

Single-Role Paramedic (SR-PM)

1207.1 PURPOSE

It is the purpose of this policy to establish the qualifications, duties, responsibilities and requirements of the position of Single-Role Paramedic. It is further the purpose of this policy to create a guideline for the administration and management of this position. The job duties and responsibilities represented in this document do not constitute the only duties to be performed. The individual(s) occupying this position will be required to follow any other job-related instructions and to perform other job-related duties requested by his/her supervisor.

The Single-Role Paramedic is responsible for emergency and non-emergency medical responses including Advanced Life Support (ALS) calls/transport, oversight of Basic Life Support (BLS) calls/transport, and perform other related Fire District activities in the community as required or assigned.

1207.2 POLICY

It is the policy of Snohomish County Fire District 17 to maintain the position of Non-Firefighter Single-Role Paramedic, hereinafter referred to Single-Role Paramedic, to provide Emergency Medical Services in strict compliance with all rules, regulations and protocols that govern Snohomish County Fire District 17, Snohomish County EMS, North Region Trauma Care Council and Washington State Department of Health.

1207.2.1 CREATION AND APPOINTMENT OF POSITION

The Board of Commissioners of Snohomish County Fire District 17 reserves the right to:

- Establish the evaluation and/or assessment process to determine the eligibility ranking.
- Determine the number of individuals to be appointed from the eligible candidates.
- Determine the number of personnel required to adequately staff the position.

1207.3 PROBATION

Probationary employees shall be "at will" employees during their first twelve months of continuous employment as a full-time District employee.

The district reserves the right to extend an employee's probation for a period not to exceed six calendar months.

1207.4 SUPERVISION

1207.4.1 SUPERVISION RECEIVED

The Single-Role Paramedic works under the direct supervision of the on-duty Captain or Acting Lieutenant who assigns work details and reviews work for conformance to policy; and receives

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program supervision from the Assistant Chief of Operations and clinical supervision from the District Medical Supervising Physician.

1207.4.2 SUPERVISION EXERCISED

The Single-Role Paramedic shall serve as the lead Emergency Medical Services (EMS) provider at emergency scenes, when duly dispatched and as such will provide clinical direction to others in the coordination of patient care. Other coordination and supervision of the work of others, outside of EMS, is not a typical function assigned to this position. Single-Role Paramedics shall provide training, orientation and assist in oversight to District personnel related to Emergency Medical Services (EMS).

1207.5 PRIMARY DUTIES

The Single-Role Paramedic will respond to emergency incident scenes as a Advanced Life Support (ALS) provider and perform duties which may include but are not limited to:

- Receive emergency alarms and operate radios and other communications equipment under emergency conditions.
- Drive, ride and operate designated fire department apparatus.
- Respond to BLS and ALS medical responses, and on-scene support of fire, hazmat, rescue and other all-hazards responses. Operates within the Incident Command System, and provides emergency medical care and transport.
- Evaluate the ill and injured, appropriately document findings and actions on an Electronic Health Record (EHR) to include the collection and documentation of patient information per local and state policy.
- Proficiently use various types of tools and equipment associated with Emergency Medical Services.
- Clean and decontaminate equipment including but not limited to, ambulances and EMS equipment.
- Conduct routine operational readiness inspections on assigned apparatus, which shall include all EMS supplies and equipment.
- Maintain and restock inventory of all EMS supplies on transport ambulances.
- Provide emergency medical services within the scope of his/her certification and within the protocols/guidelines of Snohomish County EMS and Washington State Department of Health.
- Direct and supervise personnel on Emergency Medical Service responses unless/until relieved by a superior officer.
- Coordinate, direct and supervise EMS training and education as requested by a superior officer.
- Perform preventative maintenance inspections on assigned apparatus and equipment.
- Keeps a daily inventory and logs usage, per DEA, SCEMS MPD, FDA and state guidelines of all Scheduled II-V medications and other medications as specified by

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the SCEMS MPD (Ex: Etomidate and Benzodiazepines). All controlled medications shall be co-signed at the beginning of each work assignment. Usage shall reflect the amount administered and wasted with accurate reference to patient name and incident number.

- Performs other related duties as assigned by a superior officer.

