YORK REGIONAL EMERGENCY MEDICAL SERVICES INC.

Position: Paramedic
Reports To: Shift Supervisor
Employees Supervised/Directed: EMT-B, Driver, Attendant, Student, Observer
FLSA: Non-Exempt
Created: April 1, 2012
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 and advanced life support assessment, treatment, and transportation in accordance with Act 37, Pennsylvania BLS and ALS Protocols, EHSF Regional Operating Guidelines, and on-line medical direction.
- Precepts EMS students.
- Holds ultimate responsibility for the quality of care delivered to each patient encountered during his/her shift.
- Functions as a front-line supervisor for all employees in the absence of a Shift Supervisor.
- Complies with the Company's by-laws, general operating guidelines (GOGLs), personnel manual and all directives in effect.
- Maintains all professional requirements, as outlined below, as a condition of employment.
- Displays professional conduct while acting on behalf of York Regional EMS.
- 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 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. Indicate dates, hours worked and total weekly hours.
- 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, medications 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 lbs., stand, walk, bend, twist, sit, kneel, push, pull, climb, balance, reach, and grasp. The position also involves exposure to inclement weather, dust, smoke, HIV, HBV, and other communicable diseases.

Professional Requirements: Possesses a minimum of one years of verifiable full-time emergency advanced life support EMS experience. Maintains current Pennsylvania EMT-P certification, Red Cross or Heart Association CPR for healthcare providers, has completed advanced provider ITLS or PHTLS at least once (required within one year of employment date), ACLS, PALS, annual Haz-Mat Awareness, NIMS IS-100/700 and EVOC. The incumbent must hold an unexpired Pennsylvania class C drivers' license (or equivalent), possess a high-school diploma or GED, and be at least 21 years of age. The incumbent must also complete 18 hours of state approved continuing education (9 hours of which fall into the medical/trauma category) annually to be eligible for medical command authorization.

ACKNOWLEDGMENT

I, _____, have read this position description in its entirety and fully understand and understand the expectations, requirements and hazards associated with this position, and 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, and for any lawful reasons.

_____ _____

Signature of Incumbent Date