

HYATTSTOWN VOLUNTEER FIRE DEPARTMENT, INC.

Firefighter/Rescuer & EMS Members Example of Duties and Job Description

General:

The Montgomery County Fire and Rescue Commission (FRC) has established regulations pertaining to the duties of EMS Members and Firefighter/Rescuers. Hyattstown Volunteer Fire Department is in compliance with those regulations as a member corporation of the County fire and rescue delivery system. In general, there is little difference between Firefighter/Rescuers and EMS Members except that EMS Members do not ride apparatus that requires one to enter a “burning building”.

EMS Member:

The FRC regulations pertaining to the duties of EMS Members state: “this policy allows the assignment of an EMS Member to drive ambulances, medic units (mobile intensive care units), cars and utilities providing that they have successfully completed the appropriate training for vehicles to be driven and have satisfactorily demonstrated their proficiency in driving the emergency vehicles.” (Volunteer Membership Category: EMS Member, Montgomery County Fire and Rescue Commission, effective date 12/08/94.) The only restriction on EMS Members is that they shall not operate in a capacity that requires training in “fire fighting” or “rescue” skills. Accordingly, EMS Members may function in any capacity which is related to patient care, including driving an emergency vehicle with lights and sirens activated, to any at any type of fire, rescue, or emergency medical incident.

EMS Members are authorized to enroll in the following courses at the Montgomery County Public Services Training Academy:

- Emergency Medical Technician – Ambulance
- Emergency Medical Technician – Paramedic
- Emergency Vehicle Operators Course
- Hazardous Materials – Awareness Level
- Instructor I
- Instructor II
- Incident Command

- Other training courses at Non-Montgomery County Training facilities as deemed appropriate by the EMS Member’s Department Training Officer.

The following is a partial list of tasks that the EMS Members are permitted, or may be required to perform based on the presenting situation, depending on their completion of the appropriate level of training:

1. Emergency Medical Technician – Ambulance Level

- A. Perform a complete checkout of an ambulance including checking transmission fluid, oil, batteries, first aid supplies, etc.
- B. Participate as one member of a two-person team who must carry a Reeve's Stretcher with a patient weighing 180 pounds, up one flight of stairs, 100 feet down a hallway and then down one flight of stairs, resting no more than three times.
- C. Participate as one member of a two person team who must lift a roller cot (weighing approximately 60 lbs.) from street level into an ambulance, The distance from street level to the floor of the ambulance is 35". The weight of an average patient is considered to be 180 lbs.
- D. Safely exit a stopped ambulance, using all appropriate warning signals on the scene of an accident. Control traffic, Assess injuries, and treat the injured parties.
- E. Upon arrival at an emergency scene, perform "size-up" of the incident. Communicate to the Emergency Communications Center a brief description of the incident, the type and number of patients, and request any needed additions fire/rescue or police resources based on the situation and dispatched resources.
- F. Wear, for extended periods of time, firefighter's/rescuer's running gear including helmet, bunker pants, running coat, and eye protection. Note: EMS Members may not be required to don self-contained breathing apparatus, however, running gear is often issued to meet safety requirements to non-fire incidents such as auto accidents.
- G. Safely operate in automobiles that have been damaged in accidents while wearing designated safety equipment.
- H. Use a stethoscope to auscultate lung sounds, take blood pressures, and check for the presence of a "heart beat".
- I. Receive and give verbal commands at normal speaking tones in all ranges of ambient noise levels.
- J. Develop and write a report documenting events at an incident including observed patient signs and symptoms and care/treatment provided.
- K. Receive and give critical information via telephone and radio This could include Receiving instructions from a physician, a dispatcher, or from a command officer.

- L. Carry approximately 60 pounds of equipment, using shoulder bags and other carrying devices, from an emergency care vehicle to the scene of an incident. Examples of normal distances extend from the vehicle to:
- A residential houses a short distance away
 - An office apartment in a high-rise building using the elevator
 - An office or apartment in a high-rise building using the stairwells when the elevator is out of service.
 - A Metro station (up to 190' below ground) using escalators, elevators, or steps.
 - A car which has run off a roadway into thick woods or underbrush.
- M. Drive an ambulance or mobile intensive care unit under emergency (lights and sirens) conditions.
- N. Read map books to determine the best route of travel to the scene f an incident.
- O. Must be able to perform one or two person CPR for adults, children and infants. This includes:
- Chest compression
 - Mouth to mouth ventilations
 - Using oxygen resuscitation equipment, provide a good seal and air exchange.
- P. Must be able to read solution type and drip chamber specifications on In travenous fluid administration sets.
- Q. Must be able to attach electrocardiogram electrodes to patients.
- R. Must be able to independently operate an Automatic External Defibrillator.
- S. Must be able to change “D” size O2 Cylinders in 30 seconds or less
- T. Must be able to apply available types of splints including those that require the use of manual traction, according to protocols, on bones such as the femur, tibia, fibula, etc.