Quality Assurance:

- Review of BLS patient Electronic Health Records (EHR) to ensure correct/appropriate patient care procedures are followed. Make recommendations for review, remediation or corrective action to his/her supervisor and/or Medical Program Director.
- Review of BLS patient Electronic Health Records (EHR) to ensure complete, accurate documentation is performed. Make recommendations for upgrades/downgrades as appropriate.
- Review of resource deployment protocols for EMS related alarm types. Make recommendations for improvements as appropriate.
- Participates in county and regional QA programs as directed by the Assistant Chief of Operations and/or the District Medical Supervising Physician.

Customer Service:

- Provides professional customer service to the public, other emergency service agencies and business associates during emergency and non-emergency situations. Conducts self in a manner that reflects favorably on the Fire District and its members.
- Establishes, promotes and maintains positive working relationships while promoting the Fire District's mission and value statements.
- Protects patient privacy and other confidential information in a manner that conforms to Fire District policy, applicable state and federal laws and accepted professional standards.

1207.6 SECONDARY DUTIES

Operational:

- Responds to non-EMS related incidents to provide BLS or ALS level care, non-IDLH duties as dictated by authorized training, and rehabilitation for responding personnel and/or civilians.
- Provide periodic alarm/run reviews for "all hands" to discuss unique as well as routine cases with the focus on improving deficiencies and increasing knowledge base.
- Provide periodic "all hands" training sessions that are either separate from or that augment the continuing education program.
- Provide agency specific ALS interaction training to familiarize personnel with assisting paramedics.
- Participates in public education and community outreach programs as directed.

Maintenance:

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- Participates in facility maintenance by cleaning floors, windows, walls and bathrooms, etc. Perform maintenance and repair of buildings within the individuals ability and available tools.
- Participates in grounds maintenance by mowing grass, weeding, trimming shrubs; clean and maintain aprons, walks and parking areas as directed.

Performs other related duties as assigned by a superior officer.

1207.7 REQUIREMENTS

Upon employment, the person appointed to the position of Single-Role Paramedic shall meet and maintain, as a minimum, the following:

- High School Diploma or GED.
- Graduation from an accredited Paramedic program.
- A minimum of one-year as a state or nationally (NREMT-P) certified Paramedic employed with a Fire District, Fire Department, hospital-based or private ambulance that routinely conducted ALS field treatment and transport services. (Minimum time requirement may be waived by the Fire Chief.)
- Possess and maintain a Washington State Paramedic certification and SCEMS MPD county approval within 90-days of date of hire.
- Possess and maintain a current PALS and ACLS certification at time of hire. (PALS requirement may be fulfilled by MPD approved equivalent.)
- Possess or ability to possess a Washington State Driver's License within 30-days of date of hire.
- Meet the District's physical qualifications and pass a background check, medical and psychological exams and drug screening prior to appointment.
- General knowledge of principles, practices and procedures of EMS.
- Maintain insurability to drive/operate a motor vehicle in Washington State.
- Must be able to read, write and speak the English language.
- Possess or ability to possess and maintain a Emergency Vehicle Driver's Training (EVDT) certification.

1207.8 PHYSICAL DEMANDS

The Single-Role Paramedic must frequently lift and/or move up to 50 pounds and occasionally assist in lifting and/or moving weights greater than 200 pounds. Specific vision abilities required by this job include close vision, distant vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

While performing the duties of this job, the employee is frequently required to stand; walk, use hands to finger, handle or operate objects, tools or controls; and reach with hands and arms. The

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employee is occasionally required to sit; climb or balance; stoop, kneel, crouch or crawl; talk or hear; and smell. Strenuous physical exertion is usually necessary.

Manual dexterity and coordination are required to perform work. This is used while operating equipment such as computer keyboards; tablets; telephones; etc.;

The employee must adhere to District policy on minimum physical standards and are additionally required to pass a district established annual medical examination.

1207.9 WORK ENVIRONMENT

Work is performed in office, vehicle and outdoor settings in all weather conditions, including temperature extremes, during day and night hours. Work is often performed in emergencies, under stressful conditions. The employee is exposed to hazards associated with rendering emergency medical assistance.

The Single-Role Paramedic must have the ability to adjust to a lifestyle that requires working twenty-four hour shifts or other work schedules, including work on holidays and being subject to overtime, holdover and callback at any time.

1207.10

ADOPTION DATE: May 12, 2021

REVIEWED DATE:

REVISED DATE: