



Brazoria County ESD No 3

Position Description & Performance Expectations

Title:	Paramedic	FLSA status:	Hourly
Position aim:	Delivery of excellence in clinical care to patients in the critical care transport realm, while ensuring the practice of safety to the highest. Displays an active role as a clinical team member from an 'ownership' (not 'renter') mindset and accepts responsibility and accountability for such.		
Reports to:	EMS Division Captain(s) and EMS Chief	Direct reports:	N/A
Collaborates with:	Variable, depends on project/portfolio, but examples include safety, communications, education/quality, regulatory agencies and internal/external customers and partners		

Expectations

1	Maintain safety as the cornerstone
SAFETY	<ul style="list-style-type: none"> Continually maintains an environment of safety excellence. Embraces and employs a Just Culture. Maintains high professional standards and draws on best practices. Actively engages in risk management and mitigation
2	Build exceptional customer-centered experiences
SERVICE	<ul style="list-style-type: none"> Continually maintains expectation of service excellence. Fosters a 'safe, ready to transport' culture. Embraces, fosters, and participates in a shared governance environment. Participates in clinical management plans, service recovery efforts and opportunity assessments
3	Maximize positive outcomes
QUALITY	<ul style="list-style-type: none"> Maintains a constant state of regulatory readiness. Ensures all applicable minimums and standards (licenses, competencies, training, equipment, policies, practice guidelines etc.) are met and align with portfolio scope, population and expected outcomes. Continually drives excellence through process improvement, chart review, primary and continuing education, data analysis and regulatory achievements. Collaborates across disciplines to drive success and enhance outcomes
4	Value People
PEOPLE	<ul style="list-style-type: none"> Maintains an atmosphere of continual personal and professional growth and excellence
5	Evolve and maintain viability
GROWTH	<ul style="list-style-type: none"> Balances and nurtures a healthy appetite for growth. Grows smart (personally and professionally), without sacrificing Safety, and with sensitivity to Service, Quality, & People; focuses on optimization, efficiency, & viability Accepts responsibility to evolve and ensure transport realm and clinical knowledge bases progress with industry standards and remain consistent with BCESD 3 and related partner strategies. Acknowledges and mutually participates in a personal Professional Development Roadmap Manages assets/finances to BCESD 3 standards and agreed targets

The employee agrees to adhere to applicable confidentiality requirements, to treat information as proprietary (under the need-to-know premise) and understands that BCESD 3 reserves the right to intellectual property generated through position and performance.

