

# EMERGENCY MEDICAL TECHNICIAN-BASIC GRADE 57

## General Statement of Duties

Performs Basic level life support, stabilization procedures, and emergency medical care in the Emergency Services Department of the County.

## Distinguishing Features of the Class

An employee in this class is responsible for providing Basic life support and emergency medical treatments to patients at the accident or illness scenes and during transport to medical facilities. An employee may provide convalescent care transporting patients to a variety of locations or may serve as a crewmember on an advanced life support unit under the direction of an EMT-Paramedic. Work includes assuring that quality emergency patient care standards are in place, proper equipment and treatment are available, and sound judgment and treatment decisions are made. Work is subject to both inside and outside environmental conditions, extremes in temperatures, noise, vibrations, hazards associated with emergency medical work including exposure to fumes, odors, dust, mists, gases, poor ventilation, heavy lifting and oils. Because of the nature of the work, the employee is exposed to human

blood and is subject to the OSHA requirements on blood borne pathogens. Work is supervised on site by higher level EMT personnel and is evaluated through conferences, observation and discussion of procedures at emergency scenes.

## Duties and Responsibilities

### Essential Duties and Tasks

Serves as an operator of emergency medical unit responding to calls for assistance.

Administers Basic level of life support techniques and procedures based on patient assessment, including all skills at the EMT level as well assisting Intermediates and Paramedics, administering approved medications, and basic airway management.

Transports patients to local and regional medical facilities, maintaining contact with medical staff while in transport and assuring care of patient.

Completes patient care documentation through various paper and electronic based formats during and after calls for service including information for billing documentation, and legal accountability.

Participates in a continuous training program to maintain certification and improve competence in medical technical work and operation; studies street and road patterns and networks of the County in order that future runs may be made with minimum difficulty and

delay.

Inspects and tests response vehicles and their emergency equipment, maintaining proper inventory of equipment and supplies; cleans and sanitizes equipment daily; ensures that they are in proper and good working order; makes routine adjustments, but reports other than minor defects for specialized attention.

Maintains cleanliness and performs minor maintenance of Emergency Medical Service facilities; cleans, sweeps, mops, etc.

Participates in community outreach programs to promote safety and prevention awareness and to provide information on EMS services.

Participates in cleaning and maintaining ambulance, equipment, station house and premises.

#### Additional Job Duties

Performs related duties as required.

### Recruitment and Selection Guidelines

#### Knowledges, Skills, and Abilities

Considerable knowledge of and skill in administering emergency medical procedures and techniques and maintenance and repair of rescue equipment.

Considerable knowledge of basic anatomy and physiology.

Considerable knowledge of equipment and supplies employed in emergency care of patients and accident

victims.

Considerable knowledge of County geography and locations of roads and streets.

Skill in recognizing patient traumas and signs and symptoms of medical emergencies to determine appropriate treatment.

Skill in safe and efficient operation of rescue equipment.

Ability to perform duties in accordance with established emergency medical procedures and techniques, medical protocols and standing orders.

Ability to respond quickly and calmly in emergencies and stressful situations.

Ability to drive safely in adverse conditions and according to motor vehicles laws.

Ability to communicate effectively in a tactful and firm manner with the public.

Ability to deal with stress, death and dying patients.

Ability to accurately record services provided on required forms.

Ability to work with co-workers, law enforcement personnel, fire personnel, medical personnel, patients and the general public, and to work with a diverse socio-economic population, based on the unique situations encountered.

Ability to maintain vehicles, equipment, and facilities.

Ability to maintain confidentiality of patient contact.

### Physical Requirements

Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, and repetitive motions.

Must be able to perform very heavy work exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to lift objects and pass a pre-employment physical agility test..

Must be physically able to read extensively; to operate a variety of machinery and medical equipment; to inspect patients and monitor equipment; to administer medications; to operate a computer; and to inspect and assemble parts.

### Desirable Education and Experience

Completion of training and experience to qualify as an EMT at the Basic level;

### Special Requirements

Certification from the State as an Basic Emergency Medical Technician, and current ACLS,

PALS/PEPP, CPR and ITLS/PHTLS certifications.

Possession of a valid North Carolina driver's license.

Person County  
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Special Note: This generic class description gives an overview of the job class, its essential job functions, and recommended job requirements. However, for each individual position assigned to this class, there is available a completed job questionnaire with a physical abilities checklist which can give further details about that one specific position. Those documents should be reviewed before initiating a selection process. They can provide additional detailed information on which to base various personnel actions and can assist management in making legal and defensible personnel decisions.