

~~PROPOSED~~ CLASS SPECIFICATION
PARAMEDIC, 2307

Summary of Duties : Receives continuous training in driving a Fire Department Rescue Ambulance under emergency and routine conditions and in administering first aid and paramedical services; assists Paramedics in providing first aid and paramedical services to sick and injured persons; stocks the ambulance with medical supplies and performs simple preventive maintenance work on an ambulance; or drives or is in charge of a Fire Department Paramedic ambulance responding to emergency calls; renders first aid and paramedical services to sick and injured at the scene and in transit to a hospital; and does related work.

Distinguishing Features : Employees of this class are responsible for providing emergency medical services for the public. All employees must complete Emergency Medical Technician I training, Paramedic training and must obtain a valid Mobile Intensive Care Paramedic Certificate issued by the Director, Department of Health Services, County of Los Angeles. Employees of this class must maintain this Certification after appointment.

All incumbents are initially employed as trainees within the class of Paramedic. As Paramedic recruit/trainees, such individuals are trained to drive a Fire Department ambulance and to administer first aid and paramedical services. As part of the training, an employee at this level will assist Paramedic and non-Paramedic personnel in providing first aid and paramedical services to sick and injured persons. While undergoing such training and assisting Paramedics, the trainee will be gaining the experience and knowledge necessary to advance to full Paramedic status. During the training period, the trainee must obtain an Emergency Medical Technician I Certificate, and a valid Mobile Intensive Care (Paramedic) Certification issued by the Director, Department of Health Services, County of Los Angeles. As individuals employed as trainees under the provisions of Civil Service Rule 5.30, incumbents must successfully complete the Fire Department Paramedic Trainee program and obtain the above referenced certificates within eighteen months after employment.

A journey-level Paramedic is responsible for safely driving a rescue ambulance under varied road conditions, and for insuring that the ambulance is kept in safe operating condition. A Paramedic assigned to this level is responsible for rendering first aid and paramedical services to persons suffering from traumatic wounds and injuries, serious illnesses, and communicable diseases, and for transporting such persons to hospitals when necessary. A Paramedic may also have to handle dead, seriously burned, and mutilated bodies.

Some Paramedics may be assigned to be in charge of a rescue ambulance, and will direct the performance of first aid and paramedical services at the scene and in transit to a hospital.

Examples of Duties : As a trainee, receives training in driving a Fire Department Rescue Ambulance under all types of conditions; assists Paramedics and non-Paramedics in administering first aid and paramedical services to sick and injured persons; assists in placing stretcher in ambulance prior to transporting a victim; replenishes emergency medical supplies in ambulance; maintains sanitary conditions in the ambulance; is responsible for the condition and safe operation of the ambulance and its readiness for service; keeps records of service and repairs to the ambulance.

As a journey-level Paramedic, determines the route and drives an ambulance to emergencies and to hospitals; examines sick and injured persons, determines necessary actions, and renders first aid or paramedical services; takes necessary action for cases of childbirth in progress; determines the procedures for handling and disposition of contagious disease cases; under direct supervision of a physician or a registered nurse, administers intravenous saline, glucose, or volume expanding agents or solutions; performs gastric suction by incubation; performs pulmonary ventilation by use of isophogeal airway; obtains blood; applies rotating tourniquets; administers parenterally, orally, or topically various classes of drugs and solutions, including antiarrhythmic agents, narcotic antagonists, vagolytic agents, chronotropic agents, alkalinizing agents, diuretics, anticonvulsants, bronchodilators, and emetics; follows prescribed procedures when dead bodies are found; assists in rescue operations of trapped victims; assists in lifting and carrying patients; cares for patients in transit to hospital facilities; prepares records and reports of patients treated; instructs in cardiopulmonary resuscitation; replenishes first aid supplies; maintains sanitary conditions in the ambulance; cleans ambulance; checks gas, oil and tire pressure, and operating condition of ambulance; reports need for service or repairs; keeps records and makes reports of gas and oil consumption, service and repair, mileage, and number of trips made; takes part in fire station routine, such as maintaining cleanliness in and about quarters, participating in training sessions, physical fitness program, and training of personnel in first aid procedures; may receive requests for ambulance service and dispatch ambulances.

Directs the operations of a rescue ambulance, and the administration of first aid and paramedical services at the scene of an emergency; supervises the field training evaluation of Paramedic "trainees"; may act as Paramedic Supervisor on an intermittent basis and assume the responsibilities of that position; and may occasionally be assigned to other duties for training purposes or to meet technological changes or emergencies.

Qualifications :

Abilities :

Learn to drive a Fire Department Ambulance under emergency conditions.

Learn and apply the knowledges and skills required to administer first aid and paramedical services to sick and injured persons.

Deal tactfully and effectively with sick and injured persons and with other employees, officials and the public.
Keep records and make reports.
Remain calm and use good judgment in adopting quick and effective courses of action in emergency situations.

Candidates for Paramedic must be at least 18 years of age. In addition, graduation from high school or G.E.D. equivalent is required.

Special Certification : A valid Mobile Intensive Care (Paramedic) Certificate issued by the Director, Department of Health Services, County of Los Angeles is required and must be maintained after appointment.

License : A valid California driver's license is required.

Because this class has been designated as Safety Sensitive in accordance with City policy, a drug and alcohol screening test may be required prior to appointment.

Physical Requirements : Strength to routinely lift over 100 pounds; body agility and equilibrium involved in activities such as climbing and balancing under precarious conditions; back and leg coordination involved in activities such as stooping, kneeling, crouching, and crawling to an unusual extent; arm, hand, and finger dexterity involved in activities such as reaching, handling, and feeling; good speaking and hearing ability; and good eyesight.

Persons with medical limitations may, with reasonable accommodations, be capable of performing the duties of some of the positions of this class. Such determination must be made on an individual basis in light of the person's limitations, the requirements of the position, and the appointing authority's ability to effect reasonable accommodations to the limitations.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what the duties and responsibilities of any position shall be.