

Essential Duties and Responsibilities
The following description of job responsibility and standards is intended to reflect the major responsibilities and duties of the job, but is not intended to describe minor duties and other responsibilities as may be assigned. All are essential job functions according to ADA guidelines and are listed in order of importance.
1. Functions at the Paramedic Level according to Iowa Department of Public Health-EMS scope of practice. Demonstrating the ability to provide care, follow protocols and procedures. Will assure the maintenance of a safe work environment. Provides emergency and non-emergency care, demonstrating the ability to assess patients and situations.
2. In the absence of the Lead Paramedic, will function as Team Leader of the department during emergency and non-emergency responses including the assurance of quality patient care and the efficient operations of the department.
3. Assists as needed in providing patient care in acute care and the emergency departments, assisting with patient management under the supervision of the Paramedic, ER nurse, house supervisor, or Medical provider when working in-house.
4. Demonstrates thorough, concise and timely documentation and verbal communication of activities, including patient care and fleet maintenance.
5. Assist in the monitoring, procurement and proper inventory of supplies in ER and EMS. Assist in maintaining equipment and fleet. Completes charges as appropriate to services, providing appropriate documentation.
6. Communicates with others (verbally and in writing) in an appropriate and timely manner, demonstrating tact, sensitivity, and ability to deal with people beyond giving and receiving instructions.
7. Self-motivated and able to make decisions independently keeping manager and appropriate others informed and supporting the hospital's philosophy and decisions.
8. Maintains own skills, remaining current in knowledge of equipment, protocols and trends.
9. Serves on committees, attends departmental meetings and actively participating. Follows and assists in the implementation and interpretation of protocols, policies, and procedures.
10. Assists in the orientation of new personnel. Participates in various hospital and community education services, representing Davis County Hospital EMS in a professional manner.

Physical Demands/Work Environment
<u>WORK CONDITIONS:</u>
The worker is subject to hazards: including a variety of physical conditions such as proximity to mechanical parts and chemicals including odors.
The worker at times is required to wear a facemask, gown and/or gloves.
Employees in this job classification have been identified as having the likelihood of occupational exposure to blood and other potentially infectious materials, therefore are

included in the OSHA Exposure Control Plan with it's specification for preventing contact with the above materials.

PHYSICAL ACTIVITY REQUIREMENTS: (Constant = 67 - 100% of work day, Frequent = 34 - 66% of work day, Occasional = 33% or less of work day.)

Constant Fingering: Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand or arm as in handling.

Frequent Stooping: Bending body downward and forward by bending spine at the waist. This factor is important if it occurs to a considerable degree and requires full use of the lower extremities and back muscles.

Kneeling: Bending legs at knee to come to a rest on knee or knees.

Crouching: Bending the body downward and forward by bending leg and spine.

Reaching: Extending hand(s) and arm(s) in any direction.

Standing: Particularly for sustained periods of time.

Walking: Moving about on foot to accomplish tasks, particularly of long distances.

Lifting: Raising objects from a lower to higher position or moving objects horizontally from position-to-position. Normal range of weight load is 50 to 100 pounds.

Occasional Pushing: Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.

Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized. This factor is important if the amount and kind of climbing required exceeds that required for ordinary locomotion.

Balancing: Maintaining body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or erratically moving surfaces. This factor is important if the amount and kind of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.

Crawling: Moving about on hands and knees or hands and feet.

Pulling: Using upper extremities to exert force in order to draw, drag, haul or tug objects in a sustained motion.

PHYSICAL REQUIREMENTS:

Heavy work: Exerting up to 100 pounds of force occasionally, and/or up to 40 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

VISUAL ACUITY REQUIREMENTS:

MACHINE OPERATORS (including inspection), INSPECTION CLOSE ASSEMBLY, CLERICAL, ADMINISTRATIVE. This is a minimum standard for use with those whose work deals largely with preparing and analyzing data and figures, accounting, transcription, computer terminal, extensive reading, visual inspection involving small defects, small parts, operation of machines (including inspection), using measurement devices, assembly or fabrication of parts at distances close to the eyes.

INTELLECTUAL AND EMOTIONAL REQUIREMENTS:

1. Adaptability to accepting responsibility for the direction, control, or planning of an activity.
2. Adaptability to situations involving the interpretation of feelings, ideas, or facts in terms of personal viewpoint.
3. Adaptability to influencing people in their opinions, attitudes, or judgments about ideas or things.
4. Adaptability to making generalizations, evaluations, or decisions based on sensory or judgmental criteria.
5. Adaptability to making generalizations, evaluations or decisions based on measurable or verifiable criteria.
6. Adaptability to dealing with people beyond giving and receiving instructions.
7. Adaptability to performing repetitive work, or to performing continuously the same, according to set procedures sequence, or pace.
8. Adaptability to performing under stress when confronted with emergency, critical, unusual, or dangerous situations; or situations in which working speed and sustained attention are make-or-break aspects of the job.

9. Adaptability to situations requiring the precise attainment of set limits, tolerance, or standards.

10. Adaptability to performing a variety of duties, often changing from one task to another of a different nature without loss of efficiency or composure.