

## **RIPLEY COUNTY EMS**

### **POSITION DESCRIPTION/ESSENTIAL JOB FUNCTION**

**JOB TITLE:** EMT

**REPORTS TO:** EMS Director, through the Chain of Command

**SALARY:** Determined by the Ripley County Commissioners and Ripley County Council and noted in the annual financial meeting minutes.

**Purpose of the Position:** The EMT is responsible for assisting in the delivery of quality pre-hospital basic life support according to established protocols; under the supervision of the Captains, Asst Director, the EMS Director and the Medical Director. The EMT promotes good public relations by interfacing in the community and participating in educational programs, both as the instructor and or the student as directed.

#### **EQUIPMENT/JOB LOCATION:**

The EMT is responsible for the following skills:

- Ability to safely operate an EMS response unit

- Ability to operate all communication equipment

- Ability to operate all medical equipment, at their skill level, as issued by RCEMS

- Ability to operate all training equipment as directed

- Maintain certifications as required for an EMT

Job location to be at any current or future EMS headquarters or training sites or at any emergency scene as dispatched.

## **FUNCTIONS OF THE JOB:**

(\*\* Denotes Priority Functions)

- \*\*1. Collaborates with paramedic or EMT partner and area EMS personnel in providing appropriate pre-hospital care.
- \*\*2. Safely operates and drives emergency vehicles
- \*\*3. Demonstrates competency in EMT Psychomotor skills
- \*\*4. Provides pre-hospital care according to established protocols, policies and procedures
- \*\*5. Functions with an awareness and application of safety and legal concepts.
- \*\*6. Performs duties, checks and truck inventories per shift
- \*\*7. Performs duties as requested for department and shift operations
- \*\*8. Records and documents duties, checks and truck inventories per shift
- \*\*9. Maintains current knowledge base and technical skills through demonstrated competency and ongoing continuing education
- \*\*10. Performs daily housekeeping, vehicle and maintenance duties, as shown on the daily and monthly check sheets.
- \*\*11. Other duties may, from time to time, be designated by the Paramedic Captain, Asst. EMS Director or EMS Director.
- \*\*12. Attends mandatory training and is proficient in the use of equipment utilized by RCEMS.

## **REQUIRED KNOWLEDGE AND ABILITIES:**

The Ripley County EMS EMT will have knowledge of pre-hospital emergency care acquired through the completion of new hire orientation and or an accredited EMT training program. He/she will maintain a current BLS CPR certification. The Ripley County EMS EMT will be well versed in Ripley County EMS protocols, policies and procedures.

Physical Requirements of the Ripley County EMS EMT include the following, which may be called upon anytime during his/her employment: bending, carrying up to 50 dead lift pounds, climbing, driving, grasping, hearing, lifting 10-200 pound patients, pulling, pushing, reaching, sitting, sight, speaking, standing, stooping, use of hands, walking and writing.

**QUALIFICATIONS:**

Current BLS CPR certification

Current EMT Certification

Current Drivers License. Driving record insurable as a minimal or standard risk under the Ripley County liability insurance.

**NOTATION:** This position description is intended to describe the general content of, and physical requirements for the performance of this position. It is not to be construed as an exhaustive statement. Duties and responsibilities or requirements of this position may be altered or amended at the employers discretion without notice, but in compliance with applicable state and federal guidelines.