

CITY OF SILVER LAKE

POSITION DESCRIPTION

Title: Emergency Medical Technician (EMT)	Division: Volunteer Ambulance Service
Reports To: Ambulance Chief	Department: Ambulance Department

Scope of Job

General Statement of Duties - Provides emergency medical care and transportation as a BLS (Basic Life Support) provider.

Supervision Received - Works under the general supervision of the Ambulance Chief and Medical Director.

Supervision Exercised - Provides guidance to other crew members as needed while on-call.

Key Responsibilities

- Respond to emergency and non-emergency medical calls
- Provide basic life support care and administer medication according to established protocols
- Transport patients to medical facilities
- Maintain patient care documentation and record in accordance with HIPAA
- Maintain ambulance equipment and supplies
- Participate in required training and continuing education
- Clean and maintain ambulance and facilities
- Assist other agencies when requested
- Clear radio communications with necessary agencies
- Performs other related work as required

Working Conditions

- Exposure to various weather conditions
- Potential exposure to infectious diseases and blood-borne pathogens
- Variable work hours including nights, weekends, and holidays
- Must be able to lift and move patients and equipment

Required Qualifications

- Current Minnesota EMT Certification
- Valid Minnesota Driver's License as well as the ability to safely drive an ambulance in adverse conditions and according to MN State Law
- Basic computer knowledge
- Strong knowledge of emergency medical procedures
- Ability to communicate and work professionally with co-workers, law enforcement, fire personnel, medical personnel, patients and the general public.
- Ability to work quickly, yet calmly under high pressure in stressful situations such as trauma, death and dying
- Physical ability to perform essential job functions (see attached Physical Demands)
- Knowledge of local geography and streets

Physical Demands:

Strength, Standing, Walking and Sitting

- Walking and standing are major components of this job.
- Sitting is necessary for transportation to and from the scene of an emergency.

Lifting, Carrying, Pushing, Pulling

- Required to assist in lifting and carrying injured or sick persons to the ambulance and from the ambulance into the hospital, may be required to assist other EMS providers to extricate patient.

Climbing, Balancing

- Climbing and balancing may be required to gain access to the site of emergency, i.e. stairs, hillsides, ladders; and in safely assisting in transporting the patient.

Stooping, Kneeling, Crouching, Crawling

- Patients are often found injured or sick in locations where assessment of the patient is possible only through stooping, kneeling, crouching or crawling.

Reaching, Handling, Fingering, Feeling

- Required for assessing vitals, running equipment, and administering treatment.

Talking, Ordinary, Other Hearing, Ordinary conversation, Other

- Communication in person and over radio is critical for communicating with patients, teammates, and others and relaying this information in most expedient manner.

Seeing, Acuity, Near, Far, Depth Perception Accommodation

- Sight is used to drive ambulance to scene of injury or illness, visually inspect patient, read maps, read small print on medication/prescription containers, read drug reference manuals, and administer treatment.