



<b>JOB TITLE:</b>	EMT-Basic	<b>POSITION CODE:</b>	1G/AAS
<b>DEPARTMENT:</b>	EMS	<b>FLSA STATUS:</b>	Non-exempt
<b>REPORTS TO:</b>	EMS Supervisor	<b>HOURS:</b>	Full Time (40 hrs)

**ESSENTIAL FUNCTIONS:**

Respond to calls providing Basic Life Support patient care and medical transportation in accordance with regional protocol and company policy/procedure. Duties include inter-facility transports; critical care inter-facility transports; non-emergency calls and emergency calls.

**ADDITIONAL RESPONSIBILITIES:**

- Assists paramedics with providing pre-hospital care.
- Responds to requests for emergency and non-emergency medical care in a timely manner.
- Provides high quality patient care by assuming responsibilities for medical care of the patients and practice within established medical treatment protocols.
- Complies with established universal precautions and isolation procedures.
- Assesses patient conditions and /or complaints and carries out appropriate Basic Life Support functions.
- Assesses injuries and initiates appropriate treatment under the direction of the attending paramedic, if applicable.
- Contacts medical control as needed for medical direction.
- Examines patients and report on patient's medical condition to an emergency department nurse or physician via two-way radio or telephone. Utilizes the radio in a professional, efficient manner at all times.
- Utilizes medical equipment and procedures including: Oxygen and suction devices; CPR; and other procedures as required.
- Lifts, moves and transports patients in accordance with currently accepted practice.
- Gives verbal reports to receiving health care professionals to ensure continuity of care.
- Obtains necessary patient billing and insurance information and necessary signatures.
- Maintains patient confidentiality.
- Prepares and submits Patient Care Reports. Thoroughly documents patient assessments, care and transportation.
- Completes Informational Reports as necessary.
- Prepares daily time sheets and inventory supply sheets and other paperwork as required. Checks vehicle, equipment and supplies to ensure a state of readiness at all times. Maintain the cleanliness of the emergency vehicle and the facility. Washes and cleans vehicle and equipment. Checks for and reports any damage or malfunction.
- Safely drives the vehicle and adhere to all Department of Motor Vehicle regulations involving emergency vehicle operations. Parks the vehicle safely and appropriately.
- Acts in the capacity of an ambassador of this company at all times. Reports patient or public relation problems without delay to a member of the management team.
- Performs other work related duties as they are assigned.

**QUALIFICATIONS:**

High School Diploma or GED. CPR certification. Must possess state EMT-Basic license. Must be at least 21 years of age. Must possess a current Connecticut or Rhode Island Driver's license with minimum 2 (two) years licensed driving experience; excellent driving record required. Ability to read maps and locate facilities in the area. Effective oral and written communication skills. Effective interpersonal skills. Must demonstrate a sound knowledge of approved and required clinical practices as related to the response, assessment, treatment and transport of patients in pre-hospital settings.

**PHYSICAL DEMANDS:** Must pass agility test.

**NON-PHYSICAL DEMANDS:** Must pass drug screening.