

FIELD TRAINING OFFICER (FTO) – PARAMEDIC II
Labor Grade: 68 Exemption Status: Full-Time/Non-Exempt

General Statement of Duties

Performs paramedic level life support work in the Emergency Medical Services program while facilitating orientation of employees, precepting of students and completing other required evaluations.

Distinguishing Features of the Class

An employee in this class performs professional advanced life support work in operating an approved mobile medical unit, rescuing victims and performing advanced emergency care including the administration of life sustaining treatment to patients on-site and while en-route to hospital. Work involves responding to the scene of emergency and non-emergency calls, applying necessary medical treatment to sick or injured persons, and transporting persons to a medical facility. Employee serves as a member of an ambulance crew and is responsible for the medical care administered to the patient. This position is differentiated from a Paramedic II by the additional requirements of functioning as a preceptor and trainer for new employees, students, and other personnel requiring observation or evaluation. This position provides one-on-one guidance and observance of new employees and students in performance of clinical skills.

Employee is also responsible for maintaining supplies, performing janitorial duties at the base, and performing miscellaneous office duties, including provisions of didactic and clinical education in a classroom or field setting. Employee is exposed to the normal hazards of emergency rescue work, including risk of exposure to infectious diseases. Reports to a Shift Supervisor.

Duties and Responsibilities

Essential Duties and Tasks

Responds to emergency calls as a mobile medical unit attendant, driver, or third person preceptor/evaluator and performs necessary rescue work in accordance with established protocols for Basic and Advanced Life Support; administers necessary emergency medical care requiring the use of suction units, immobilization equipment, intravenous infusions, M.A.S.T. pants, syringes and medications, and cardiac monitors/defibrillator/pacers, and performance of intubations/advanced airway management.

Paramedic trained in approved training programs, certified by the NC Medical Board to perform medical acts, and functioning in an approved Advanced Life Support program may do any of the following in accordance with protocols established by their sponsor hospital:

(1) While at the scene of a medical emergency and confronted by a serious or life-threatening clinical situation, if continual approval has been provided by the sponsoring Medical Director: (a) establish an intravenous or intraosseous line in a peripheral vein and administer any intravenous solution approved by the NC Medical Board for use by Paramedics obtain blood for laboratory analysis; (c) administer parenterally, orally, sublingual, or topically any of the drugs approved by the Board of Medical Examiners for use by Paramedics; (d) perform pulmonary ventilation by means of an endotracheal tube and/or perform cricothyrotomy for relief of upper airway obstruction; (e) perform defibrillation or cardioversion; (f) use gas-powered or hand-powered nebulizers; (g) decompress a tension pneumothorax by use of a catheter-flutter-valve device; (h) use positive end expiratory pressure respirators; (i) perform gastric suction by intubations; (j) perform urinary catheterization; and (k) perform external cardiac pacing.

(2) When confronted with a pulse-less non-breathing patient, perform cardiopulmonary resuscitation, defibrillation, pulmonary ventilation by means of an endotracheal tube, and administer appropriate cardiac drugs.

(3) Establish an intravenous or intraosseous line in a peripheral vein and administer any intravenous solution approved by the Board of Medical Examiners for use by Paramedics.

May perform any of the following procedures if allowed by the County Emergency Medical Services System in which they function: (1) patient assessment; (2) basic life support techniques in accordance with the American Heart Association or American Red Cross including airway management and cardiopulmonary resuscitation; (3) Oxygen administration; (4) hemorrhage control; (5) treatment for shock; (6) bandaging and dressing soft tissue injuries; (7) application of military anti-shock trousers; (8) splinting fractures and dislocations; (9) treatment of injuries to the head, face, eye, neck, and spine; (10) treatment of injuries to the chest, abdomen and genitalia; (11) provision of basic life support for medical injuries; (12) assisting in normal and abnormal childbirth; (13) treatment of injuries as a result of exposure to heat and cold; (14) treatment of burns; (15) lifting and moving patients for transfer to a medical facility; and (16) extrication of patients from confined areas.

Responds to non-emergency calls, such as requests to transport patients from hospitals to their homes or from a local medical facility to a specialized medical center.

