

POSITION DESCRIPTION

HR JOB TITLE:	EMT/Paramedic	CLASSIFICATION:	Non-exempt
DEPARTMENT:	434 – Medical Stand-By	PAY CLASS:	Hourly
FUNCTION:	Professional Services	LAST UPDATE:	01/01/2011
JOB CODE / POSITION ID:	0 / 4341-4349	WORK SITE:	Field (Client Sites)

POSITION SUMMARY:

This EMT/Paramedic position is open to applicants who possess a current, valid EMT or Paramedic certificate from the State of California Emergency Medical Services Authority (EMSA) and/or the Local EMS Agency administrator. This position is responsible for being an on-site emergency medical services provider at a client location under contract with the Company to provide stand-by medical services. Within the scope of this position, you would provide (based on your training, experience and qualifications) immediate triage, assessment and administration of care to injured persons at the client location. You must also rapidly determine if a 9-1-1 response is required from local fire and medical personnel in the event that the injured person is, or persons are, in need of more extensive care than is available to address in-field by on-site personnel. This position does not anticipate the need to operate an ambulance in an emergency response capacity, however, a DMV-issued Ambulance Driver certificate may be required in some instances and for certain job assignments.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Arrive to, and depart from, client engagements within the terms of the contract, including possessing all gear, equipment and tools necessary to complete the determined level of care and response
- Able to respond to emergencies immediately upon notification by any manner requested by the client
- Triage the injured person(s), determine the best course of treatment, including assessing when injuries require additional resources (i.e. a 9-1-1 response), and engaging those additional resources without delay
- Treat minor injuries in-field and documenting such treatment, including parental consent for care in the event the injured person is under 18 years of age
-

ESSENTIAL KNOWLEDGE AND SKILLS:

Professional Skills, Certifications and Qualifications:

- Possess at least a High School Diploma or GED certificate; some college/high education preferred
- Have a clean DMV record, able to provide a 10-year driving history printout
- Possess a valid certificate from the appropriate licensing authority (certificate, license and credentials must be provided as part of the job application process)

General Skills:

- Strong inter-personal skills to interact with the public, other emergency responders and injured persons
- The ability to make sound and reasonable split-second decisions consistent with emergency response standards of care and common sense
- Excellent written and verbal communication skills, including the ability to completely and accurately complete medical and other paperwork
- Ability to work efficiently and independently, and effectively in a team environment
- Understand HIPPA standards and requirements associated with the role of an EMT/Paramedic

The above statements are intended to describe the general nature and level of work being performed by incumbents assigned to this job. This is not intended to be an exhaustive list of all responsibilities, duties and skills required. The time devoted to the activities listed may be changed and other duties may be assigned based on the specific needs of the customer contractual requirements.