**Paramedic I Standard Job Description**

**Classification Title:** Paramedic I

**FLSA Exemption Status:**Non-Exempt

**Pay Grade:** 8

**Job Description Summary:**

The Paramedic I, under general supervision, operates within Emergency Medical Services (EMS) as the highest level of emergency technical assistance for emergency medical services, including transport of patients to emergency facilities. Works with Student Health Services to assist with medically appropriate scheduling of patient appointments and provide assistance to medical providers when not involved with EMS operations.

**Essential Duties and Responsibilities:**

**40% Patient Care and Emergency Response**

* Assist Student Health Services with scheduling patient appointments and provide assistance to medical providers when not involved with operations.
* Assess nature and extent of illness or injury to establish and prioritize medical procedures to be followed.
* Administer initial treatment at emergency scenes and take and record patient’s vital signs.
* Perform basic and advanced life support treatment and transport of ill or injured patients.
* Assist in extricating trapped victims and transport sick and injured persons to treatment centers.
* Observe, record, and report to Medical Control the patient’s condition and reaction to treatments.
* Comply with patient care modalities in accordance with applicable laws and regulations.
Adhere to policies and medical protocols as provided by relevant authorities.

**20% Leadership and Coordination**

* Provide leadership, direction, and participation in the delivery of emergency and routine patient care.
* Give direction to other crew members and responding agency personnel on patient care issues.

Serve as Medical Scene Commander if first to arrive at a multiple casualty scene and assure appropriate transfer of command.

* Mentor new staff members to enhance their skills and knowledge.

**10% Equipment and Vehicle Maintenance**

* Maintain station and equipment in an orderly and clean fashion.
* Assist in maintaining the patient compartments of vehicles to ensure they are street ready.
* Report equipment malfunctions to appropriate personnel.
* Operate the emergency vehicle according to established safe driving standards.

**10% Documentation and Reporting**

* Prepare run reports and assist in the peer review of run reports.

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above.

**Qualifications:**

**Required Education:**

* Successful completion of an approved Paramedic Training Program.

**Required Experience:**

* Two years’ experience as an Emergency Medical Technician (Basic, Intermediate or Paramedic) with an accredited emergency medical service provider.

**Required Licenses and Certifications:**

* Current Texas Department of State Health Services EMT-P certification or Paramedic Licensure.
* Current AHA ACLS Certification, and AHA BLS Provider certification.
* Advanced Cardiac Life Support certification.
* Valid Texas Class C Driver’s License.
* Ability to obtain both Basic Trauma Life Support certification or equivalent and Pediatric Advanced Life Support certification within six (6) months of employment.

**Required Knowledge, Skills, and Abilities:**

* Ability to multitask and work cooperatively with others.
* Knowledge of all medical equipment used in E.M.S. program. Knowledge of road map reading.
* Oral and written communication skills.
* Ability to perform quickly, precise, practical mathematical calculations pertinent to ratio and proportion of medication and supplies used in emergency patient care.
* Must be independent, confident, able to work independently without defined structure, have good stable reasoning ability with ability to draw valid conclusions expediently relevant to patient's condition, often, using limited information.
* Ability to drive vehicle, accurately discern street signs and address numbers read medication/prescription labels and direction for usage in quick, accurate, and expedient manner, ability to communication verbally with patients and significant others to interview patient, family members, and bystanders, and ability to discern deviations/changes in eye/skin coloration due to patient's condition and to the treatment given.

**Additional Information:**

**Machines and Equipment:**

* Computer
* Various medical equipment

**Physical Requirements:**

* Good manual dexterity with ability to perform all tasks related to advanced emergency patient care and documentation.
* Ability to bend, stoop, balance, and crawl on uneven terrain.
* Ability to withstand varied environmental conditions such as extreme heat, cold, and moisture.

**Other Requirements and Factors:**

* This position is security sensitive
* This position requires compliance with state and federal laws/codes and Texas A&M University System/TAMU policies, regulations, rules and procedures
* All tasks and job responsibilities must be performed safely without injury to self or others in compliance with System and University safety requirements
* This position has access to protected health information and other patient information and must use knowledge only when necessary, sharing information only with those persons who have a need to know to complete their job responsibilities relating to the treatment, payment, or other related operations

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

[ ]  **Yes**

[x]  **No**

**Does this classification have the ability to work from an alternative work location?**

[ ]  **Yes**

[x]  **No**