

Del Puerto Health Care District **Job Description**

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|---------------------|-----------------|--------------------|-------------|
| DEPARTMENT: | Ambulance | JOB TITLE: | EMT 1 |
| FLSA STATUS: | Non-Exempt | DATE: | 12/09/02 |
| REVISED: | 12/09/02 | REVISED BY: | Debi Decker |
| REPORTS TO: | EMS Coordinator | | |
| SUPERVISES: | Directly: 0 | Indirectly: | 0 |

SUMMARY: Perform those skills consistent with the State of California scope of practice for an EMT and within the guidelines, protocols and policies as directed by Mountain Valley EMS Agency. Responsible for providing Basic Life Support care, as defined in Division 2.5 of the Health and Safety Code and Title 22, California Code of Regulations. Responsible for the delivery of the highest quality patient care and customer service by performing the following duties;

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Regularly attend staff meetings to remain informed of current District policy and procedures, especially any changes to prior policy/practice

Maintains license/accreditation and certification as an EMT-1 in Stanislaus County

Responds as scheduled or as needed to emergency calls

Completes all required documentation accurately and submits according to established time frames

Perform station duties as required

Participates in public relations and educational programs

Adheres to the established customer service standards for all Del Puerto Health Care ambulance employees

Participates in the ongoing quality assurance program for the ambulance service department

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Assure that an appropriate stock level of medications, medical supplies, equipment, etc., is maintained. Ensure that supplies and equipment are used in a safe and efficient manner to avoid waste and that ambulance service work areas are maintained in a clean and sanitary manner

Participate in all required safety orientations, drills and training programs. Responsible for following safety rules and regulations in order to maintain a safe work environment and to help prevent workplace injuries

Adhere to District attendance standards and standards of conduct

Adhere to and follow all applicable governmental laws, regulations, ordinances, policies, procedures and protocols governing EMS personnel, including all County and District continuing education and in-service training requirements

Participates and assists in training and orientation of new employees and first responders

Maintain proper uniform appearance and demeanor at all times

Maintain the confidentiality of all patient care information

Provides high quality patient care and customer service in a courteous manner to ensure that all patients are treated fairly, and with kindness, dignity, and respect

Must be able to demonstrate knowledge and skills necessary to provide care appropriate to age of the patient served

Must be able to respond properly to emergency situations and disasters

Must be able to cope with mental and emotional stress of the position

SUPERVISORY RESPONSIBILITIES:

No subordinates report to this position.

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QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

Must possess, as a minimum, certification as an Emergency Medical Technician (EMT) in Stanislaus County, completion of high school or equivalent technical training and a minimum of zero(0) to six (6) months experience

LANGUAGE SKILLS:

.Ability to read, analyze, and interpret general periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. .Ability to effectively present information and respond to questions from groups of managers, patients, family members, and the general public.

MATHEMATICAL SKILLS:

Ability to work with mathematical concepts. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations

REASONING ABILITY:

Ability to define problems, collect data, establish facts, and draw valid conclusions. .Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

CERTIFICATES, LICENSES, REGISTRATIONS:

Current EMT certification, Current CPR, Basic Life Support, CADL, CDL and MCI with the State of California Ambulance driver's license endorsement

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OTHER SKILLS and ABILITIES:

Involvement in community/civic health matters/projects as appropriate

Participates in Safety Committee, adhere to safety standards for the ambulance Services

Operates emergency ambulances in a safe and non-negligent manner at all times. Adhere to all California traffic laws regarding vehicle operations, for both normal and emergency driving as outlined in the California Ambulance Drivers Handbook and California Code of Regulations Title 13-Motor Vehicles. Must be able to operate an ambulance during transport in a manner that allows the attendant to provide proper medical care and patient comfort.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to move patients, stand, walk, stoop, reach with hands and arms, crouch, kneel, balance, talk or hear, and smell, sit, use hands to finger, handle, or feel objects, tools, or controls.

Frequently required to be able to assist in a two-person lift of a patient of up to 200 lbs. Lifting and carrying shall also consist of patients who are secured to backboards, extrication devices and gurneys.

Required to be able to drive, sit in the passenger seat or patient compartment for extended periods to include but not limited to three (3) or more hours

The employee must occasionally climb. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

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Must be able to wear protective clothing (i.e. helmet, PPE, protective eye wear, gloves, etc.)

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works near moving mechanical parts.

The noise level in the work environment is usually moderate.

CO'MMENTS:

RISK EXPOSURE CATEGORY I

Tasks may involve exposure to blood/body fluids.

DISCLAIMER:

This job description indicates the critical features as described under the headings above. They may be subject to change at any time due to reasonable accommodation or other reasons. The incumbent may be asked to perform other duties as required.

JOB DESCRIPTION-PHYSICAL REQUIREMENTS

TITLE: **EMT-1:**

Please check one box below in Section I and Section II which apply to this job description. Comments can be made in Section III.

| | |
|---|--|
| <p>C Constant (76-100%) F Frequent (51-76%) O Occasional (26-50%) S Seldom (1-25%) N Never (0%)</p> | <p>E - Regardless of frequency, this activity is indispensable. M - This activity is useful and helpful but not absolutely essential.</p> |
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| Section I | Section II | | | | | Section III | | |
|---------------------------------|------------|---|---|---|---|-------------|---|-----------|
| Basic Skills: | C | F | O | s | N | E | M | Comments: |
| Reading | | X | | | | X | | |
| Writing | | X | | | | X | | |
| Math | | X | | | | X | | |
| Talking | | X | | | | X | | |
| Hearing | X | | | | | X | | |
| Physical Demands: | C | F | O | s | N | E | M | |
| Sitting | | X | | | | X | | |
| Standing | | X | | | | X | | |
| Walking | | X | | | | X | | |
| Stooping | | X | | | | X | | |
| Crawling | | X | | | | X | | |
| Climbing | | | X | | | X | | |
| Reaching Overhead | | X | | | | X | | |
| Crouching | | X | | | | X | | |
| Kneeling | | X | | | | X | | |
| Balancing | | X | | | | X | | |
| Pushing or Pulling (10-100 lbs) | | X | | | | X | | |
| Lifting or Carrying | | X | | | | X | | |
| 10 lbs. or less | | X | | | | X | | |
| 11 to 25 lbs. | | X | | | | X | | |
| 26 to 50 lbs. | | X | | | | X | | |
| 51 to 75 lbs. | | X | | | | X | | |
| 76 to 100 lbs. | | X | | | | X | | |
| Over 100 lbs. (assist lift) | | X | | | | X | | |
| Moving Patients | | X | | | | X | | |

(DWN14.TXT)

Candidate's Statement

I have reviewed the position physical qualification assessment for the job I am applying for. To the best of my knowledge, I am physically capable of safely performing the tasks identified.

I understand that any omission or misrepresentation of material fact in this application may result in refusal of or separation from employment. I hereby authorize the company to make any investigation of my background deemed necessary regarding employment. I have no objection to making application for security clearance, if necessary, signing an employee agreement on confidential information and inventions or taking a medical examination. I agree to abide by all company safety and health rules and to use protective equipment as directed by my supervisor.

Signature

Witness

Date

Date

POSITION PHYSICAL QUALIFICATION ASSESSMENT

Position Title: =====

Department:-----

PHYSICIAN'S EVALUATION

PERFORMED BY: _____ ON _____ In your opinion is this person physically fit to safely perform the duties as indicated on the front page? YES NO

COMMENTS:

MD'S SIGNATURE: ----- **DATE**