

SYMBIOSIS

Emergency Medical Technician (EMT)

POSITION INFORMATION

Department/Division: Interfacility/911/Event

Reports to: Field Supervisor and/or Operations Manager

Status: Full Time **Grade:** Non-exempt, hourly

POSITION SUMMARY

The incumbent is responsible for the basic life support (BLS) medical care and safe transportation of patients.

ESSENTIAL JOB FUNCTIONS:

- Provide EMT shift coverage based on call volume needs.
- Respond to instructions from dispatch and drive the emergency vehicle to specified locations.
- Monitor communication equipment to maintain contact with the dispatcher.
- Determine nature and extent of illness or injury, or magnitude of catastrophe, to establish basic life support procedures to be followed or need for additional assistance, basing decisions on statements of persons involved, examination of victim or victims, and knowledge of emergency medical practice.
- Remove or assist in removal of victims from vehicles, or the scene of an accident or catastrophe, and assist in the transfer of victims to receiving facilities. Assist in controlling crowds, protecting valuables, or performing other duties at scene of an accident or catastrophe.
- Take and record patient's vital signs, including blood pressure, pulse and respiratory rate. Administer prescribed treatment at the site of an emergency, or in specially-equipped vehicles, performing such activities as first-aid, immobilization of injuries, application of splints, administration of oxygen, treatment of minor wounds or abrasions, or administration of basic life support procedures.
- Assist admitting and billing personnel to obtain and record information related to the patient's vital statistics and to establish the necessity for medical transportation.
- Maintain crew's quarters, vehicles and medical and communication equipment and replenish equipment and supplies. Complete field care report, patient billing/trip ticket, and daily driver's unit checkout form.
- Participate in Quality Improvement activities including chart audits, peer reviews and focused studies.
- Participate in continuing education activities as a student, instructor and proctor.
- Serve as a company representative promoting positive customer relationships through proactive involvement in public business and community activities.
- Ensure and document compliance with all federal, state, and local requirements including: TB, hepatitis, bloodborne pathogens, airborne pathogens, restraint training, P100/N95 fit testing, CHP license, LEMSA permits, state drivers licenses, state medical licenses, local accreditations, BLS, ACLS, continuing education, etc.
- Ensure compliance with Symbiosis uniform and other policies and procedures.
- Assist with equipment, medication and supply inventory management.
- Provide feedback for QA/QI.
- On-call coverage.
- Other duties as assigned.

EDUCATION AND EXPERIENCE

High school diploma or general education degree (GED) required. Previous field experience required. Ability to read and interpret documents as well as write reports and general correspondence is a must. Ability to type and work efficiently with computer, printers, faxes, e-mails, and computer software: Microsoft Windows, Word, Excel. Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Must have all valid EMT certifications and licenses, as required by state and county laws, in all counties in region hired where Symbiosis operates.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is frequently required to stand, walk, sit, use hands and fingers, handle, or feel, stoop, kneel, crouch, and talk or hear. The employee must be able to lift and/or move more than 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.