- U. Tie a minimum of knots for securing, raising or immobilizing equipment.
 - V. Demonstrate how to clean and sanitize potentially infectious ambulance and equipment.
2. Emergency Medical Technical-Paramedic Level:
- A. Perform all skills associated with lower level of certification, including EMT Ambulance
 - B. Perform advanced levels of patient assessment in widely varying light and sound environments.
 - C. Perform all levels of treatment appropriate for advanced life support such as administering of medications, defibrillation, endotracheal intubations, etc.

Firefighter/Rescuer:

Firefighter/Rescuers are authorized to enroll in the following courses at the Montgomery County Public Services Training academy, in addition to those also open to EMS Members.

- Essentials of Firefighting
- Firefighter
- Practical Rescue
- Aerial Operations
- Pumps and Hydraulics
- Fire Officer Development I

The following is a partial list of tasks that Firefighter/Rescuers are permitted, or may be required to perform, based on the presenting situation, depending on their completion of the appropriate level of training:

- A. All duties assigned to the EMS Member personnel. Firefighter/Rescuers may be trained to the Emergency Medical Technician-Paramedic level.
- B. Wear and use self-contained breathing apparatus (SCBA), sets of firefighters running gear for long periods of time. Firefighter/Rescuers must demonstrate “buddy breathing” techniques.

- C. Force entry through doors, windows, roofs, floors, and vertical barriers.

- D. Perform ventilation (the removal of smoke or other hazardous by-products of fire) using smoke ejectors, power or hand tools, hoseline ventilation, positive pressure ventilation, natural ventilation, etc.

- E. Open and close various types of windows from inside and outside, with and without use of various power or hand tools.

- F. Use an axe to ventilate (make a hole) in various types of roofs. (include pitched, mansard, etc.)

- G. Remove injured persons using drags, carries, and stretchers.

- H. Demonstrate how to search for victims in a burning building using self-contained breathing apparatus and full running gear.

- I. Demonstrate how to carry, position, raise and lower each size of ground ladder.

- J. Climb the full length of each type of ground ladder (14-35' in length) and aerial ladder (100') and bring an "injured person" down the ladder.

- K. Connect hose to fire hydrant and fully open and close the hydrant.

- L. Carry hose into a building, connect to the building's standpipe system, and advance the hoseline to the area of fire.

- M. Drive and operate fire apparatus, including pumping engines, aerial ladder devices and rescue squads, under emergency conditions.

CLASS SPECIFICATION

EMERGENCY MEDICAL SERVICES MEMBER

DEFINITION OF CLASS:

This is entry-level work in emergency medical care. Personal contacts are with fire/rescue and emergency medical supervisors and instructors to receive assignments and instructions and with the public to provide information and emergency assistance as required.

Under the immediate supervision of designated fire/rescue officers, an employee in this class receives training in all aspects of providing emergency medical assistance. The work performed contributes to the rescue and safety of individuals. Work is performed in accordance with specific instructions and established policies and procedures which must be adhered to, and is closely supervised. Work, is performed on a rotating shift, requires periods of strenuous physical effort and involves exposure to dirt and other very unpleasant conditions. An employee in this class is exposed to the risk of serious injury, requiring the use of protective clothing and the strict observance of safety precautions and procedures. Work is closely and frequently reviewed for accuracy, adequacy, and adherence to instructions and established procedures.

EXAMPLES OF DUTIES: *(Illustrative Only)*

- May periodically drive and operate emergency rescue vehicles.
- Responds to and participates in medical emergencies, and other emergency operations as required
- Provides immediate and efficient emergency medical care as required at the scene of an incident or during transport: reports vital patient information to medical personnel: operates emergency medical equipment.
- maintains accurate records of medical treatment administered.
- Performs station maintenance and cleaning as necessary to maintain facilities and ground in a clean and presentable condition.
- Attains and maintains required level of emergency medical care certification.
- Completes and maintains accurate records, forms, and incident reports as directed.
- Participates in injury prevention programs as directed.
- Performs related duties as assigned consistent with this class specification.

MINIMUM QUALIFICATIONS:

Experience: None

Education: High School graduate or equivalent acceptable to the State of Maryland.

Age: Applicant must be 18 years of age

Knowledge, Skills and Abilities:

- Ability to read and understand oral and written policies, rules, instructions and procedures of the Montgomery County Fire and Rescue Commission.
- Ability to learn and to perform emergency care practices, techniques, and methods and to apply such information to specific situations.
- Ability to analyze emergency situations and to select effective courses of action, giving regard to surrounding hazards and circumstances.
- Ability to understand and follow oral and written directions.
- Ability to think clearly, responds immediately, and acts quickly, calmly, and effectively in emergency situations.
- Ability to make minor equipment repairs and adjustments under supervision.
- Ability to communicate effectively with the public and other employees.
- Ability to speak clearly and distinctly to the public and other employees.
- Ability to successfully complete periodic physical testing and examination for the appropriate assignment.
- Ability to drive some of the apparatus and equipment in the fire/rescue corporation to which assigned
- Ability to engage in strenuous physical effort for prolonged periods as required.
- Ability to write clearly and legibly
- Ability to cope with stressful situations.

LICENSE AND CERTIFICATION REQUIREMENTS:

Within one year from date of appointment, successfully complete State of Maryland certification as Emergency Medical Technician-Ambulance (EMT-A).

Medical Group:

Successful completion of physical examination and drug screening as required