



# Jefferson County Emergency Services Agency Administrative Policy

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## Job Description: Paramedic

Board Approval:

*R M Kelly*

Date: 4/26/16

The Paramedic has full control of and responsibility to render appropriate patient care and operates EMS units in Jefferson County as needed as well as performing various station duties and assignments.

### Qualifications

To be eligible for initial or continued appointment to the position of Paramedic one must:

- Meet the EMS Personnel Requirements set forth in WV §64 CSR 48;
- Must have at least two years' experience as a paramedic provider prior to employment;
- Be at least twenty-one (21) years of age;
- Possess a current WV Paramedic or WV Emergency Medical Technician - Paramedic (EMT-P) certification;
- Demonstrate successful completion of a Hazardous Materials class at the Awareness level or higher;
- Demonstrate successful completion of a WV MCI I & II course;
- Possess a current CPR certification;
- Possess a current ACLS certification;
- Possess a current PEPP certification;
- Possess a current ITLS certification;
- Successfully complete the Jefferson County Preceptorship Program; and
- Possess a valid Driver's License for the entire duration of employment.

### Responsibilities

It is the responsibility of the Paramedic to:

- Assess and examine patients and perform appropriate basic and/or advanced interventions within the Paramedic Scope of Practice and in accordance with West Virginia Office of Emergency Medical Services Protocols;
- Abide by all West Virginia State Protocols and online medical direction;
- Practice infection control at all times.

In addition to direct patient care, the paramedic is required to:

- Operate the EMS unit safely and efficiently in accordance with West Virginia State law and JCESA policy and guidelines;
- Clean, maintain and stock all ALS medications and equipment;
- Assist the crew in restocking and cleaning the unit;



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- Perform daily, weekly, and monthly inventories as directed in order to keep the EMS units ready to provide efficient EMS;
- Complete station duties as assigned
- Develop and maintain knowledge of the primary area in which he/she will be responding; and
- Other duties as assigned by the Director or his/her designee.