

BANDERA COUNTY
Job Description

JOB TITLE: Emergency Medical Technician (EMT)
 Basic/Intermediate/Paramedic/Licensed Paramedic

PAY GRADE: 13, 16, 19, FLSA: Non-exempt

EMPLOYEE NO.:

OBJECTIVE: To provide emergency care to those who are sick or injured.

ORGANIZATIONAL RELATIONSHIPS:

1. Reports to: EMS Director
2. Directs: None

GENERAL STATEMENT OF DUTIES:

Provides emergency care to the sick and injured, to include the assessment of the illness and/or injury, documentation, and patient care to the receiving emergency medical facility.

ESSENTIAL FUNCTIONS: (to include but not limited to):

- * Responds to emergency medical requests as they arise;
- * Renders on-site emergency assistance to patients;
- * Performs the initial assessment and management of illness and/or injury to emergency patients in accordance with Bandera County EMS protocol, standard operating procedures, and Department of State Health Services guidelines;
- * Ensures preparations and compliance of patients for transport;
- * Follow emergency medical transport regulations, protocols, and procedures;
- * Provides direct patient care as required in each individual;
- * Follows established departmental policies and procedures including safety and/or infectious control guidelines;
- * Inspects emergency vehicles and equipment to ensure they are properly cleaned, stocked and serviceable;
- * Maintain and demonstrate level skills as required by department protocol;
- * Completes and transfers patient care information following Health Insurance Portability and Accountability Act (HIPAA) guidelines, along with proper documentation;
- * Keeps stations, classrooms, and living quarters clean;
- * Be in communication contact at all times while on shift by radio or ambulance cell phone;
- * Lift 50-100lbs frequently and 10-50lbs occasionally;
- * Regular attendance required;

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Created 11/29/11, Revised 6/13/13, 6/26/14, 8/25/22, Grade Increase 10.1.24

- * Performs other duties as may be assigned by supervisor.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- * Knowledge of the equipment and supplies used in an EMS system;
- * General office and computer skills;
- * Knowledge of basic vehicle maintenance;
- * Knowledge of Bandera County area;
- * Ability to maintain certification as EMT-B or advanced level certifications for position;
- * Ability to maintain all Instructor training or advanced level Instructor training certifications.

PHYSICAL REQUIREMENTS:

- * Ability to work shifts which consist of 12 and 24 hours;
- * Ability to work different locations within the department;
- * Ability to lift 50-100lbs frequently and 10-50lbs occasionally;
- * Occasional use of computer and other office equipment;
- * Frequently reach, lift, drive, and twist;
- * Able to work and drive in all weather conditions;
- * Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

CERTIFICATES AND LICENSES REQUIRED:

- * High school diploma or GED equivalent;
- * Valid Texas Drivers License with an insurable driving record;
- * Must possess current Texas Department of Health EMT-B⁺, or EMT-I⁺, or EMT-P⁺, or Licensed Paramedic⁺ certification.

⁺*Must remain current for employment*

This job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change. The employee further understands, and accepts, that this position falls under the provision of an "At Will" employment, and under no circumstances is this a contract for employment.

Acknowledgement of Employee: _____
(Printed Last, First Name, MI)

Signature of Employee: _____

Approval: _____
(Elected/Appointed Official, Dept. Head/Supervisor) (Date)

Approved by Commissioner's Court: _____ 8-25-22 _____ (Date)

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