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## EMERGENCY MEDICAL TECHNICIAN (EMT)

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Rev 06-16

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Department: Emergency Medical Services  
Reports To: Emergency Medical Service Director

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### Position Summary

Under the supervision of the Emergency Medical Service Director, the Emergency Medical Technician is a non-exempt position under the FLSA. The employee in this position must be able to deliver Basic Life Support procedures. This position is responsible for being proficient in providing basic emergency medical care to the victim(s), and take action to prevent unnecessary patient suffering or injury. The emergency medical technician may perform all functions found under the heading of an EMR. The employee in this position also needs to have a good basic knowledge of state and federal regulations and requirements for ambulance services and personnel, as well as knowledge of current HIPAA requirements.

### Essential Functions

- \* Patient assessment, vital signs, and reporting the findings to a hospital and/or physician;
- \* Treating the patient with supportive therapy;
- \* Airway maintenance including oropharyngeal and nasopharyngeal airways, insertion/maintenance of CombiTube, oxygen demand valves, forceps removal of airway obstruction, CO2 monitoring, and oropharyngeal suctioning;
- \* Oxygen therapy including nasal cannula, simple facemask, non-rebreather mask, bag-valve-mask (BVM), and via CombiTube/Endotracheal tube in conjunction with a BVM for resuscitative purposes;
- \* Monitor pulse oximetry;
- \* Perform glucascan;
- \* Cardiopulmonary resuscitation (CPR) procedures, to include using an Automated External Defibrillator (AED);
- \* Manage outpatient medical emergencies;
- \* Extricate patients and utilize lifting and moving techniques;
- \* Monitor, maintain or discontinue the flow of IV fluid and drips which include (without medications) normal saline, lactated ringers, and D5W;
- \* Maintain and/or protect the cervical spine and/or long spine by use an application of C-collars and long-spine boards to include the application of straps, restraints and head blocks;
- \* Fracture management including the use of and application of HARE/Sager traction splints, KED board, Air splints, Soft splints, Sling and swathe, Rigid splints, and Vacuum splints;
- \* Wound and bleeding management including the use of pressure bandaging, pressure points, air splints for pressure bandaging, and Pneumatic Anti-Shock Garment (PASG) for pressure bandaging of lower extremities;
- \* Application of and monitoring the use of Pneumatic Anti-Shock Garment;
- \* Assist with pre-hospital emergency delivery, care, and transport of the neonate;
- \* Monitoring of urinary catheter;
- \* Medications that may be monitored include assisting with Epinephrine Auto Injector, Nitroglycerin Spray, Aspirin, Albuterol/Xopenex via nebulized treatments, and Oral glucose;

### Marginal Functions

- \* Monitors service and personnel for compliance with state and federal regulations;
- \* Maintains patient confidentiality – responsible for keeping all medical records confidential;
- \* Familiar with HIPAA Privacy Act for Patients and crew members
- \* Other related duties as deemed necessary or as assigned;

**Emergency Medical Technician (EMT)**  
**Emergency Medical Services Department**  
**Minimum Position Requirements**

Experience:

Education: EMT certified

Skills: Knowledge of EMS equipment. Good working knowledge of medical terminology. Good communication skills. The ability to receive, understand, carry out, and communicate oral and written instructions. The ability to read maps and drive an emergency vehicle to site locations. Needs basic knowledge of state and federal regulations and requirements for ambulance services and personnel. Willingness to do what is reasonably necessary to keep a unit/crew in operation. Requires a valid Kansas driver's license. Knowledge of HIPAA regulations regarding patient privacy and billing. Ability to deal with public. Must be self-motivated; be able to be spontaneous, versatile, and able to work independently.

Problem Solving: Day to day problem solving exists in this position. Problems include dealing with public and unforeseen vehicle emergencies. Must be willing to do what is necessary to keep all units in service. Must have an idea of what the Director would want done in a situation and be willing to take the necessary action should the need arise. Occasional after hours' time is necessary to do this.

Decision-Making: Day to day decision making exists in this position.

Accountability:

Supervision:

Personal Relations: Continual contact with other county departments, the general public, and ambulance crew members.

Working Conditions: Adverse working conditions other than stress exist in this position. Keeping state and federal regulations, various required licenses, and preventing as much down time as possible are main stress factors. Dealing with unforeseen situations needing immediate attention can also be stressful.

Physical Requirements: Lifting and handling required.