

Lead Emergency Medical Service Technician

Location:	Tioga County Fire Districts
Classification:	Competitive
Salary:	To be determined
Adopted:	12/07; Revised 01/2020; Tioga Co. Personnel & Civil Service

DISTINGUISHING FEATURES OF THE CLASS: This is a working supervisor position responsible for providing emergency medical treatment to individuals in distress and evaluates the quality and quantity of aid required. Regular supervision is exercised over the work of Emergency Medical Service Technicians. The position requires the ability to diagnose moderately complex to complex medical conditions and administer appropriate emergency treatment. Work is performed in accordance with Regional, State, and Federal Basic Life Support (BLS) and Advanced Life Support (ALS) protocols. . Supervision is received by Medical Director and/or Commissioner(s) representing the Fire District.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

- Leads and participates when dispatched to calls, gains access to the patient and assesses the extent of injury or illness to anyone who requests or requires emergency medical services;
- Provides BLS and / or ALS to stabilize persons in life threatening situations resulting from trauma or other medical conditions and administers patient care under the authorization of the Medical Director;
- Determines appropriate medical facility to which patient will be transported and assists with the transport of the patient; provides ongoing medical care on route if required;
- Communicates with dispatcher requesting additional assistance or services, as necessary;
- Performs other direct medical actions on monitoring physician's orders;
- Prepares written reports of emergency calls handled, outlining diagnosis and treatment provided in accordance with State, Regional, and local hospital protocol;
- Maintains proper and safe storage all drugs and narcotics held by the District;
- Completes any and all reporting information to New York State concerning the drugs and narcotics held by the District;
- Maintains, cleans, decontaminates ambulances and ancillary medical equipment;
- Maintains level of EMT-Cardiac Care Level 3 proficiency and State Certification through regular training and testing requirements;
- Monitors continuing education requirements and the completion of coursework by EMS Technicians to maintain certification;
- Inventories and safeguards drug and medical supplies;
- Works with others to develop and implement operational plan for catastrophes and natural or man made disasters;
- Prepares staff coverage reports for payroll and monthly Board meetings;
- Reviews and authorizes leave time of paid EMS Technicians for the District and ensures proper coverage is maintained during all assigned shifts;
- Performs annual evaluations of paid EMS Technician members and addresses any performance issues as needed;
- Participates in the interview and selection process of new EMS Technicians.

2. Lead Emergency Medical Service Technician

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of EMT-Cardiac Care Level 3 procedures; good knowledge of equipment and supplies used in administering medical treatment; good knowledge of recent developments in the field of emergency medical treatment; ability to perform all functions of an EMT-Cardiac Care Level 3; ability to understand medical procedures and properly apply them to situations; ability to act calmly and effectively in emergency situations; ability to evaluate the extent of illness or injury; ability to prepare and maintain accurate records; ability to plan, lead, and supervise the work of others; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma and:

- a. Three (3) years of work or verifiable volunteer experience as a Critical Care Level 3 (ALS) Provider,
- b. Possession of a valid NYS Cardiac Care Level 3 Certification,
- c. Possession of a valid motor vehicle operator's license appropriate for the operation of District vehicles.