



Delaware County Job Description

Job Title	Advanced EMT	EEO Classification	Technicians
Department	EMS	EEO4 Function	Other
Supervisor	Director, Emergency Services	Job Grade	5
Work Schedule	Varies	Status	Full-time
FLSA Status	Nonexempt, Comp/OT Eligible	Position Type	Hired
Job Category	PAT (Prof, Admin, Tech)	Effective Date	7/7/2003

To perform this position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in this document are representative of the knowledge, skills, and abilities required. Delaware County provides reasonable accommodation to qualified employees and applicants with known disabilities who require accommodation to complete the application process or perform essential functions of the job, unless the accommodation would cause an undue hardship.

JOB SUMMARY

Primarily responsible for providing patient care in emergency situations. Also performs rescues, conducts training and education for public awareness, operates and maintains emergency vehicles, and performs facility maintenance. Requires sound decision making in high stress situations. Works under administrative direction, normally performing the duty assignments with broad parameters defined by general organizational regulations and procedures. Total end results determine effectiveness of job performance.

JOB DOMAINS

A. Patient Care – 20%

1. Body substance isolations and scene safety
2. Documentation and communications
3. Determining mechanism of injury and/or nature of illness
4. Patient assessment and history taking
5. Airway management and bleeding control
6. Extrication and spinal immobilization
7. Treatment and care of various traumatic injuries
8. Splinting and bandaging
9. Cardiac monitoring and CPR
10. Emergency pharmacology

11. Venous access and maintenance
12. Obstetrics, pediatrics, and geriatrics

B. Patient Extrication/Rescue – 20%

1. Removing patients safely from cars, houses and other situations where they become ill or injured

C. Training/Education/Public Awareness – 20%

1. Attending State mandated education for IV, EKG, splinting and bandaging, patient assessment, O2 therapy, C-spine, CPR, hazardous materials awareness, infectious disease control and mass casualty
2. Public education for displays in public places
3. Education in public schools, pre-schools and community clubs
4. Volunteer service training
5. EMT students ride time

D. Emergency Vehicle Operations/Maintenance – 20%

1. Daily truck check out including fluid levels
2. Checking for proper functioning of on-scene and emergency lights
3. Daily check of medical equipment
4. Stock truck cabinets and check expiration dates on medications and IV fluids
5. Sanitize back of truck and cot
6. Wash outside of truck
7. Radio equipment check

E. Facility Maintenance – 20%

1. Sweep and mop floors
2. Dust furniture
3. Bathroom clean up
4. Snow removal
5. Garage clean up
6. Trash removal
7. Kitchen clean up
8. Laundry
9. Mowing grass and landscaping

KNOWLEDGE, SKILLS, AND ABILITIES

1. Verbal communication skills to communicate with patients
2. Writing skills to complete reports and other required forms
3. Math skills to perform medical calculations
4. Reading skills to obtain and maintain certification
5. Ability to physically perform job duties which includes walking, lifting, stooping, bending, climbing, crawling, and carrying weight in excess of 50 lbs.

WORKING CONDITIONS

1. Required to work non-standard hours, in excess of 40 hours a week
2. Required to drive a vehicle and furnish tools or equipment
3. Required to work 24-hour shifts
4. Required to maintain current certification
5. Job duties are performed in a variety of conditions, both indoors and outdoors in all weather conditions, including exposure to rain, snow, heat, unsanitary conditions, and exposure to disease and severe odors.

EDUCATION AND EXPERIENCE REQUIREMENTS

1. Advanced EMT certification
2. Technical school training
3. Valid driver's license
4. 5+ years previous job related experience in patient assessment

PROFICIENCY

It may take up to 6 months to become proficient in this position

DOCUMENT HISTORY

Initial Document	Original Author: Amy Hall		Title: HR Director	
	Department: Human Resources		Date Drafted: 11/23/09	
Change History	Revision	Description of Changes	Approval Date	Approved By
	0	Original document	7/7/2003	
	1	Transfer to new template	10/27/2010	

The County has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the County reserves the right to change this job description and/or assign tasks for the employee to perform, as the County may deem appropriate.