YORK REGIONAL EMERGENCY MEDICAL SERVICES INC.

Position: Emergency Medical Technician (EMT)
Reports To: Shift Supervisor
Employees Supervised/Directed: Attendant, Driver, Student, Observer
FLSA: Non-Exempt
Created: June 1, 2006
Revised: January 1, 2014

General Duties and Responsibilities:

- Responds to all emergency calls dispatched by York County 911, or received at the station, in a timely fashion. Response time goal is 60 seconds.
- Provides basic life support assessment, treatment, and transportation in accordance with Act 37, Pennsylvania BLS Protocols, and EHSF Regional Operating Guidelines.
- Maintains all professional requirements as outlined below, as a condition of employment.
- Displays professional conduct while acting on behalf of the Company.
- Completes required documentation accurately and thoroughly utilizing a paper call-log and EMScharts.com software.
- Ensures timely/accurate reporting and filing of forms to meet HIPPA and third party billing requirements.
- Ensures cleanliness of ambulances (interior and exterior) and stations.
- Completes an emergency vehicle driver's safety check at the start of each shift.
- Reports any maintenance problems with the ambulance(s) or equipment immediately to the Shift Supervisor.
- Performs daily scheduled station duties and other duties as directed by supervisor(s).
- Performs public relations as directed by supervisor(s).
- Utilizes universal precautions/body substance isolation while engaged in patient care/contact.
- Completes an electronic time card to indicate hours worked; falsification of the employee's time card will be grounds for immediate dismissal.
- Maintains a daily log of duties completed during assigned shift.
- Completes other duties as assigned by the EMS Chief or Shift Supervisors.
- Maintains equipment, supplies, and oxygen in a state of readiness prior to and after each emergency call.

Physical requirements: Position requires incumbent to lift and carry at least 100 Pounds, stand, walk, bend, twist, sit, kneel, climb, balance, reach, push, pull and grasp. The position also involves exposure to inclement weather, dust, smoke, HIV, HBV, and other communicable diseases. The incumbent must successfully pass a medical evaluation and urine drug screening administered by a qualified occupational health provider (at the cost of the employer).

Professional Requirements: Maintain current Pennsylvania EMT certification, Red Cross or Heart Association CPR for healthcare providers, has completed basic provider ITLS or PHTLS (required within 1 year of employment) at least once, Annual Haz-Mat Awareness, NIMS IS-700 and EVOC. The incumbent must hold an unexpired Pennsylvania (or equivalent) class C drivers' license, possess a high-school diploma or GED, and be at least 21 years of age.

ACKNOWLEDGMENT

I, _____, have read this position description in its entirety and I fully understand the expectations, requirements and hazards associated with this position. I understand that the job description and duties are subject to change at the discretion of the Company. I also understand that if employed by the Company, I am employed as an at-will employee and that the Company or I may terminate the employment relationship at any time, without notice, for any lawful reason.

_____ _____

Signature of Incumbent Date