Paramedic

Bedford County, Tennessee

**Department**: Emergency Medical Services (EMS) **Full/Part Time**: Full Time

**Shift:** 24 hrs. On/ 48 hrs. Off or 12 hr. Shift (2-2-3 schedule) **Status:** Non-Exempt

**Job Summary**: The Paramedic is expected to respond to emergency medical calls and to provide advanced life support to sick/injured persons in pre-hospital settings. Under the direction of Bedford County Emergency Medical Services, the Paramedic will perform duties associated with providing transport services and emergency medical care to the sick and injured in accordance with all applicable laws, regulations, and Bedford County Emergency Medical Services protocols and operational policies. Duties and responsibilities include maintain readiness for emergency response, responding to emergency calls, assessing condition of patients, providing advanced life support at emergency scenes, transporting patients to medical facilities, driving ambulances, operating/utilizing/maintaining medical equipment, and preparing charts and records.

**Equipment**: Paramedic will use the following equipment to perform the job: Phones (including portable), Portable Radio, Copier, Computer, Printer, Fax, Automobile, AV Equipment, EMS Training Equipment, and EMS Medical Equipment

**Work Environment:** Noise levels can be loud and must be able to communicate with background noise; must be able to hear radio calls; this job requires working on rough terrain and in all types of weather. Paramedic will be exposed to patients will moderate to severe illness and injury. Work is performed primarily in an emergency vehicle, hospital, nursing home or assisted living facility.

**Physical Demands:** This job requires heavy lifting, crawling, kneeling, and walking long distances, may require lifting patients on a stretcher with assistance.

*Manual Dexterity*: Must have the ability to frequently operate equipment listed above and frequently perform moderately difficult manipulative tasks including data entry and writing.  
*Coordination:* Must be able to frequently drive a vehicle, i.e. ambulance.  
*Mobility:* Must be able to frequently walk, bend, stoop, sit for long periods of time and occasionally reach with hands/arms and climb stairs.  
*Speech:* Must be able to continuously articulate and communicate with extreme accuracy and precision when giving directions or interacting with patients, allied healthcare workers, and team members *Emotional Stability*: Must be able to continuously deal effectively with stress created by multiple tasks, noises, interruptions, imposed deadlines, and multiple priorities and work cooperatively as part of the development and senior management teams while maintaining a pleasant, professional demeanor. *Vision:* Must be able to continuously maintain a Tennessee Driver's license vision test, read the small print, and adjust focus, ability to see at night and drive in all weather conditions   
*Hearing*: Must be able to frequently receive verbal instructions, answer a phone, and communicate with others with some background noise. *Concentration:* Must be able to continuously concentrate on fine details with frequent interruption. Attention Span: Must be able to frequently attend to tasks. *Conceptualization*: Must be able to continuously understand and relate to ideas and remain actively engaged in the provision of high-quality patient care.  
*Memory:* Must be able to continuously remember multiple verbal and written tasks/assignments over long periods of time.

**Essential Functions**:

*Essential and other important responsibilities and duties may include, but are not limited to the following:*

* Provide emergency care by responding to emergency calls calmly, efficiently, and effectively
* Assess the extent of patient’s trauma/illness to establish and prioritize medical procedures to be followed
* Administer advanced life support to patients at the scene, as stated by protocol, en route to the hospital, and in a pre-hospital setting in accordance with federal, state, and local laws, regulations, and Bedford County Emergency Medical Service standards
* Administer accurate dosage of medications appropriately as directed by the medical director
* Administer an advanced airway for ventilation
* Administer an IV
* Communicate with professional medical personnel and treatment facilities to obtain instructions regarding further treatment and/or to arrange reception of patients to the appropriate center or for air transport
* Complete patient care forms, insurance forms, evaluation forms, and all other forms in a competent and timely fashion
* Ensure the vehicles are in good working condition at all times, are properly maintained and stocked, and have all the necessary equipment required
* Cleaning, organizing, and restocking vehicles in a “ready” condition after each transport
* Handle telephone communications professionally and efficiently with careful regard to patient privacy
* Paramedic must perform all job responsibilities in a manner that protects patient privacy
* Coordinate requests for non-emergency transports
* Monitor communication equipment to maintain contact with the dispatcher
* Perform life-saving operations such as CPR
* Represents Bedford County EMS while on duty at public service functions and public events
* Providing ambulance stand-by-service at sporting events or any other designated activities designated by management
* Performing any other essential duties related to Bedford County EMS as designated by management
* Provide treatment based on interpretation of a 3-lead and 12-lead EKG’s
* Maintain in date medicine and supplies
* Drive the ambulance
* Attend all required trainings
* Maintain up-to-date certifications
* Maintain license by taking necessary Continuing Education Unit courses
* Attend yearly driving course
* Communicate effectively with fellow Paramedics, EMTs and other responders
* Direct work of first responders, EMT trainees, and students if necessary
* Ensure safety of all personnel by remaining aware and alert
* Coordinate with multiple stakeholders such as citizens, LE, first responders, etc.
* Complete daily check-offs of the trucks and report findings

**Additional Functions**:

* Adhere to all protocols and procedures
* Regular attendance
* Other duties as assigned
* Ability to get along with coworkers, citizens, and other departments

**Minimum Qualifications**:

* High School Diploma or equivalent
* Tennessee Paramedic License
* BLS for Healthcare Providers
* Advanced Cardiac Life Support (ACLS)
* Pediatric Advanced Life Support (PALS)
* Tennessee Driver’s License with “F” endorsement
* At least Nineteen (19) years of age as mandated by Tennessee State Law

**Preferred Qualifications:**

* PHTLS Certification
* EVOC/VKF Certification
* One (1) year field experience

**APPLICANT/EMPLOYEE ACKNOWLEDGMENT:**

*The job description for the position of Paramedic for the Bedford County Emergency Medical Service describes the duties and responsibilities for employment in this position. I acknowledge that I have received this job description, and understand that it is not a contract of employment. I am responsible for reading this job description and complying with all job duties, requirements and responsibilities contained herein, and any subsequent revisions.*

Signature Date

*\*\*Bedford County, Tennessee, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities*