

# Job Description

Paramedic



<b>Division/Branch/Department:</b>	<b>100, 10</b>	<b>Reports To:</b>	Paramedic Supervisor
<b>Job Code:</b>		<b>Employee Type:</b>	
<b>FLSA Status:</b>	Non-Exempt	<b>Date Prepared:</b>	6/3/1985
<b>Prepared By:</b>	Maris Luchini	<b>Date Approved:</b>	7/31/1985
<b>Approved By:</b>	Rudy Manfredi		

## Summary

The mission and purpose of this position is to compassionately deliver high-quality service and basic and advanced patient care in a professional, caring and cost-effective manner.

## Essential Duties and Responsibilities

- Assess each call situation to determine the best course of action and appropriate protocol. (2%)
- Utilize medical equipment and procedures including defibrillator, EKG monitor, oxygen and suction devices, intravenous fluids, CPR and other procedures and medications as required to provide advanced medical care. (10%)
- Develop and utilize triage skills to provide optimal efficiency during calls.(5%)
- Provide patient care according to clinical protocols and safety requirements. (5%)
- Maintains a level of physical fitness consistence with being able to lift and move patients weighing 250 lbs. with the assistance of a partner. (10%)
- Lift and move patients as required to provide optimum care. (8%)
- Communicate with receiving facility to receive medical direction to provide critical information. (5%)
- Communicate with patient and loved ones to provide information and assurance that care is being given, and to show compassion. (15%)
- Act as a team leader and take responsibility for scene management as needed. (10%)
- Drive the ambulance and provide map-reading support to minimize call response time. (5%)
- Communicate with dispatcher to receive and understand call data and customer feedback. (5%)
- Monitor and maintain the general condition of the unit, keep it clean and stocked for optimal call response to maintain the image of Medic Ambulance. (5%)
- Document activities completely to ensure appropriate information is available regarding each call. (5%)
- Follow policies and procedures regarding out-of-chute times and turnaround times. (5%)
- Consider patient status and insurance preferred facilities when determining transportation destinations. (5%)

## Other Duties

- Negotiate with customers regarding additional service when appropriate (e.g., return transport)
- Participate in community programs to maintain Medic's image and establish strong community relation
- Keep current on certifications
- Coach and educate partners about new and changing information as necessary
- Mental toughness/fortitude

## Qualifications

- High school diploma or equivalent (GED)
- Must be at least 21 years of age
- Possess the following current certifications and license
- A valid Driver's License
- Ambulance Drivers License

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- Medical Examiners Certificate
- California Paramedic Certification
- BCLS/ CPR
- ACLS
- PALS
- BTLS or PHTLS
- Driving record must comply with Medic policy regarding insurability
- Some advanced education preferred
- Past work experience, preferably in healthcare
- Effective oral, written and interpersonal communication skills
- Ability to prioritize multiple tasks, work independently and as a team member, employ discretion and confidentiality in sensitive areas
- Read, interpret and follow instructions

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## *Supervisory Responsibilities*

- None

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## *Physical Demands*

### PHYSICAL REQUIREMENTS:

- Occasionally: Ability to smell
- Frequently: See Physical Agility Test; kneeling, stooping, bending, leaning, flexibility, multiple physical activities performed at the same time (carrying multiple pieces of equipment while pushing on pram/ gurney
- Constantly: Ability to hear and listen, clear speech, simple touching, walking inside and outside, pushing, pulling, reaching, sitting, driving ambulance, and seeing

### MENTAL REQUIREMENTS:

- Occasionally: Reading, both simple and complex, complex writing, memorization, analyzing, simple math skills
- Frequently: Writing (simple), judgment, and reasoning
- Constantly: Decision-making.

### STRESS FACTORS:

- Occasionally: Hazards, fatigue, and patient care
- Frequently: Repetitive tasks, high-pressure situations, boredom, and intense tasks, working past scheduled shift with little to no notice

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## *Training*

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## *Decision Making*

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## *Financial Responsibilities*

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# Job Description

Paramedic



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## *Communication*

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## *Results of Action*

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## *Equipment Used*

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- Occasionally: Wheelchair, medications, monitor/defibrillator, suction equipment, airway equipment, telephone, vacuum cleaner, cleaning equipment, protective devices, protective clothing
- Frequently: IV- intravenous- supplies, bandaging, disposable supplies, durable equipment
- Constantly: Gurney, maps, pager, trauma bag/ box

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## *Work Environment*

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- Occasionally: Works alone, inside, confined areas with noise and other hazardous conditions (e.g. human excrement, blood, urine, mucous, tissue, and asbestos)
- Frequently: Electrical equipment
- Constantly: Works with others, face-to-face contact, verbal contact with others, works outside, shift work, extended hours

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## *Acknowledgement of Receipt of Job Description and Acceptance of Job Duties*

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I acknowledge that I have received this job description and I have been given the opportunity to review this document in full. I understand and accept all job duties as described in this document.

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Print Name

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Signature

\_\_\_\_\_

Date