

# Paramedic Tompkins County

**Department:** Various Agencies Throughout Tompkins County

**Classification:** Competitive

**Approved:** 02/14/2001

**Revised:** 07/03; 12/03; 3/04; 10/06; 10/07; 05/13; 11/15

**By:** AF, Commissioner of Personnel

**MINIMUM QUALIFICATIONS:** Graduation from High school or possession of High School Equivalency Diploma.

Tompkins County is Committed to Equity and Inclusion. We encourage those with similar values to apply.

**SPECIAL REQUIREMENTS:**

The candidate must possess NYS Department of Health EMT-Paramedic certification at the time of application and maintain such certification for the duration of employment.

The candidate must possess a valid CPR certification at the time of application and maintain such certification for the duration of employment.

The candidate must possess a valid Class D New York State Drivers License at the time of application and maintain such license for the duration of employment.

**DISTINGUISHING FEATURES OF THE CLASS:**

This position involves responsibility for responding to calls and providing emergency medical services to those in need. An employee in this class shall be certified as an EMT-Paramedic and perform life saving duties. The paramedic will work with other emergency personnel and be in charge of the on-duty ambulance crew. Employees in this class are required to safely and efficiently operate an emergency vehicle delivering emergency personnel to the scene and victims to the hospital. An incumbent will be required to safely operate a variety of related emergency services equipment. Knowledge of the operation of a personal computer and associated software is useful. When not driving or working with emergency personnel on the scene, the employee will perform routine clerical duties including New York State pre-hospital care reports, daily routine maintenance on the emergency services vehicles, associated apparatus, and building and grounds. The incumbent will work under the general direction of the Fire Commissioner and the supervision of the Emergency Services Manager. An employee in this class will supervise the on-duty Emergency Medical Technician.

**TYPICAL WORK ACTIVITIES:**

- Operates a specially equipped vehicle to respond to medical emergencies and provide basic and advanced life support services stabilizing persons with life threatening problems resulting from trauma or other medical emergencies;
- Work with other emergency personnel extricating accident and other emergency victims;
- Provide emergency medical services such as extrication, splinting and immobilization, administration of oxygen, suctioning, insertion of airways, hemostasis, cardiopulmonary resuscitation, emergency childbirth, electrocardiogram monitoring, intravenous access, drug administration, anti-shock suit, defibrillation, etc. to accident or other emergency victims;
- Monitors and records vital signs of pulse, blood pressure and respiration and other biomedical information such as pulse oximetry, blood glucometry, and electrocardiograms;
- At the monitoring physician's direction, (via two-way radio communication or cell phone) performs direct medical actions requiring medical orders on persons requiring advanced emergency services;
- Following standing orders in Central New York EMS protocols or, at the monitoring physician's direction when orders are required, administers oral, intra-muscular, subcutaneous, intravenous, intraosseous, nebulized, and endotracheal medications as directed;
- Applies learned techniques and knowledge to effect the rescue and safety of persons trapped in vehicles, stranded, marooned or endangered by unusual circumstances;

- Keeps records of emergency calls, patient treatment and problems encountered and solutions rendered in the course of duty;
- Maintains equipment on specially equipped medical emergency vehicles in appropriate operating condition;
- Participates in emergency medical training members of the community as directed;
- Conducts initial scene assessments and coordinates medical resources on the scene of incidents;
- Assists with public information and education activities as directed;
- Participates in in-service and external training to keep abreast of the Paramedic field;
- Is expected to maintain a physical condition conducive to the safe and effective performance of Paramedic duties;
- Maintains stations and living quarters in good condition.

**KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

- Thorough knowledge of, and skill in treating, a wide variety of emergency medical conditions, using recognized paramedic techniques and procedures;
- Thorough knowledge of, and skill in administering CPR;
- Thorough knowledge of, and skill in implementing, Advanced Cardiac Life Support (ACLS)
- Thorough knowledge of, and skill in implementing, Pediatric Advanced Life Support (PALS);
- Good powers of observation;
- Good knowledge of Emergency Medical Technician practices and procedures;
- Good knowledge of medical physiology, medical terminology, the assessment and management of medical and trauma emergencies;
- Working knowledge of the routine maintenance and minor repair of motor vehicles;
- Ability to perform Paramedic duties with good judgment and compassion.
- Ability to accurately manipulate an alphanumeric computer keyboard and to maintain records and to prepare reports;
- Ability to climb ladders;
- Ability to operate two-way radio equipment and cellular telephone equipment;
- Ability to perform calmly and efficiently in crisis situations;
- Ability to understand and follow oral and written instructions;
- Ability to understand written laws and apply them to specific situations;
- Physical strength adequate to lift and move unconscious patients;
- Ability to operate assigned vehicle in emergency driving conditions;
- Willingness to work nights, weekends, holidays, and assigned shifts;
- Willingness to work with unpaid volunteers who will be performing the same functions as paid personnel; Willingness to assist in training activities for both paid and volunteer personnel;
- Willingness to maintain vehicles, equipment and quarters in good condition;
- The employee's physical and mental condition shall be commensurate with the demands of the position, either with or without reasonable accommodation.

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