledge to perform the essential duties and responsibilities of the position.
- ◆ Knowledge of methods, equipment, materials, and techniques used in the delivery of emergency medical service.
- ◆ Knowledge of operating safety practices and procedures.
- ◆ Knowledge of motor vehicle laws as pertaining to equipment operation.
- ◆ Ability to plan, assign and direct the activities of emergency medical technicians.
- ◆ Ability to communicate effectively, both verbally and in writing.
- ◆ Ability to direct and inspect the technical details of service delivery and reporting requirements.
- ◆ Ability to establish and maintain effective work relationships with those contacted in the course of work.
- ◆ Ability to maintain accurate records.
- ◆ Willingness to provide training and educational feed back to assigned staff and any medical student’s doing interns ride alongs with the service.
- ◆ Ability to follow the rules and responsibilities policy as it pertains to this Position.

- ◆ Must complete Emergency Management Institutes NIMS Courses IS-700; IS-100; IS-200; & IS-800 within 6 months of hire.

EXPERIENCE:

Requires two (2) years experience at a minimum of an EMT Basic and a Colorado State Paramedic certification. Any combination of experience that would provide the required knowledge and abilities is qualifying. Must maintain CPR and ACLS, BTLs/PHTLS, PALS, certifications and certify at least once in Neonate Resuscitation Program (NRP) within 12 months of hire date..

SCOPE OF INTERPERSONAL CONTACTS:

Contacts are with superiors, subordinates, elected officials, users, and vendors. Contacts require the ability to exercise a high degree of interpersonal skills to influence persons at all levels. Incumbent is accountable for the results of the contact.

PHYSICAL DEMANDS:

The following are some of the physical demands commonly associated with this position.

- ◆ VISION - Individual must possess visual acuity necessary to perform duties in lighting conditions that range from low, defused light to bright, direct light.
- ◆ HEARING - Individual must possess hearing ability to detect patient conditions which may be muted as well as ability to work in situations which may produce exposure to noise in excess of 100 decibels while wearing protective hearing devices.
- ◆ LIFTING - Must be able to lift, carry, push and pull a minimum of 125 pounds.
- ◆ MOBILITY - Spends time sitting, standing, and walking while performing the duties of the position. Frequently* stoops, kneels, balances, reaches, crawls, and crouches while performing duties. Must be able to perform these tasks on uneven grades such as road sides, ditches, snow, ice, etc.
- ◆ DEXTERITY - Frequent* use of eye, hand, and finger coordination enabling the use of medical devices as well as automated office equipment.
- ◆ COMMUNICATION - Individual must be able to clearly read, write, and understand the English language and be understood while speaking the English language. Spanish is a plus.
- ◆ DRIVING - Individual must possess a valid drivers license to operate response equipment (ambulances) and must be able to drive under extreme weather conditions as well as unknown geographic locations.

*Occasionally: Activity exists less than 1/3 of the time. *Frequently : Activity exists between 1/3 and 2/3 of the time. *Constantly : Activity exists more than 2/3 of the time.

Morgan County is an Equal Opportunity Employer. We consider applicants for all positions without regard to race, color, religion, age, gender, gender identity, political affiliation, national origin, sexual orientation, disability, genetic information, veteran status, or any other legally protected status. Candidates whose disabilities make them unable to meet the requirements of the position will still be considered fully qualified if they can perform the Essential Functions of the job with reasonable accommodations.

Employee Signature:	Date:
Human Resources Signature	Date: