**Position Description - Driver**

Position Title:

 Emergency Medical Services Driver

Position Identification:

 Reports To: Administrative Director/Lead Paramedic

Position Purpose and Summary:

 Under the supervision of the Lead Paramedic or senior paramedic, the Emergency Medical Services Driver will perform duties associated with assisting in the providing of emergency medical care to the sick and injured in accordance with all applicable laws, regulations, and department policies.

Essential Duties and Responsibilities:

 The employee must possess and apply knowledge and skills necessary to perform the duties of an Emergency Medical Services Driver, in a dignified and compassionate manner, including but not limited to:

* Respond to an emergency safely, efficiently, and promptly while operating an ambulance within the laws, policies and procedures;
* Assist in placing patients on stretchers, loading/unloading stretchers into ambulance or traversing to and from Ambulance;
* Provide assistance to the senior paramedic as requested through providing equipment and/or providing basic first aid;
* Assisting in maintaining order at scenes, crowd dispersment and restraint of family and friends;
* Adhere to and follow policies and procedures concerning safety and contamination by

bloodborne pathogens;

* Remove and Replace soiled linens or equipment to maintain sanitary conditions;

Job Responsibilities Related to Patient Privacy

1. The employee is expected to protect the privacy of all patient information in accordance with Monticello Ambulance Service privacy policies, procedures, and practices, as required by federal and state law, and in accordance with general principles of professionalism as a health care provider. Failure to comply with the policies and procedures on patient privacy may result in disciplinary action up to and including termination.
2. The employee may access protected health information and other patient information only to the extent that is necessary to complete their job duties. The employee may only share such information with those who have a need to know specific patient information you have in your possession to compete their job responsibilities related to treatment, or other department operations.
3. The employee is encouraged and expected to report, without threat of retaliation, any concerns regarding the departments policies and procedures on patient privacy and any observed practices in violation of that policy to the Lead Paramedic.
4. The employee is expected to actively participate in department privacy training and is required to communicate privacy policy information to co-workers.

Training requirements and position expectations:

New Member Orientation consists of 3 consecutive weekly training sessions of 4 hours per session. This initial training will provide the applicant with the basic understanding of the service and the expectations. Once a crew member has completed the 3 session New Member Orientation, they will perform in field orientation where they will serve as a 3rd member of a responding crew. During this in-field orientation the crew member will perform the duties under the supervision of trained staff to show they are capable of performing the duties as required. This in-field orientation will be scheduled as the crew member is available during an on-call period. The duration of the in-field orientation is dependent on how quickly and proficiently the crew member is able to perform the functions. Crew members are able to choose their availability anytime during the week. On-call periods available between the hours of 1600-0600, 7 days per week. Some on-call members choose set days and times they are willing to be available, while others choose to fill in shifts as they are available. Once the crew member has successfully demonstrated the capabilities necessary, they are permitted to begin signing up for available on-call shifts through an electronic web-based schedule. Crew members are able to see what days and times are needing coverage and can commit to a desired time period to be available on-call. When on-call, crew members are able to be out and about within the community, be at their residences or sleeping as they desire. During overnight hours crew member will be provided with a two-way radio that they will be required to monitor during their designated on-call period and will respond to the Ambulance Office when paged for an emergency call. Crew members are provide with a uniform shirt or pullover depending on the season and are required to wear said apparel when on-call. When paged for a call, crew members will drive their personal vehicles without delay to the Ambulance Office and meet up with the On-Duty Paramedic they are scheduled with. From this point, the 2-person crew will respond to the location and provide emergency medical aid or transportation to an appropriate health care facility.

This position can be demanding both mentally and physically. This position will require you to be able to respond immediately when called upon, even when sleeping. Applicants must be able to respond with a clear mind with lots of distractions. This is a rewarding position with a great demand. If you have what it takes, we hope to hear from you.

To apply, visit our website: ci.monticello.ia.us/ambulance and click on our application. Return completed applications to our office at 201 East South Street, or email them to britt@ci.monticello.ia.us