

Functional Position Description

ECA/EMT/EMT-I/EMT-P

Introduction

We are providing the following position description for ECA/EMT/EMT-I/EMT-P. This should guide you when giving advice to anyone who is interested in understanding what qualifications, competencies and tasks are required of the ECA/EMT/EMT-I/EMT-P.

Qualifications:

Successfully complete a department approved course. Verification of skills proficiency and achievement of a passing score on the written certification examination.

Must be at least 18 years of age. Generally, the knowledge and skills required show the need for a high school education or equivalent. Ability to communicate verbally; via telephone and radio equipment; ability to lift, carry, and balance up to 125 pounds (250 with assistance); ability to interpret written, oral and diagnostic form instructions; ability to use good judgment and remain calm in high-stress situations; ability to be unaffected by loud noises and flashing lights; ability to function efficiently throughout an entire work shift without interruption; ability to calculate weight and volume ratios and read small print, both under life threatening time constraints; ability to read English language manuals and road maps; accurately discern street signs and address numbers; ability to interview patient, family members, and bystanders; ability to document, in writing, all relevant information in prescribed format in light of legal ramifications of such; ability to converse in English with coworkers and hospital staff as to status of patient. Good manual dexterity, with ability to perform all tasks related to highest quality patient care. Ability to bend, stoop, and crawl on uneven terrain; and the ability to withstand varied environmental conditions such as extreme heat, cold, and moisture. Ability to work in low light and confined spaces.

COMPETENCY AREAS

ECA Emergency Care Attendant

Must demonstrate competency handling emergencies utilizing all Basic Life Support equipment and skills in accordance with all behavioral objectives in the DOT/First Responder Training Course and the FEMA document entitled "Recognizing and Identifying Hazardous Materials", and to include curricula on aids to resuscitation, blood pressure by palpation and auscultation, oral suctioning, spinal immobilization, patient assessment, and adult, child, and infant cardiopulmonary resuscitation. The automated external defibrillator curriculum is optional.

EMT Emergency Medical Technician

Must demonstrate competency handling emergencies utilizing all Basic Life Support equipment and skills in accordance with all behavioral objectives in the DOT/EMT Basic curriculum and the FEMA document entitled "Recognizing and Identifying Hazardous Materials". EMT 1994 curriculum includes objectives pertaining to the use of the pneumatic antishock garment, automated external defibrillator, epinephrine auto-injector and inhaler bronchodilators.

EMT-I Intermediate

Must demonstrate competency handling emergencies utilizing all Basic and Advanced Life Support equipment and skills in accordance with all behavioral objectives in the DOT/EMT Basic and EMT-I curriculum. The curriculum will include objectives pertaining to endotracheal intubation.

EMT-P Paramedic

Must demonstrate competency handling emergencies utilizing all Basic and Advanced Life Support equipment and skills in accordance with all behavioral objectives in the DOT/EMT Basic, EMT-I curriculum, and the EMT-P curriculum. The EMT-P has reached the highest level of pre- hospital certification.

Description of Tasks

Receives call from dispatcher, responds verbally to emergency calls, reads maps, may drive ambulance to emergency site, uses most expeditious route, and observes traffic ordinances and regulations.

Determines nature and extent of illness or injury, takes pulse, blood pressure, visually observes changes in skin color, makes determination regarding patient status, establishes priority for emergency care, renders appropriate emergency care ([based on competency level](#)); may administer intravenous drugs or fluid replacement as directed by physician. May use equipment ([based on competency level](#)) such as but not limited to, defibrillator, electrocardiograph, performs endotracheal intubation to open airways and ventilate patient, inflates pneumatic anti-shock garment to improve patient's blood circulation.

Assists in lifting, carrying, and transporting patient to ambulance and on to a medical facility. Reassures patients and bystanders, avoids mishandling patient and undue haste, searches for medical identification emblem to aid in care. Extricates patient from entrapment, assesses extent of injury, uses prescribed techniques and appliances, radios dispatcher for additional assistance or services, provides light rescue service if required, provides additional emergency care following established protocols.

Complies with regulations in handling deceased, notifies authorities, arranges for protection of property and evidence at scene. Determines appropriate facility to which patient will be transported, reports nature and extent of injuries or illness to that facility, asks for direction from hospital physician or emergency department. Observes patient en route and administers care as directed by physician or emergency department or according to published protocol. Identifies

diagnostic signs that require communication with facility. Assists in removing patient from ambulance and into emergency facility. Reports verbally and in writing observations about and care of patient at the scene and in-route to facility, provides assistance to emergency staff as required.

Replaces supplies, sends used supplies for sterilization, checks all equipment for future readiness, maintains ambulance in operable condition, ensures ambulances cleanliness and orderliness of equipment and supplies, decontaminates vehicle interior, determines vehicle readiness by checking oil, gas, water in battery and radiator, and tire pressure, maintains familiarity with all specialized equipment.

DISABILITY POLICY The Texas Department of State Health Services, Office of EMS/Trauma Systems

Coordination offers the following recommendations regarding the EMT program application process:

It is recommended that all applicants to EMT programs complete an aptitude test battery (e.g. General Aptitude Test Battery (GATB), Differential Aptitude Test (DAT) and a standardized achievement measure (e.g. Woodstock Johnson-Revised Tests of Achievement; Wide Range Achievement Test-Revised). Such measures assess many of the capacities and abilities necessary to competently perform the responsibilities of the EMT such as: general learning ability; verbal, numerical and spatial ability; form and clerical perception; motor coordinator, finger and manual dexterity; eye-hand-foot coordination; color discrimination. In instances where test batteries are not administered prior to admission to EMT training programs, DSHS recommends that such tests be administered at appropriate times as determined by training program policies. It is also recommended that vocational counselors be available to applicants to interpret the results of the testing and provide guidance in terms of the advisability of proceeding with the EMT training program.

DSHS requires that a course coordinator review the following with each student upon program entry: a. [functional job description](#) b. [certification application procedures](#) c. [disability policy](#)

CHAPTER 773 Health and Safety Code

EMS RULE 25 T.A.C. 157.41

PERFORMING ESSENTIAL FUNCTIONS OF THE PROFESSION

[Chapter 773 of the Health and Safety Code](#), Section 773.050(b)(2), mandates the Board of Health to establish minimum standards for rules for EMS personnel certification and performance. Candidates for certification must be able to perform the full range of job functions safely and efficiently. Provisions within EMS rules (25 T.A.C. 157.41) require a candidate to demonstrate proficiency in skills such as spinal immobilization, intravenous fluid therapy administration, cardiopulmonary resuscitation, etc., as well as, achieve a passing grade on the department's written certification examination.

The word "written" was purposefully included by both the Texas EMS Advisory Council and Board of Health to insure that certified individuals could read. The written portion of the EMS certification examination is designed, in part, to measure an examinee's ability to read.

Being able to read is a skill that constitutes an essential function of the profession since there are many occasions where the ability to read becomes necessary in emergency situations. Being able to read prescriptions and physician's orders, for example, are but two of the anticipated occasions where the ability of EMS personnel to read in emergency situations is essential.

EMS CERTIFICATION TESTING POLICY

Skills Proficiency Verification

A candidate must demonstrate proficiency in all skills prior to course completion. Program approved skills sheets and grading criteria shall be used.

Written Examination

A candidate must achieve a passing grade on the [National Registry certification examination](#).