Must have the physical, developmental and mental ability to perform job tasks, work efforts, responsibilities and duties of the job illustrated. The job description herein provides for the range of duties to be performed for this position. It is not intended to reflect all duties that are required within this position.

**MAJOR FUNCTION**

Paraprofessional work in rendering out of hospital life support functions, other emergency care and rescue services, including support and backup of fire service personnel at fire scenes, accidents, and natural disasters. Duties include the operation and maintenance of the ambulance.

**ILLUSTRATIVE DUTIES**

Responds promptly to all non-emergency and emergency calls, including all fire calls involving structures and/or danger to life. Drives ambulance with due regard for the safety of all persons at all times. Assists in extricating trapped victims and transports sick and injured persons to treatment centers. Must adhere to physician’s instructions, protocol, and standing orders. Observes, records, and reports to physicians the patient's condition and reaction to drugs, treatments and significant incidents. When responding to an emergency call or while transporting a patient, driver may exercise the privilege set forth in chapter 316.051 (5) F.S.

Secures patient from movement during ambulance trip and drives with due caution to avoid any unnecessary cause of motions that may be detrimental to the patient. Administers out of hospital emergency, fire rescue, medical care services, and advanced life support. Under supervision of Fire Rescue Medical Director or a physician, performs the following by protocol and standing orders: defibrillate a pulse less non-breathing patient, administers intravenous electrolyte or glucose solutions, surgical cricothyrotomy on adult complete airway obstruction, needle cricothyrotomy on pediatric complete airway obstruction, intraosseous infusion on the pediatric arrest/trauma alert patient, performs gastric/tracheal suction by intubation, endotracheal intubation, administers injections, documents controlled substance use, and performs other procedures as allowed by emergency medical service rules and regulations and/or by the Fire Rescue Medical Director. Must comply with the Polk County Fire Rescue Blood Borne Pathogen Exposure Control Plan

Operates radio communications with Dispatch, other field personnel, hospital, etc. Prepares and completes required reports keeping information regarding patients confidential. Maintains and insures that all supplies are available in sufficient quantities as required to operate an emergency ambulance and that all equipment is operational.
PARAMEDIC
(Fire Rescue)
(Continued)

ILLUSTRATIVE DUTIES (continued)

Although emergency rescue work, including the administration of emergency medical treatment, is the most difficult and responsible area of activity, a major portion of time is spent on training, studying methods, techniques and organization of pre-hospital care services and on routine duties in the care and maintenance of Fire Rescue Division property and equipment. Work involves an element of personal danger and requires working on extended shifts. Participates in the on-duty company physical fitness program. Performs related duties as required.

KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of emergency care procedures, cardio-pulmonary resuscitation and the use of life sustaining equipment and practices. Knowledge of conducive safety, comfort matters and methods in the handling and treatment of patients. Knowledge of Florida safety requirements and privileges when responding to non-emergency and emergency calls. Knowledge of Florida traffic and driving regulations. Knowledge of and skill in defensive driving methods. Ability to become familiar with the roadway/highway systems within Polk County. Ability to communicate effectively both orally and in writing. Must be able to read, write clearly using rules of punctuation, grammar, diction, and style. Must be able to speak the English language in an understandable manner. Must be able to compute portions, ratios, percentages, calculate surfaces, volumes, weights, and measures. Ability to work as a team player. Ability to support and back up fire service personnel. Ability to make sound judgments.

Using proper body mechanics, ability to lift and carry one end of a stretcher holding patients weighing an average of 150 pounds frequently, with an upward range of 300 pounds infrequently not including the weight of the stretcher. Ability to exert an excess of 100 pounds of force occasionally, and/or in excess of 50 pounds frequently, and/or in excess of 20 pounds of force constantly to move objects. Physical demand requirements are in excess of those for heavy work. Ability to adhere to physician instructions, protocol, and standing orders. Ability to physically and mentally perform a variety of various emergency duties under extreme conditions. Ability to distinguish colors. Ability and skill to perform minor maintenance repairs on an ambulance.

