



# City of Tempe

## COMMUNITY MEDICINE MEDICAL TECHNICIAN

### JOB CLASSIFICATION INFORMATION

<i>Job Code:</i>	573	<i>FLSA Status:</i>	Non-exempt
<i>Department:</i>	Fire	<i>Salary / Hourly Minimum:</i>	\$18.750000
<i>Supervision Level:</i>	Non-Supervisor	<i>Salary / Hourly Maximum:</i>	\$25.312500
<i>Employee Group:</i>	UAEA	<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Classified	<i>Market Group:</i>	EMS Coordinator
<i>Drug Screen / Physical:</i>	Y	<i>EEO4 Group:</i>	Technicians

### DISTINGUISHING CHARACTERISTICS

### REPORTING RELATIONSHIPS

Receives direct supervision from a Fire Captain assigned to EMS or from other supervisory or management staff.

### MINIMUM QUALIFICATIONS

<i>Experience:</i>	One year of full-time prehospital (field) EMT-Basic experience preferred.
<i>Education:</i>	High School Diploma or GED equivalent.
<i>License / Certification:</i>	<ul style="list-style-type: none"> <li>• Must possess and maintain a valid driver’s license.</li> <li>• Current Arizona Emergency Medical Technician Basic Certification at time of application; CPR certifications.</li> </ul>

### ESSENTIAL JOB FUNCTIONS

Essential job functions are the fundamental duties of a position: the things a person holding the job absolutely must be able to do.

To actively support and uphold the City’s stated mission and values. To respond with Patient Advocacy Service (PAS) nurses to assist with delivery of the PAS program.

### OTHER DUTIES AS ASSIGNED

Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

- Perform job duties adequately and properly; follow personnel and department policies and operating procedures; show respect, tact, and courtesy in dealings with coworkers and the general public; behave in a manner that does not obstruct or hinder other employees from completing their duties; act in a manner that is safe and follow the City’s safety procedures at all times.
- Provide Emergency Medical Services (EMS) evaluations in accordance with Arizona laws, Arizona Department of Health Services (DHS) rules and regulations, regional protocols, Tempe Fire Department policies and procedures, and base station medical direction. Examine, screen, treat and coordinate health services for patients.
- Prepare EMS reports (ePCR, Electronic Patient Care Report) accurately and in a timely manner and demonstrate proficiency with patient care reporting software.
- Operate Tempe Fire Medial Rescue Department vehicles in non-emergent driving environments.
- Administer emergency medical care utilizing accepted guidelines of basic life support procedures in treating the sick and injured; examine patients and communicate physical assessment findings to Nurse Practitioners.
- Coordinates appointments and follow-up with physicians and hospitals.
- Develop and complete appropriate reports and templates for the PAS Program.
- Attends meetings as requested and available.
- Operate a variety of medical equipment including but not limited to suction units, pulse oximeters, splints, and oxygen administration equipment.
- Maintain minimum inventory of EMS equipment and supplies to assigned Patient Advocacy Service (PAS) vehicle.
- Participate in EMS training programs, community service/public safety education events, and other related programs.
- Perform other related duties as assigned.
- Physically present to perform the duties of the position.

### PHYSICAL DEMANDS AND WORK ENVIRONMENT

- Operate city vehicles;
- Climb stairways;
- Traverse uneven surfaces (in order to evaluate patients);
- Work out-of-doors in inclement weather (including rain and extreme heat);
- Exposure to blood and airborne pathogens; bodily fluids; etc.

### COMPETENCIES

<i>CLASSIFICATION LEVEL</i>	<i>INCLUDES</i>	<i>COMPETENCIES</i>
Foundational	All Employees	Inclusion, Communication, Interpersonal Skills, Integrity, Professionalism, and Willingness to Learn
Non-Supervisory	In Addition >	Teamwork, Customer Service, Initiative, and Dependability / Reliability

Supervisory	In Addition >	Staffing, Monitoring Work, Delegating, Development / Mentoring, and Support Others
Manager	In Addition >	Preparing / Evaluating Budgets, Monitoring / Controlling Resources, and Motivating / Inspiring
Deputy Director	In Addition >	Entrepreneurship and Networking
Director	In Addition >	Organizational Vision
<p><i>For more information about the City of Tempe's competencies for all classifications:</i>  <a href="#">City of Tempe, AZ : Competencies</a></p>		

<b>JOB DESCRIPTION HISTORY</b>
<i>Effective March 2019</i>