

**JOB DESCRIPTION
BRIDGES MEDICAL SERVICES**

JOB TITLE: Paramedic
DEPARTMENT: Ambulance
DATE APPROVED: 4/24/03

GENERAL STATEMENT OF DUTIES:

- Respond to requests for ambulance service both emergent and non-emergent.
- Maintain the ambulance garage, vehicles, equipment and supplies.
- Accurate and timely written documentation.
- Initiate pre-hospital treatment modalities both invasive and non-invasive in accordance with national, state and local regulations, policies and procedures.
- Maintain a safe working environment.
- Supervise and direct EMT's in emergency medical care.
- Accurately maintain controlled substances.
- Function within the guidelines of national, state and local standards of practice.
- Maintain current certification.
- Maintain current education requirements as dictated by national, state and local standards.
- Assist in training a variety of para-professional volunteer squads and other licensed medical personnel.
- Promotion and represent positive attitude of Bridges Medical Services.
- Other duties as assigned.

ACCOUNTABILITY:

Reports to: Ambulance Director

Supervises: EMT's & Para-professional Rescue Squads

Coordinate with: Hospital staff & other Ambulance Services

RESPONSIBILITIES AND DUTIES:

- Perform pre-hospital emergency assessments, monitor patient status, initiate treatment protocols and implement appropriate invasive and non-invasive patient therapies.
- Respond to ambulance calls in a timely and safe manner as identified by local ambulance service policy.
- Safe and timely transport of patients to tertiary medical treatment facility and assist hospital staff as needed in the stabilization and management of the patient until relieved by the acting medical authority.
- Inventory and stock ambulances routinely and following each ambulance call to insure readiness to respond to the next call.

- Thoroughly document all patient activities on the run sheet to include vital signs, history, assessment, treatments, disposition and other data as indicated by local policy.
- Maintain minimal educational requirements for licensure.
- Pre and post cataract treatment
- Recovery tech coverage for hospital
- Assist in training to professional and para-professional personnel.
- Maintain a neat and professional personal appearance.
- Conduct one's self in a professional manner at all times while on duty.
- Assume responsibility for all maintain control of narcotics. Maintain a narcotics log appropriately and reconcile all controlled drug use.
- Render appropriate medical judgments and decisions under less than ideal working conditions.
- Develop and maintain effective working relations with co-workers.
- Direct supervision of EMT's and other paramedics in the field.
- Act as on-scene medical authority in the field.
- Coordinate with allied agents of authority to include but not limited to, police, fire, and rescue, state, federal and local emergency disaster personnel.
- Participate in Quality Improvement activities.
- Assist the Ambulance Director with administrative tasks as delegated.
- Maintain ambulance quarters in a clean and neat fashion.
- Assist various facility departments to include but not limited to maintenance for snow removal to insure egress from the facility, and receiving materials; operating facility bus; laboratory with blood draws; nursing with intravenous access, patient transfers and manning assistance in the emergency room.

QUALIFICATIONS:

- Successful completion of NREMT-P program.
- Possess a current Minnesota EMSRB EMT-P Card.
- Current Advanced Cardiac Life Support and have had Pediatric Advanced Life Support training.
- PHTLS or BTLIS training.
- Emergency Driving Course approved by ambulance director.
- Capable of lifting 75 pounds.
- Possess a valid drivers license.
- Pass DOT physical.

KNOWLEDGE, SKILLS AND ABILITIES:

- Strong oral communication skills.
- Capable of sound judgment and decisions.
- Be knowledgeable about federal, state and local ambulance regulatory requirements.
- Be able to work cooperatively with other staff and departments.

- Committed to finding solutions to problems.
- Demonstrate sound judgments, integrity and initiative.
- Demonstrate courtesy and respect to patients and their families.
- Working knowledge of all aspects of pre-hospital emergency medical interventions.
- Excellent written and oral skills.
- Able to establish and maintain effective working relationships with subordinates, peers and supervisors.
- Initiative to learn new skills and tasks as they apply to the support of the ambulance service and the medical treatment facility.
- Ability to respond quickly to a changing and dynamic medical scenario.

WORK ENVIRONMENT:

- Indoors & Outdoors
- Frequent exposure to extreme climate conditions.
- Exposure to hazardous driving conditions.

WORK PLACE:

- Self-paced, requiring the ability to work quickly and efficiently in an often fast-paced, emotionally demanding work center.

PHYSICAL DEMANDS:

May require work shifts of 8, 12, and up to 24 hours duration.

Sitting: 1-6 hours per 24 hour shifts. Alternates frequently with walking and standing.
 Standing: 1-6 hours per 24 hour shift. Alternates frequently with walking and sitting.
 Walking: 1-6 hours per 24 hour shift. Alternates frequently with standing and sitting.

LIFTING:

WEIGHT	FREQUENCY	OBJECTS
1-10 lbs	Continuously	Supplies, equipment
11-20 lbs	Frequently	Supplies, equipment
21-35 lbs	Frequently	Assisting patients, boxes of supplies
35-50 lbs	Frequently	Transfer of patients, gurneys
51+ lbs	Frequently	Transfer of patients on gurneys and other conveyances

CARRYING

WEIGHT	FREQUENCY	OBJECTS
1-10 lbs	Continuously	Supplies, equipment
11-20 lbs	Frequently	Supplies, equipment
21-35 lbs	Frequently	Supplies, equipment
35+ lbs	Frequently	Loading, transfer of patients
Pushing:	Continuously	
Bending:	Continuously	
Squatting:	Frequently	
Kneeling:	Frequently	

Crawling:	Occasionally
Climbing:	Rarely
Reaching:	Continuously
Grasping:	Continuously
Fine Manipulation:	Continuously