

CLASSIFICATION TITLE: CLINIC PARAMEDIC

PURPOSE OF CLASSIFICATION

The Clinic Paramedic will provide emergency care as needed and assist with patient treatment, and assessment in our clinic setting. You will work closely with medical staff to ensure patient safety, provide clinical screenings, and support wellness-focused treatments. This role involves both clinical and emergency response duties as needed, requiring quick thinking, excellent medical knowledge, and a calm demeanor in high-pressure situations. Primary functions will be to support the rest of the clinical team in providing employee health and wellness screenings.

ESSENTIAL FUNCTIONS

The following duties are normal for the position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

Assist with patient assessments, take vital signs, perform basic physical exams, and provide direct care under the supervision of the clinic's physicians and nurse practitioners.

Assist in wellness-related services such as immunizations, minor wound care, health screenings, and physical assessments.

Be familiar with and adhere to clinic emergency protocols, including disaster response, triage, and patient stabilization procedures.

Maintain accurate and timely records of patient care activities, treatments, and outcomes in the clinic's electronic health record (EHR) system.

Work as part of a multidisciplinary team, collaborating with physicians, nurse practitioners, and other staff to deliver high-quality patient care.

Assist with the maintenance of medical supplies, ensuring that equipment and medications are properly stocked and available for emergencies or treatments.

Ensure patients are comfortable and well-informed throughout their care process, addressing concerns and advocating for their well-being.

Participate in health and wellness outreach programs, educating the community on preventive care and emergency preparedness.

Establishes and maintains positive public relations; attends community meetings; promotes and teaches emergency medical safety and injury prevention; responds to questions and requests information.

Communicates with supervisors, employees, and other departments, and other individuals as needed to coordinate work activities; review status of work, exchange information, or resolve problems.

Attends shift meetings, seminars, drills, and training sessions as required to maintain knowledge of departmental and County Operations, to promote improved job performance, and to stay current with medical techniques

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Completes and prepares a variety of forms, logs, requests, records, reports, correspondence, and various other documents associated with the daily responsibilities of the position; maintains administrative records and files.

Attends required training sessions; verifies that individual training is documented to the departments training records, reports all missed scheduled training to supervisor for re-scheduling.

Administers medications to victims on-site and in transit to medical facilities if necessary as approved by the medical director.

ADDITIONAL FUNCTIONS

Cleans, inspects and/or replenishes clinic equipment, supplies, and medications throughout the shift; ensures adequate supplies and equipment is stocked or on order at all times; maintains inventory.

Performs miscellaneous duties which may include conducting tours; raising and lowering the flag, securing facilities, ordering supplies and cleaning assigned station area

Answers the telephone; provides information, advice and guidance; takes and relays messages and/or direct calls to appropriate personnel.

Substitutes for co-workers during temporary absence; provides assistance to other employees or department as needed.

Performs other duties as required.

MINIMUM QUALIFICATIONS

High School Diploma or GED; must have a current State of Georgia Paramedic License, must possess and maintain a valid Georgia driver's license and/or Georgia Commercial Driver's License

(CDL), must be a US Citizen or possess resident status, must maintain current certifications applicable to licensure level, to include Cardiopulmonary Resuscitation (CPR) and Advanced Cardiac Life Support (ACLS). May be required to attain and maintain additional certifications specific to assignment.

Those currently licensed by the State of Georgia at the Advanced Emergency Medical Technician (AEMT) level will be considered, with the understanding that they will be required to enroll in an accredited Paramedic program within the first 24 months of employment.

Preferred Qualifications

Preferred qualifications: Experience in a health and wellness, preventative care or urgent care setting. Training or certification in health coaching or wellness related disciplines. Knowledge of, or experience in the Fire Service.

ADA COMPLIANCE

Physical Ability (Non-Sworn Civilian): Tasks require the ability to exert moderate physical effort, typically involving some combination of stooping, kneeling, crouching and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of a heavy weight (over 50 pounds).

Physical Ability (Sworn Position: Certified Firefighter) Tasks require the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that may involve the lifting, carrying, pushing, and the completion of the Physical

Agility Course. The Physical Agility Course consists of five (5) timed events that must be completed without stopping:

The participant shall be dressed in full protective equipment to include SCBA (approximately 45 lbs.). Start area is at the base of the tower. The participant may adjust the placement of the high-rise pack within the boundaries of the staging area but shall not have a void of more than one inch (2.54 cm) off the ground.

EVENT 1 – Stair Climb

The handrails may be used in climbing the tower and steps may be taken in multiples on the way up the four-story (42 feet) tower. The high-rise pack (approximately 42 lbs.) may be carried in any manner and must be deposited into the container at the top of the tower, with no part of the pack touching the deck outside of the box. One foot must be on the top deck before releasing the high-rise pack.

EVENT 2 - Hose Hoist

A donut roll of fire hose (approximately 45 lbs.) and rope is used for this event. The participant is not allowed to stand on anything other than the top platform while hoisting. The evolution is complete when the roll is hoisted the height of the tower, clears the railing at the top of the tower, and is placed in the container on the top floor. Descending the tower, every step must be contacted, and the handrail grasped.

EVENT 3 - Forcible Entry

The forcible entry evolution utilizes a chopping simulator. Using the provided nine-pound shot mallet, and with both feet on the diamond plate surface, the employee must drive the sled, a beam weighing up to 150 lbs., a horizontal distance of five (5) feet. Pushing, raking or hooking the beam is not allowed; only the head of the mallet is allowed to strike the beam.

EVENT 4 - Hose Advance

The participant must negotiate the 140-foot zigzag course without missing or knocking over any delineator (including the target); The participant must pick up the nozzle end of the 1 3/4 inch charged hose line or similarly equipped simulation and drag it a distance of 75 feet. Once the nozzle is advanced 75-feet through the door frame, the participant opens

the nozzle, hits the target with the water stream or simulates with fire nozzle, shuts down the nozzle and places the nozzle on the pavement.

EVENT 5 - Victim Rescue

A mannequin or similarly equipped simulation weighing approximately 125 lbs. must be dragged backwards a distance of 100 feet. Carrying the dummy or simulated equipment is not permitted.

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, taste, odor, depth, texture, and visual cues or signals Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, vibrations, electric currents, traffic hazards, toxic agents, violence, disease, or pathogenic substances.

Clayton County, Georgia, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.