Responsibilities

- Clinical Excellence
 - Provide clinical excellence in patient care during all phases of the transport from initial contact until care is relinquished to appropriate team members of the accepting medical facility. Delivery of this practice is accomplished by acquiring and maintaining a strong knowledge base in emergency practice.
 - Acquire and maintain extensive knowledge of policies, procedures, and protocols related to BCESD 3 EMS Division.
 - Acquire and maintain the ability to assist in stabilizing and managing patients through all phases of transport.
 - Transport Crew Member Involvement
 - Actively participate in Pre and Post Transport Briefings with all team members which may include communication specialists.
 - Active participant in public education programs and public relations functions.
 - Maintains a readiness to transport culture, ensuring restocking of bags and ambulance, clean and operational equipment, timely shift checks and briefings, while always demonstrating a safe approach to all environments.
 - Quality, Credentialing and Regulatory Readiness
 - Completes all transport records and documents per BCESD 3 policy which includes accurate documentation of the patient condition and care provided according to established standards and guidelines.
 - Maintains licensure, certifications, immunizations, and educational requirements.
 - Actively participates in quality management programs and ensures constant state of regulatory readiness.
 - Initial and continuing education
 - Active participant demonstrating competency in all training, which may include advanced skills and procedures approved by Medical Director, protocol testing, case reviews, initial training for new medical equipment and/or procedures, clinical rotations or clinical simulations, and lecture deliveries. Maintains excellence in knowledge surrounding use of equipment and supplies associated with the department, appropriate to certification / licensure level.
 - Provides assistance in professional growth of new employees serving as a Field Training Officer or preceptor.
 - Human Resource Management
 - A professional image will be displayed while representing BCESD 3 which will include a positive customer approach, professional and neat appearance, a cooperative / team oriented working relationships, effective and open communication, and utilization of the proper channels for dialogue.
 - Shared Governance
 - Active participant in regular safety, education, quality, and outreach committee activity
 - Active participant in quality, educational and patient follow-up activities.
 - Expense Management
 - Helps initiate resolution for BCESD 3 goals as outline by leadership.
 - Provides input on capital expenditure plans to support medical needs for the department. Displays excellent stewardship regarding OT, medical supplies, operational items, and completion of all transport / billing paperwork in a timely manner.
 - Assures proper use, maintenance and repair of medical equipment and medical supplies.
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	<ul style="list-style-type: none"> • Typical Working Conditions & Physical Requirements <ul style="list-style-type: none"> ○ Ability to don and effectively wear required Department issued personal protective equipment; including but not limited to respirators, protective eyewear, goggles, facemasks, boots, helmet, bunker coat and pants, ballistic vest, protective jackets and gloves. This includes complying with the Department facial hair requirements. ○ Unimpaired mobility: Must be able to quickly respond to ambulance, must be able to access patients in difficult terrain, must be able to climb stairs, must be able to work in close and dangerous environments such as damaged vehicles, must be able with partner to carry equipment and patients weighing up to 180 pounds. ○ Physical Abilities: Must be able to perform strenuous physical requirements such as CPR, lifting and moving of equipment and patients in a variety of environmental conditions. Must be able to swim at the basic survival level. ○ Fine Motor Skills: Must be able to perform required medical skills and techniques, such as bandaging, splinting, basic airway management techniques, and defibrillation. ○ Vision: Must have correctable vision acceptable for day and night operation of emergency vehicles, must have color acuity adequate for determination of skin and blood color, must be able to read medication dosages on drug labels and syringes. ○ Hearing: Must be able to hear and understand information provided by patients, family or bystanders; must be able to hear breath sounds and accurately determine auscultated blood pressures; must be able to differentiate separate conversations in active, distracting environments; must be able to hear and understand radio traffic when responding with lights and sirens. ○ Speech: Must be able to speak and enunciate clearly and at a level audible to others in loud conditions, must be able to speak clearly in stressful situations, must be able to verbally communicate with patients, families and other emergency personnel.
	<ul style="list-style-type: none"> • Probationary Period <ul style="list-style-type: none"> ○ This position is subject to a ninety-day probationary period during which time either BCESD 3 or the employee may choose to terminate employment. • Non-disclosure Agreement <ul style="list-style-type: none"> ○ The employee agrees to not disclose, discuss, or share any operational, medical, or proprietary information regarding Med Trans or the employee may choose to terminate employment.

Requirements and preferences

Licenses, Certifications, Competencies, Skills, Knowledge, experience, and special qualifications:	
1	Excellent communication & interpersonal skills.
2	Maintains current Texas Department of State Health Services Paramedic licensure or certification
3.	Current and Valid State Driver's License in good standing
4	Current American Heart Association (AHA) certifications - BCLS, ACLS, PALS, PHTLS
6	NIMS 100, 200, 700, 800
Preferences:	
1.	1 year of previous 911 or transport experience
2.	BCLS, PHTLS Instructor Certification

Working Hours:

Hourly; days, evenings, weekends. 12 hr., 24 hr., 36 hr. and 48 hr. shifts

Allowable or Equivalent External Facing Titles:

EMT-Paramedic, Licensed Paramedic

The intent of this position description is to provide a representative summary of the duties and expectations performed by incumbents of this position. It is understood that incumbents are expected to function in accordance with the position at all times. Incumbents further understand that they may be requested to perform job related tasks other than those specifically presented in this document, as management reserves the right to assign other duties as deemed necessary.

Approved by: _____ Date: _____

Printed Name/Title _____

This is to acknowledge that I _____, have received a copy of my position description. I understand that I am responsible for adhering to all performance standards related to this position. I realize that pay increases, promotions, demotions, and disciplinary action are directly related to my performance in my position.

Acknowledged by: _____ Date: _____

Printed Name: _____
