

EMS Nurse Practitioner Supervisor (2340)
Task List

1. Provides direct oversight of the clinical aspects of patient care such as physical exams, patient histories, and necessary treatment modalities during the daily operation of the Nurse Practitioner Response Unit (NPRU).
2. Supervises, trains and assists the Firefighter Paramedic that is assigned to the NPRU by delegating, reviewing, and evaluating work; providing clinical training, and overseeing all aspects of patient care.
3. Demonstrates and performs emergency medical care and clinical interventions such as physical exams, wound care, laceration repair, blood work, and reductions and splinting for fractures and dislocations to patients as indicated.
4. Demonstrates and performs Basic Life Support (BLS) and Advanced Life Support (ALS) procedures within the scope of practice of the Nurse Practitioner's license or certification to patients.
5. Analyzes and interprets patients' histories, symptoms, physical findings and diagnostic information to develop appropriate diagnostic impressions, treatment decisions, and follow-up plans and appointments
6. Completes and exports the Electronic Patient Care Report (ePCR) after each patient visit to be reviewed by the Medical Director or his/her designee.
7. Works with community stakeholders to develop long term care plans to address primary care issues, substance abuse issues, and mental health problems for frequent participants ("EMS Super Users") in the Emergency Medical Services system
8. Administers, prescribes, and dispenses medications to patients within the scope of program protocols, guidelines of the California State Board of Nursing, and the Federal Controlled Substance Act while considering factors such as indications, contraindications, dosages, patient characteristics including age and gender and all other applicable patient safety primers.
9. Performs medical procedures including repairing minor lacerations using staples, sutures, etc., treating minor burns and abrasions, removing superficial foreign bodies, establishing intravenous lines, applying dressing and bandages, reducing and splinting injured extremities, inserting Foley catheters, treating epistaxis, and treating minor fractures and dislocations.
10. Treats patients for primary care conditions, including headaches, hypertension, diabetes, asthma, and COPD, urinary tract infections, upper respiratory infections, flu like symptoms, and dermatological conditions.

11. Performs primary care procedures such as suturing, splinting, administering antibiotics, analgesics and wound laceration care.
12. Evaluates (using vital signs and patient assessment) and treats patient's chronic health care problems such as high blood pressure, diabetes, and Chronic Obstructive Pulmonary Disease (COPD) by patient assessment, medication administration, and writing of prescriptions as indicated.
13. Performs standard patient histories and physicals as indicated based upon the patient's clinical condition and level of distress in accordance with the Nurse Practitioner standard of care, as well as medical screening examinations using patient vital signs and patient assessment to determine the presence of any preexisting emergent medical conditions
14. Collaborates with those in other disciplines such as social services, community outreach groups, substance abuse counselors, and mental health professionals that are involved with the care of patients in order to ensure highest quality of care when patients are referred
15. Reports via telephone/email/in person to Medical Director when issues with staff/patient care, or procedures and equipment are not within the established protocols of the NPRU and Fire Department when requested.
16. Educates and tailors instructions for each patient regarding self-management of acute or chronic illnesses, and offers additional references for information if requested.
17. Provides patients with information needed to promote health, reduce disease risk factors or prevent disease or disability as well as instructions of how to connect with outside sources that provide additional information.
18. Ensures all patient care/medical equipment and diagnostic tools are operational and properly calibrated by visually inspecting and performing periodic calibrations as recommended by the manufacturer.
19. Ensures complete inventory of required equipment, and medication/drugs, for the NPRU at the start of each shift and works with the assigned paramedic to obtain any missing items.
20. Assists in scheduling follow-up visits to monitor patients or evaluate health or management of chronic medical problems as necessary.
21. Counsels patients about medical regimens and possible side effects or interactions with other substances such as food supplements, over-the-counter (OTC) medications, or herbal remedies.
22. Attends meetings with physicians, fire officials, healthcare professionals, medical groups, community resources and other stakeholders in order to promote and improve the NPRU.

23. Prepares monthly and quarterly reports on NPRU activity as requested by Medical Director regarding topics such as overall productivity, clinical parameters, meetings with outside stakeholders, and other metrics as necessary.
24. Evaluates, trains and provides guidance and direction to subordinates upon arrival to the program, including setting performance standards and monitoring individual performance.
25. Ensures the protection and confidentiality of medical records, and that the information is maintained and complies with California laws, regulations, or standards and HIPAA Laws.
26. Assists Medical Director with the selection process of EMS Nurse Practitioner candidates when necessary, and develops training programs for new EMS Nurse Practitioners when requested.