Knowledge of all pieces of patient care equipment and vehicle operation. Ability to relate use and care of such equipment. Ability to learn and follow the current Fire Rescue Practice Parameters for patient care, as well as all Fire Rescue policies, procedures and Standard Operating Procedures (SOP).
MINIMUM QUALIFICATIONS

Graduate of an accredited high school or possess an acceptable equivalency diploma and possess a valid certification card as a Paramedic issued by the State of Florida Department of Health and must possess the following requirements:

A. Is at least 18 years of age.

B. Meets the requirements in Florida Statute 401.281 as this position may be required to drive an advanced life support vehicle in the event of an emergency.

C. Meet the following driving history requirements:
   a. Have not accrued 12 points within 36 months or 18 points within 48 months.
   b. Have not been convicted on alcohol/drug related offenses within 36 months.
   c. Have not been convicted of two (2) alcohol/drug related offenses within 10 years
   d. Have not had a suspension, revocation, or restriction due to moving violations or alcohol/ drug related problem, including failure to take a breath test within the 36 months prior.
   e. Must provide proof of insurance when required to use their personal vehicle as part of their daily job duties.

D. Possess a valid American Heart Association Basic Cardiac Life Support provider or instructor card.

E. Possess a valid American Heart Association Advanced Cardiac Life Support provider or instructor card.

F. Possess a valid Emergency Vehicle Operator Course Certification card or a recognized 16 hour course that is equivalent.

G. Must have a valid driver’s license and be able to secure a valid Florida driver’s license at the time of employment.

H. Possess a valid International Trauma Life Support (ITLS) or Pre-hospital Trauma Life Support (PHTLS) provider or instructor certification.

I. Possess a valid Pediatric Advanced Life Support (PALS) provider or instructor certification.
PARAMEDIC
(Fire Rescue)
(Continued)

MINIMUM QUALIFICATIONS (continued)

J. Possess the following National Incident Management System (NIMS) certifications:
   a. ICS-100: Introduction to the Incident Command System  
   b. ICS-200: ICS for Single Resources and Initial Action Incidents  
   c. IS-700: National Incident Management System, An Introduction  
   d. IS-800: National Response Framework, an Introduction

K. Certification by the Polk County Office of Medical Direction to function as a paramedic under the license of the Polk County Fire Rescue Medical Director

No comparable amount of training, certifications and/or experience may be substituted for the above minimum state qualifications unless such an accepted equivalent is approved by the Florida Department of Health.

SPECIAL REQUIREMENTS

Must obtain and maintain Federal Bureau of Investigations (FBI) Criminal Justice Information Services (CJIS) Security Awareness certification through the Florida Department of Law Enforcement (FDLE) Employees hired into this position after January 1, 2013 must obtain and maintain this certification as a condition of employment.

Applicants who have not been employed by the Polk County Fire Rescue Division in a paramedic capacity will be required to produce documentation that they have successfully completed the following from the National Testing Network:

   a) Candidate Physical Ability Test (CPAT) and the exam date can be no more than one calendar year from the hire date
   b) Complete the FireTEAM testing and a Personal History Questionnaire (PHQ) at the time of application.

Must have a telephone while employed with the Fire Rescue Division, as employee is subject to call in emergencies.

Must obtain certification as a Florida certified firefighter within two (2) years of date of hire.

Must keep certifications and licensure updated as required for employment.
PARAMEDIC  
(Fire Rescue)  
(Continued) 

SPECIAL PREFERENCE

Preference will be given to those whose driving record reflects that they have not had any of the following:

a. Two (2) failures to pay fines within 36 months.
b. Two (2) seatbelt violations within 36 months.
c. Three (3) lapses of insurance within 36 months.
d. Serious traffic violations such as leaving the scene or driving on a suspended license within 36 months.