

## **Rules and Regulations, LSFR 105**

### **JOB DESCRIPTION**

**Effective:** June 15, 2008

**REPORTS TO:** Service Director

#### **I. Purpose of Position:**

First Responders render medical first responder level emergency medical care to sick, disabled or injured individuals based on chief complaint(s) prior to our arrival and signs and symptoms present upon arrival. The care given to these individuals will be provided by using the knowledge, skills and techniques received during the medical first responder course and advanced skills trainings.

#### **II. First Responder Functions:**

1. May need to drive a licensed first responder vehicle to the scene when requested. (Driver must have valid Wisconsin driver's license and current EVOC training.)
2. Render medical first responder level emergency medical care to sick, disabled or injured individuals based on chief complaints, signs and symptoms.
3. Must communicate via two-way radio and cellular phone to dispatch and medical control.
4. Must follow protocols put in place by Hess Memorial Hospital and the State of Wisconsin for administering patient care.
5. Assist in the moving of patients, when requested, to a transporting ambulance. Must be able to utilize appropriate devices to assist in patient movement.
6. Must help complete run reports, skills check-off forms and inventory forms.
7. Perform monthly ambulance inspection and annual inventory; along with post-call inspections to be sure that first responder vehicle is in proper operating condition before next call.
8. Prepare for next run by cleaning the first responder vehicle and equipment used on the previous call, restocking supplies, making sure defibrillator is charging and filling oxygen tanks when needed.
9. May assist in the orientation of new first responder personnel.
10. Perform other duties or responsibilities as required by the service director, fire chief and medical control.

#### **III. Demands of the Position:**

First responders must be ready to operate in a variety of unpredictable or unexpected conditions. Some of these may include:

1. Extreme hot or cold
2. Safe and unsafe driving conditions

3. Possible hazmat situations
4. Infectious or blood borne pathogens
5. Mechanical hazards
6. Possible encounters with hostile patients, family or friends.

To cope with these situations, first responders should be able to:

1. Stand, walk, run and sit
2. Kneel, crouch and crawl
3. Reach, handle and grasp objects
4. Climb, balance, bend and twist
5. Good speaking and listening skills
6. Ability to lift, carry, push and pull

#### **IV. Equipment Used:**

1. Suction
2. Oxygen, Regulators and Tubing
3. Non Rebreathing Oxygen Mask and Nasal Cannulas
4. Bag Valve Mask
5. Oral and Nasal Airways
6. Combitube
7. Defibrillator
8. Various Bandages and Dressings
9. Blood Pressure Cuffs
10. Stethoscope
11. Long boards, Scoop Stretcher, Straps and Keds
12. Splints
13. Cervical Collars and Cervical Immobilization Device
14. Infection and Blood borne Barrier Devices
15. Advanced Skills Medications
16. Various Tools for Repair and Extrication
17. Penlight
18. OB/GYN Kit
19. Brooms and Antimicrobial Wipes
20. First Responder Vehicle
21. Road Flares

#### **V. Knowledge and Skills Required:**

1. Knowledge of Wisconsin driving laws and laws regarding the use of emergency lights and siren
2. Ability to learn and apply medical first responder standard care techniques
3. Ability to perform strenuous tasks for prolonged periods of time
4. Have good oral and written communication skills
5. Ability to understand and follow policies, procedures and protocols

6. Good driving record and must be able to pass EVOC
7. Must be able to read, write and do simple math functions
8. Must be able to express respect and compassion to patients and family involved in a situation
9. Must work well and cooperate with others

**VI. Education and License:**

1. Must have a high school diploma or GED
2. Possess a current Wisconsin medical first responder license
3. Possess a current CPR certification at the healthcare provider level
4. Must have training in defibrillator, combitube and advanced skills medications as authorized by medical control for medical first responders

**VII. Special Requirements:**

1. Must be 18 years of age and possess a valid Wisconsin driver's license.
2. Subject to Wisconsin State Statutes 111.321, 111.322, 111.335 and 146.50, medical first responders should not have an arrest or conviction record.

**VIII. Additional Requirements:**

Medical first responders must attend all meetings, in-house trainings and various other meetings and trainings as required by medical control. Absences must be reported to the service director. Most meetings and trainings will need to be made up.

**IX. Attitude and Behavior:**

LSFR requires that all first responders act in a professional and courteous manner. First responders are expected to work well together. Respect and consideration must be given to each patient and confidentiality must be maintained at all times.