

CENTRAL MONTANA MEDICAL CENTER
POSITION DESCRIPTION

Position Title	Emergency Medical Technician Basic /Defibrillation	Grade	
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Department	Emergency Medical Services Ambulance	Exempt	
Immediate Supervisor	Emergency Medical Service manager	Non-exempt	X
Supervisor next in line	CEO	Workweek	PRN on Call

POSITION SUMMARY

Responsible for providing emergency medical care pre hospital. Responsible for surveying scenes, packaging of patients, and transporting patients to Central Montana Medical Center or other medical facilities. This position requires work in all kinds of situations, with all types of personalities. Significant call is required working nights, weekends, holidays etc. This position requires ongoing training to maintain and enhance skill levels on all emergency medical procedures. In addition this position requires emergency medical procedures to be done using CMMC listed protocols and accomplish them in stressful and sometimes emotional situations.

Continued employment and raises in this position are dependent upon Central Montana Medical Center's fiscal viability and:

- Actions and communications that contribute to a team concept and create a **positive** environment for **all** customers
- Acceptable performance of essential and all job duties
- Acceptable attendance record
- Accountability for safety to self, patients, visitors and all customers, and care of equipment and building
- Adherence to departmental and facility policies and procedures, education requirements, compliance monitoring and reporting, and CMMC Code of Conduct
- Accountability for the consequences of own actions
- Physical and emotional ability to perform essential functions
- Acceptable background investigation results if required for position

Minimum Education, Experience, Licensure, Certification required:

Education: High school Diploma
EMT - B training
Experience: One year of CMMC service.
Licensure: Valid Montana Drivers License
Current CPR Card
Other: Have attended the Montana Advanced Driver Education Course

ESSENTIAL FUNCTIONS/DUTIES:

(Must be able to perform with or without accommodation)

- 1 Must read and perform under CMMC EMS policy and procedures.
- 2 Must follow all CMMC approved treatment protocols.
- 3 Must be familiar with local streets and county roads.
- 4 A minimum of 9 shifts which includes a weekend must be applied for 9 out of the 12 months per year.
- 5 Active members must also attend 9 out of the 12 meetings per year.
- 6 Must comply with the following:
 - a. Violations - No more than:
 - 1) Two driving violations in the last three years.
 - 2) One violation in the last 12 months.

Note: Definitions of Violation
Driving While Intoxicated (convicted) will mean a suspension of one year for driving the ambulance. This suspension will occur from the date of arrest.
Reckless Driving or Driver's License Suspended will make a driver unacceptable.
- 7 Must promote CMMC in the community on and off duty.

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- 8 Must have a response time to the station of no greater than 7 minutes.
9 Completes other duties as assigned.

Knowledge, Skills, Abilities:

Willingness to promote CMMC EMS in a positive manner on and off the work place.
Willingness To assume additional duties when requested and to offer assistance to others when indicated.
Ability to adapt to fluctuations in workload.
Ability to read, write, perform basic mathematical computations, follow written and oral directions.
Ability to provide EMS within the established guidelines established by the state of Montana or CMMC.
Willingness to look for ways to improve patient care and promote cost effectiveness in doing so.
Ability to provide EMS to patients with compassion, dignity and excellence.
Ability to take significant on call hours weekends nights and holidays.
Ability to reasonably anticipate the needs of the EMS department such as but not limited to inventory.
Judgement to seek guidance and direction from the EMS manager when needed, for performance of duties and ability to recognize, establish and respond to priorities.
Communication skills to effectively relate to/with patients/customers, physician office staff, co-workers, subordinates families, and the general public.

OCCUPATIONAL EXPOSURE for this position:

X	Category I	Direct contact with blood or other bodily fluid to which universal precautions apply
	Category II	Activity performed without blood/bodily fluids exposure, but exposure may occur in emergency
	Category III	Task/activity does not ordinarily entail predictable exposure to blood/bodily fluids

OTHER EXPOSURE for this position:

X	Radiation	Transport to radiology. Holding for x-rays etc.
X	Noise	EMS vehicles, sirens, PA's
X	Other (Specify)	Potential risk of unsafe scenes, Hazardous Chemicals, Fire, Unstable Vehicles etc.

PHYSICAL DEMANDS:

(Essential functions strength rating for position - see Job Analysis)

	Sedentary	Exert up to 10# occasionally or negligible force frequently
	Light	Exert up to 20# occasionally, < 10# frequently or negligible force constantly
	Medium	Exert up to 50# occasionally, up to 25# or up to 10# constantly
	Heavy	Exert up to 100# occasionally, up to 50# frequently or up to 20# constantly
X	Very Heavy	Exert > 100# occasionally, > 50# frequently or > 20# constantly

I HAVE READ AND UNDERSTAND THIS POSITION/JOB DESCRIPTION, AND HAVE BEEN PROVIDED THE OPPORTUNITY TO ASK QUESTIONS AND RECEIVE APPROPRIATE ANSWERS. I ALSO UNDERSTAND THAT REASSESSMENT OF ABILITIES TO MEET POSITION REQUIREMENTS MAY BE PERIODICALLY REEVALUATED.

Employee's Signature	Supervisor's Signature	Date