



City of Kansas City, Missouri Job Class Specification

Job Title:	PARAMEDIC (EMT-P)	Department:	FIRE
Job Code:	3037	Status:	NONEXEMPT
		Grade:	F-9

Summary

This is highly skilled work in answering and responding to medical incidents, and in the operation of departmental equipment and the routine custodial maintenance of quarters and vehicles.

Work involves training for and participating in duties of protecting life through the performance of rescue and emergency medical activity. Employees of this class are required to learn and participate in the operation of apparatus and performance of hazardous tasks under emergency conditions, which may require strenuous exertion. Medical care constitutes the primary and more responsible areas of work, as well as routine duties in the custodial care and minor maintenance of departmental facilities, apparatus, and equipment. Work is usually performed in accordance with explicit instructions and well defined procedures; however, performance of the work requires initiative, thorough understanding of emergency medical care.

Duties and Responsibilities

- Responsible for all patient care (Advanced as well as Basic Life Support) according to patient care modalities in accordance with all applicable federal, state and local laws, regulations, statutes, and protocols.
- Shall participate in medical audits as directed
- Shall provide direction to other crew members, as it pertains to patient care
- Responsible for documentation of patient medical records including completing the MARF in its entirety
- Responsible to make a best effort attempt to secure, in all circumstances, the name, address, and appropriate insurance/billing information for any and all patients transported.
- Assist other department personnel in preparing apparatus to be available and ready for response
- Responsible for signing out/in and securing all controlled medications according to the policy set forth by department guidelines
- Report any medical equipment malfunction through the chain of command
- Assist in public relations activities and education of the general public when directed.
- Perform station and facility first-line maintenance functions as directed
- If certified as a KCFD fire medic, shall serve as an emergency responder in the mission areas of fire protection, rescue services and hazardous materials response.
- Perform related duties as required.

Technical Skills

Considerable knowledge of:
The department's electronic communication systems.

Ability to:

- Transfer 25 medical bags from ambulance to patient site.
- With their partner to transfer patient weighing average patient of 200 pounds from a cot to a hospital bed
- Transfer stair chair weighing 40 pounds from ambulance to patient site
- Transport with their partner a patient weighing 200 pounds using appropriate conveyance 200 feet to the ambulance.
- Transport a patient with partner in a stair chair between various floors in a location while ascending and descending stairs. (Maximum weight of patient and chair may be 240 pounds.
- Must have good physical stamina, endurance and body condition.
- Motor coordination is necessary to work in various conditions
- Verbally communicate with their patient
- Drive ambulance to specified location and follow the instructions of the dispatcher
- If assigned as a fire technician, have the ability to connect supply hose to a fire hydrant and operate the hydrant
- Must be able to assist a rescue incident by carrying equipment weighing up to 50 pounds.
- Must be able to carry hazardous materials equipment and supplies weighing up to 25 pounds

Education and Experience

High School diploma or GED

**Certificates/
Licenses/Special
Requirements**

KCFD and Nationally Registered Paramedic or current Certification in the state of Missouri.

Must be 18 years of age; provide a current, clear and valid Missouri Driver's License or approved state driver's license by KCFD.

- Must pass a pre-employment drug screen and post offer physical.
- Must pass a background check as prescribed by the City

**Supervisory
Responsibility**

None

**Supervision
Received**

Work is performed under general supervision of a Captain, Assistant Division Chief, Division Chief or Battalion Chief.

Note: This job description should not be construed to imply that these requirements are the exclusive standards of the position. Incumbents will follow any other instructions, and perform any other related duties, as may be required. Reasonable accommodation will be provided to qualified individuals with disabilities. The City of Kansas City has the right to revise this job description at any time. The job description is not to be construed as a contract for employment.

Created**Revised**

05/10, 5/12, 10/18