

GARRETT COUNTY GOVERNMENT JOB DESCRIPTION

JOB TITLE: Advanced Life Support Provider
DEPARTMENT: Public Safety & Emergency Management
REPORTS TO: Public Safety & Emergency Management Director
FLSA STATUS: Non-Exempt

SUMMARY: This work is in the area of emergency medical care. Responsibilities include response to medical and rescue incidents, provide support functions including vehicle and equipment maintenance, emergency responses, records and reporting duties, and emergency medical treatment including but not limited to medical and trauma emergencies. Plans and organizes medical service functions within applicable laws, codes, rules and regulations.

Available for scheduled shift work and mandatory callback during emergency situations. The job requires 24-hour/seven day week availability, may demand being called in during adverse weather conditions and may require extended work periods.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Working in conjunction with volunteer and career personnel to respond to and participate in medical emergencies and to provide basic and advanced life support emergency medical treatment to ill or injured persons in a pre-hospital setting.
2. Identifies patient treatment needs through adequate assessment and provides appropriate prioritization and care in accordance with basic and advanced life support standards and the Maryland Medical Protocols.
3. Performs basic and advanced life support medical care including but not limited to assessment, treatment, and transportation of medical and trauma patients to an appropriate health care facility.
4. Drives and operates emergency vehicles under emergency and non-emergency conditions.
5. Performs inspections and basic preventative maintenance at prescribed intervals on vehicles and equipment to insure operational readiness.
6. Performs housekeeping duties with vehicles and stations.
7. Executes comprehensive reports documenting emergency and non-emergency responses.
8. Completes daily checks of ambulance inventory and equipment condition.
9. Participates in continuing educations activities, skills review, and in-service training necessary to maintain required certifications and department requirements.
10. Assist where necessary with the jurisdictional Quality Assurance/Quality Improvement and Provider Education Programs.
11. Exhibits professionalism and self-discipline while both on and off duty.
12. Assists with the orientation of volunteer and career staff and participate in peer reviews.
13. Maintains patient confidentiality in accordance with current HIPPA regulations
14. Participate in special projects as assigned.
15. Perform other related duties as assigned.

QUALIFICATIONS:

To perform this job successfully, an applicant must be able to perform each essential duty satisfactory. The requirements listed below are representative of the knowledge, skills, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. A comparable amount of training and experience may be substituted for the minimum qualifications.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

1. Ability to work in conjunction with career and volunteer personnel in various stations and settings, respond to and participate in medical emergencies and other emergency operations as required.
2. Possess extensive knowledge of EMS practices and procedures as well as the Maryland Medical Protocols for Emergency Medical Services Providers.
3. Applicants must have the ability to perform BLS and ALS skills in accordance with the objectives in the DOT/EMT paramedic Curriculum.
4. Ability to establish and maintain effective working relationships with volunteer or career personnel and the general public.
5. Ability to maintain personnel and medical information confidential in accordance with the applicable laws and regulations.
6. Working knowledge of Garrett County geography and surrounding areas.
7. Knowledge of Garrett County fire, rescue, and police operations.
8. Must be willing to work all shifts and weekends.

EDUCATION and/or EXPERIENCE:

- ❖ Must be 21 years old at time of appointment.
- ❖ Minimum three years of EMS operational experience or minimum two years service as certified ALS provider in good standing of a Maryland fire and/or ambulance service designated by the Region 1 EMS Advisory Council or a Commercial Ambulance Service approved by the MIEMSS Commercial Ambulance Division.
- ❖ Current National Registry certification as an Emergency Medical Technician-Paramedic (EMT-P) or Emergency Medical Technician-I (EMT-I).
- ❖ Completion of NIMS 100.
- ❖ Current certification in Basic Trauma Life Support (BTLS), Pediatric Advanced Life Support (PALS) or Pediatric Education for Pre-hospital Professionals (PEPP), (can be obtained in first year of employment).
- ❖ Pertinent volunteer emergency response experience is beneficial.
- ❖ Preference may be given to applicants with additional advanced training in emergency medical care, fire suppression, hazardous materials or technical rescue disciplines.
- ❖ Proficient in use of computer applications including but not limited to word processing, Spreadsheets, email and “eMEDS” incident reporting system.

CONDITIONS OF EMPLOYMENT:

Individuals who do not hold Pediatric Advanced Life Support (PALS) or Pediatric Education for Pre-hospital Professionals (PEPP) must obtain certification within one (1) year of appointment.

CERTIFICATIONS, LICENSES, REGISTRATIONS:

1. High School diploma or GED
2. Current Maryland and National certification as an EMT-P or EMT-I
3. Current certification in Advanced Cardiac Life Support and CPR
4. Current certification in Pediatric Advance Life Support and Basic Trauma Life Support
5. Possession of valid Maryland class "C" driver's license
6. Preferred to have current certification in Pediatric Education for Pre-hospital Professionals (PEPP).

ADDITIONAL DESIRABLE QUALIFICATIONS:

1. Completion of National Incident Management System courses IS 100, IS 200 and IS 700 within six (6) months of employment.
2. Completion of Hazardous Materials Operations Course.
3. Completion of Emergency Vehicle Operations Course (EVOC)