



**San Juan County Public Hospital District No. 1**

<b>Job Title:</b>	<b>Paramedic / OTEP Training Officer</b>	<b>Job Category:</b>	Exempt At Will
<b>Department:</b>	Paramedic	<b>Hire Date</b>	6/1/1998
<b>Location:</b>	San Juan County, WA	<b>Travel Required:</b>	Local: Regular Regional: Occasional National: Rare
<b>Pay Range:</b>	60,000-90,000	<b>Scale:</b>	Salaried

**Reporting: EMT in Charge/Paramedic in Charge (Operationally)  
Chief / EMS Administrator (Administratively)  
Medical Director (Patient Care)**

**Job Description**

**Summary Position Description**

Engages in the provision of advanced life support pre-hospital activities including direct patient care, supervision and direction of ambulance crews, basic life support provider mentoring/direction, public education, and other duties as required. Incumbent stands an assigned 24 hour shift, or other assigned shift, responding as needed during that shift; does related work as required. Develops and maintains internal agency initial and ongoing training program within budgetary constraints using best practices.

**Critical Elements of Performance**

Assumes responsibility for advanced life support pre-hospital care; provides supervision and care of patients in the pre-hospital environment including the utilization of monitor/defibrillators, numerous medications, endotracheal intubation, IV therapy and other associated tasks; performs critical advanced life support procedures according to medical protocol; performs independently in situations involving both basic and advanced life support activities; directs subordinates, including certified first responders and EMT-Basics, in the provision of patient care; works seamlessly with both career and volunteer personnel; safely operates emergency ambulances and other duty response vehicles; follows all emergency medical services regulations; provides field evaluation and training to basic life support personnel; assumes initial command of scenes involving multiple patients or complex incidents; attends classes and performs those activities required to familiarize and maintain currency with the proper practices and procedures of emergency medical services to effect an efficient delivery of services.



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### **Performance Standards**

Maintains control of rescue scenes; assumes role of attendant-in-charge on all advanced life support incidents; effectively determines the nature and extent of illness or injury to a patient; administers medical treatment to and transports sick and injured patients to the most appropriate medical facility; directs supporting personnel as required; effectively communicates with patients, bystanders, and members of the emergency health care team; completes detailed patient care reports; completes evaluations of subordinate personnel; acts as field training officer for basic and advanced life support personnel as assigned; safely operates emergency vehicles; performs basic maintenance of equipment; effectively participates in and contributes to station training drills; interacts tactfully and courteously with career and volunteer emergency services personnel; maintains appearance in accordance with department standards; discharges all duties according to district policy, departmental guidelines, and EMS regulations; demonstrates ability to work under high stress conditions; directs the activities of all personnel on scene in the absence of a formal supervisor.

### **Knowledge-Skills-Abilities Required to Perform Satisfactorily**

#### **A. Knowledge**

1. Comprehensive knowledge of emergency medical services principles and techniques.
2. Comprehensive knowledge of laws, regulations, and ordinances pertaining to emergency medical services.
3. Comprehensive knowledge of local medical protocols.
4. Knowledge of local emergency medical response system.
5. Knowledge of county's topography, road system, and traffic patterns.
6. Knowledge of techniques used in classroom instruction and delivery of programs.
7. Knowledge of basic field training techniques.
8. Knowledge of policies and procedures.
9. Knowledge of department policies and procedures.
10. Knowledge of all State of Washington DOH RCWs and WACs for initial and continuing education requirements of agency personnel and compliance with educational programs and certifications.
11. Knowledge of National Registry initial and continuing education requirements of agency personnel and compliance with educational programs and certifications.
12. Knowledge of American Heart Association initial and continuing education requirements of agency personnel and compliance with educational programs and certifications.

#### **B. Skills**

1. Skill to perform duties required of a Washington State Certified Paramedic.
2. Skill in the use of tools and adjuncts associated with advanced prehospital patient



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care.

3. Skill in operating light duty emergency vehicles, including sedans and ambulances, in emergency conditions.
4. Skill in the preparation of written and electronic reports and forms.
5. Skill in dealing with people in a variety of situations.
6. Skill in working side-by-side with both career and volunteer emergency personnel.
7. Skill in managing emergency medical incident scenes.
8. Skill in operating computers, medical equipment, and a broad range of computer based medical programs and electronic medical records.
9. Skill in planning, conducting and directing education programs and services for initial and ongoing education requirements of agency personnel.

### C. Abilities

1. Ability to work well with others.
2. Ability to establish and maintain cooperative relationships.
3. Ability to work with and support volunteer emergency personnel in the accomplishment of their mission.
4. Good physical and mental condition, capable of performing all assigned duties.
5. Ability to work in stressful situations including extreme weather environments.
6. Ability to use independent judgment in making patient care decisions within the scope of local protocols and medical control guidelines.
7. Ability to follow verbal and written orders.
8. Ability to direct subordinates.
9. Ability to communicate effectively both orally and in writing.
10. Ability to maintain all required certifications and licensures.
11. Ability to teach and/or participate in training drills.
12. Ability to work rotating shifts.
13. Ability to create and manage ongoing internal educational programs and services with appropriate electronic tracking of continuing education records.
14. Ability to proactively handle scheduling and administrative assignment in addition to field duties with attention to detail and punctuality.

### **Minimum Qualifications**

Graduation from an accredited high school or GED equivalent; ability to be certified at the Washington State Paramedic level or above; National Registry as a Paramedic; current ACLS and PALS certifications; completion of or enrolled in an approved Emergency Vehicle Operator's Course (EVOC); completion of all mandated NIMS courses; and a valid Washington State issued driver's license. Successful completion of field training program resulting in the release to function as a paramedic under general supervision as approved by County MPD.