**EMERGENCY MEDICAL TECHNICIAN (EMT)**

**BEDFORD COUNTY, TENNESSEE**

**Department:** Bedford County EMS **Full Time/Part Time**: Full Time

**Definition/Job Summary:** The purpose of this classification is to respond to emergency medical calls and to provide basic life support to sick/injured persons in pre-hospital settings. Under the direction of Bedford County Emergency Medical Services, the Emergency Medical Technician 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 maintaining readiness for emergency response, responding to emergency calls, assessing condition of patients, providing basic life support at emergency scenes, transporting patients to medical facilities, driving ambulances, operating/utilizing/maintaining medical equipment, and preparing charts and records.

**Equipment**: EMT 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. EMT 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:*

* Respond to emergency calls calmly, efficiently, and effectively
* Administer basic life support to patients at the scene, as stated by protocol, en route to the hospital, and in a pre-hospital settings in accordance with federal, state, and local laws, regulations, and Bedford County Emergency Medical Service standards
* Assess the nature and extent of the injury or illness to establish and prioritize medical procedures to be followed
* 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
* 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
* EMT 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
* 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

**Qualifications:**

* High School Diploma or GED required
* Tennessee Licensed EMT
* BLS for Health Care Providers
* 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 EMT 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.*