

JOB DESCRIPTION

POSITION:	Emergency Medical Responder
DIVISION:	EMS Operations
REPORTS TO:	Superintendent of EMS Operations

POSITION SUMMARY:

The Emergency Medical Responder out a range of basic life support duties in keeping with performance based system design principles including: providing quality care in a timely manner by assessing patients; performing sophisticated medical treatment to potentially avert life threatening emergencies and reduce morbidity; preparing and submitting reports; safely operating company vehicles; ensuring the stocking and safeguarding of vehicles, equipment, supplies and medications; plus other related duties such as continuous medical education, mentoring new employees and public health safety education.

QUALIFICATIONS:

- Emergency Medical Responder Certification from a Recognized Agency
- Valid CPR level C for HCP
- ACLS
- Class G driver's license with less than 7 demerit points or prohibition from driving under the criminal code. (Class F preferred)
- Knowledge of Basic life support medical care methods, training and reporting, Highway Traffic Act, Occupational Health and Safety Act, Ministry of Health policies, procedures, equipment supplies, use of medications, vehicles, base stations.
- Quality EMR work experience and knowledge of the local area are desired qualities.
- Computer literacy a preferred asset.
- Meets all of the hiring policies as outlined in the operational guidelines of Superior EMS

POSITION RESPONSIBILITIES:



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1. Performs the responsibilities of the position within the legislative and regulatory standards set out in the applicable Provincial and Municipal Acts. Performs the responsibilities of the position consistent with the Operational policies of Superior EMS.
2. Expediently and safely initiating and responding to calls in keeping with medical priority dispatch protocols and response time performance standards.
3. Conducts patient assessment, initiates treatment independently or under supervision when required which includes the administering medication, conducting external cardiac defibrillation in accordance with Basic Life Support Patient Care Standards and Medical directives for EMRs. Collaborates with other emergency workers to ensure safety for all at the scene and to problem solve patient extrication and care issues.
4. Completes reports and paperwork necessary to document and detail the particulars of the Paramedic call/shift.
5. Undertakes daily inventory responsibility, accountability and functioning of equipment, vehicle safety checks, supplies and medications.
6. Ensures operational quality assurance and quality improvements.
7. Promotes positive working environment through Professional conduct with clients, client family members, public and other emergency services.
8. Protects own health and health of others by adopting safe work practices, reporting unsafe conditions immediately, and attending all relevant in-services regarding occupational health and safety. Follows all guidelines for employees and employers as legislated under the Ontario Occupational Health and Safety Act.
9. Demonstrates professionalism at community events by maintaining a professional appearance, providing appropriate supervision of the event and being ready to respond to any emergency that may arise.
10. Effectively communicates with the event organizers, event staff and other agencies at the event to ensure safe and appropriate coverage is provided.
11. Maintains current certifications as required
12. Maintains the required physical fitness for the position, as outlined in the operational guidelines.

Date of Approval:	January 1, 2015
Date of Original:	January 4, 2011
Date to be Reviewed:	January 1, 2018
Authority:	Chief of EMS Operations



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