

KENT COUNTY POSITION DESCRIPTION

*Kent County Levy Court
555 Bay Road, Dover, DE 19901*

Department of Public Safety
Division of Emergency Medical Services
Classified, GRADE 12
40 Hour Week

PARAMEDIC III
(EMS Sergeant)

GENERAL STATEMENT OF DUTIES: Receives and interprets dispatch orders from EOC; chooses appropriate routes and access to scene; drives and/or rides an emergency vehicle to the scene of medical emergencies; administers advanced lifesaving techniques at the scene of an emergency while in radio contact with physicians at the hospital; accepts total responsibility for patient care; participates in other forms of basic lifesaving and medical rescue as needed; acts as Shift Supervisor in the absence of same; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: The work of this class involves highly responsible advanced emergency medical treatment of injured/ill patients and assists in the safe transportation to the hospital. In medical emergency situations, the employee must be capable of performing required advanced emergency medical procedures while in direct radio contact with and under the direct supervision of the hospital emergency room physicians. Work is performed under the general supervision of the EMS Field Supervisor.

ADA REQUIREMENTS: This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires balancing, climbing, crouching, feeling, fingering, grasping, kneeling, lifting, reaching, stooping, crawling, handling, pulling, pushing, repetitive motion, standing, and walking; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; mental acuity is required to make rational decisions through sound logic and deduction; visual acuity is required for depth perception, color perception, night vision, peripheral vision, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, noise, hazards, and atmospheric conditions. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment.

EXAMPLE OF WORK: (Illustrative only)

Respond to the scene of a medical emergency and assumes responsibility for assessing and treating patients consistent with approved training standards and state/local field protocols;
Adapt to adverse weather conditions and any other adverse situations to ensure optimum patient

care; Ascertain that the emergency vehicle is equipped with adequate supplies;
Maintain the emergency vehicle and equipment in good working order, cleanliness and appearance;
Participate in ongoing training sessions in emergency treatment, review of cases and quality assurance standards;
Operate communications equipment and electronic equipment;
Administer drugs, IV therapy and other advanced skills in accordance with state/local filed protocols;
Safely assist in transporting patients to the closest, appropriate hospital;
Complete appropriate medical documentation on patient's condition for the patient's medical record;
Complete appropriate recertification programs and examination;
Serve as Acting Shift Supervisor.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Good knowledge of and skill in advanced emergency care procedures; knowledge of physiology for diagnostic purposes; knowledge of pharmacology; strong knowledge of traffic rules and regulations; ability to safely operate a vehicle on the road in emergency situations at high speed; skill in operating advanced emergency care equipment; ability to understand and follow oral and written instructions; ability to prepare accurate written reports; ability to manage people in stressful situations for the care and safety of the patient; skill in minor maintenance of emergency vehicles; good driving record (to be determined by review); excellent moral character (to be determined by a background investigation); must demonstrate a high degree of dependability; ability to perform as part of a team; good judgment; integrity; tact; excellent operational knowledge of personal computers and pertinent applications; regular and timely attendance; performance of duties in a safe manner.

ACCEPTABLE EXPERIENCE AND EDUCATION: Completion of a standard high school course or G.E.D. (College degree preferred) and successful completion of a State-approved advanced paramedical training program with a minimum three years' experience as a paramedic; or any combination of experience, and training which provides the required knowledge and skills.

ADDITIONAL REQUIREMENTS: Possession and retention of State of Delaware Paramedic certification, National Registry of EMT-s Paramedic certification, and current BCLS, ACLS, PALS, CPR, BTLS Advanced and/or PHTLS certification. Possession of, or ability to achieve and retain, Emergency Vehicle Operator certification in addition to a valid motor vehicle operator-s license issued by the State of Delaware. All motor vehicle violations must be reported to supervisor immediately and a good driving record is required to retain position. Must pass testing for substance abuse and criminal background investigation. Must pass testing for infectious diseases. Must work a rotating twenty- four-shift, seven days a week, as assigned. May be required to pass testing of physical strength and agility to qualify for and retain position. Must maintain a positive work environment by acting and communicating in a manner that promotes harmonious relations with customers, co-workers, and supervisors. Direct deposit of pay required. Must pass written test administered by the Kent County Personnel office and must sit for an oral interview.

Employee Acknowledgment

rev. 12/10/91 rev. 7/1/94 rev. 1/28/97 Rev. 07/01/00 Rev. 07/01/06 Rev. 07/01/15