Participates in a continuous training program to improve competence in medical technical work and in ambulance service and operation; studies street and road patterns and networks of the County in order that future runs may be made with minimum difficulty and delay.

Additional Job Duties

Inspects and tests ambulances and their emergency equipment, maintaining proper inventory of equipment and supplies; cleans and sanitizes ambulance and equipment daily; ensures that they are in proper and good working order; makes routine adjustments, but reports other than minor defects for specialized attention.

Maintains cleanliness and performs minor maintenance of Emergency Medical Service facilities.

Provides assistance to members of volunteer emergency medical service organizations in County, as requested.

Provide initial orientation and continued preceptorship for new employees or other individuals that require observation or evaluation.

Facilitates didactic and clinical education required for initial or continuing medical education.

Additional protocols employed in various emergency medical situations are referenced in the Emergency Medical Standard Operating Procedures Manual.

Precepts new employees and students in performing job tasks or clinical skills.

Reviews patient care reports and provides feedback to the employee on positive and negative areas in patient care and documentation.

Performs related work as required.

Recruitment and Selection Guidelines

Knowledge, Skills, and Abilities

Demonstrates knowledge of and skill in administering emergency medical procedures and techniques.

Demonstrates knowledge of anatomy and physiology.

Considerable knowledge of intravenous therapy, pharmacology, and skill in recognizing adverse conditions.

Demonstrates knowledge of equipment and supplies employed in emergency care of patients and accident victims.

Considerable knowledge of county geography and locations of roads and streets.

Demonstrates knowledge of agency Standard Operational Procedures.

Skill in recognizing trauma and signs and symptoms of medical emergencies to determine appropriate treatment.

Demonstrates ability to deliver didactic education content to individuals of varying levels of knowledge.

Demonstrates ability to effectively illustrate clinical competence in all procedures accepted by the Emergency Medical Services Program.

Demonstrates confidentiality and professionalism when conducting the field training officer duties.

Ability to perform duties in accordance with established emergency medical procedures and techniques, medical protocols and standing orders.

Ability to work with a diverse socioeconomic population, based on the unique situations encountered.

Ability to respond quickly and calmly in emergencies and stressful situations.

Ability to drive safely an emergency medical vehicle in adverse conditions and according to motor vehicles laws.

Ability to communicate effectively in a tactful and firm manner with the public.

Ability to deal with stress and death and dying patients.

Ability to accurately record services provided on required forms.

Ability to work with coworkers, law enforcement personnel, fire, medical personnel, patients and the general public.

Ability to maintain vehicles, equipment, and facilities.
Ability to maintain confidentiality of patient contact.

Physical Requirements

Must be physically able to operate a variety of machinery and equipment including motor vehicles, suction units, immobilization equipment, intravenous infusions, MAST pants, syringes and medications, and cardiac monitors/defibrillator/pacers; two-way radios, mechanics tools, etc.

Must be able to exert in excess of 100 pounds of force occasionally, and/or up to 75 pounds of force frequently, and/or 50 pounds of force constantly to move objects.

Requires the ability to maintain body equilibrium when bending, stooping, crouching, climbing, reaching and/or stretching arms, legs or other parts of body, and to physically maneuver over and/or upon varying terrain, surfaces or physical structures. Physical demand requirements are those for very heavy work.

Desirable Education and Experience

Graduation from high school and 1 to 2 years of progressive experience in advanced emergency medical service work; or any equivalent combination of training and experience, which provides the required knowledge, skills and abilities. Desirable examples of training and education experience to include certification as Level 1 or Level II Instructor through North Carolina Office of Emergency Medical Services, instructor status for BCLS, ACLS, ITLS, PALS, or other recognized body. Preceptor training and other human resources type training preferred. Associates degree preferred. Candidate must currently be a Paramedic with Alexander County EMS.

Special Requirements

Certification by the North Carolina Medical Board as a Paramedic. Completion of additional course work and/or certification to include, at a minimum, certification in cardiac care, pediatrics and trauma. Completion of an approved Preceptor Workshop within six months. Possession of a valid North Carolina driver's license.

Alexander County

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