LYNDHURST EMERGENCY MEDICAL SERVICE

Emergency Medical Technician Job Description

JOB TITLE: EMERGENCY MEDICAL TECHNICIAN/ Per Diem

POSITION SUMMARY:

Has the responsibility for the provision of optimum care in accordance with New Jersey Department of Health and Senior Services guidelines and protocols. Shall be responsible for the safe operation of all Lyndhurst Emergency Medical Service vehicles and obey current New Jersey motor vehicle laws.

REPORTS TO:

Eric Engelhardt, Lyndhurst Emergency Services Supervisor

QUALIFICATIONS:

EDUCATION: High School Graduate or Equivalent.

AGE: Must be nineteen (19) years of age.

EXPERIENCE: Minimum of 1 year experience as an EMT. Prior EMS experience preferred.

LICENSURE/CERTIFICATIONS:

1. Certification by the State of New Jersey as an Emergency Medical Technician.
2. Valid New Jersey motor vehicle operator's license that is not under suspension or revocation.
3. Cardiopulmonary Resuscitation certification meeting AHA standards.
4. Pre Hospital Trauma Life Support (PHTLS) certification. (within first year of employment)
5. ICS – 100 and 200.(within 6 months of employment)
6. Hazmat Awareness. (within 6 months of employment)

OTHER REQUIREMENTS:

1. Demonstrated evidence of proficiency in the required BLS skills. Must have thorough current knowledge of medical/traumatic assessments, treatment and protocols.
2. Must have the ability to establish and maintain effective working relations with fellow employees, hospital staffs, ALS units, fire units, rescue squads, police departments, communication centers, management, neighboring BLS units and the general public.
3. Must have excellent verbal and written communication skills.
4. Must be able to handle conflict situations with good judgment, professionalism and courtesy.
5. Must have a working knowledge of the physical layout, street systems, and demographics of Lyndhurst EMS coverage area.
6. Must be able to communicate in English clearly. Multi-lingual communication skills are a plus.

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DUTIES AND RESPONSIBILITIES:

CLINICAL:

1. Maintains personal knowledge and skills in order to deliver optimum patient care.
2. Safely operates vehicles of Lyndhurst Emergency Medical Services in accordance with the current motor vehicle code of the State of New Jersey.
3. Stocks and maintains the BLS vehicles and its contents in a state of readiness at all times. Maintains the BLS building and its content. Maintains documentation of the same.
4. Works in hazardous environments to insure safety and stabilization of the patient, the public, crew and themselves.
5. Works with local BLS, ALS, fire and law enforcement agencies as a team for a coordinated effort on the patients behalf.
6. Documents all patient care, assessments, BLS skills and all service reports in a timely fashion. Documentation shall be legible and accurate.
7. Maintains crew vehicles, radios, equipment, supplies and quarters in a state of readiness twenty-four (24) hours a day, seven (7) days a week.
8. When requested and approved, participating in the training and evaluation of student EMT's.
9. Shall be punctual and ready for their shift.
10. To act at all times in a professional manner and shall be able to handle conflict situations with good judgment.
11. Shall follow the LEMS Work Rules and the chain of command.

EDUCATIONAL:

1. Maintains ongoing personal growth in BLS and emergency care through education and maintenance of state requirements for EMT certification, C.P.R., and PHTLS.
2. Maintains functional awareness of all LEMS guidelines/protocols.
3. Documents all activities in an acceptable manner.

PUBLIC RELATIONS:

1. Participates ACTIVELY in public awareness and community education programs related to LEMS.
2. Maintains professional appearance of the approved uniform and maintains hygienic and grooming standards.
3. Works on special projects as delegated by the LEMS Supervisor.

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ANALYTICAL SKILLS:

1. Must be able to collect and record data for use in the field and for medical records.
2. Must participate in local data collection for quality assurance.

COMMUNICATIONS SKILLS:

1. Needs to communicate tactfully and sensitively to the volunteers of BLS and ALS squads.
2. Shall remain professional / respectful while representing LEMS.
3. Must speak clearly and write legibly.

PHYSICAL EFFORT:

1. Must be in excellent physical health with no medical disabilities that would impair our duties as an Emergency Medical Technician.
2. Considerable lifting and moving of heavy patients required.
3. Will need to extricate some patients in a hazardous environment.
4. Work in hazardous conditions with substantial threats, i.e., explosions, anoxic environments, violent patients and potential fire risks.
5. Will be required to take a medical exam and drug screen at the LEMS expense prior their employment.

SUPPORT MISSION AND PHILOSOPHY OF LYNDHURST EMERGENCY MEDICAL SERVICES.

1. Develop a plan for maintaining own professional growth and development.
2. Evidence respect for dignity, welfare, basic rights of all patients and employees.
3. Maintain a high level of competency within the staff.

Eric Engelhardt
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