

UW HEALTH JOB DESCRIPTION

EMERGENCY TECHNICIAN - PARAMEDIC

Job Code: 600014	FLSA Status: Non-exempt	Mgt. Approval: R. Punzel	Date: November 2023
Department: Emergency Medicine		HR Approval: K. Fleming	Date: November 2023

JOB SUMMARY

The Emergency Technician - Paramedic performs duties under the general supervision of the Emergency Department Registered Nurse and/or Emergency Department Physician. The role is supportive relative to the care of patients in the Emergency Department. The Emergency Technician - Paramedic communicates directly with providers, RNs, patients, patient's families, and other caregivers. The Emergency Technician - Paramedic is responsible for assisting with the documentation of patient information and history and providing care, treatments, and/or testing for the patient.

MAJOR RESPONSIBILITIES

Clinical Practice and Quality of Care

- Responsible for providing direct patient care pursuant to direction, supervision, and delegation by the RN, APP, Physician, and/or Medical Director.
- Assist clinical staff in the evaluation, treatment, and care of patients to include, but not limited to, obtaining pertinent patient history and assisting with physical examination, performing technical procedures as delegated.
- Monitor patients and maintain records, using patient monitoring equipment and electronic health records to document patient's status, delivery of care, and evaluation of the patient's response to care according to the specific procedures and established protocols.
- Respond to pages/codes accordingly and assist as directed.
- Administer ordered medications as directed.
- Assist with ventilation as directed.
- Assist with restraints when directed.
- May act as an observer for behavioral health complaints.
- Provide application of orthopedic support goods or crutches and instruct the patient on the proper care, application, and usage as applicable.
- Follow established safety and emergency policies and procedures in daily practice or emergency situations, including handling of equipment and supplies during emergencies.

Professionalism

- Work independently within the scope of practice to achieve clinical outcomes.
- Maintain a level of professional development through continuing education, quality improvement initiatives, and sharing of knowledge.
- Communicate and interact with patients and staff in a professional manner that is in line with the UW Health Vision and Mission.

Other Skills and Responsibilities

- Prepare and clean equipment and rooms.
- Track and maintain equipment and supplies for department and individual rooms.
- Serve as a troubleshooting resource in department for use of equipment. Monitor and retrieve misplaced equipment.
- Identify and communicate any issues related to supplies, equipment, and environmental safety to leadership team.
- May work with RN staff in picking up and returning blood from blood bank.
- Performs administrative functions as needed, such as processing completed charts, obtaining medical records, placing phone calls as directed by ED staff, and assisting with admission or discharge paperwork.
- Act as a preceptor and support the development of other staff and formal learners.
- Participate in the identification and performance of clinical or operational performance improvement opportunities.

ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.

JOB REQUIREMENTS

Education	Minimum	Current Paramedic Licensing
	Preferred	Current NREMT Paramedic certification
Work Experience	Minimum	Six (6) months of relevant experience in Emergency Departments, Hospitals, or other healthcare entities to include EMS

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	Preferred	One (1) year of previous experience as Paramedic in the field (current/ongoing experience strongly preferred)
Licenses & Certifications	Minimum	<ul style="list-style-type: none"> • Paramedic license • Basic Life Support/CPR • ACLS certification
	Preferred	PALS certification
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> • Knowledge and experience documenting patient care in an electronic medical record • Excellent verbal, written, and presentation skills • Ability to take direction from all levels of leadership • Ability to educate staff • Ability to provide counseling and emotional support with compassion and respect for the individual • Ability to provide support to the members of the care team (teamwork) • Must possess initiative and ability to work independently • Ability to maintain confidentiality of medical records

AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

Instructions: Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

<input checked="" type="checkbox"/>	Infants (Birth – 11 months)	<input checked="" type="checkbox"/>	Adolescent (13 – 19 years)
<input checked="" type="checkbox"/>	Toddlers (1 – 3 years)	<input checked="" type="checkbox"/>	Young Adult (20 – 40 years)
<input checked="" type="checkbox"/>	Preschool (4 – 5 years)	<input checked="" type="checkbox"/>	Middle Adult (41 – 65 years)
<input checked="" type="checkbox"/>	School Age (6 – 12 years)	<input checked="" type="checkbox"/>	Older Adult (Over 65 years)

JOB FUNCTIONS

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

PHYSICAL REQUIREMENTS

Indicate the appropriate physical requirements of this job in the course of a shift. *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

Physical Demand Level		Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
	Sedentary: Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as dockets, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	Up to 10#	Negligible	Negligible
	Light: Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	Up to 20#	Up to 10# or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	Negligible or constant push/pull of items of negligible weight
X	Medium: Ability to lift up to 50 pounds maximum with frequent lifting and/or carrying objects weighing up to 25 pounds.	20-50#	10-25#	Negligible-10#
	Heavy: Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	50-100#	25-50#	10-20#
	Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	Over 100#	Over 50#	Over 20#
List any other physical requirements or bona fide occupational qualifications:				

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.